

SCHOOL-WIDE INFORMATION

WEATHER NOTICES

School closing due to bad weather, furnace problems, or other unforeseen instances will be announced over KMZU (100.7) Carrollton. Other stations for notification may include KCHI (1010) Chillicothe, KMRN (1360) Cameron, KGOZ Trenton and KMBC TV (Ch. 9).

Parents wishing to pick up their children before dismissal time, are required to COME TO THE SUPERINTENDENT'S OFFICE. We can easily locate your child. For employed parents, a secondary place for your child to go, preferably with relatives, is imperative when school is dismissed due to inclement weather. School will not be dismissed during tornado or severe weather warnings. School may be delayed 1-2 hours for inclement weather, please listen to the radio & TV stations listed above for possible announcements.

VISTIORS/PARENTS

It is expected that all employees and students of the District will practice cordial manners and friendly public relations toward legitimate visitors in our buildings. Unauthorized visitors, however, shall be considered trespassers and subject to arrest and prosecution.

When arriving at the building, check in the office and get a visitor's pass prior to going to classrooms. *For student safety, any visitor/parent without an observable badge will be asked to go back to the office and get one.* Parents are welcome to visit the school during specially planned activities and events. The school will send out information about activities open to parents and visitors. Please communicate with the classroom teacher if you plan to participate in the special activity.

Instructional time is reserved for focused learning and as such cannot accommodate visitors or guests. The Family Educational Right and Privacy Act (FERPA) prevent us from having visitors in the classroom during regular instructional time. If a parent or guardian needs to visit with a teacher, an appointment should be made so that the teacher's time is scheduled for a conference rather than a drop-by visit.

Visits from other students outside of Braymer C-4 are not allowed. These procedures provide for student safety and a disruption-free learning environment.

All students are to be directed to proceed toward their homes, work or other destinations after school is dismissed unless they are directly participating in a school sponsored activity.

ARTICLES OF DISTRACTION/PERSONAL PROPERTY

Quality instructional time fosters learning and academic success. We ask that toys, trading cards, articles of distraction and other personal property not directly related to the learning process be left at home. If a student repeatedly brings personal items or articles to school, the teacher will collect the item(s) and parents will have to pick-up the item(s) from the teacher. The school is not responsible

for any loss or damage articles or personal items that are brought to school and are not part of the requested school supply list. There may be times when a teacher asks that a specific item be brought to school. In this instance, the teacher will explain what is acceptable to bring in advance.

LIBRARY

A student should have no more than two books checked out of the library at one time. When a book is kept out later than the date marked in the front of the book, a fine of 5 cents per day will be charged to the borrower. Magazines and reference books are not to be checked out.

Magazines and newspapers are to be read at the table or couch and are for your use. Make sure books are checked out before taking them out of the library. Return books in their designated place. Do not give a book you have checked out to another student. Return books to the library and let the other student check them out.

CLASSROOMS, ASSEMBLIES, ETC.

A school is judged by the actions of its students at school and at activities, home and away. Students are expected to conduct themselves in an honorable manner at all times. The high school principal and/or the superintendent must approve all assemblies.

OTHER INFORMATION AND PHONE USE

Windows, window shades, and thermostats are to be regulated only by the custodians or classroom teachers.

Damage and destruction of school property, carelessly or intentionally, such as marking on the desks, walls, chairs, books, etc., will be charged to the students responsible and they will be required to pay for all damages.

Telephones: The school telephones are for business use and not pleasure. Calls will be accepted and messages delivered to the students.

Students will not be called to the phone unless it is an emergency and the principal has approved. Cell phones are not to be used during the school day. Cell phones can be used before and after school. Please keep them in your locker or car. Any cell phone turned on during the day or that becomes a distraction will be confiscated.–See discipline section for consequences.

NON DISCRIMINATION AND SEXUAL HARASSMENT COMPLIANCE COORDINATOR

The Braymer C-4 Board of Education believes in the right of every student to receive equal opportunities in all educational programs and activities conducted by the school district.

The Board also believes in the right of every student to expect fair and equal treatment regardless of race, creed, color, sex, cultural or socioeconomic status or disabling condition.

The district's designated nondiscrimination compliance and sexual harassment coordinator is the Superintendent. He/She may be reached at 400 Bobcat Ave., Braymer, MO 64624, (660) 645-2284.

ASBESTOS WARNING

Asbestos is an issue the District has been dealing with for many years. The Asbestos Hazard Emergency Response Act of 1986 (referred to as AHERA), was enacted recently by Congress. AHERA was enacted to determine the extent of and develop solutions for any problems schools may have with asbestos.

A certified asbestos inspector, as required by AHERA, has inspected district facilities. The inspector located, sampled, and rated the condition and hazard potential of all material in the facilities suspected of containing asbestos. The Braymer C-4 Board of Education has developed an asbestos management plan in compliance with AHERA, Sec. 763.93.

The asbestos management plan for the facilities includes: the notification letter and a set of plans and procedures designed to minimize the disturbance of the asbestos containing materials, and plans for regular surveillance of the asbestos-containing materials.

A copy of the asbestos management plan is available for inspection in the administrative offices during regular office hours. The board appointed the superintendent as Asbestos Program Manager and all inquiries regarding the plan should be directed to the superintendent's office.

The District has begun implementing the asbestos management plan. The District is intent on not only complying with, but also exceeding federal, state, and local regulations in this area. This District is taking the steps necessary to insure that the students and employees have a healthy, safe environment in which to learn and work.

SALES AT SCHOOL

Students are not permitted to sell or take orders for merchandise that are not sanctioned by the administration in advance. School-sponsored & civic organization sales shall be permitted with school official permission.

CARE OF SCHOOL PROPERTY

Students are expected to take care of school property. Students shall pay for books, school supplies,

school equipment or other school property lost or damaged beyond ordinary wear and tear.

Any student who carelessly or intentionally defaces or damages school property may be subject to additional disciplinary action.

According to state law, parents or guardians of juveniles under the age of 18 are responsible for vandalism loss or damage caused by their children up to an amount of \$2,000.00. In default of payment, the case shall be reported to the proper legal authorities or filed in small claims court.

EQUAL OPPORTUNITY STATEMENT

No person attending, being served, seeking employment with, or being employed by the Braymer C-4 School District shall be excluded from participating in, be denied the benefits of, or be subject to discrimination under any program or activity (including vocational programs) of the school district on the basis of race, color, religion, age, national origin, sex, or disability.

NOTICE TO BRAYMER C-4 STUDENTS AND PARENTS

Each student is given a student handbook the first day of school. It is the student's and the parent's responsibility to read and understand the Braymer C-4 policies.

Disciplinary action will occur when policies and rules are broken. The Braymer C-4 Board of Education believes that the use of illicit drugs and the unlawful possession and use of alcohol at school and/or extra curricular events is wrong and harmful.

Due to the passage of the Safe Schools Act, parents and students are to be informed of certain provisions of this act. Included in the handbook is a section on this law. Please read and become familiar with this. Discipline violations will become a part of the student's permanent record. Drugs, weapons, and violence are prohibited and have strict consequences. Proper law officials will be notified of violations and such violations will be placed in the student's permanent file and will become a part of the transfer records. The

policy for corporal punishment is also described.

The handbook also contains an attendance policy. It will be the parent's responsibility to inform the school of absences. Students are also limited in the number of absences they may have. Parents please become familiar with this policy and help your student to follow the rules and attend school faithfully. The school has an answering machine to report absences when it is inconvenient to call during school hours.

The administration is hoping that the school year will be a wonderful educational experience for all students. Our mission statement is "Preparing Students for a Successful Tomorrow" this is the ultimate goal of the school.