

**CHISHOLM  
TRAIL  
WILDCATS**



**2025-2026**

**STUDENT HANDBOOK**

**WE ARE WILDCATS!**

# Chisholm Trail Middle School

## Olathe District Schools Student Guiding Principles

Students will demonstrate in actions and words:

### **Honesty**

Truthfulness to oneself and others in both words and actions

### **Respect**

Treating others as you wish to be treated

### **Responsibility**

Doing what you're supposed to do when it needs to be done, even when no one is watching

### **Trustworthiness**

Exhibiting dependable behaviors



**Chisholm Trail Middle School School**  
**(913)780-7240**

To report absences of students please call the school and leave a message on the attendance line.

**Chisholm Trail Middle School School Attendance Line**  
**(913)780-7241**

## **ACADEMIC INFORMATION**

### **Grade/Progress Reports**

Grade/progress reports are available at any time on ParentVue with grading periods at the end of each nine-week period. Final grade reports for the year will be posted approximately one week after the end of school and can be printed through the ParentVue account. Contact counseling office for ParentVue sign up information.

### **Parent/Teacher Conferences**

Parent/Teacher Conferences will be held in October and February. The exact times and dates will be in the parent newsletter.

### **Assignments/Practice**

Students should expect approximately 1 to 1 ½ hours of assignments/practice each night. If students have not completed their work by the due date, students could be asked to stay after school or come before school to work with a teacher.

### **Academic Dishonesty**

- Students are expected to do their own work and cite sources appropriately. Plagiarism is when an individual uses another person's ideas, expressions or writing as if they were their own. Acts of plagiarism include but are not limited to the following :
  - presenting another's essay or class assignment as one's own
  - failing to acknowledge the source when repeating, paraphrasing, or presenting another's work
  - making slight changes in wording from another source so that the passage is not copied word for word
  - copying from another person's test
  - unauthorized use of AI

Consequences for academic dishonesty

- Consequence may be given per the Student Code of Conduct.
- If, in the teacher's and the administrators' judgment, the occurrence of academic dishonesty was not intended to be deceptive, the student may be given the opportunity to complete an alternative assignment or redo the assignment
- Students who are involved in more than one incident of academic dishonesty may be referred to administrators for further disciplinary action.
- All consequences will include parental notification.

## **ACTIVITY EVENTS**

- **ALL SCHOOL RULES APPLY - Any** student who violates a rule at an activity event may lose the privilege to attend activities for the remainder of the year.
- Students must be in attendance in school according to the extra-curricular attendance policy.
- Activity events are for Chisholm Trail students only. Any exceptions to this rule must be approved by the administrative staff prior to the activity.

- Unless prior arrangements have been made, students are not to leave the building between school and an after-school activity. If students leave an activity, they may not return unless prior arrangements have been made with an administrator.
- **Students need to be picked up promptly following the activity's end time. Students who continually do not have rides for after school events will no longer be allowed to attend these activities.**

### **Attendance For Extra-Curricular Activities**

- Students must be in school attendance for at least half of the day (11:30 a.m.) in order to participate in after-school athletic and extra-curricular activities. This requirement may be waived by an administrator for extenuating circumstances.
- Before leaving for a scheduled extra-curricular activity, all students should turn in assignments due that day and pick up assignments for the next day.

## **ATTENDANCE PROCEDURES**

### **Excused Absences**

The State of Kansas delegates to the Board of Education the responsibility for determining excusable absences. The following are reasons for excusable absences:

1. Personal illness
2. Serious illness or death of a family member or close friend.
3. Obligatory religious observance of the student's faith.
4. Participation in a school approved student activity.
5. Verified physician or dentist appointment.
6. Court appearance.
7. Emergency requiring immediate action.
8. An absence requested in writing and approved by the building administration in advance.

Students will be afforded the opportunity to make up missed work assigned during an excused school absence. Requests to excuse an absence may be made by parents or legal guardians. Building administrators, following district procedures, may take steps to address excessive student absences. Parents may request work for students who will be gone for multiple school days.

### **Unexcused Absences**

According to School Board policy, an unexcused absence **is one which has been determined as such by the building administration**. An absence will be classified as unexcused if it does not fit one of the Board's eight (8) stated reasons for excusable absence or if the building attendance procedure is not followed by the student and the parent or legal guardian. Unexcused absences are subject to further consequences.

### **Absence Procedure**

- Parents need notify the attendance clerk at 780-7241 after 7:30 a.m, leave a message on our voice-mail service, or email attendance to inform us of the reason for the absence. This needs to be done daily. If no parent call is received, the school will attempt to contact the home or place of employment. . If no parental contact is made, the absence will be considered unexcused.

- Notes do not need to be presented upon re-entry to school if parental contact has been made

### **Truancy**

Truancy is defined as follows: Whenever a child is required by law to attend school and such child is inexcusably absent from there on either three (3) consecutive days, five (5) or more days in any semester, or seven (7) days in a year, such a child is truant. The truancy definition shall apply to one or more class periods in each day.

1. When a student is found to be truant, every effort will be made to get the pupil back in class;  
the parent will be notified by telephone or in writing of the occurrence.
2. When a student is found to be truant, the District Attorney will be notified as required by law.

### **Late Arrival To School**

Students arriving late to school must report to the attendance office. Students arriving more than 10 minutes late, and who do not meet the excused absence criteria, will be recorded as unexcused for that period and must report to the office to receive a pass to class. Individuals tardy or unexcusably absent will be subject to consequences as outlined in this handbook.

### **Tardies To Class**

Students are considered tardy to class if they are not inside the classroom when the bell rings. Consequences are cumulative and not based on a class/hour basis. The following are the consequences for excessive tardies:

- Tardy #1 thru #3 – Warning
- Tardy #4 – Lunch Detention
- Tardy #5 – Before/After School Detention
- Tardy #6 – Office Referral - will result in further consequences to be determined at a parent conference
- \*The consequences for and accumulation of class tardies start over each quarter.

### **Make-Up Work**

- Each student who is absent is expected to make up any work missed. Students should check the Learning Management System for missed work.
- Students will generally be permitted two days for each day of absence to make up missed class work.
- Students who are absent due to a field trip are not allowed the extra days and are expected to turn in work on the same timetable as the rest of the class.
- Assignments from an out-of-town absence are due the day the student returns.

### **Doctor And Dental Appointments**

A written request or telephone call to the attendance office for permission to be excused should occur with the attendance clerk prior to an absence for a dental or doctor appointment. All students leaving school for any reason must sign-out in the office and sign-in upon returning to school. Parents are required to sign their student out from the office. We ask parents to call us if anyone other than the student's legal guardian comes to pick them up.

### **Inclement Weather**

In the event of school dismissal due to inclement weather, an announcement will be made as early as possible. Announcements of school closings will be made on local television and radio stations as well as the district app.

### **Request For Out-Of-Town Absence**

Students who will be absent due to an out-of-town trip of three days or more need to request a form from the office to obtain assignments. Assignments from an out-of-town absence are due the day the student returns.

### **Students should be off campus by 3 :45 unless supervised by a staff member for a school activity**

### **ATHLETICS AND STUDENT ELIGIBILITY**

- 7<sup>th</sup> and 8<sup>th</sup> grade students may participate in football, basketball, volleyball, cheer and dance.
- 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade may participate in track and cross country.
- Athletes who participate in sports are expected to maintain good sportsmanship on the field and in the classroom.
- All participants must have completed a physical examination, signed by parent/guardian and a doctor, along with a concussion and substance abuse form before they can participate in practice or games. The physical must occur after May 1, 2025.

### **Eligibility**

With the start of each year, all KSHSAA eligibility requirements will be intact and enforced. All eligibility criteria must meet the KSHSAA requirements. After the semester grade reporting period is recorded all KSHSAA rules that affect student eligibility will be in effect. To enforce our “no pass, no play” policy, all student-athletes with an “F” reported grade will be declared ineligible beginning one week from the date of notification. The student has one week to work with the teacher of the course and improve the grade to passing. If the student does not raise the grade within that week time period, they become ineligible to practice/play until the grade has been raised.

Eligibility could affect any student-athlete or any student involved in an after-school activity. This policy is not meant to restrict any student from participating in any regular school day activity, unless deemed necessary by an administrator.

**ISS/OSS – Students in Out of School Suspension may not practice/play/participate until the day they return to school. Students in In School Suspension**

If a student is declared ineligible for after-school activities then he/she would not be able to ride the bus to off-campus activities or participate in any performance until the student is declared eligible.

### **Sportsmanship**

Students involved in a Chisholm Trail activity, are recognized as official representatives of the school and our community. Their conduct and sportsmanship on and off the school premises should display the highest standards.

## **BULLYING**

“Bullying” as defined by Kansas Law is any intentional gesture or any intentional written, verbal, electronic or physical act or threat that is sufficiently severe, persistent or pervasive that creates an intimidating, threatening or abusive educational environment for a student or staff member that a reasonable person, under the circumstances, knows or should know will have the effect of:

- Harming a student or staff member, whether physically or mentally;
- Damaging a student’s or staff member’s property;
- Placing a student or staff member in reasonable fear of harm to the student or staff member; or
- Placing a student or staff member in reasonable fear of damage to the student’s or staff member’s property

“Cyberbullying” means bullying by use of any electronic communication device through means including, but not limited to, e-mail, instant messaging, text messages, blogs, mobile phones, pagers, online games, and websites.

Students who are victims or witness bullying behavior should report it to an adult in the building as soon as possible.

### **Understanding the difference between Rude, Mean, and Bullying**

- *RUDE – inadvertently saying or doing something that hurts someone else*
- *MEAN – purposefully saying or doing something to hurt someone (may occur once or a few times)*
- *BULLYING– intentionally aggressive behavior, repeated over time, that involves an imbalance of power*

## **ELECTRONIC DEVICES**

**Headphones, earbuds, Air Pods** are not allowed to be on/used during any time, including passing period and lunch, unless directed to do so by a staff member. Students need to be able to hear any directions or information for their safety.

### **Cell Phone Policy as adopted by the Olathe District School Board**

The board is committed to having an environment in all schools that is conducive to learning; orderly; free from unnecessary distractions, and promotes the responsible use of technology by all individuals. Recognizing that student use of personal electronic devices (i.e. cell phones, smart watches, earbuds, headphones, etc.) while in school can hinder or disrupt student learning, the board has established the following guidelines:

- Student use of personal electronic devices during the school day must be consistent with all board policies, including policy JCDA (Behavior Code), JTB (Student Acceptable Use of Technologies Policy), and the Code of Student Conduct as adopted by the board.
- Students may have personal electronic devices in their backpacks, lockers, or on their person as long as such devices are not visible during the school day.
- Student use of personal electronic devices is not allowed during the scheduled school day for early childhood through eighth grade students.

- Students may use personal electronic devices during the scheduled school day in emergency situations, or if necessary for the student's physical health.

Violation of this policy will result in a student receiving age-appropriate discipline as determined by building administration and as outlined in the Code of Student Conduct. Such discipline may include the temporary or permanent forfeiture of a student's right to possess or use personal electronic devices in school.

If a student is found in violation of this policy, the following consequences will be administered:

#### **FIRST and SECOND OFFENSES**

Teacher will take the phone and turn it into the office to be picked up by the student at the end of the day.

#### **THIRD OFFENSE**

The phone will be taken and a parent will be required to pick up the phone from the office.

Additionally, any violation of this policy which causes or involves a distraction or interruption of transportation, the instructional environment or leads to the violation of other district rules or policies will be subject to disciplinary action according to the Student Code of Conduct. Failure to comply with a staff directive to turn in a cell phone will be considered defiance of authority and subject to disciplinary action according to the Student Code of Conduct. If parents need to contact a student during the school day, they are requested to contact the school office for assistance. If students need to use a phone during the school day, they must use a school phone, which is available to students with appropriate permission. **Chisholm Trail Middle School personnel are not responsible for any lost, stolen or damaged cell phones or electronic devices.**

**Chisholm Trail is not responsible for lost or stolen items.**

### **CLASSROOM GUIDELINES**

Students are expected to be active and positive participants in each of their classrooms. The teacher serves as the leader during this time and students need to respect the requests of these individuals. Students are not to record any video or audio in a classroom without the teacher's permission.

### **COMPUTER NETWORK POLICIES**

Misuse or unauthorized use of the computer network system and/or a school-issued device will result in disciplinary consequences. A copy of the specific Chisholm Trail network policies is located in this handbook. Violation of the policies will result in consequences depending on the severity of the offense. Any student who willfully destroys school computer property or causes damage to the computer network system will be held financially responsible for all repairs and damages. In addition, the student will be subject to school disciplinary procedures up to and including expulsion and a police report will be filed.

### **DETENTIONS**

Teachers may detain students after school for disciplinary reasons or for failure to complete necessary work. Parents will be notified of the detention 24 hours in advance



by phone, email or a student detention slip. Failure to serve detentions will result in a referral to the office and administrative consequences.

## **DISCIPLINE AND BEHAVIOR GUIDELINES**

Standards of behavior for Chisholm Trail students are set forth in the Olathe District Code of Conduct. On occasion, students will be suspended from school for violating behavior requirements. If students are suspended (either in-school or out-of-school) they are not allowed to participate in school activities for the duration of their suspension without administrative approval.

In an effort to ensure a safe, positive school environment, the Olathe District Schools Board of Education adopted "A Safe School for All" policy.

*With an emphasis on a safe school environment for all students, **Olathe school district officials report all crimes** committed on school property to appropriate local enforcement agencies. Specific examples of reportable incidents include but shall not be limited to: possession of weapons, controlled substances (drugs/alcohol), destruction of property, theft, fighting, intimidation, and other such matters involving criminal activity. Collaborative and cooperative procedures have been developed with the Olathe Police Department and other law enforcement agencies to support safe schools in Olathe Unified School District 233.*

### **Items Not Permitted At School**

Students shall not bring items to school which are not related to school programs or class activities. Items that cause disruption or interruption to student performance are not allowed at school. Such items will be taken by any staff member and placed in the custody of an administrator who will determine if further consequences are necessary. Any item which an administrator determines is a threat to the safety of the students, staff, or the general order of the school, will be confiscated from the student and turned over to the Olathe Police Department.

The list of unacceptable items includes but is not limited to: laser pointers, personal stereos, "grills", bandanas, tobacco products, vaping devices, matches, lighters, drugs, alcohol, knives or any other weapon, water guns, water balloons, throwing stars, any form of explosives or ammunition (i.e. firecrackers or "poppers"), and/or any item which endangers the safety or welfare of others.

### **Alcohol, Tobacco And Drugs**

Use or possession of alcohol, tobacco, e-cigarettes, vaping devices, illegal drugs, narcotics in any form, or products related to the use of these items (i.e. matches, lighters, rolling papers) is prohibited in the school building, on the school grounds, busses or at school-sponsored activities. Students should not use or have in their possession any prescription drugs. If medication is specifically prescribed, students need to follow the school medication procedures. Violations of the above will result in discipline up to and including any of the following depending on the facts in each

situation: an in-school suspension, out-of-school suspension, and/or expulsion as detailed in the Code of Conduct.

### **OLATHE DISTRICT SCHOOLS WEAPONS POLICY**

*No student or visitor to any school, campus, property or school-sponsored function or event regardless of location may possess, handle, transport, display, offer for sale, barter, use, threaten to use or exchange any gun, bomb, knife, other dangerous weapon, dangerous substance, destructive device or any object that might have a reasonable "look alike" resemblance to a dangerous weapon or device. Students who violate this policy may be long-term suspended or expelled from school. Possession of a firearm shall result in expulsion from school for a period of one year (186 school days), except that the superintendent may recommend that this expulsion requirement be modified on a case-by-case basis under the provisions of JD (Probation). Students violating this policy shall be referred to the appropriate law enforcement agency(ies) and, if a juvenile, to Social and Rehabilitation Services (SRS).*

### **DRESS CODE**

- All students are to dress properly for attendance at school and at school functions.
- Coats and hats are to be left in students' lockers. Shoes must be worn at all times.
- Costume-type dress is not permitted unless a special day has been designated.
- Students must have some part of their shirt/top which goes over the shoulders.
- Students who are not properly dressed or their dress is deemed disruptive to the educational process will be requested to correct their clothing. If they do not have a change of clothes, items will be provided through the nurse's office.

#### **These items are not considered appropriate for school:**

- obscene or suggestive phrases or pictures on clothing;
- revealing or provocative clothing, including short shorts or which show bare midriffs or have plunging necklines – bottom of shirts should touch top of pants
- clothing which does not cover undergarments
- phrases or pictures on clothing which refer to alcohol, smoking, drugs, or provocative brands
- hats, stocking caps, sunglasses, hoods
- clothing deemed inappropriate by school administration, school staff, district staff, or clothing which is a threat to the order or safety of the school or students; clothing in violation of school board policy.

*At Chisholm Trail, the dress code is intended to insure that students dress tastefully and appropriately for the school setting. We ask students to remember that clothing for school and clothing for recreational activities may NOT be the same. School clothes need to reflect that the child is at school to attend to the business of learning. Specific guideline questions may be directed to the building administration.*

### **FIELD TRIP POLICY**

The administration may prohibit students from attending a non-curricular activity/athletic field trip based on eligibility criteria, which includes their behavior and/or academic performance. **Students must be passing all classes to be eligible to attend activity field trips.**

## **GUIDANCE SERVICES**

Students are welcome to visit with the counselors any time they have a problem or when they wish to talk over something in confidence. Students either need to make an appointment to see the counselors or have a pass from their teacher to come to the guidance office. Parents are encouraged to call the counselor any time they have concerns about their child. Other Guidance services include supplying educational, social and occupational information to faculty and students. The counselors also work with groups of students in areas of common concern or with individuals with personal problems. In addition, the counselors guide students in their course choices based on their interests and needs.

## **GUIDELINES FOR BEHAVIOR**

Most guidelines for student behavior revolve around the Olathe School's Student Guiding Principles. Students who choose not to follow these principles will be subject to the consequences outlined in **The Code of Student Conduct**.

- **Respect the rights, feelings and property of yourself and others.** (No public displays of affection, fighting, stealing, marking or defacing property, starting rumors, inciting others to fight, being rude or disrespectful to peers and staff, or using profane or obscene language and/or gestures.)
- **Know your student responsibilities as outlined in the Student Handbook.** (Attendance, tardies, detentions, passes, dress code, locker use, telephone use, etc.)
- **Work to develop self-discipline.** (Be on time, don't skip school or class, set achievable goals for yourself, follow guidelines for student behavior, have a positive attitude at school)
- **Obey the rules of your classrooms, school, school board and the laws of your county and state.** (Refrain from possession, use, consumption, sale, or distribution of alcohol, tobacco products or abuse of restricted drugs or other chemicals. This includes being under the influence of such substances. It is strictly prohibited to bring weapons, or replicas of weapons, to school.)
- **Demonstrate a willingness to learn.** (Work up to your ability, try hard in class to do your best.)
- **Observe safety practices at all times.** (Walk - don't run in the halls, do not throw objects which could cause injury to others, do not leave school grounds during the day without permission from the office, come immediately into the school building upon arriving at school, observe safety guidelines in shop, gym, labs, and halls.)
- **Seek advice and guidance from the staff.** (If any problems exist which interfere with your success in school, talk to your teachers, counselors, nurse, administrators, or any other staff members. They are here to help you!)

## **HALL TRAFFIC AND BEHAVIOR**

The hallways are an extension of the classroom and appropriate behavior is required. Any type of intimidation, whether physical, verbal, or written, will not be tolerated and appropriate consequences will be administered. **Students are to walk, not run, in the hallways.** Normal tones and appropriate language are expected.

During the school day, all students are required to have a pass with them when in the hallways indicating the location you are going to and the sending teacher. Any student in the hallway without a pass may face administrative consequences.

School starts at 7:50am. School doors will open at 7:30am. Students may wait in the main gym or the MPR, or they may go to the library when it opens at 7:45am. Breakfast is served in the MPR.

Bikes, scooters, and skateboards must be walked once on school grounds.

## **HEALTH SERVICES**

The health office acts as a temporary holding area for those who become ill during the school day. Parents will be called and are expected to pick up any student who cannot remain at school for the remainder of the day. **Students should be seen by the school nurse for assessment prior to calling a parent.** Students will not be denied parent contact if desired. Except for emergencies, a pass should be obtained from the teacher before the student reports to the nurse. Please see the medication procedure below.

### **General school health policies are as follows:**

1. Students who exhibit symptoms of illness should not come to school. Students with rashes should be seen by the nurse before attending school. Students are to be fever-free (below 100.0° F and symptom free with no diarrhea/vomit) for 24 hours without the use of medication before returning to school. School personnel reserve the right to decide whether a student should remain in school.
2. No student will be sent home until parents or other designated persons are contacted. Parents are requested to leave current telephone numbers of a relative or neighbor to call if they cannot be reached.
3. For minor injuries, first-aid is to be administered by the nurse or other trained school personnel.
4. Emergency first-aid for accidents will be given, and serious injuries will be reported to parents. In the event of a serious emergency, transportation will be arranged to the hospital through ambulance service. Parents will be financially responsible for ambulance service and/or emergency room services. Olathe School District participates in a supplemental insurance program that may help you with certain out-of-pocket expenses, such as co-pays and deductibles.
5. In cases of suspected drug or alcohol use, the school nurse will perform an initial screening assessment. Further action may be taken pending results of the assessment.

## **Illness At School**

Notify your teacher at once if you become ill at school. You will be checked into the health office and your parents will be notified if you are to be excused from school. DO

NOT LEAVE SCHOOL WITHOUT PERMISSION FROM THE OFFICE. A parent or other responsible adult must pick up a student who is too ill to remain at school. Before leaving the building with the student, the check-out sheet must be signed by the parent or guardian (or their designated representative).

### **Medication Procedures**

NOTE: Middle School medication policy varies slightly from the elementary school policy and encourages increased responsibility.

1. All prescribed medications should be brought to the school nurse's attention.
2. Controlled substances (narcotics, anti-depressants, stimulants) require a doctor's note and parent's signature and will be dispensed from the health room under the supervision of the school nurse.
3. Inhalers may be carried and self-administered by the student. **Inhalers and Epipens** may be carried by the student **upon approval of physician, parent and school nurse** using the authorization for emergency asthma/anaphylaxis medication form.
4. Antibiotics may be carried and self-administered by the student.
5. Over-the-counter medications (Tylenol®, ibuprofen, cough drops, etc.) may be carried and self-administered by the student. All medication is to be carried in its original container. A limited supply of over the counter medicine is available from the health room with parental permission.
6. At no time should a student give medication to another student or use another's medication. The administration may revoke the self-medications privilege of any student found to be in violation of this policy.

**Severe Allergic Reaction: Subcutaneous epinephrine will be stored and available if unknown anaphylaxis occurs. Use of subcutaneous epinephrine requires an immediate call to parents and 911. Students with known history of severe allergies need to provide their own emergency medication. (See Epipens above.)**

### **Non-Controlled Substances**

Possession, distribution, or being under the influence after misuse of a non-controlled substance will result in disciplinary consequences consistent with the Olathe District Schools Student Code of Conduct.

### **Health Testing Services**

The school nurse will provide the following testing services:

Hearing Screening –All 8th grade and new-to-district students

Vision Screening – All 6th & 8th grade and new-to-district students

\*Parents will be notified if screening tests indicate a problem may exist.

### **INSURANCE**

Our school is a participant in the Kansas State High School activities insurance plan, which provides limited coverage for an accident associated with a school-sponsored activity. This coverage is a secondary plan to supplement the regular family insurance program.

### **School Issued Electronic Device**

Each student will be issued an electronic device to use for educational purposes. The student is responsible for the care of this device and all accessories associated with its use and is responsible for any damage to or lost device. As the device is Olathe School District property any activity a student participates in on the electronic device is covered under the Student Code of Conduct. Inappropriate activities will result in disciplinary action.

## **LATE WORK POLICIES**

Chisholm Trail late work policies are established to align with the district guidelines for middle school teachers which state: The teacher will accept late work for full credit through the current unit of study. After the unit of study has been completed, the teacher may accept late work but it is subject to a reduction in credit.

**Late/Missing Work Procedures will be determined and communicated by each team and by individual elective teachers.**

## **LOCKERS**

- Lockers will be assigned to all students. Usage of lockers is OPTIONAL.
- Do not share a locker or your locker combination with other students

**Lockers remain the property of the school and, as such, are subject to search. Students are responsible for care of the locker (no stickers or writing is allowed) and any items found in their lockers.**

## **LOST AND FOUND**

The office will keep a lost and found area which is located in the MPR. Any items not claimed promptly will be donated to a charitable organization at the end of each quarter. The school cannot be responsible for lost items due to student negligence.

## **PHYSICAL EDUCATION CLASS PARTICIPATION GUIDELINES**

A signed note from a parent or school nurse will excuse a student from participation for three days. A doctor's note is required if the lack of participation is for longer than three days. The student is still expected to suit up in their PE uniform and will be given an alternative assignment. Excused absences from PE are expected to be made up...see teacher for specific details.

Physical education students should wear black PE shorts and grey PE t-shirts (can be purchased at registration). Athletic shoes and socks are required. Students should bring their own swimsuits or trunks for swimming units. **Locks will be provided.** Lockers should be locked at all times when in use. **CHISHOLM TRAIL IS NOT RESPONSIBLE FOR LOST OR STOLEN ITEMS.**

## **PUBLIC DISPLAY OF AFFECTION**

To maintain an environment comfortable for all, displays of affection between students are not allowed at school.

## **SEARCHES OF PERSONAL STORAGE AREAS**

### **Searches Of Lockers and Desks**

Lockers, desks and other school storage areas are under supervision of the building principal or designated representative and assigned to the student for the storage of school materials and clothing. The principal or designated representative may search any locker or storage areas at any time. A search may be made without notice. Students are prohibited from placing a lock, other than the regularly issued school lock, on their locker.

### **Search of Automobiles**

Any automobile parked at Chisholm Trail is subject to search in accordance with the district policies.

### **Search of the Person**

To protect the health, safety, and welfare of students under school jurisdiction, the building principal or designated representative is authorized to search students. The student may be requested to empty items such as, but not limited to, pockets, purses, shoulder bags, and backpacks. If a student refuses to comply with a request for the search, the building principal shall notify the student's parents, advise them of the situation, and request they come to the school. If the student continues to refuse to cooperate, the building principal shall notify law enforcement officials.

## **SCHOOL SECURITY**

All visitors must show ID and ring the bell to be allowed into the main office, check in with office staff and wear a visitors sticker while in the building. The administration reserves the right to limit or prohibit visitors during the school day. Student visitors are not permitted. All students not under the direct supervision of a staff member must leave the building by 3:20pm and the school grounds by 3:30pm.

## **SELLING ITEMS AT SCHOOL**

All sale items must be approved by the administration at Chisholm Trail. Sale items will be available either before or after school unless otherwise approved.

## **SEXUAL HARASSMENT**

Olathe School Board policy requires that all employees and students are entitled to work and study in school environments free of sexual harassment. Sexual harassment by any employee or student is prohibited. Sexual harassment is defined as any sexual advance, request for sexual favor or sex-based behavior that is not welcome and not requested. Individuals found to be in violation of this policy will be subject to disciplinary action.

## **SOURCES OF STRENGTH**

Sources of Strength was designed to harness the power of peer social networks to change unhealthy norms and culture, ultimately preventing suicide, bullying, and substance abuse. The goal of the program is to increase help seeking behaviors and promoting connections between peers and caring adults. Sources of Strength moves beyond a singular focus and highlights multiple sources of support around young individuals so that when times get hard they have strengths to rely on.



## **PARENT PHONE CALLS**

Parents should avoid disrupting their students whenever possible.

and texts to their students

Except in an emergency situation, students will not be called from class for a telephone call. Students may use the office phone during school hours with a pass from a teacher. Telephones should be used for school business only. **Rides home should be arranged in advance and students should not count on phone contact at the end of the day to make those arrangements.** Please take care of after school plans with friends in advance.

## **TRANSPORTATION**

### **Bus Guidelines**

Students riding buses are expected to follow the bus regulations provided by the Olathe School District and the transportation company. Please refer to the Code of Conduct and Bus Regulations for specific details.

### **Morning Arrival**

Students may be dropped off in the front or on the east side of the building beginning at 7 :30am. Students are to report to the main gym, the MPR, or the library (opens at 7:45am).

### **Dismissal Pick-up**

Students should exit school property immediately following dismissal. If a student chooses to go to a local business/restaurant, school appropriate behavior is expected.

### **Bicycles/Scooters/Skateboards**

Items should be locked to the rack on the north or east side of the school and should not be ridden on the sidewalks during arrival and dismissal.

**Bicycles/Skateboards/scooters are not allowed inside the school.**

### **Walking To And From School**

For safety reasons, individuals who walk to and from school **must cross streets at the crosswalks only.** Those who do not cross at the crosswalks will have a conference with an administrator. If the behavior continues consequences will be imposed.

## **ACADEMIC ASSISTANCE**

Teachers will have office hours in the morning from 7:40am-8 :10am on certain days and non-coaches will also be available until 3:40pm after school. Students should come to the office to receive a pass between 7:40am-8 :10am.






## CST ROCS POSITIVE BEHAVIOR SYSTEM

Tokens can be earned through expected behaviors as well as behaviors that go above and beyond. Tokens may be cashed in at the ROCS store for a variety of items/experiences.

Tokens should not be sold or traded at any time. Tokens are property of Chisholm Trail.



## CST BEHAVIOR MATRIX

CST R.O.C.S.!!	ALL Places 	Hallways 	Lunch 	Event & Activities 	Bathrooms & Locker Room 	Off-Campus Activities 
<b>Respect</b>	<ul style="list-style-type: none"> <li>Acknowledge and follow adult instructions</li> <li>Appropriate tone, language, responses</li> </ul>	<ul style="list-style-type: none"> <li>Use conversational volume</li> <li>Greet others and respond</li> </ul>	<ul style="list-style-type: none"> <li>Use conversational volume</li> <li>Follow lunch procedures</li> </ul>	<ul style="list-style-type: none"> <li>Support participants</li> <li>Cheer when appropriate</li> <li>Follow spectator procedures</li> </ul>	<ul style="list-style-type: none"> <li>Be mindful of others' personal space</li> <li>Respect the privacy of others</li> </ul>	<ul style="list-style-type: none"> <li>Allow yourself and others to listen, learn, and participate</li> <li>Thank the bus drivers and presenters</li> <li>Use conversational volume</li> </ul>
<b>Ownership</b>	<ul style="list-style-type: none"> <li>Have materials</li> <li>Do your best work</li> <li>Accept outcome of your choices</li> <li>Take pride in our school building</li> </ul>	<ul style="list-style-type: none"> <li>Be in class on time</li> <li>Store technology appropriately</li> </ul>	<ul style="list-style-type: none"> <li>Clean your area and table</li> <li>Use your time wisely</li> </ul>	<ul style="list-style-type: none"> <li>Take care of your belongings</li> <li>Be on time</li> <li>Have a plan for getting home</li> </ul>	<ul style="list-style-type: none"> <li>Keep it clean</li> <li>Use your time wisely</li> <li>Take care of your belongings</li> <li>Practice good hygiene</li> </ul>	<ul style="list-style-type: none"> <li>Keep the bus and off-campus location clean</li> </ul>
<b>Compassion</b>	<ul style="list-style-type: none"> <li>Be kind</li> <li>Include everyone</li> <li>Help others</li> <li>Seek to understand</li> </ul>	<ul style="list-style-type: none"> <li>Be an ally</li> </ul>	<ul style="list-style-type: none"> <li>Share responsibility</li> <li>No one sits alone</li> </ul>	<ul style="list-style-type: none"> <li>Help visitors navigate our building</li> <li>Be encouraging of all participants</li> </ul>	<ul style="list-style-type: none"> <li>Maintain a safe physical and emotional space</li> </ul>	<ul style="list-style-type: none"> <li>Show gratitude</li> </ul>
<b>Safety</b>	<ul style="list-style-type: none"> <li>Use materials appropriately</li> <li>Keep hands, feet, other items to yourself</li> <li>Follow safety procedures</li> <li>Report concerns to an adult</li> </ul>	<ul style="list-style-type: none"> <li>Walk on the right</li> <li>Help clean messes</li> <li>Keep walkways clear</li> <li>Be mindful of others' personal space</li> </ul>	<ul style="list-style-type: none"> <li>Walk</li> <li>Wait to be dismissed</li> <li>Sit at assigned table</li> </ul>	<ul style="list-style-type: none"> <li>Locate exits</li> <li>Use walkways</li> </ul>	<ul style="list-style-type: none"> <li>Take care of business</li> <li>Technology free zone</li> </ul>	<ul style="list-style-type: none"> <li>Stay in your seat, sit, and face forward on the bus</li> <li>Remain with your group</li> </ul>

