

Indian Trail Middle School

Dear Students:

Welcome to Indian Trail Middle School, home of the Cougars! It is with great enthusiasm that the faculty and staff welcomes you and we hope that your school year proves to be an academically rewarding and fun experience for you.

Your middle school years bring about many opportunities, such as participation in clubs, theater, activities, and athletics. We encourage you to become involved in your school. Your years at Indian Trail will have a major impact on your future.

As a member of a quality school with a strong tradition of excellence, you will be asked to embrace qualities of a positive school climate. These qualities will foster academic achievement, strengthen positive behaviors, and encourage respect and responsibility. The staff of Indian Trail will provide support and encouragement to you. We are glad to have you as a student at Indian Trail Middle School.

Mission Statement

The mission of Indian Trail Middle School is to create an environment where all students reach their highest level of academic excellence, as measured by district, state, and national standards.

WE ARE COUGARS:

Come prepared

Own your actions

Use polite manners

Greet other appropriately

Ask for help

Respect self and others

Cougars in the HALLWAY....

- Walk on the right side of the hallway
- Walk at an appropriate pace
- If you bump into someone, say excuse me
- Walk and talking quietly with the people near you
- Stop and talk with a staff member if asked
- Hold the door open for others
- If someone drops something help them pick it up

Cougars in the LUNCHROOM....

- Sit quietly with your class upon entering the lunchroom
- Have your student ID
- Move into the lunch line when told by a lunchroom supervisor
- While in line, keep your hands, feet and objects to yourself
- Stay in your assigned seat while eating, raise your hand if you need help
- Eat quietly and use good manners, keeping food and fingers to yourself
- Dispose of your trash and help others with their trash
- Always say please and thank you

Cougars at EVENTS....

- Show cougar pride!
- Use school appropriate language
- Remain in your seat until halftime, or the event is over
- Support the performers, speakers, or athletes with appropriate applause
- Throw away your trash
- Congratulate the winner, no matter whose team wins

Cougars in the RESTROOM....

- Flush the toilet
- Use school appropriate language
- Wash your hands
- Bring your hall pass
- Keep the restroom clean
- Do the right thing even when no one is watching
- Report any restroom problems to staff

Cougars on SCHOOL GROUNDS....

- Show cougar pride!
- Use school appropriate language
- Finish food and drinks and remove hats before entering the building
- Arrive on time to school
- Respect visitors to our building
- Pick up any trash you see

Cougars in the CLASSROOM....

- Make eye contact when someone is speaking
- Respect other students' comments, opinions, and ideas
- Treat substitute teachers with the utmost respect
- Sit appropriately in class and during presentations
- Learn from your mistakes and move on
- Never stop trying
- Always say please and thank you
- Honor the absent – never gossip
- Help your classmates succeed

Indian Trail Web-site

Visit our School website at:

<http://schools.olatheschools.com/indiantrail/>

You can find links to our calendar, newsletter, faculty email addresses, team web-sites, and much more. You can also sign up for Olathe Alert, which is a text messaging system to keep you informed of important events and information in the district.

Daily Schedule

Indian Trail Middle School is open to students at 7:30 am. Please, no students before 7:15, as there is no supervision. Between 7:15 and 7:30 students will go directly to the Main Gym. At 7:30 you can remain in the Main Gym, sit with friends and talk quietly or go to the cafeteria for breakfast. At 7:42 students are released to their first hour class. Students have a four-minute passing period between each class and there is a one-minute warning bell before each hour begins. All students should clear the building by 3:15 pm, unless under the direct supervision of a teacher, sponsor or coach.

Important note: Once Students are on campus, they are not to leave for any reason unless checked out by the office. They are also not allowed to leave campus and come back to school events unless accompanied by an adult.

Bell Schedule

Hour 1 7:50-8:40

**Academic Extension
with Interventions 8:44-9:18**

Hour 2 9:22-10:12

Hour 3 10:16-11:06

Hour 4 11:10-12:00

(6th Gr - 4th period 11:10-12:28)

Lunch A 11:10-11:35

Lunch B 11:35-12:00

Hour 5 12:04-1:22

(6th Gr - 5th period 12:32-1:22)

Lunch C 12:05-12:30

Lunch D 12:31-12:56

Lunch E 12:57-1:22

Hour 6 1:26-2:16

Hour 7 2:20-3:10

Grading Procedures

The assignment of letter grades will be based on student learning relative to adopted district instructional outcomes as determined by the student's teacher of record and assigned by the principal. (Board Policy IDD)

The following grading scale appears on our official district transcripts.

A = 90% or higher - Superior

B = 80-89% Above Average

C = 70-79% Average per standards for grade, subject and age

D = 60-69% Minimum achievement of passable work

F = Below 60% Failure to meet minimum standards

P = Pass (not included in GPA)

Some teachers choose to use **Pluses/Minuses**, however, +/- do not impact the GPA.

Mid-term Progress Reports: These are available during the fourth week of each quarter. Individual teachers may provide grade reports more frequently. **Student Vue** provides access to your current grades.

Student Awards and Recognition

4.0 Honor Roll Recognition - To be eligible, a student must have a 4.0 grade point average (All A's).

Honor Roll Recognition - To be eligible, a student must have a 3.0 grade point average (B average or better) with no grades below a C.

Awards Programs – Students receive awards for academic achievement given by their teachers and administrators. An awards program is held for each grade level, by team, in the spring of the school year.

Awards Criteria: This information can be found on the ITMS website under the counselor's tab.

Attendance Procedures

Arrival: All students are to report to school and be in their class by 7:50 am.

Absences: Parents are to notify the attendance clerk at 780-7244 to report a student absent and the reason for the absence. If no parent call has been received, the attendance secretary will attempt to contact the parent/guardian. Students returning to school after an absence when no parent contact has been made should present a parental note giving a reason, days absent, and have the parent's signature and date.

Excused Absences: The state of Kansas delegates to the Board of Education the responsibility of determining reasons for excusable absences. As Board of Education designees, building administrators will determine if an absence is excused or unexcused. According to the Board of Education policy, the following are recognized as excusable reasons for absences:

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

Unexcused Absences: According to School Board policy, an unexcused absence is one that has been classified as such by the building administration. An absence will be classified unexcused if it does not fit one of the Board's eight stated reasons for excusable absence (see

above) or if the building procedure is not followed by the student and the parent or legal guardian. A student who is absent from class or school is considered unexcused if the parent has not reported the absence according to the procedure outlined above. An unexcused absence for one or more classes may result in disciplinary action.

Examples of unexcused reasons for an absence may include: oversleeping, missing your ride to school, shopping, paying fines, errands, or studying.

Tardy Policy

All students will begin each quarter with 0 tardies.

Student must present a pass to be admitted to class if late. A student with a pass from a previous teacher is excused. If the student does not have a pass from the previous teacher, it is considered an **Unexcused Tardy**.

- Students are allowed 3 tardies per class, per quarter.
- Following the 3rd tardy, Teacher will notify parents their child has been tardy 3 times and will be assigned lunch detention if they should be tardy again in the quarter.
- 4th tardy – one lunch detention
- 5th tardy – two lunch detentions
- 6th tardy – referred to an administrator (Friday report sent electronically to admin. each week for review)
- Subsequent tardies – referred to an administrator

Make-up Work

Each student who is absent is responsible for securing assignments from teachers and returning completed work to teachers. Students are generally given two days' make-up for each day absent, unless the make-up deadline date for an assignment was given prior to the absence. If a student is absent more than 1 day, assignments may be requested through the main office. If requests are made before noon, assignment sheets may be picked up in the office between 3:10 and 4pm that day. **Teacher web-sites may also be used to obtain assignment information.**

Student Early Departure

Once a student arrives on school property, he/she must have permission to leave.

Doctor and Dental Appointments

A written request or phone call for permission to be excused should be given to the office prior to an absence for a dental or physician's appointment. These are kept on file. All students leaving school for any reason must be signed out in the main office by a legal guardian and signed in upon returning to school.

Closed Lunch

Our school allows each student 25 minutes for lunch. Because Indian Trail has a closed lunch setting, parent errands during lunchtime are discouraged for other than medical appointments. It is our intent to use school time to the maximum. If your parent brings lunch in to school to share with you, we will provide an area designated by office staff, but not in the lunchroom. Permission must be obtained to bring in lunch for students other than those provided by the parent.

Visitors

For the safety of students and staff, all parents and visitors to the building must check in at the front office. They will sign in and receive a visitor badge. Classroom visits by parents must be pre-approved by administration at least 24 hours prior to the school visit. School-age visitors are not allowed during the school day.

Hall Pass

All students who are in the hallway during class time must have an authorized hall pass. Students' hall passes can be restricted.

Textbooks

Textbooks are provided via student Surface Go device. On an as needed basis, textbooks are provided by the school on a flat rental basis. When a student is issued a book, the book becomes the student's responsibility. We encourage students and parents to look at the condition of the book when issued and report any damage of the book immediately to the teacher. When a book is lost or damaged beyond use, the student will be assessed the full replacement cost for the book.

Student Dress and Personal Appearance

Dress or appearance that is likely to cause disruption of the educational process or create a health or safety concern will be considered inappropriate. School authorities reserve the prerogative to counsel students regarding their manner of dress and grooming. The following provides a guide for dress and appearance:

- Students must wear a shirt and shoes while at school.
- Hats, hoodies, scarves, bandanas and other headgear are not to be worn in the building.
- Costume attire will only be permitted on specially designated days.
- Inappropriate articles of clothing may include, but are not limited to the following:
 - 1) Clothing which is excessively cut, ripped, or torn and specifically revealing.
 - 2) Chains or spikes.
 - 3) Clothing with vulgar, profane, racially, ethnically derogatory messages, pictures, or symbols.
 - 4) Clothing with depictions of gangs, illegal substances, tobacco, or alcoholic beverages.
 - 5) Exposed undergarments, pajamas, and/or house-slippers.
 - 6) Shorts, skirts, dresses, and shirts of inappropriate length and/or fit.
 - 7) Clothing that is deemed suggestive as to be a distraction to student learning. Examples may include the following: shirts or tops that do not cover the midriff, back, or chest area (muscle shirts, spaghetti straps, tube tops, halter tops, tops with straps over only one shoulder, and/or tops that are low cut enough to reveal cleavage).

Students who are dressed inappropriately will be asked to change clothes before they attend class or school activities.

Plagiarism/Cheating

Academic Dishonesty/Plagiarism: Students who fail to meet the standard of academic honesty may be subject to consequences as outlined in the Student Code of Conduct under Class I Offense. Academic dishonesty may include plagiarism, cheating on tests, copying assignments or papers, or placing parent signature/teacher signature on a document. Plagiarism is defined as when an individual uses another person's ideas, expressions or writing as if they were his or her own.

A. Acts of plagiarism include the following:

- Presenting another's essay or class assignment as one's own
- Failing to acknowledge the source when repeating another's wording or particularly apt phrase
- Failing to acknowledge the source when paraphrasing another's argument
- Failing to acknowledge the source when presenting another's line of thinking
- Making slight changes in wording from another source
- Copying/pasting wording directly from an electronic or internet source without citing the source
- Copying from another person's assignment/test

B. Consequences for plagiarism

- In cases where it is apparent a student has copied all or part of an assignment from another student, from a printed source, or from electronic media, the student will receive an academic and/or disciplinary consequence per the Student Code of Conduct.
- If, in the teacher's and the administrators' judgment, the occurrence of plagiarism was not intended to be deceptive, the student may be given the opportunity to re-do or complete an alternative assignment.
- Students who are involved in more than one incident of plagiarism in the same class may be referred to administration for further disciplinary action.
- All consequences will include notification to parents.

Locker Usage

Students may choose to have a locker assigned to them – it is not required. Lockers are provided for storage and safekeeping of personal belongings and materials. Students may use their lockers upon arrival (after 7:42) and at designated times throughout the day. Lockers are the property of the school and are not to store items inappropriate for the school setting. The administration retains the right and duty to conduct locker searches when necessary.

The locker combination is the student's private information and should not be shared. If a student has difficulty opening a locker, he or she should see a teacher. The student using the locker is responsible for its care and charges will be levied against the students in the case of damages or defacing on their part. Lockers are to be kept locked. **Indian Trail will not assume liability or responsibility for items lost or missing from a locker.**

Stolen Items

Indian Trail will not assume liability for any items stolen or missing from school. The administration discourages students from bringing to school expensive or unusually valuable items and sums of money greater than a few dollars.

Cell Phones:

Cell phones and other electronic devices should remain out of sight and unused during the school day. Staff will not be responsible for phones that are lost or stolen.

If an electronic device is taken by a staff member, it may be returned at the end of the period or if a more significant infraction, the device will be taken to the office.

- The 1st and 2nd time it is confiscated and taken to the office the student must conference with an administrator to reclaim the device.
- If this happens a 3rd time parents or guardian may need to pick up the electronic device from the front office.

Students will not be called from class for a telephone call. Students may use the phone in the main office, but he/she must have a pass from a teacher to do so.

If a student feels ill during the day, he or she will need to get a pass to visit with the nurse. The nurse will contact parents if they need to go home. Students should not call parents from their cell phones to go home during the school day.

Headphones

Students are not allowed to wear headphones in their ears during passing period/in the hallways to insure safety.

- The first time it is taken the student must conference with an administrator in order to retrieve the item.
- If this happens a second time the parents or guardian may need to pick up the headphones from the front office.

Surface-Go Device

Students will be expected to bring their Surface-Go to school every day fully charged. Parents and students will sign the "Parent/Student Device Agreement" prior to being issued a Surface Go outlining expectations.

Student Drop-off and Pick-up

Parents are requested to use the east parking lot for student delivery or pick-up both before and after school. The south drive is reserved for bus transportation at these times. **After 3:25 pm, any student still waiting for a ride from parents will be asked to move to the front of the building for pick up.** The front of the building is close to our office in the case the student needs assistance. Indian Trail is a "No Idle Zone" as they are waiting for you to exit the building. Parents using the east parking lot for student deliver or pick-up before or after school are asked to not park on the service road between Olathe South and Indian Trail property.

Nurse

The nurse is available for consultation with parents, students, and teachers. Students are encouraged to use the Nurse's office as the need occurs. Except in an emergency, the student is expected to obtain a pass from a teacher before going to visit the nurse.

Medication policy: A copy of the medication policy and all forms that are needed are located on the Nurse's webpage of Indian Trail.

- Medications like Tylenol and Advil can be carried to school by the student for their own personal use. It cannot be shared with others at any time. Students should only bring a day's dosage in the original container.
- Inhalers can be self-carried by the student but a medication form needs to be filled out by the doctor stating the diagnosis and permission to self-carry. Turn that in to the Nurse.
- Tylenol and Advil can also be given by the nurse to the student - a parent will be contacted each time for permission.

Illness: Students who exhibit symptoms of illness should not come to school. A student should be fever-free (below 100) for 24 hours. If a student gets sick at school and the nurse or other school personnel feels that the student should be sent home, a parent will be contacted. If a parent cannot be reached, the emergency contacts listed on the student's records will be notified. Please make sure the school has current contact information. Students are to come to the Nurse's Office if they are sick. **In case of illness, students are to consult with the Nurse and use only school provided phones when making parent contact.**

Immunizations: The nurse will work with the parents to insure that students meet the required immunizations for school attendance.

Screening Services: Each year hearing and vision screenings are done on selected grade levels or at the request of the teacher or parent.

The nurse has a variety of information about community resources to help maintain health for the student and family. Please contact her with any questions or go to the Indian Trail web-site and click on School Nurse.

Counselors

The counseling assignments are as follows:

- All 8th grade students and 7th grade Silver Team Mrs. Jennifer Barnhart
- All 6th grade students and 7th grade Blue Team Mrs. Margaret Smith

School counselors perform a variety of functions at Indian Trail. Their first duty is to be available for students who wish to discuss issues in confidence before the issue becomes a problem. Students wishing to take advantage of this opportunity should make an appointment with a counselor or have a pass from a teacher. Parents are also welcome to talk to counselors about any concerns regarding their children. In addition, counselors maintain up-to-date files on each student and encourage the use of those files by appropriate personnel. Students may review their own files, if they so choose. The counselors also supply information to students about educational and career opportunities. Based on student interests and needs, counselors guide students in their choices of courses in school.

Transportation

Bussing is provided as a service to the students of Indian Trail. It is a privilege, not a right. Students are expected to follow the directions of the bus driver and exhibit ordinary courtesy with each other on the bus. Continued disorderly conduct, or persistent refusal to submit to the authority of the driver, will be sufficient reason for removing a student and refusing to allow him/her to ride the bus.

- Bussing in the Olathe District Schools is provided at no additional charge for middle level students who live at least 2.5 miles away from the front door of the building. Those who live within 1.5 – 2.5 miles may ride the bus for a fee. First Student, the bus company that has the transportation contract with Olathe, has a list of addresses within the Indian

Trail attendance area that is used to determine the distance from each house to the school. The phone number for First Student is 782-1050.

- Bussing will be provided during extended learning programs. Students in these programs will be delivered to their home grade school.
- The district provides transportation to all out of district athletic and activity events that occur during the school day. Students are required to use the district provided transportation. If parents request not to use district transportation, an In-District Travel Release Form must be completed and returned to the coach or sponsor prior to the event.

Media Center

Students may check out books for two weeks and renew them unless they are in demand. Reference books and periodicals may be checked out for one hour during the day or after school for overnight. Overnight material is due before first hour the following day. The individual responsible for the loss or damage will pay for the loss or damage to books or equipment.

Lunch

The school lunch program is a participating unit with the Kansas School Lunch Program that participates in the federal commodity use and milk program. Meals are planned to supply the daily requirements for a school lunch. ***The lunch period is completely closed, which means that students may not leave property to have lunch.*** Students may eat the regular lunch, a salad, or bring their own sack lunch. Milk, water, and other drinks may also be purchased. Students may pay in cash for lunch or parents may deposit money in the student's account at any time, which can be done online. Students should not buy food for other students.

Breakfast Program: The cafeteria is open from 7:30 am to 7:40 am for breakfast. Items are individually priced. In addition, Indian Trail has adopted a "Second Chance Breakfast" program accessible during passing time between 1st and 2nd period. The breakfast consists of a "Grab-N-Go" plastic bag with either cereal pouch, cereal bar, bread, muffin or mini bagel with a choice of fruit or fruit juice. Milk is an option, but not required. Students that participate in the free and reduced lunch program may also have one breakfast free or at reduced cost.

Lunchroom Procedures: Students are expected to be responsible for their own behavior in the cafeteria. After table assignments have been determined, students will need to sit at the same table each day. Except for time to pick up food and throw away trash, students should remain seated at their assigned table. Students are also expected to take responsibility for their eating area by cleaning up after themselves. Students who do not follow our expectations will face disciplinary action from the lunchroom supervisors or the administration.

Lunchroom Visitors: If parents want to bring lunch in to a student, and eat with them, the office will find a location for their private dining.

Olathe Youth Court

Olathe Youth Court is an alternative to District Court for first time offenders of minor offenses. The jurisdiction of and referrals to Youth Court are within the discretion of the Johnson County Office of the District Attorney. Youth Court is voluntary, yet student defendants who complete all Youth Court requirements have no juvenile record with the District Court. High school and middle school students serve as judges, jurors, attorneys, clerks, bailiff, and service officers in the Olathe Youth Court. Youth Court participants determine not only the student defendant's guilt or innocence but also the sanctions of those student defendants who plead guilty or are

found guilty. Interested students who would like to serve on the Youth Court may fill out an application. Applications and information sheets are available in the main office.

Eligibility

Students must **pass at least 5 classes** from the previous semester to be eligible to try out for any Indian Trail sports team. This applies to the 7th and 8th grade levels. In addition, during any sport season, the student athlete must have NO failing grades to continue the season uninterrupted. Any 'F' reports may result in suspension from games and practices until the grade(s) are all above 'F'. If an Indian Trail student/athlete's grade falls below 60%, the teacher is asked to submit to the coach and Athletic Director, a No Pass / No Play referral form signed by the teacher and student. The form will serve as a notice to the athlete, parent, coach and Athletic Director that the student is in jeopardy of not being able to participate. If the failing grade is not corrected by Friday, the athlete will be withheld from any contest the following week and thereafter until the grade is restored to passing. Students are required to get help after school from the teacher(s) of the course(s) they are failing, after which they can go finish practicing with the team that day.

Sportsmanship

Students are expected to show good sportsmanship at athletic contests and all school sponsored events. Booming, yelling, or stomping feet during free throw attempts, and other actions designed to intimidate or distract the opponent are not appropriate. Any student that violates good sportsmanship etiquette will be asked to leave school grounds and may not be able to attend future events.

I.D. Cards

All students are issued an I.D. card. Students will be able to use these I.D. cards for the following:

- Lunch
- Admittance to athletic events, mixers, and activity events
- Identification for bus drivers
- Library book check-out

Students are to present his/her I.D. upon request by school personnel and, therefore, are required to have it with them at all times. If the I.D. card is lost, damaged, or disfigured, then the student must purchase a replacement card. The cost for a replacement card is \$2.00 and can be obtained by speaking with secretaries in the front office.

Code of Conduct

The Code of Conduct for students at Indian Trail Middle School is reflective of the **student guiding principles: honesty, respect, responsibility and trustworthiness**. It is designed to encourage student responsibility, respect for the rights of others and to ensure the safe and orderly operation of the school. The Olathe District Schools have developed a Code of Student Conduct to guide school officials in dealing with discipline situations. Copies of the Code of Conduct are available from the school office. Teachers in the classroom will deal with most discipline issues, but in the event of serious or repeated misbehavior students may be referred to administration for disciplinary action.

Of course, no list of rules can ever be complete; therefore, the following information should be viewed as representative of types of misconduct. Misconduct is divided into four major classes of violation. The administration will use professional judgment in determining which disciplinary action will be most effective in dealing with student misconduct, taking into account the student's age and maturity, the nature and seriousness of the infraction, the student's previous disciplinary record, and any other relevant factors. The administration reserves the right to use

discretion in the enforcement of this code. With an emphasis on a safe school environment for all students, Olathe school district officials will report crimes committed on school property to appropriate local law enforcement agencies as necessary.

The Code of Conduct applies at all times while students are on or about school district property, going to school or home from school, or areas adjacent thereto, which shall include: Any district property being used for an official school activity, property not owned by the district being used for an official school activity, property not owned by the district being used for any school-sponsored activities or events and any vehicle, including school buses, while such vehicle is being used to transport students for the district. This Code of Student Conduct also applies to any student whose conduct at any time or place has a direct and immediate effect on maintaining order and discipline in the school. For a complete definition of all of these terms, please consult the district Code of Student Conduct.

A special emphasis is made in assuring that all students feel comfortable at school. Thus, be aware that teasing, taunting, or any bullying behaviors will not be tolerated. The expectation at Indian Trail is that we will treat one another as we would like to be treated.

The rules are based on the Student Guiding Principles. In all cases, students are expected to demonstrate respect for themselves, each other, the school and its personnel in all areas.

Class I Offenses

Examples of Misconduct

- Violation of General School Rules
- General Noncompliance
- Defiance of Authority
- Excessive Tardiness/Skipping
- Use of Profanity
- Inappropriate Dress
- Academic Dishonesty (Plagiarism/Cheating)

Range of Interventions

Administrator- Student Conference
Student Behavior Support Plan
Detention (s)
Parent Conference
In-School Suspension
Short-term School Suspension

Class II Offenses – May result in a Police Report

Examples of Misconduct

- Verbal Abuse or Threat of Others
- Inciting to Fight
- Battery
- Stalking
- Vandalism
- Stealing, Gambling, Extortion
- Contributing to a Disruptive Situation
- Bullying and Hazing
- Skipping Class or School
- Incendiary Devices
- Misuse of Computer/Network
- Possession of Obscene Literature/Material
- Leaving School Without Permission
- Tobacco Possession/Use/Sale/Distribution
- Trespassing

Range of Interventions

Admin.- Student Conference
Detention(s)
Student Behavior Plan
Parent Conference
Review Bus Privilege
Restitution
Restriction on Activities
Loss of Athletic/Activities
In School Suspension
Restrict Computer Privilege
Out of School Suspension
Long Term Suspension

- Possession of Educational Nuisance

Class III Offenses – May require a Police Report

Examples of Misconduct

- Setting Off Disaster Alarm Falsely
- Aggravated Abuse/Threats
- Gang-Related Violence
- Arson
- Incurable Conduct
- Sexual Misconduct
- Causing Serious Physical Harm to Student or Staff
- Criminal Damage to Property
- Burglary/ Aggravated Burglary
- Possession and/or Use or a Threat to Use a Weapon (other than Class IV)
- Possession/Use of Toxic Substances or Synthetic Substances
- Possession/Distribution/Purchase of Non-Controlled Substances Represented as Controlled Substance
- Possession/Consumption/Distribution of Drugs, Drug Paraphernalia or Alcohol.
- Harassment
- Kidnapping
- Solicitation /Sale of Weapon

Range of Interventions

Short-term Suspension

Long-term Suspension

Expulsion

Class IV Offenses – Requires a Police Report

Examples of Misconduct

- Possession/Use of a Firearm or Weapon
- Possession of Drugs w/Intent to Sell

Range of Interventions

Long Term Suspension

Expulsion

Note: Only students in good standing will be eligible to participate in activities or athletics. A student will not be considered in good standing, if he or she has been assigned to in-school suspension or out-of-school suspension, until the suspension is complete. In addition, students who have been assigned an out-of-school suspension or expulsion are not allowed on school and/or district property.

Safe Schools

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 law 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, disorderly conduct, 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 No. 233.

***Anyone may access the confidential SRO hotline by calling (913)780-7777.**

Drug Free Schools

The Olathe School District Board of Education, recognizing its responsibility to promote the health, welfare and safety of the students and employees in the Olathe schools, adopts the following policy to assist in protection from the dangers which result from the abuse of restricted

drugs.

The unlawful manufacture, dispensing, possession, use, consumption, or distribution of illicit drugs and alcohol on school property or at school activities is prohibited.

This policy is required by the 1989 amendments to the Drug Free Schools and Communities Act P.L. 102-225 and to implement the requirements of the federal regulations promulgated under the Drug Free Workplace Act of 1988, 34 CFR Part 85, Subpart F. This policy and any curriculum used in conjunction with it shall be evaluated at least every-other year using criteria developed by the superintendent.

Weapons

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.

Possession of a firearm shall result in expulsion from school for a period of one-year (186 school days) and can affect your privilege of driving in the state of Kansas. Students violating this policy shall be referred to the appropriate law enforcement agency and, if a juvenile, to Social and Rehabilitation Services (SRS).

Searches of Personal Storage Areas

Searches of Lockers and Desks: Lockers, desks and other school storage areas shall be under supervision of the building principal or designated representative and assigned to the student for the storage of school materials necessary for school attendance. The principal or designated representative may search any locker or storage areas at any time if there is reason to believe it contains matter prohibited by law or school regulations. Such a search may be made without notice to the student to whom the assignment has been made. Students are prohibited from placing locks other than the regularly issued school lock on their lockers.

Searches of Automobiles: As posted at the entrances of the school, automobiles parked at Indian Trail are subject to search in accordance with the district policies.

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

Sexual Harassment

Olathe School Board policy states that all employees and students are entitled to work and study in school environments that are free of sexual harassment. Sexual harassment by any employee or student of this school district 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.

Non-Discrimination

It is the policy of Olathe USD 233 not to discriminate on the basis of race, color, age, national origin, sex, handicap, or disability in its programs and activities as required by Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973. Inquiries

regarding compliance with Title IX may be directed to Staff Counsel, 14160 Black Bob Road, Olathe, KS 66063-2000, phone (913) 780-8050. Inquiries regarding compliance with Section 504 may be directed to the Executive Director of Special Services at (913) 780-7024. Interested persons, including those with impaired vision or hearing, can also obtain information as to the existence and location of services, activities, and facilities that are accessible to, and usable by, disabled persons by calling the Executive Director of Special Services.

Technology Acceptable Use Guidelines for Secondary Students

The Olathe District Schools provide access for students and staff to state-of-the-art computer technology, electronic mail and the Internet. All users must share the responsibility for seeing that our computer facilities are used in an effective, efficient, ethical and lawful manner. It is a privilege to have access to these extraordinary resources and therefore, all users must agree that they will comply with these guidelines. After the necessary signatures are added to the Contract for Acceptable Use of Technology, the student will be granted a network user ID.

The following will be standards of compliance for all secondary students:

1. I agree to use the network for only lawful and school-related or school-appropriate purposes.
2. I will contact only sites on the Internet that are considered by staff or administration to be appropriate for school.
3. I will respect the integrity of the networks; I agree that the computer systems are set up by the system administrator and are not to be altered in any way.
4. I will display appropriate conduct sending email; I will respect the rights and privacy of others.
 - Messages sent to anyone in the District will be signed with first and last name.
 - Only appropriate language that is not abusive, profane, or offensive will be used for all email.
 - I will refrain from sending unsolicited messages or excessive, repetitive messages meant to disable another's account.
 - I will refrain from sending games, chain letters, or other large files through email which are not teacher-approved materials.
5. I will respect the legal protection provided by copyright license to programs, books, data, articles, photography, artwork, etc.
6. I will adhere to printing, file saving, and email distribution guidelines as directed by staff.
7. I will access, save, or use only "school-appropriate" language, pictures, text, or any other data on/from the Internet.
8. I will protect my password to maintain the security of the network.
9. I will only access the Internet under the supervision of a staff member.
10. I will:
 - Respect the documents, files, and intellectual property of others;
 - Use the equipment with care;
 - Use only software which has been assigned by staff;
 - Report equipment or software problems to a staff member;
 - Leave all materials, equipment, and parts in the computer area so that systems will be maintained in good working order;
 - Remember to keep all food and liquids out of the computer area;
 - Take the initiative to keep the computer area clean and orderly by recycling unwanted paper, picking up personal items, etc.

Note: Any user's network privileges may be suspended for violating these guidelines.