

2021-2022 STUDENT HANDBOOK

SMN AND SMSD GUIDELINES, PROCEDURES, AND POLICIES



Shawnee Mission North High School

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www.smnorth.smsd.org

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Where Tradition Began....Excellence Continues!

On behalf of the faculty and staff at Shawnee Mission North High School we are excited that you are a part of the North Family. Our goal is to make your four years at SMN the springboard to all of your future goals and aspirations. In order to assist you along the way we are committed to challenging you to be the best you can be. Whether you plan on attending college, joining the military or entering the workforce after completing your high school experience our caring and dedicated staff will strive to make sure you are prepared both academically and socially.

The rules and guidelines in this handbook are intended to provide all of us with an atmosphere that will allow education to take place in a safe and structured environment. We encourage you to take an active part in the wide range of extracurricular activities offered at SMN. We are confident that by combining academics and extracurricular activities you will make the most of your high school experience and create memories that will last a lifetime.

Finally, I encourage you to live everyday by subscribing to the tenets of trust, respect, integrity, belief and excellence. You will hear our staff and your peers refer to these throughout the school year and they are a vital part of the culture of our building. SMN is built on tradition and excellence and you are now a part of this special community. We are excited you are here and we challenge you to go that extra degree and reach your highest potential.

Sincerely,

David Ewers
Building Principal

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To access the SMSD student handbook, click [here](#) or on the image below.

**Shawnee Mission School District
High School Student Handbook**

2020-2021



Section 2 - Philosophy and Mission

Shawnee Mission North Mission Statement

Shawnee Mission North High School develops life-long learners and responsible, globally-conscious citizens through high expectations for student achievement within a caring school community.

School Song

Shawnee Mission, Shawnee Mission here's our toast to thee. We will cherish and respect thee, pledge our loyalty. We will honor, we will love thee – send our colors forth. Proud and brave our alma mater, Shawnee Mission North.

Fight Song

Onward Shawnee! Onward Shawnee! Fight for victory. Press 'em harder, ever harder – show them we can fight, fight, fight, fight! Onward Shawnee! Onward Shawnee! Fight for victory. Fight Indians; fight, fight, fight – we'll win tonight!

SMN ADMINISTRATION

Building Principal
Associate Principal
Associate Principal
Associate Principal
Activities Director

Mr. David Ewers
Dr. Laura Brogdon
Mr. Jon Durham
Mr. Dustin Jamison
Ms. Annette Gonzales

PURPOSE

This handbook is intended to provide basic information for students and parents regarding attendance requirements, discipline procedures, nondiscrimination, and acceptable technology use in the Shawnee Mission School District. This information is extracted from board of education policies and from the [SMSD High School Student Handbook](#). These documents are used to implement board of education policies. The information contained in this booklet is not all-inclusive. However, it does address many of the more significant issues.

Questions regarding rules and regulations specific to any building should be addressed to the building administration, which will be happy to provide clarity and/or additional information. You may also view the [SMSD High School Student Handbook](#) by click [here](#). This handbook also provides information about grades, enrollment, health requirements, transfer procedures, student assistance programs, etc.

Information pertaining to course offerings is available in the middle and high schools Student Program Planning Guides. Copies of the guides are available on the SMSD website or by clicking [here](#).

SM NORTH EXPECTATIONS

Shawnee Mission students are citizens within their school community and, as such, have rights and responsibilities. The rights are referenced to the U.S. Constitution and to policies of the State of Kansas and the Shawnee Mission School District. The responsibilities are those willingly assumed by good citizens in their efforts to create and maintain the greatest amount of individual freedom of action and within the constraints of concern for the good of the total group.

SM North has the highest regard for its student body and has high expectations for our students to excel in academic rigor, social competency and overall school safety. To help maintain a positive school culture, students are expected to use appropriate language and maintain a moderate tone when speaking, to respect others' space and property, and to keep hallways open and traffic moving during passing periods.

FUNDAMENTAL PRINCIPLES

- Trust:** We will make sure our words and actions inspire others to believe in and depend on us.
- Respect:** We acknowledge that by showing respect to ourselves and others we gain respect.
- Integrity:** As people of character, we strive to uphold high moral principles in our thoughts and actions.
- Belief:** We are capable learners and respectful citizens setting high expectations for ourselves.
- Excellence:** We will continually strive toward our personal best in all endeavors.

SCHOOL-WIDE RULES

- Students will carry their I.D. card or a photo of their I.D. card at all times and present them to staff members upon request.
- Students will attend all assigned classes regularly and punctually.
- Students will demonstrate proper respect by following the directions of staff members.
- Students will not carelessly or maliciously deface, damage, or destroy school property.
- Students will not possess, use, or be under the influence of prohibited substances while on school campus.

CLASSROOM RULES

- Students will be in their rooms and ready to work when the tardy bell rings.
- Students will follow teacher directions.
- Students' behavior or attire will not disrupt, impede, or interfere with the instructional process.
- Sign-out and sign-in as you exit/enter a classroom.
- Individual teachers reserve the right to allow food and drink in their classrooms. Students are encouraged to dispose of these containers properly.

LUNCHROOM RULES

- Students are to remain in the designated areas.
- Students should adhere to scheduled lunch periods and times for dismissal.
- Each student is responsible for his/her own cleanup in the cafeteria. The table and floor areas are to be left clear for the next person. Trays, silverware, and papers are to be disposed of appropriately. Please recycle when possible.
- Students may be receive disciplinary consequences for misconduct, leaving the cafeteria messy, leaving trays, or removing food from the cafeteria.

HALLWAY RULES

- Keep your pass visible.
- Walk and talk - keep traffic flow moving.
- Return to class in a timely and quiet fashion.
- Respect others' personal space.
- Throw trash in the trash bins.
- Travel to your expected destination.

Section 3 - General Information

OFFICE HOURS: 7AM TO 3:30 PM

RESIDENCY REQUIREMENTS

Students must meet residency requirements. Enrollment in Shawnee Mission District's schools is limited to students who reside within the District with a parent, or other person acting as a parent, under the definitions and limitations of state law and Board Policy. Students living outside the District, but within the state of Kansas, must be approved for enrollment under the provisions of Board of Education Policy <http://www.boarddocs.com/ks/smsd/Board.nsf/goto?open&id=A45TXE796297> and may require a meeting with a building administrator. Information regarding residency may be obtained from your counselor.

I.D. CARDS

All students enrolled at S.M.N. need to carry their student I.D., or a photo of the student I.D. with them at all times. Student I.D. is required to check out any and all materials from the Learning Commons; used as a debit card for lunch; and for bus transportation admittance. Replacement cost is \$5.00.

VISITORS POLICY

We strongly believe that education is a shared responsibility between parents/guardians and school personnel. At times parents/guardians may wish to visit or observe in a classroom. In compliance with Policy KFA, all visitors are under the jurisdiction of the building principal who has the responsibility to develop rules and procedures to maintain a safe and orderly learning environment. To assure a successful school visit or observation, we ask for your cooperation with the following guidelines:

- Please arrange a mutually agreed upon date and time with the principal for the requested visit or observation.
- For security reasons, visitors are required to check in at the school office before proceeding to contact any other person in the building or on school grounds. Visitors are to sign out at the office before leaving the building.
- Principals reserve the right to decline the request for classroom observation or visit if it is determined that such visit would cause undue disruption in the educational process.
- All observation sessions will be planned so as not to create conflict with the teacher and student schedule.
- Principals may limit the frequency and duration of any observation in order to avoid distraction or disruption to the teacher's schedule and classroom atmosphere.
- To protect the learning environment, the parent/guardian should be the only visitor in the classroom during the observation. An observer, other than the parent/guardian, must be approved by the principal and have written consent from the parent/guardian describing the reason for the visit or observation.
- Out of respect for the teaching environment, parents/guardians are asked not to bring the student's siblings or children while visiting/observing in the classroom.
- In order to ensure the best learning environment, recording devices, cell phones or other electronic devices may not be used during the visit/observation.
- During the observation, the principal or his designee may be present in the observed setting, in order to accommodate follow-up discussion or answer questions.
- Visitors/Observers are to enter, observe and exit the classroom with minimum disturbance to the teacher and/or students. Visitors/Observers are not allowed to interact with the teacher and/or students during the observation through questions or comments.
- All aspects of individual student confidentiality must be preserved and respected.
- For visitor form go to the main office to complete the required paperwork.

VISITORS

- Students **will not** be permitted to have guests during the school day.

- All people visiting the building on business must enter through the main entrance (door #1) obtain security clearance through Raptor, and wear a visitor's badge at all times.
- All visitors must be approved by the Campus Security Officer.

No student visitors will be allowed to shadow students with the exception of student council exchange programs or events approved by the administration.

LOST OR STOLEN PROPERTY

Check the "lost and found" in the cafeteria. If the item(s) is not located in "lost and found", contact Campus Police/SRO to file a lost/stolen property report.

- You can get this form from a police officer or the main office.
- Report lost or stolen property as soon as the loss is discovered.
- Be specific when describing the property that was lost or stolen. Serial numbers on electronic devices assist officers get the items back to the owner.
- Items in the lost and found not picked up at the end of school will be donated to a social agency in the Overland Park community.

CAFETERIA

Breakfast is available before school (second breakfast available four days/week) and lunch is served in the Cafeteria. Students may keep an account for any food purchases. Money in a student's account can be used for any purchase in the Cafeteria. Cash cannot be withdrawn from the account. **The student's ID must be used to access the account.** Students have the responsibility of keeping the lunch area clean and picked-up.

- Regular School Lunch \$2.70
- Reduced lunch \$0.40
- Free lunch \$0.00
- Student breakfast \$1.45
- Reduced breakfast \$0.30
- Free breakfast \$0.00
- A la Carte items available
- Food and drink are allowed ONLY in the cafeteria.

The cafeteria will have 5 stations for you to select from and 18 entrée choices each day. All food served at these stations are available for the lunch price. The stations are:

- Mom's Kitchen
- Sandwich Station (hot sandwiches)
- Cold Power (cold sandwiches, salads and yogurt)
- Carb Station (various pastas or potato bar)
- Finger Foods (pizza and nachos, chicken fingers)

Besides the entrée choices, the student can select from various side dishes that include fruits, vegetables, grains, and milk. Students must choose a full portion of at least three of the five components to receive a reimbursable school lunch and at least one component must be a ½ cup of fruit or vegetable. Components include entrée, grain, fruit, vegetable, and milk. There are unlimited (single trip) fruits and vegetables available, except for juice and potatoes. We encourage students to take what they want but eat what they take in order to reduce waste.

All menus are analyzed for nutritional content and meet the USDA guidelines for the age of the student. Please contact the school nurse or the food services office for information regarding special diets.

Breakfast is available each school day before school, and during the second breakfast. Breakfast will be served on the first day of school. Students must choose at least three different items and one must be a ½ cup of fruit or juice. Breakfast items include: entrée, grain, fruit/juice, and milk. If you have been approved for free or reduced priced meals, you also get free or reduced breakfast.

A student may receive one breakfast and one lunch per day at the student meal price. Additional meals will be charged the adult meal price.

A complete list of nutritional information for all menu items is available at <http://foodservices.smsd.org>.

Second Chance Breakfast:

2nd chance breakfast is available to all students. It is offered during designated times of the school day. Visit the food service web site for the menu. Only 1 school breakfast is allowed per day. Extra items are ala carte.

Lunch Procedures:

In order to improve attendance, reduce tardiness, enhance safety of students, and to meet their nutritional needs during the school day, all Shawnee

Mission schools are able to provide students with a quality lunch at a competitive price from their cafeterias. The schools offer free and reduced meals for those students who qualify.

Students may buy their lunch from school-designated vendors or bring their lunch from home in the morning and eat in the cafeteria. **Visitors and parents are not allowed on campus during lunchtime.**

The regular lunch period is approximately 30 minutes, **including** passing time. Students who violate the closed lunch policy are subject to disciplinary action.

Every effort is made to balance the number of students eating each lunch period. Supervisors are responsible for maintaining reasonable order in the cafeteria, hall and restrooms near the cafeteria. Students will be restricted to the cafeteria and hallway area in front of teachers' lounge ("redline to redline"). Students are expected to obey supervisors who will point out any unacceptable behavior.

Open Lunch:

Shawnee Mission North **does not have open lunch for students in grades 9-11**. Seniors may apply for open lunch privileges after a parent meeting with administration. Meeting dates will be announced. Students with open lunch must re-enter through the main entrance upon returning from lunch.

Cafeteria Theft:

Students should be advised that stealing items from the serving area will **NOT** be tolerated at any time, including breakfast and lunch periods. Students who steal or attempt to steal from the cafeteria may receive the following administrative actions:

- Restitution
- Detention
- Suspension
- Arrest

Lunch Payments:

Parents can add money to their student's meal account and/or check their student's account through the Shawnee Mission District web page. The web site for adding money to their account is: <https://eps.mvpbanking.com/cgi-bin/efs/login.pl?access=55790> Checks for meals can also be made payable to your student's school and given to the cafeteria cashiers during morning hours or to the bookkeeper anytime.

HEALTH SERVICES/NURSE:

Nurse: (993-6916) Room 154

General Information:

Students should report directly to the Nurse in case of an emergency. A parent/legal guardian will be contacted should it be necessary for you to go home because of illness or injury. For non-emergency, please obtain a

pass from your classroom teacher.

Medication:

<http://www.boarddocs.com/ks/smsd/Board.nsf/goto?open&id=9QTS3S5EA0D1>

Over-the-counter medicines (Tylenol, Ibuprofen and Tums):

- May not be carried by students.
- Over-the-counter medicine may be given by the nurse with written permission from a parent or guardian.
- A new permission slip needs to be filled out every year.

Prescription Medicine:

- May not be carried by students.
- Must be in the original labeled bottle from the pharmacy.
- Needs to be counted by a parent before it is sent to school.
- Needs to have written parent permission sent with the bottle.
- Must be given out in the nurse's office.

Asthma Inhalers and Epi-pens:

<http://www.boarddocs.com/ks/smsd/Board.nsf/goto?open&id=9QTSRK5F6A4E>

- May be carried by students with a special form signed by the doctor and the parents on file in the nurse's office.
- The form needs to be filled out every year. It can be obtained from the nurse or at <http://www1.smsd.org/boeweb/Jlcd-e.htm>
- Please provide the nurse with a copy of your asthma action plan.

Insulin and diabetic supplies:

<http://www.boarddocs.com/ks/smsd/Board.nsf/goto?open&id=9QTSRK5F6A4E>

- Maybe be carried by the student. Please provide nurse with a new copy of your diabetic management plan every year.
- Please be sure you always have snacks and extra supplies to check your blood sugar. These extra supplies can be kept in the nurse's office.

Immunization:

State law requires each student to have a current immunization status. Your parents will be notified if you need an immunization. State law dictates that you will be excluded from school if you do not receive your immunization by the time it is due. **Written proof must be submitted to the Nurse.**

LEARNING COMMONS

Library Hours: 7:20 AM – 3:20 PM

Students may come to the library before school, after school, during the passing periods, and during lunch. During class time, students will need a pass from that class period's teacher and will need to sign in at the front desk. If a teacher signs up to bring an entire class to the library, students are not required to sign in or have a pass.

Students may checkout library books for 3 weeks. Students will be charged the replacement cost of books and other library items that have not been returned when they are more than 8 weeks overdue. In addition, students will be charged the cost of all Learning Commons items that have not been returned before the end of the school year. Students may renew books that they need past the 3-week checkout time frame, as long as other students have not requested it.

Yearbooks will be held at the end of the year if students owe money for books. The same policy applies to other library materials students' check out which are not books.

SCHOOL RESOURCE OFFICER (SRO)

Officer Antoinette Covington (993-6922)

Officer Covington is an Overland Park Police officer assigned full-time to the school. The SRO helps maintain a safe learning environment and also gives classroom presentations on related topics. Anyone who wishes to report a crime, on or off campus, or wants to speak with the SRO about a particular problem can call the **anonymous Help Line at 993-7070**. The U.S. Safe School phone number is 1-877-626-8203.

District Resource Officer - Officer David Whisenhunt (993-6923)

Campus Police help maintain a safe campus environment. Campus Police issue parking permits for students. Parking permits are \$60.

SAFETY TIPS FROM CAMPUS POLICE & SRO

- Always keep your vehicle locked and windows closed. Don't leave valuables in plain sight such as cell phones, GPS devices, money, purses/backpacks, etc. If possible, lock these items and other valuables in the trunk.
- Do not bring large amounts of money or valuable/irreplaceable items to school. Make sure your locker is always locked and the combination cleared. Don't share your locker combination with others. If you believe your locker combination has been compromised, contact the counseling office to request a new locker. If this is a gym locker, ask your P.E. teacher for a new locker or new combination lock. Report any lockers that are broken or malfunctioning to the office.
- Using expensive cell phones, IPODs/MP3 players and other similar devices at school in front of others is an invitation for someone to steal your property.
- Report any lost or stolen items to SMSD Campus Police/SRO immediately. Also, notify a teacher, staff member or police officer if you observe any suspicious activity on campus or if you believe a crime has occurred or will occur.
- The parking lots and surrounding streets are busy with traffic, especially before and after school. Be alert and cautious when backing up your vehicle. Watch for pedestrians at all times and always wear your seatbelt.

GANGS AND RELATED VIOLENCE

Students involved in gang related violence, which includes but is not limited to threats, confrontation, intimidation, extortion, fighting, injury to persons or property damage and/or possession or use of weapons, will be suspended or recommended for expulsion.

CONTRIBUTION TO A DISRUPTIVE SITUATION

The intentional promotion or advocacy of severe, deviant, and/or anti-social behavior by any student for any purpose, including but not limited to gang related graffiti, attire, symbols or depiction of gangs, will result in the student being suspended or recommended for long-term suspension or expulsion.

PERSONAL ELECTRONIC DEVICES

Personal electronic devices are allowed on campus and may be used on campus prior to the start of the school day, during passing periods, during lunch and at the conclusion of the school day.

Use, including ear buds, during the class period will be at the discretion of the instructor. Failure to abide by that instructor's policy will result in a referral for the student.

INTIMIDATION OR BULLYING

The board is committed to a safe and civil educational environment for all students free from intimidation or bullying. Bullying is prohibited on school property, in any vehicle used to transport students for district purposes or at a school-sponsored activity or event. "Intimidation or bullying" means any intentional written, verbal, or physical act, when the intentional written, verbal or physical act:

- Harms a student or damages the student's property.
- Has the effect of substantially interfering with a student's education.
- Is severe, persistent, or pervasive so that it creates an intimidating or threatening educational environment.

This policy is not intended to prohibit expression of religious, philosophical, social, or political views, provided that the expression does not substantially disrupt the education environment. Many behaviors that do not rise to the level of intimidation or bullying may still be prohibited by other district policies or building, classroom, or program rules.

Conferencing, corrective discipline, and/or referral to law enforcement will be used to change behavior of the perpetrator and Remediate the impact on the victim. This includes appropriate intervention(s), restoration of a positive climate, and support for victims and other impacted by the violation. False reports or retaliation for intimidation or bullying also constitute violations of this policy.

Anonymous reporting of bullying can be done through the Bullying referral system North website, smnorth.smsd.org, and clicking on the red "Report Bullying" button on the bottom right.

DRESS CODE POLICY (Board Policy JICA)

The general atmosphere and environment of the school must be conducive for optimal learning. There is widespread understanding that students tend to behave according to their personal appearance. As such, dress tends to affect behavior and behavior influences both the atmosphere and learning environment. We expect all students to comply with the Dress Code.

If any items create a distraction from the educational process or presents a safety concern, the administration will determine whether or not the apparel or appearance may be allowed in school. School personnel (of any title or job description) may not be held responsible for any confiscated items, if lost or stolen. Any item not picked up at the end of the school year will be donated to a social agency in the Shawnee Mission community.

Students that are not in compliance with the dress code will be asked to change their apparel, be provided with apparel to wear (limited), or they will be sent home to change. **Absences will count as unexcused.**

PARKING

Parking at SM North is a privilege. Only authorized vehicles will be permitted in the parking lots of SMN. All authorized vehicles must have a properly displayed student lot permit to park on SMN property. SMN administration reserves the right to refuse authorization for parking to anyone. Violators of the rules and regulations may be subject to tow at the owner's expense.

RULES AND REGULATIONS

- School parking lots are considered school property and therefore, all actions, conduct, and behavior is governed by the School District Discipline procedures.
- Students driving vehicles that are parked on school property must be parked in designated student parking spaces.
 - 1st Offense:** Ten (\$10.00) dollar fine
 - 2nd Offense:** Twenty (\$20.00) dollar fine.

A letter will be sent home and a phone call will be made to notify parents of the violations and the possibility of the next violation resulting in a tow at the owner's expense.

 - 3rd Offense:** Immediate Thirty (\$30.00) dollar fine or tow at the owner's expense.
 - 4th Offense:** Vehicle may be towed at the owner's expense. Any subsequent violation will result in the vehicle being towed without warning.
- Vehicles parked in the fire, handicapped, no parking zone, double parked, or parked in a drive area blocking the flow of traffic, including the front circle drive, will be fined and/or towed at the owner's expense on the first (1st) violation.

- Authorized vehicles must be driven in a safe manner and observe a **speed limit of 15 mph on school property**. Unsafe driving can include, but is not limited to: speeding, reckless driving, driving the wrong way, driving over the grass, and/or exhibition of acceleration. Such violations will also be subject to a citation and the fines listed in point B.
- The administration of SMN reserves the right to limit the number of vehicles permitted to be registered for SMN parking lots or suspend privileges where appropriate.
- Parking lots will be on a first come, first serve basis for cars with permits.
- Any student giving or lending a parking permit to any other person will be restricted from parking on school property for the remainder of the year.
- **Freshman may not park on school property during school hours.** Cars may be towed on the first offense, without warning.
- **All vehicles are subject to search and tow.**
- Students are **not** allowed to park in designated faculty parking spots or in the circle drive.

PARKING PERMIT INFORMATION

Seniors, juniors, and sophomores may purchase a parking permit for \$60.00. Permits may be paid for at registration and will be issued the first week of school. Students must have a permit to park in the school's parking lots. **Only one permit per student will be issued.** If a new car is purchased during the year, the old permit, even if damaged must be returned in order to receive a new permit. Permits not returned or lost will be replaced at full price. Permits purchased within the last semester of the school year will cost \$30.00.

Students must have earned at least 5.5 credits to qualify for a parking permit. Freshman will NOT be issued permits.

Motorcycles, Scooters, & Mopeds

Students with a motorcycle or moped must fill out a registration card and abide by all the rules and regulations. Parking permits are not issued as long as a registration card is on file.

RESOLUTION OF PARKING CITATIONS

- Parking citations will be issued by Campus Police officers for the violations under points B and C.
- Students are required to pay the fine amount within twenty (20) days. This grace period begins on the date the ticket is issued. Fines shall be paid to the bookkeeper's office during school hours and a receipt will be provided.
- Students may appeal their school ticket by making an appointment for a hearing with the associate principal in charge of parking within three (3) days of the ticket being issued.
- Should a student fail to pay their fine within the grace period, the matter may be referred to the student's administrator for discipline. Contact may be made with the student's parent(s) as well. Students may face a loss of parking privileges until the matter is resolved. Students who cannot pay the full fine amount should consult with the administration and bookkeeper in private for payment options. In some cases, the school district may send unpaid fines to collections.
- Returning students with unpaid parking fines will not be allowed to obtain a parking permit for the following school year. Seniors with unpaid parking fines will have their diploma withheld until the fines are resolved.
- Tickets and citations issued through the Overland Park Police Department are resolved through the Overland Park Municipal Court. Additional information is printed on the back of the ticket. Failing to comply with these citations may result in a warrant for your arrest and suspension of your driver's license.

RIGHT TO DENY ACCESS TO SCHOOL DISTRICT BUILDING AND GROUNDS

The Superintendent of Schools or his/her designees may deny access to the school buildings or grounds of USD#512 to persons who are not bona fide, currently registered students, staff, or faculty at the school, and who have not lawful business to pursue at the school, or who are acting in a manner disruptive or disturbing to the normal educational functions of the school. Administrative personnel or designees may demand identification and evidence of qualification for access of anyone desiring to use or come upon the premises of the particular school or facility. Persons, including parents or persons acting as parents, who have legitimate reasons for being on school property must nevertheless abide by local policies adopted by the Board of Education and specifically applicable to each school. Such local policies shall be published annually in the school handbook and shall be posted at the school conspicuous place visible to all that enter the premises.

Anyone who refuses or fails to leave the buildings or grounds of USD #512 after being requested to do so by an authorized employee of USD #512 shall be subject to charge and arrest pursuant to Chapter 21 of the Kansas Annotated and the Kansas Criminal Code. Students on out-of-school suspension are not to be on USD #512 school property during the time of suspension. This includes any extra-curricular or co-curricular activity.

SOCIAL FUNCTIONS & DANCES

All school sponsored social functions must be held within the district unless permission is obtained from the appropriate associate superintendent to schedule the social event elsewhere. School dances shall be limited to legally enrolled students. **No students over the age of 20 will be allowed.** If a student leaves a social event, he or she may not return. **All students must have their school ID to be admitted to any dance (prom, homecoming, winter dance, and mixers).**

The purpose of dances at SMN is to provide a safe and fun environment for students to develop their social skills. The only dances that non-SMN students may attend are Homecoming, winter dance, and Prom. Guests must have the appropriate form signed by their school administration. The following guidelines are established in order to provide our students with a safe, positive experience at dances:

- All students and guests must show identification to enter the dance. SMN students must present their current school identification card. Guests must show either a current school ID or a valid driver's license.
- Prom, Homecoming, and winter dance tickets will be sold during lunch on campus prior to the dance. If an SMN student is bringing a guest who is not an SMN student, the name of the student and the school he/she attends will be required at the time of purchase. The form must be obtained by the SMN student and returned to the school at the designated time.
- Tickets for Homecoming, winter dance, and Prom will be available for purchase at the door, though the cost may be higher than the tickets purchased prior to the day of the dance.
- Students are encouraged to write their name(s) on the back of their ticket(s) at the time of purchase.
- Students are expected to wear appropriate attire for the type of dance they are attending. Entry to the dance can be refused based on attire.
- Items such as purses, wrist wallets, hats, jackets, sunglasses, chain wallets, shoes, gym bags, sports gear, backpacks, band equipment, canes for aesthetic purposes, towels and any other item requested by an administrator or teacher may be checked/searched upon arrival to the event.
- Students are expected to exhibit tasteful dancing; refrain from running, pushing, shoving, piggyback rides, Conga line dancing, and offensive language.
- The use or possession of alcohol, drugs, tobacco, or weapons will not be tolerated.
- Any student or guest who leaves the dance will not be allowed to return to the dance.
- All other dances at SMN are for students currently enrolled at SMN and who are in good standing. Students must present their current ID and pay the admission fee to attend.
- Students and guests will respect other students, chaperones, and administrators at all times.

- Students or guests who are asked to leave a dance may face disciplinary action and lose the privilege of attending SMN dances or bringing guests for a duration determined by an administrator.
- Parents are expected to pick students and guests up immediately following the event. Failure to have transportation in a timely manner following the dance may preclude students from attending future events.

SCHOOL BUS SAFETY REGULATIONS AND EXPECTATIONS

If your student is riding a school bus, please know that safety is a priority in the Shawnee Mission School District. We abide by regulations set forth by the Kansas State Department of Education/School Transportation as well as supplemental district policies and rules in order to maintain a safe and efficient transportation program. The bus ride is considered as an extension of the school day. Therefore, it is important that students understand all school rules that apply while riding on the bus. Additionally, buses are equipped with video cameras which record both visual and audio.

Please review the safety regulations below with your student. Remember the bus is an extension of the school and class room and those rules apply as well. Failure to comply with these safety regulations may lead to a suspension of bus privileges.

1. Prior to loading the bus students shall:
 - Be on time! Students should be at the designated bus stop 5 minutes prior to the stated time of bus arrival. The bus cannot wait beyond its regular schedule.
 - Conduct themselves in a safe manner while waiting for the bus.
 - Be careful in approaching a bus. Remain ten feet from bus until the bus comes to a complete stop and the driver signals you to load.
2. On the bus students shall:
 - Follow all school rules and expectations while on the bus. Show respect for self, other people, and property, including the bus and the bus driver.
 - Remain seated with feet on the floor while the bus is in motion.
 - Ask permission to adjust windows.
 - Keep all body parts and all objects inside the bus.
 - Not bring gum or food or drink aboard the bus
 - Not bring animals, except service animals, on the bus.
 - Not bring weapons of any type aboard the bus.
 - Not bring or consume tobacco products, alcohol products or illegal drugs aboard the bus.
 - Carry only backpacks, books, school supplies and coats on the bus. All other items must be approved by the driver before bringing them on the bus. The bus aisle must be kept clear.
3. When departing the bus students shall:
 - When crossing the road, walk at least ten feet out and ten feet in front of the bus. The bus driver will signal when it is safe to cross the road; and student will also look to make sure that no traffic is approaching from either direction before crossing the road. Students should never cross the road behind the bus.
 - Only get off the bus at their regular designated stop. The driver will not discharge riders at other places than the regular designated bus stop, or at school, unless proper authorization is received from the parent or a school official.
4. On extra-curricular trips students shall:
 - Follow the direction of the driver. The driver is in charge of the bus at all times.
 - Follow the above rules and regulations; they apply to any trip under school sponsorship.

Section 4 - Student Attendance

Attendance hotline number (993-6945) Messages are recorded 24-hours a day on this service.

ABSENCES

When a student is arriving late, needing to leave early for an appointment or personal reasons, or will be absent, please have parent/guardian call 993-6945, 993-6944, or 993-6942. If the line is busy, please leave a message. These lines are checked constantly throughout the day. Calls should be made at the beginning of the school day in which the absence occurs.

The following information must be included when absences or requests to leave are called in through the attendance hotline number:

- The caller's name (parent or legal guardian only)
- The name of the student (spell the last name)
- The student's grade level
- The date(s) and reason(s) for the absence(s)
- The telephone number(s) where the caller can be reached during the day

If the parent or legal guardian does not call the school, the student must have a note no later than the second day after the return to school to have the absence excused. The note must include the following:

- The date the note was written
- Date(s) of absence(s)
- Reason(s) for absence(s)
- Signature of parent or legal guardian

The student must present this note to the attendance staff in the attendance office before his/her first class of the day.

TARDY PERIOD

A student is tardy when he or she enters the classroom after the appointed time for the class to begin. If a student arrives after the designated tardy period, he or she will be recorded absent for that class. Excessive tardiness will be subject to appropriate disciplinary actions based on the classroom teacher's policies, procedures, and expectations.

PERMIT TO LEAVE (LEAVING DURING THE SCHOOL DAY)

A telephone call or written request from a parent or legal guardian for a student to leave campus during the school day should be received by the attendance office staff before the student misses a class or leaves campus. Permits to leave (passes) will be issued beginning at 7:00 a.m. Once a pass is obtained from the attendance office, the student should present it to his or her teacher at the specified departure time. **Students must report to the attendance office and sign out before leaving campus during the school day. Failure to comply with these procedures may result in an unexcused absence and appropriate disciplinary action.** If the student returns to school that same day, he/she must sign in at the attendance office and have the permit to leave stamped before reporting to class. The stamped permit to leave will serve as his or her admit pass back to class. Students who become ill are required to see the school nurse before checking out.

EXCUSED ABSENCES

Absences will be classified as excused if they fall under the following Board or Education approved reasons and if the building attendance procedure was followed by the student and the parent or legal guardian:

- Personal illness

- Serious illness or death of a member of the family
- Obligatory religious observances of the student's own faith
- Participation in school sponsored activities
- Emergency situations requiring immediate action
- Court
- An absence which has been requested in writing and approved in advance by the building administration. (Make-up work is to be requested by the student in advance of the absence, and tests are to be taken when the student returns.

Schools will not be closed for funerals; however, upon prior written or telephone requests from parents or legal guardians, students will be excused to attend services for school employees, friends, or relatives.

UNEXCUSED ABSENCES

An unexcused absence is one which cannot be defined excusable as outlined in the Board of Education's list of approved reasons for excusable absences. Students may not receive credit for work missed due to an unexcused absence. Attendance will be recorded in every class of the day. All unaccountably absent students will be placed on the daily automated telephone call list and reasonable efforts will be made to contact their parents or legal guardians. **PLEASE UPDATE TELEPHONE AND ADDRESS CHANGES.**

EXCESSIVE ABSENCES

A student's regular attendance in the classroom is an essential component of the educational process. Classroom teachers will take excessive absences, whether excused or unexcused, into consideration in determining the grades to which a student is entitled. Except in circumstances beyond the control of the student, the failure of a student to attend at least 85% of all class periods (no more than 11 absences) in each academic semester shall be considered excessive absences and may result in a failing grade and/or loss of credit for the course.

- The attendance office will notify the parent/legal guardian of a student's absence on a daily basis through School Messenger automated telephone system. **Parents/legal guardians, please keep your phone numbers current to help with this communication.**

Any time students or parents are concerned about the disposition of an attendance violation; the student is encouraged to contact the teacher or building administrator for clarification.

PREARRANGED ABSENCES/EXTENDED LEAVE

Students who know in advance that they will be absent for three (3) days or more are required to pick up and complete the appropriate approval form from the attendance office one week prior to absences.

TRUANCY

Under the laws of the State of Kansas, all students between the ages of 7 and 18 years (21 for special education students) must be in a regular and continuous attendance at school unless lawfully excused there from. **The law in Kansas (K.S.A. 72-1113) states that students are truant when they are inexcusably absent for all or a significant portion of the day for three (3) consecutive school days, five (5) or more school days in one semester, or seven (7) days in a school year. A significant portion of the day is determined by school district policy.**

Kansas law allows police officers to take an unexcused absent student found off school grounds during the school day into custody and directs the officers to deliver the student to the school.

MAKE-UP WORK AFTER EXCUSED ABSENCES

The student has the responsibility to make the initial contact with the teacher in order to obtain missed work and confirm deadlines. The student is also responsible for scheduling make-up tests, labs, and other classroom projects. Students absent one week or less will be allowed double the amount of time they are absent in which to make up missed work. For absences longer than one week, students will be allowed one

week plus the total number of days absent to make up work that has been missed. Regardless of days missed, **students are expected to fulfill long-term assignments as originally scheduled.**

OUT-OF-SCHOOL SUSPENSIONS

During an administratively assigned out-of-school suspension, a student can receive credit for daily assignments; may take previously scheduled tests; and may turn in long-term projects upon returning to class.

AFTER SCHOOL ACTIVITIES

In order to participate in any after school activities, **a student must attend a full day of school on the day of the activity.**

Student Pick-Up

1. When picking up a student during the school day, report to the attendance office to sign out.
2. Upon completion of the school day students need to leave the building or be working directly with a teacher, coach, or sponsor. Those students waiting for a ride will need to wait in the cafeteria. At 4:00PM, students will be asked to leave the building; students will need to be picked up by 4:00PM.

Section 5 - Curriculum, Instruction, and Student Services

Student Service

Deanna Griffey
Counselor Coordinator/R-Z
993-6933
deannagriffey@smsd.org

Jennifer Fontaine
Counselor for Alpha L - Q
993-6934
jenniferfontaine@smsd.org

Jeinny Morris
Counselor for Alpha A - D
993-6932
jordanlandis@smsd.org

Leah Murray
Counselor for Alpha E-K
993-6935
leahmurray@smsd.org

Britt Sherer
Real World Learning Counselor
993-6927
brittsherer@smsd.org

Gwyn Heidrick
Social Worker for Alpha A - K
993-6927
gwynheidrick@smsd.org

Emily Dorothy
Social Worker for Alpha L - Z
993-6936
emilydorothy@smsd.org

Holly Crumpton
School Psychologist
993-6938
hollycrumpton@smsd.org

Pam Morris
Counseling Secretary
993-6930
pammorris@smsd.org

Lori MacAdam
Registrar
993-6908
lorimacadam@smsd.org

Theresa Gonzalez
Computer Clerk
993-6909
theresagonzalez@smsd.org

Monique Wesley
College Advisor
993-69_-
moniquewesley@smsd.org

CLASSIFICATION OF STUDENTS

Students are assigned to a grade level based on the number of credits they have acquired:

- 10th grade: 5.5 credits
- 11th grade: 11 credits (11.5 for Class of 2020)
- 12th grade: 16 credits (16.5 for Class of 2020)

Students are reclassified in August prior to the start of school. Students may be reclassified after first semester to grade 12 if they have attended at least 7 semesters in grades 9-12 and have earned 18.5 credits.

Shawnee Mission Requirements for Graduation Class of 2020:

- 4 units of English
- 3 units of Social Studies (includes World Geography, U.S. History, American Government and ½ elective).
- 3 units of Mathematics
- 3 units of Science (includes one physical science and one biological science).
- 1 unit of Physical Education
- ½ unit of Health Education
- 1 unit of Fine Arts
- ½ unit Financial Literacy
- 7 ½ units of Elective

KANSAS BOARD OF REGENTS REQUIREMENTS

To enter one of the six Regents institutions directly from high school, a student must meet at least one of the following Qualified Admissions Criteria:

- Score 21 or higher on the ACT composite or
- Score 980 or higher on the SAT 1 or
- Rank in the top 1/3 of the high school graduating class, or
- Earn a minimum 2.0 GPA on the Regents Qualified Admissions Curriculum.

Regents Admissions Curriculum:	College Preparatory	Qualified
<ul style="list-style-type: none">• 4 units English• 3 units Social Science• 3 units Mathematics (Algebra 1, Geometry, Algebra 2 or higher) Class of 2015 and beyond must either have a sub score of 22 or above on the ACT math section or take a 4th year of math• 3 units Science (selected from Physical Science, Biology, Physics, or Chemistry). One unit must be Chemistry or Physics.		

All Kansas high school graduates entering one of the six Regents institutions directly from high school **must complete** the Regents College Preparatory Qualified Admissions Curriculum listed above **and** meet one of the following criteria:

- Score 21 or higher on the ACT composite or
- Score 980 or higher on the SAT 1 or

- Rank in the top 1/3 of the high school graduating class

STATE SCHOLARS CURRICULUM

Students who complete the Kansas State Scholars Curriculum may be eligible to apply for state funding if they become designated as Kansas State Scholars. To be eligible, they must complete the curriculum below and qualify by ACT and GPA, which are indexed by the Board of Regents in the spring of the senior year. If a student becomes a “designated scholar”, he/she must also establish financial need on the FAFSA and attend a Kansas college or university. The opportunity to apply for state funding is good for four years.

Kansas Scholar Curriculum
<ul style="list-style-type: none"> • 4 units English • 3 units Social Science • 4 units Mathematics (Algebra 1, Geometry, Algebra 2, Pre-calculus or above) • 3 units Natural Science (Biology, Chemistry and Physics) • 2 units of the same foreign language during high school.

HONOR ROLL/ACADEMIC AWARDS

HONOR ROLL

A student must have a semester GPA of 3.0 or above and be enrolled in a minimum of five credit classes, excluding courses that receive a grade of pass/fail. GPA calculation is explained in the program planning guide.

PRINCIPAL’S HONOR ROLL

A student must have a semester GPA of 4.0 or above and be enrolled in a minimum of five credit classes, excluding courses that receive a grade of pass/fail. The grading information described above is also used in the computation formula for this honor roll.

ACADEMIC LETTER CRITERIA

To receive an academic letter, one must earn a minimum semester GPA of 3.75 with no “C’s”, “N’s”, “I’s” or withdraw/fail grades. To qualify for an actual letter, a student must have met these criteria for three consecutive semesters. Students earn a lamp of knowledge with the letter and “bars” thereafter.

SCHOLAR-ATHLETE

A student must have earned a semester GPA of 3.5 or above and a varsity letter for an athletic activity.

FINE ARTS SCHOLAR

A student must have earned a semester GPA of 3.5 or above and a varsity letter for a performing arts activity.

ACADEMIC GROWTH

A student earns this award if the GPA for the student increased .75 or more from one semester to the other.

INTERNATIONAL BACCALAUREATE

Shawnee Mission North is an International Baccalaureate (IB)World School. It is one of three high schools in the district, and seven in Kansas, that offer the IB diploma program. To earn a diploma, a student must complete courses in six different curricular areas (English, World Language, Individuals and Society, Experimental Science, Mathematics, and Elective) as well as take Theory of Knowledge, complete an Extended Essay, and complete the requirements for the Creativity-Action-Service component. More information is available at <http://signature.smsd.org/ib/north/pages/default.aspx>, or by contacting the IB Coordinator, Jon Durham, at jondurham@smsd.org or (913) 993-7138.

ACADEMIC GRADING

All academic grades shall be determined solely by student achievement of clearly stated instructional expectations. Inappropriate behavior shall not be a factor in determining the academic grade. Data for determining academic grades may include test scores, daily assignments, class participation, and application of skills, and will be the sole responsibility of the teacher. As the relative importance of each type of performance will vary from subject to subject, individual teachers will determine and communicate to students and parents the standards to be used in each class to determine grades. These standards will include the relative importance of each type of classroom performance. All grades will be based on teachers' records of student performance. Such records will be updated periodically throughout the grading period and will reflect all aspects of student classroom performance.

Section 6 - Student Discipline

STUDENT DISCIPLINE

BOE: JCDA

The superintendent of schools, or his/her designee, is hereby authorized to promulgate and enforce reasonable guidelines, procedures and rules governing student management and conduct in the schools; subject to board approval. Procedures and guidelines shall be established to assist all school employees in proper student management.

Violation of any provision of board policies may result in disciplinary action up to and including suspension and expulsion.

Discipline Legend and Matrix Disciplinary Action Charts (Policy JCD)

The goal of SMSD is to ensure relationships are developed to foster a positive environment for students to remain in school. This Legend and Matrix is designed in such a way to achieve this goal. The charts on the following pages list infractions and a legend of progressive action categories of consequences intended to be applied in a reasonable manner with consideration given to the facts and circumstances of each individual situation. Any category may be bypassed as deemed appropriate to address the severity of the action.

Legend Of Action Categories

A. Informal Talk by the Staff Member attempts to reach an agreement with the student as to acceptable behavior, positive interactive relationships, and acceptance of responsibilities. Parents/guardians may be contacted in person or by phone, providing communication, seeking involvement, and support.

B. Formal Conference Between Student and Teacher occurs outside class. A record is kept of the student's commitment to corrective behavior. Parental/guardian contact in person or by phone, providing information, seeking involvement and support usually occurs.

C. Teacher Assigned Detention Period. Significant time expenditure and work completion is expected. A record is kept and parent/guardian contact in person or by phone occurs.

D. Formal Conference Between Student, Teacher, & Other School Personnel (division chairperson, counselor, special education teacher, etc.) Prescriptive action will occur by some form of teacher action, i.e., student improvement contract, teacher detention. A record is kept of a student's commitment to corrective behavior. Parent/guardian contact in person or by phone occurs.

E. Office Referral/Formal Conference Between Student and One or More School Administrator.

Prescriptive action will occur, i.e., student contract, detention, apology, restitution, etc. A record is kept of the student's commitment to corrective behavior. Parent/guardian communication occurs in writing, by telephone, or in person.

F. Administrative Detention. A student is detained before school, during lunch period, or after school for a specific purpose. Parent/guardian contact in person or by phone occurs.

G. Appropriate Individualized Assignment and/or Loss of Privileges. The school official devises an assignment to fit the offense and/or removes from the student one or more privileges usually associated with the offense. Parent/guardian contact in person or by phone occurs.

H. Monday-Saturday School Detentions. The student is assigned specific dates to attend class on M-S to complete specific learning activities frequently related to the absence from class. (Students missing the assigned M-S School may be assigned two days of in-school suspension.) Parent/guardian contact in person or by phone occurs.

I. Formal Conference with behavioral plan. Parental/guardian involvement by personal conference with appropriate personnel (teacher, student, counselor, administrator, nurse, etc.) Prescriptive written action plan outlining student, school, and parent/guardian responsibilities will be created and maintained in the discipline file.

J. Temporary Removal from Class. The student is not permitted to attend one or more classes for a brief period of time. During this period of removal, the student may be given credit for work completed during the removal of class ++ time.

K. In-School Suspension. The student is removed from class but must remain on campus isolated from other students under the supervision of a staff member. The student will be given appropriate assignments to complete for class time missed and earn academic credit for work completed (1-5 days). A missed in-school suspension will result in additional in-school days assigned and in some cases, suspension from school. Parent/guardian contact in person or by phone occurs.

L. Short-Term Out-of-School Suspension. The student is provided formal due process and is removed from school, campus, and activities and placed under the supervision/responsibility of the parent/guardian (1 to 10 days). Parent/guardian notification occurs by phone and in writing.

M. Long-Term Out-of-School Suspension. The student is referred to the suspension/expulsion committee for a formal hearing to determine possible long-term suspension not to exceed 90 days. Parent/guardian contact is made as per state statute.

N. Expulsion. The student is referred to the suspension/expulsion committee for a formal hearing to determine possible expulsion not to exceed one calendar year. Parent/guardian contact is made as per state statute.

Alternate Disposition Agreement (ADA) - is used only in cases where a possible behavior action could result in a Long Term Suspension. The ADA is given in lieu of the hearing with criteria the student must meet to stay in good standing.

Restorative Justice Practice - In addition or as an alternative to the above disciplinary actions, the administrator may utilize alternative interventions including but not limited to mediation, community service, and/or progressive behavior contracts.

DISCIPLINARY ACTION CHART - Level I

Corrective action by appropriate classroom management for any conduct or behavior which is disruptive to the orderly education process in the classroom or any similar grouping for instruction activity or performance. Violations are typically dealt with by the classroom teacher or sponsor; occasionally with administrative support. Parents are notified. Consequences typically include, but are not limited to, conferencing, time-out, behavioral contracts, and/or detention periods. The disciplinary actions presented below are suggested. Authorized staff members may recommend other actions based on the given conditions and the severity of a violation of law or policy. All actions will be recorded in Skyward by the administrator addressing the offense. The staff member who referred the student is to be notified of the consequences of the disciplinary action taken by the administrator.

Offense	First Offense Suggested Action Min. Max.	Severe or Repeated Offenses Suggested Action Min. Max.
1. Attire which is disruptive to the educational setting	AD	EK
2. Inappropriate treatment of materials, software, equipment, and furniture	AD	EK
3. Disruption of class, cafeteria and hallways	AD	EK
4. Lack of respect (classmates, teachers, property)	AD	EK
5. Refusal to work	AD	EK
6. Tardiness	AD	EK
7. Not following directives	AD	EK

8. Possession of unauthorized objects or equipment (food, music devices, cellular phones, etc)	AD	EK
9. Leaving class without permission	AD	EK
10. Cheating, plagiarism (will result in loss of credit for the infraction)	AD	EK

DISCIPLINARY ACTION CHART - Level II

Verbal or non-verbal refusal to comply with published written regulations or with a lawful and reasonable directive or order of Shawnee Mission employees. Handled by the administration with parent notification. Consequences typically involve, but are not limited to detention, alternative assignment, parent/teacher conferences, Saturday School/Office School Detention. in-school suspension up to a short term suspension. All actions will be recorded in Skyward by the administrator addressing the offense. The staff member who referred the student is to be notified of the consequences of the disciplinary action taken by the administrator.

Offense	First Offense Suggested Action	Severe or Repeated Offenses Suggested Action
	Min. Max.	Min. Max.
1. Staff member office referral for repeated violations after repeated classroom offenses	EK	KL
2. Disrespect - classmates and staff members	EK	KL
3. Use of profane or obscene language	EK	KL
4. Inappropriate public display of affection	EK	KL
5. Disruption of school classes or activities	EK	KL
6. Excessive inappropriate verbal or physical activity or bullying	EK	KL
7. Defiance of authority	EL	LL

8. Disruption on the school bus	EG	GL
9. Intentionally providing false information	EJ	KL
10. Parking violations	EG	IJ
11. Unauthorized absence from class	EI	IL
12. Possession/Use of an unsafe object - lighter etc	EI	IL
13. Forgery	EK	KL

DISCIPLINARY ACTION CHART - Level III

Student actions that create situations which threaten the safe and secure learning environment. Administrators will initiate each aspect of the disciplinary process. Consequences may include, but are not limited to, in-school suspension / short-term suspension to long term/expulsion. Parents will be notified. Police may be notified. An incident report will be filed. All actions will be recorded in Skyward by the administrator addressing the offense. The staff member who referred the student is to be notified of the consequences of the disciplinary action taken by the administrator.

Offense	First Offense Suggested Action Min. Max.	Severe or Repeated Offenses Suggested Action Min. Max.
1. *Fighting	LL	LN
2. *Vandalism < \$1,500	EL	LN
3. *Stealing, larceny, petty theft, possession of stolen property	EL	LN
4. *Threats (Including social media)	EL	LN
5. *Trespassing	EL	LN

6. *Offensive touching of another person	EL	LN
7. *Sexual Harassment	JL	LN
8. *Initiations and hazing	LL	LN
9.*Possession or use of tobacco products, electronic cigarettes or similar look-alike devices (illegal under the age of 18) Vaping	EL	LN
10.*Possession or use of illegal substances and/or paraphernalia (to include alcohol)	LM	LN
11. *Possession or use of prescriptions or over-the-counter medications	LM	LN
12. *Significant disrespect, use of obscene or profane language (verbal or written) or gestures	HL	LN
13. *Gambling	EL	LN
14. *Computer tampering (alteration of software, improper access or use of Internet, etc.)	HL	LN
15. *Unjustified activation of a fire alarm	IL	LN
16. *Chemical repellents (possession, 1st offense, use is reported)	IL	LN
17. *False accusation/threats/intimidation/bullying	LL	LN
18. *Possession/use of unsafe objects i.e. pocket knife etc.	IL	LN

*City Police and SMSD Police must be notified of any violation of the law or potential violation.

DISCIPLINARY ACTION CHART - LEVEL IV

Student violations of laws and board policies that have caused harm to individuals, damage to the facility, or jeopardize the safety of the student body or employees. Administrator must complete and submit an Incident Report. Parents and police will be notified. All actions will include short term suspension through expulsion will be recorded in Skyward by the administrator addressing the offense. An Incident Report must be completed when police are notified. The staff member who referred the student is to be notified of the consequences of the disciplinary action taken by the administrator.

Offense	Suggested Action Min. Max.
1.*Distribution of illegal drugs (including alcohol), prescription medication, or controlled substances	MN
2. *Distribution of non-prescription medication	IN
3. *Distribution of tobacco products, electronic cigarettes or similar look- alike devices (illegal under the age of 18)	LN
4. *Extortion	LN
5. *Battery (Physical Contact)	LN
6. *Dangerous Weapons - possession, use or threat (guns, look-alike guns, knives, etc.)	MN
7. *Explosives (Destruction of property or bodily harm)	LN
8. *Bomb scare	LN
9. *Significant destruction of property >\$1,500	MN
10. *Arson	LN
11. *Sexual acts	LN
12. *Inciting or participating in major student disorder	LN
13. *Computer hacking (illegal access of records, grades, etc.)	LN
14. *Criminal and/or terrorist threat	LN
15. *Gang Activity	LN

*City Police and SMSD must be notified of any violation of the law or potential violation.

Section 7 - Activities and Athletics

Activities And Sponsors

<u>Activity Programs</u>	<u>Sponsor(s)</u>	<u>Phone #</u>
Academic Decathlon	Carol Hess	993-7162
Asian American Club	Bob Oliver	993-7157
CORE	Natalie Johnson	993-7192
Categories	Evan Brandt	993-7010
Cheerleading	Ashley Steele Williams	993-6900
Chess Club	Dillon Simmons	993-7167
Cornerstone	Open	
Creative Writing	Erin Rivers	993-7147
DECA	Cody Fothergill	993-7102
Drama	Ben Bartlett	993-7152
	Chris Palmer	993-7156
DREAM TEAM	Meaghan Pogorek	993-7123
Dance/Drill Team	Tori Hilger	993-6900
Equality Club	Libby Davis	993-7024
Environmental Club	Evan Brandt	993-7010
FCA	Aaron Davidson	993-6958
	Martina Mihailovich	993-7067
FCCLA	Calie Lampton	993-7108
Freshman Advisor	Ben Bandel	993-7160
Harmony/Diversity Club	Natalie Johnson	993-7192
IROC	Leah Murray	993-6935
International Club	Audrey Lauber	993-7129
Junior Advisor	Monica Morris	993-7115
Key Club	Amanda Polking	993-7108
KNDN	Chris Palmer	993-7050
Lit Magazine (Indian Lore)	Erin Rivers	993-7147
Mathletics	Jill Johnson	993-7135
National Art Honor Society	Juliet Miller-Martin	993-7144
National Honor Society	Meaghan Pogorek	993-7123
National Spanish Hon Soc.	Stephanie Wixon	993-6969
Pep Club	Kate Miner	993-6954
Quill & Scroll	Becky Tate	993-7012
Robotics	Reed Fagan	993-7177
Senior Advisor	Calie Lampton	993-7108
Sophomore Advisor	Morgan Greenstreet	993-7123
STUCO	Kayte Cormack	993-7074
Student Exchange	Audrey Lauber	993-7129

Athletic Programs And Coaches

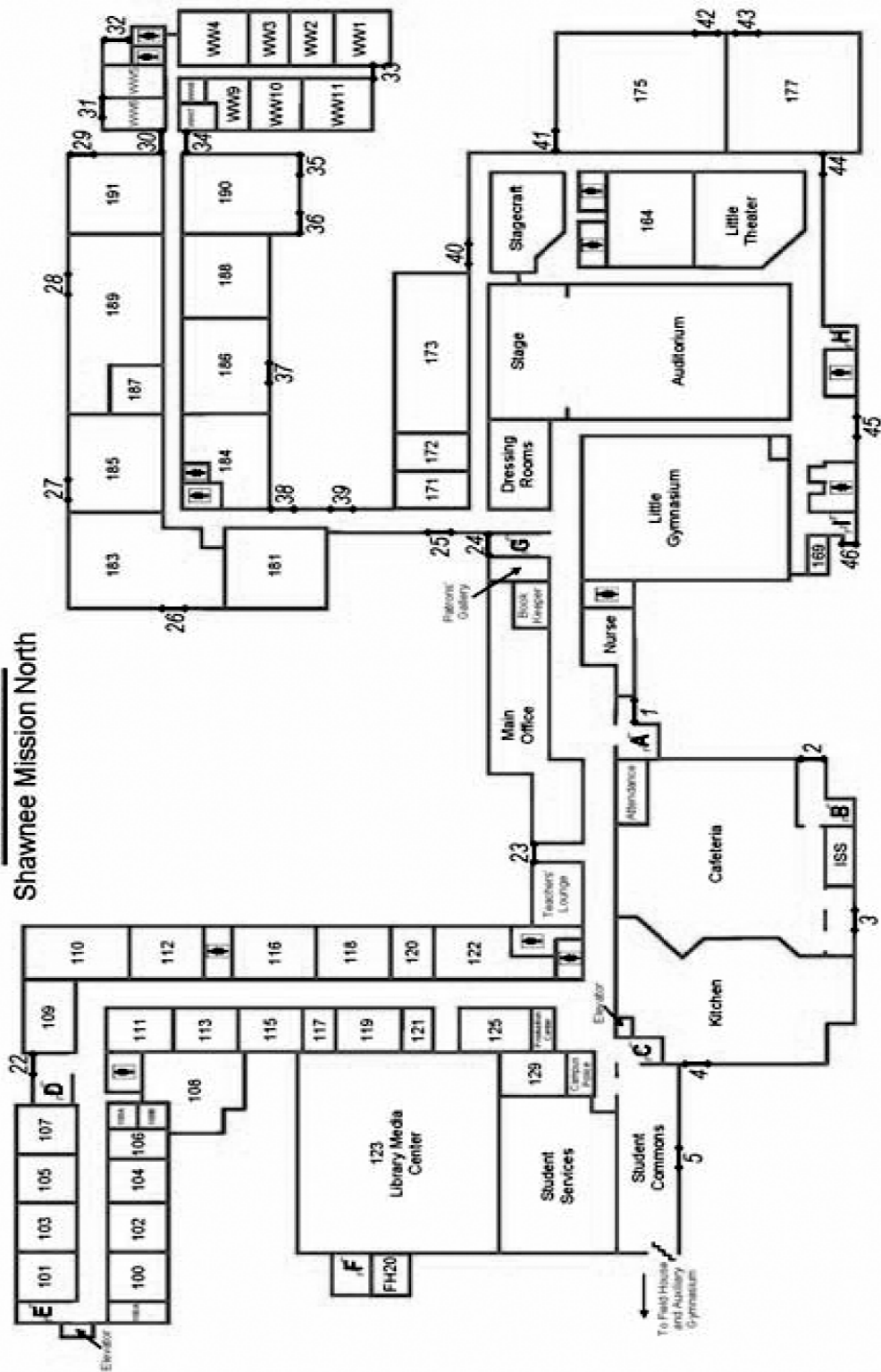
<u>Athletic Programs</u>	<u>Coach</u>	<u>Phone #</u>
Baseball	Shane McBride	993-7127
Boys' Basketball	Pat Denney	993-7004
Girls' Basketball		
Coed Bowling	Anna Monteer	993-7169
Cross Country (B/G)	Aaron Davidson	993-6953
Football	Andy Walter	993-6960
Golf (B/G)	Walter Mansfield	993-6956
Gymnastics	Sarah Gregg	993-6900
Soccer (B)	Jaime Velez	993-7145
Soccer (G)	Joe Gliori	
Softball	Julie True	993-6900
Boys' Swim/Dive	Cody Fothergill	993-7102
Girls' Swim/Dive	Kailey Morash	
Tennis (Boys)		
Tennis (Girls)		
Track & Field (B/G)	Aaron Davidson	993-6953
Volleyball	Crystal Foss	993-6957
Wrestling	Tom Peterman	993-6900

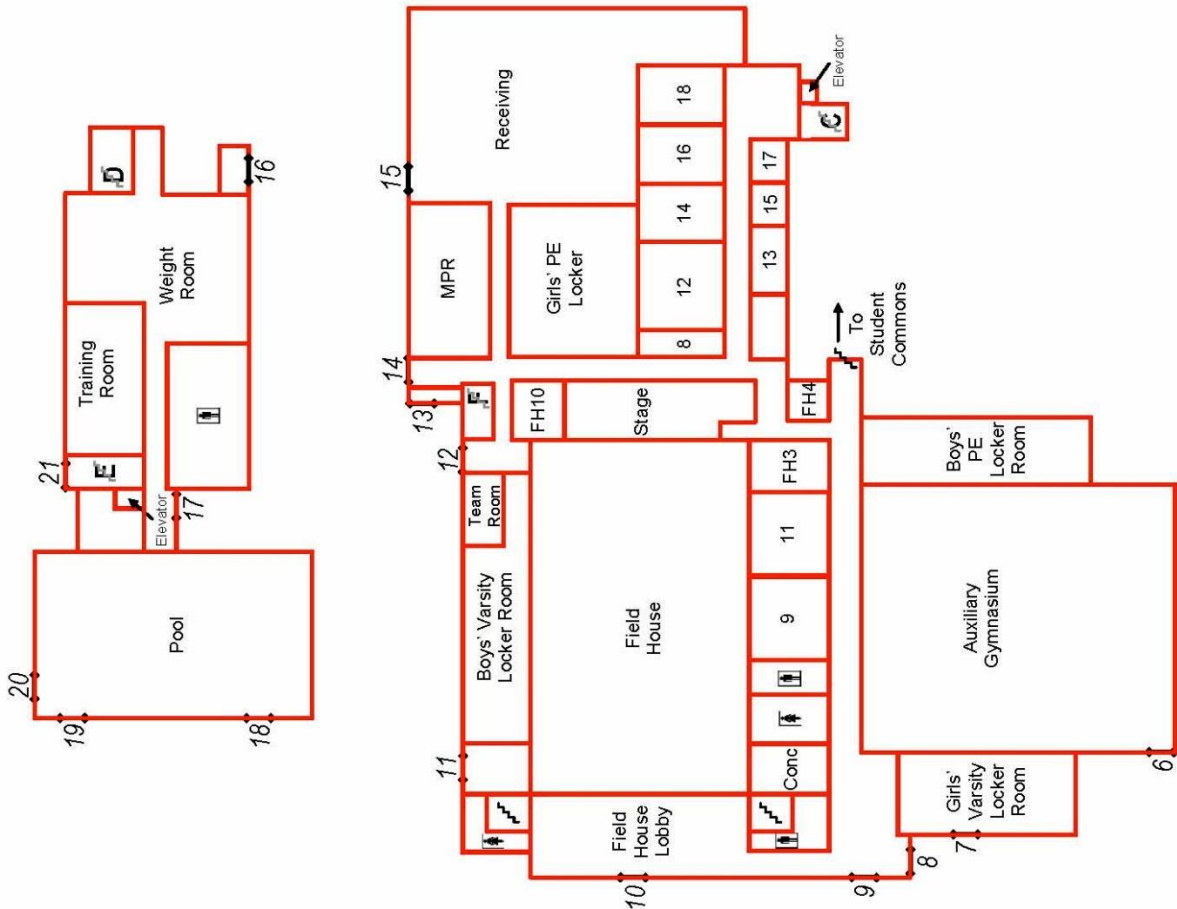
Co-curricular Programs And Sponsors

<u>Co-Curricular Program</u>	<u>Sponsor(s)</u>	<u>Phone #</u>
Advance Rep Theatre	Ben Bartlett	993-7152
Band	Chad Reed	993-7028
BPA	Walter Mansfield	993-7067
Debate	Meagan Deutch	993-7050
Dance/Drill Team	Tori Hilger	993-6900
Fashion Careers	Melissa Miller	993-7074
Forensics	Meagan Deutch	993-7050
Newspaper ____	Becky Tate	993-7012
NJROTC	Dennis Grayless	993-7064
Orchestra	Anna Cook	993-7153
Repertory Theatre	Chris Palmer	993-7156
Vocal Music	Hilary Morton	993-7027
Yearbook (<u>The Indian</u>)	Becky Tate	993-7012

Section 8 - Building Maps

First Floor Shawnee Mission North





Garden Level

Shawnee Mission North

Second Floor

Shawnee Mission North

