

**LOGAN UNIFIED SCHOOL DISTRICT #326
PERSONNEL DIRECTORY**

Web Site: www.usd326.k12.ks.us

LOGAN U.S.D. #326 (785) 689-7595

Superintendent
Clerk of the Board

Mike Gower
Joan Long

LOGAN ELEMENTARY SCHOOL PreK-4 (785) 689-4631

Principal	Kellen Adams
Secretary	Jessica Hofaker
Preschool	Stacey Hofaker/Lisa Uhland
Kindergarten	Lisa Archer
First Grade	Kayla Moore
Second Grade	Anissa Kats
Third Grade	Jaymi Sporer
Fourth Grade	Laura Jansonius
Music	Paul Prewo
Band	Vesta Jo Still
Physical Education	Logan Waters
Spanish	Jody Yoxall
Special Education	Jean Kiser
Title I	Kristi Brown
Computer Technology	Becky Pakkebieer

LOGAN JR. HIGH SCHOOL 5-8 (785) 689-7574

Language Arts/Physical Education	Laura Umbarger
Math	Nancy Jenner
Science	Mark Wildeman, Paul Prewo, & Robin Van Laeys
Social Studies	Cher Greving & Becky Jones
Title I	Kristi Brown

LOGAN SR. HIGH SCHOOL 9-12 (785) 689-7574

Principal	Kellen Adams
Assistant Administrator/Counselor/Chemistry	Robin Van Laeys
Secretary	Karen Boys
Band/Vocal/Comp I & II	Vesta Jo Still
Business	Shannon Kats
Math	Jerrold Hofaker
FACS	Becky Jones
Industrial Arts	Janet Gottstine
Language Arts	Mike Jenner
Physical Education	Logan Waters
Science	Mark Wildeman
Social Studies	Lonnie Jansonius
Spanish	Jody Yoxall
Special Education	Cher Greving

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SPECIAL SERVICES PERSONNEL

Debra Reha	Special Ed Director	785-543-2149
Barry Baxter	Adaptive P.E.	785-689-4631
Jessica Hindman	School Psychologist	785-689-4631
Nancy Sebelius	Gifted	785-689-4631
Shari Brown	Speech	785-689-4631
Sandy Becker	School Nurse	785-689-4631

PARAPROFESSIONALS

Sherry Robinson	Karen Clements	Diane VanDiest
Mary Sparks	Denise Ruff	Elaine Holloway
Elsie Ashmore	Irene Koester	

COACH AIDES - SPONSORS

H.S. Cheerleading Sponsors	Nicki Sammons & Nancy Jenner
Junior High Cheerleading Sponsor	Nancy Jenner
Dance Team Sponsor	Kristi VanDerVeen

MAINTENANCE AND CUSTODIANS

Myron Brown	785-689-4819
Dana Speth	785-689-4631
Brent Boyd	785-689-4631

KITCHEN PERSONNEL

Susan Bliss	785-689-4819
Sandra Olivas	785-689-4819

BUS DRIVERS

Brent Boyd	Logan Route
Velma Jansonius	Prairie View Route

**LOGAN UNIFIED SCHOOL DISTRICT #326
STUDENT HANDBOOK
2015-2016**

"WELCOME TO TROJAN COUNTRY"

Welcome to the Logan Unified District Schools for the 2015-2016 school term. Our hope is that the school year will be richly rewarding for all students, parents, and school personnel.

This booklet has been printed to explain the procedures followed throughout the school year. By reading this handbook, you will know what we expect of you and what you may expect from us.

If, as the year progresses, you have problems regarding school life or the school's regulations, feel free to consult with any of the faculty, staff, or administration.

Have a very enjoyable school year.

Sincerely,
The Faculty, Administration, and Staff
Logan U.S.D. #326

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Logan Unified School District #326
Student Handbook
2015-2016

PURPOSE

This handbook has been published for you, the parents/guardians and students of the Logan Unified School District #326 (hereafter called "USD #326"). It has been compiled so that you may understand some of the policies of your school district. It is only through a clear understanding of these purposes that we make the years most profitable and enjoyable for your student(s). The school and the home are both working for the welfare of your child(ren) and the better we understand one another, the better the educational opportunity we can present for them. Through the cooperation of parents and teachers the programs provided by USD #326 can be interesting, your child(ren) will be happier, and the experiences your child receives will be worthwhile.

We hope that the students will take part in the many offered activities, support our campaigns, and do well in their scholastic work.

USD #326 OBJECTIVES

The goals and objectives of USD #326 are on file with the clerk of the board of education (hereafter called "the clerk") in the board offices in the elementary building, and are open for public inspection.

ENROLLMENT—NON-RESIDENT STUDENTS

USD #326 will accept students who reside in another school district prior to September 20th of the current school year. Students who do not reside in USD #326 and want to transfer from another school district after September 20th of the school year will be accepted only with the permission of the superintendent of schools (hereafter called "the superintendent"). The board reserves the right to accept or reject the enrolling of any non-resident student on an individual basis.

(Adopted: 4-12-82, Revised: 5-13-2013)

TELEPHONES

The school telephone must be restricted to school business during school hours and may only be used in case of an emergency or with the permission of the building

principal (hereafter called “the principal”) or the superintendent. Teachers and students will not be called from the classroom to answer the telephone unless it is an emergency.

LOST AND FOUND

Books and other articles of any nature found by a student should be taken to the principal’s office. Students seeking lost items should report periodically to the office to see if the lost item has been turned in. Most items are lost by students having laid them down and walking off and forgetting them. A little more care would eliminate most lost items.

DETENTION

After school detention allows a teacher to detain a student immediately after school (3:45 PM-4:15 PM) for disciplinary reasons. Each faculty member will be responsible for detaining the student(s) he/she assigns to detention and also to see that constructive work is done by the student during this time. All detentions will be reported to the principal in writing as soon as possible and the teacher will notify the parent prior to detention. Refusal on the part of a student to be detained in detention will result in an automatic in-school suspension beginning the morning following the reported offense.

LEAVING THE BUILDING

Any student leaving the building or school premises at any time during the day without notifying school authorities will be given an unexcused absence and face possible suspension.

BUS POLICY

The board of USD #326 feels that since a majority of our pupils will ride a school bus sometime during the school term, it is essential that pupils be instructed in bus safety and decorum. The State Highway Commission of Kansas has set the following rules for safe bus travel:

1. The driver is in charge of the pupils and the bus on regular bus routes. Pupils must obey the driver promptly and cheerfully;
2. The driver may assign a seat to each student; each student must be provided a seat. Students in less desirable seats may move to a second assigned seat for added comfort after the passenger load is lightened if

permission is first obtained from the driver and if the bus is not in motion;

3. Pupils must be on time, as the bus cannot wait for those who are tardy;
4. Pupils walk on the left side of the road facing traffic when going to the bus stop;
5. Pupils must never stand in the roadway while waiting for the bus. All should wait in an orderly manner and never push a fellow student.
6. Needless conversation with the driver is prohibited. Do not talk loud or distract the driver's attention. Remember, your safety is in his hands;
7. Outside the ordinary conversation, classroom conduct is to be observed;
8. Pupils must not throw waste paper or other rubbish on the floor of the bus. Help keep the bus clean and sanitary at all times.
9. Pupils must not, at any time, extend arms or heads out of the bus window;
10. Pupils must not try to get on or off the bus, or move about within the bus while it is in motion;
11. When leaving the bus, pupils must observe the directions of the driver. If you cross the road, do so in front of the bus after making sure the highway is clear;
12. Any damage to the bus is to be reported at once to the driver;
13. On activity trips, the teacher or sponsor shall be responsible for the behavior of students; and
14. Students riding a bus during a storm season are advised to listen to their home radio for storm warnings and not attempt to reach school when so forewarned (such as heavy snows or floods).

All students participating in a co-/extra-curricular activity shall ride the school provided transportation to the activity unless, due to schedule conflicts, the administration grants permission to make other arrangements. The students must remain with the group and return with the group. The only exception that will be made will be to allow parents/guardians to take their children home when they personally contact the bus sponsor. All students are encouraged to take advantage of, and use, the transportation by the district to school activities.

Undesirable conduct will not be tolerated. **PENALTY:** For violating these rules, pupils will be reported to the superintendent who may deny the privilege of riding the bus to that student. (See also ***TRANSPORTATION—CO-/EXTRA-CURRICULAR ACTIVITIES***, Pg. 8)

Weather Information: Radio stations KKAN/KQMA—Phillipsburg, KQNK—Norton, KRVN—Lexington, NE, KHAZ—Hays, and KJLS—Hays, and television stations KAKE—Wichita, KSNK—Oberlin, KWCH—Wichita, and the NTV Network—Kearney, NE, will be notified and you can receive the necessary information if the buses are not running on any given day.

School will be held each day schedule except in case of extremely severe weather or road conditions. In such situations, the superintendent's judgment will govern; thus, she/he may cancel school, begin classes at a later hour, or dismiss students early during the day if deemed necessary. These situations will be

announced over the above-named radio and television stations, and notification will also be disseminated over the district's ADT alert system.

PARENT/TEACHER CONFERENCES

There shall be one (1) scheduled parent/teacher conference at the elementary and secondary level during the school year. Parent/teacher conferences for the 2014-2015 school year has been scheduled for October 27th and 28th from 4:30 PM until 8:00 PM. If you have a special problem to be handled by the principal or a teacher, please arrange to take care of these problems after school has been dismissed for the day. They would like to hear your problems before you talk to others. Sometimes unfavorable impressions are a result of misunderstandings on the part of either the parent/guardian or the teacher. Conferences should be arranged so as not to interrupt classroom learning.

CARE OF SCHOOL PROPERTY

A considerable amount of money has been expended to provide students with the best facilities available for securing a sound education. It is the responsibility of each student to preserve the buildings and equipment for themselves and future generations. Each mark or each bit of other unnecessary damage takes that much away from the beauty and usefulness of our school. Every year students should strive to pass on school property showing careful use and appreciation to the next classes. Students will be asked to replace or pay for any damage to, or defacement of, school property.

Accidents may happen and may be forgiven, but deliberate or careless damage will not be condoned. You can show your appreciation to your parents/guardians and neighbors by leaving the buildings in the same desirable condition that you found upon entering. Try to leave only positive evidence that you were/are a student of the USD #326 school district.

SEATING ARRANGEMENT IN CLASSROOMS

The classroom teacher will be responsible for the orderly seating arrangement for pupils in her/his classroom. The student is expected to use the seat assigned.

TOBACCO USE

(This policy will apply to incidents occurring on school grounds.)

Student use or possession of tobacco in any form is prohibited on school property including the buildings or on the school grounds. Violators of this policy may be reported to the appropriate law enforcement official and be subject to the following sanctions:

1. The first offense will result in a punishment of short-term suspension as determined by the principal and suspension from all students activities for a period of not less than one (1) month; and
2. Subsequent offenses will result in a punishment of short- to long-term suspension as determined by the principal, and suspension from all student activities for one (1) month longer than the previous offense.

(See also ***DRUGS and ALCOHOL, STUDENT ACTIVITIES***, Pgs. 19-21)

INSTRUMENT RENTAL

There will be an annual charge of forty dollars (\$40.00) for rental of school-owned instruments and a charge of thirty dollars (\$30.00) for each student in the percussion section. The student will be assessed any and all costs for all repairs of damage up to the insurance cost during the school year.

CLASS PREPARATION

A student is expected to come to class prepared with the necessary pencils, pens, paper, textbooks, and other supplies that have been designated by the instructor. If a student comes without the necessary materials, he/she can hardly be expected to benefit fully from the class period. The teachers have been instructed to send these pupils to the office. Disciplinary action will be taken on individuals who come to class just to pass the time.

BUILDINGS OPEN TO STUDENTS

The school buildings will be open to students only when properly supervised by school personnel.

FIRE ALERT DRILL

The sounding of a fire horn is the signal for the fire drill. At that time the students will file out of the classroom in a prearranged route, usually to the nearest outside exit. The students will move to an area well clear of the building. The

instructor and the last student will secure the doors and windows before leaving. All students will move, in silence, as quickly as possible with absolutely no running.

TORNADO ALERT DRILL

Teachers are instructed to take the students from their classrooms to the nearest interior hallway and to have the students place themselves against the walls in a seated position with hands and arms covering their heads. Students in the east grade school building should go to the basement. The information concerning a tornado alert will come from the principal's office.

FOOD SERVICE

School breakfast may be obtained at a cost of one dollar \$1.50 for grades Kindergarten (K) through twelve (12) students and \$1.65 for adults. School lunch at noon may be obtained at a cost of \$1.95 for grades Kindergarten (K) through six (6), \$2.25 for grades seven (7) through twelve (12), and \$3.40 for adults. Reduced price breakfasts will be \$.30 each and reduced price lunches will be \$.40 each. Extra afternoon milk may be purchased for grades Kindergarten (K) through six (6). All payments for meals and afternoon milk will be made to the cafeteria accountant.

CLASS PARTIES

Class parties will be approved by the principal.

ACCREDITATION—KANSAS STATE DEPARTMENT OF EDUCATION (KSDE)

All schools in USD #326 are accredited by the Kansas State Department of Education (KSDE).

PEP CLUB

The purpose of the Pep Club is to support all school activities. Any student regularly enrolled in USD #326 schools is eligible to become a member. Election of officers is held at the close of the school year. Pep Club will include Pep Club dress for boys and girls. Non-members may ride the Pep Club bus.

HONOR ROLL

An honor roll shall be established for students in grades seven (7) through twelve (12). The standard of the district shall be a four (4) point system. The honor roll will consist of two (2) levels, the first being the "Honor Roll" for students who have a grade point average of 3.50 or better. The second level will be "Honorable Mention" for students who have a grade point average of 3.00 to 3.49. In figuring the honor roll the following scale is used: A=4, B=3, C=2, and D=1.

High school students who compile at least a 3.75 grade point average for each of the first three (3) marking periods and have no grade lower than a "B" will be awarded a scholastic medallion. Honor pins will be awarded to those high school students who attain a 3.50-3.74 grade point average for each of the first three (3) marking periods and have no grade lower than a "B." (Approved 1-8-96)

To qualify for the Valedictorian or Salutatorian, the students must attend Logan High School for three (3) consecutive semesters.

NATIONAL HONOR SOCIETY

To be eligible for membership in the National Honor Society, the candidate must be a member of the junior or senior class. Candidates must have been in attendance at Logan High School the equivalent of one (1) semester. Candidates must have a cumulative scholarship average of at least 3.00. Students who are eligible scholastically shall be notified and told that for further consideration for selection to the National Honor Society Chapter, they must complete the Student Activity Information form. Candidates shall then be evaluated by the Faculty Council (five [5] faculty members appointed by the principal) on the basis of service, leadership, and character. The selection of members shall be by a majority vote of the Faculty Council.

Any school personnel with children that are candidates for membership in the National Honor Society will not be on the selection committee.
(Adopted: 1-9-84, Revised: 5-13-2013)

HONOR CORDS

To wear an honor cord at graduation, a senior must meet one (1) of the two (2) following qualifications: Be a member of the National Honor Society; or, have achieved a 3.25 grade point average over his/her four (4)-year grades nine (9) through twelve (12) high school program.

GRADUATION ATTENDANTS

The senior class may choose up to four (4) graduation attendants from the junior class.

TRANSPORTATION—CO-/EXTRA-CURRICULAR ACTIVITIES

Transportation to and from school-sponsored activities will be provided or arranged by the administration. Activity buses will travel the shortest and best route on school activities except that when school activities are at any town on Highway 36 or at Northern Valley the activity buses will return through Prairie View to deposit students. All students participating in a co-/extra-curricular activity shall ride the school provided transportation to the activity unless, due to schedule conflicts, the administration grants permission to make other arrangements. The students must remain with the group and return with the group. The only exceptions to this rule will be as follows:

1. Parents/guardians may take their children home with them after the parent/guardian personally contact the bus sponsor; or
2. Parents/guardians sign a "Parental Consent" form which requests that their child be allowed to ride home with another adult as a means of convenience for the parent/guardian.

This form should be in triplicate with one being given to the activity/bus sponsor, the second being put on file in the office prior to the scheduled activity, and the third being presented by the aforementioned adult to the activity/bus sponsor. (See also ***BUS POLICY***, Pgs. 2-4)

ATHLETIC AWARDS

Letter awards will be made for participation in each of the sports offered in the USD #326 schools. The awards will be granted on the basis of time spent in participation and the judgment of the coaches. It is commonly accepted that a letter award winner will be granted in football for playing in over half the number of quarters in the entire season. The same usually applies for basketball and volleyball. In track, the letter award is granted for an accumulation of points at various track meets throughout the season. Under all circumstances, the coaches make the final decision as to the worthiness of the individual to be awarded the "L" letter.

Any individual who has participated for four (4) years in a sport will be granted a letter in that sport. Senior letters will be awarded only to those who letter during their senior year. Coaches are to have a written policy on awarding letters.

ACTIVITIES AWARDS

Letter awards will be given to students who participate in Scholars Bowl, band, vocal music, and forensics, and who, in the process, meet the standards set as criteria for lettering. The purpose of these awards is to give recognition to those students who have been actively involved in these activities, and who, in the process, have brought positive recognition to themselves as well as their school. The criteria for lettering in Scholars Bowl, an activity in which the students practice and

compete outside the school day, is based upon a “points system” established by the sponsor of the activity. In band, vocal music, and forensics, subjects taught during the school day but normally “performed” outside of class, the criteria for lettering centers around qualifying for the state festivals. In band and vocal music, any soloist or ensemble that qualifies for the state music festival will receive a music letter. Lettering in forensics is similar in that participants must qualify for the state speech and drama festival.

VISITORS

Parents/guardians and patrons are cordially invited to visit school and become acquainted with the operation of the school as a whole. Particular emphasis is placed upon public visitation during American Education Week that comes during the month of November. Boys and girls visiting the grade school must be accompanied by parents or have had special arrangements made with the teacher.

CLASS DUES

Class dues will be limited to not more than one dollar (\$1.00) per semester. Should the assessment of higher dues be necessary, a request for such an increase will be made in writing, approved by the Student Council, and submitted in writing to the principal, who will submit the request for board approval if, in his judgment, the increase is warranted.

CLASS MEETINGS

All class meetings must be attended by a class sponsor and all class activities must be scheduled and approved through the principal’s office.

GATE RECEIPTS AND CONCESSIONS

It is the responsibility of the principal to see that concessions and gate receipts are properly prepared for, managed, and maintained.

The admission for home senior high volleyball, football, and basketball games will be: adults—\$4.00, and students—\$3.00. Junior high admission is \$2.00 for adults and a \$1.00 for students.

No students or parent/guardian will be requested to pay for concession supplies nor be requested to furnish supplies for concessions. Concession supplies will be purchased in wholesale quantities as much as possible. Concession prices will be established by the school administration. The sponsorship of concession activities will be determined by the administration.

STUDENT RECORDS, EXAMINATION OF

The purpose of this policy is to establish the general framework for guidelines in the use and distribution of student records. Students and parents are to be made aware of the provisions of this policy

The use and examination of student educational records will be limited, unless otherwise authorized in specific instances in accordance with this policy, to the following persons or circumstances:

1. USD #326 school administrators;
2. Teachers or other licensed personnel employed by the district when such persons demonstrate a "need to know;"
3. Parents/guardians of students under the age of eighteen (18) years;
4. Individual students eighteen (18) years old and above;
5. Former students eighteen (18) years old and above;
6. Other schools where students may enroll;
7. To provide information in conjunction with a student's application for, or receipt of, financial aid;
8. Federal and state governmental agencies authorized by law;
9. Prospective employers; and/or
10. Members of the board, when acting in an official capacity.

Contents of Student Record Files:

Only such information as may be authorized by the principal or superintendent shall be placed in a student's personal file folder. Such information shall be generally limited to teacher evaluations of student performance, health records, standardized test scores, records of disciplinary action taken against the student, and such other information determined specifically relevant to the student's performance in school. Under no circumstances shall psychological evaluation, other than specific test scores, be made a part of the student's personal file, but such reports will be considered a part of educational records, although kept in a separate file.

Directory Information:

Certain kinds of data are defined under the law as "directory information."

Such information shall include the following:

1. Student name;
2. Student address;
3. Student telephone number;
4. Student birth date;
5. Student place of birth;
6. Activities or sports in which the student participated;
7. Student weight and height;
8. Degrees or awards received (including honor roll lists); and/or
9. Most recent educational institution attended by the student.

Parents shall have fifteen (15) days to notify the school if such information pertaining to a student is not to be released unless prior consent, in each instance, is granted by the parent/guardian. The same shall apply if the student has control of the records after reaching the age of eighteen (18).

The school has the right to publish or otherwise make known any information classified as directory information except where the parent/guardian, or where appropriate, the student, withholds the right to publish such information. A notice of the kind of information that shall be classified as directory information shall be made public each school year during the month of August or September.

Standardized Test Data and Psychological Data: In cases involving the examination of such data, all staff members must demonstrate the need to know. Parents/guardians and, where appropriate, students, will be granted access to such data, but only when someone qualified to interpret such data is present. Psychological profiles and detailed test data will not be kept in the general personal files of students. Such information will be secured in the principal's office with a copy on file in the office of the superintendent. The school psychologist may also maintain a copy. Raw test scores of standardized achievement and aptitude tests may be filed in the student's personal file folder.

Waiver of Rights: Under no circumstances shall a parent/guardian, or where appropriate, a student, be required to waive rights to access or release of data covered under this policy. Such waiver may be granted on a voluntary basis, however, so long as the individual(s) are granted the opportunity, upon request, to see the sheet upon which is listed the individuals, institutions, or prospective employers to whom such records have been released. Any such waiver shall not extend for more than one (1) school year unless specifically stated in writing by the individual granting the waiver.

Authorization for Release of Educational Records of Students, Parents, etc.:

The superintendent shall supervise the adoption of appropriate forms to cover the release or transfer of student records. The following circumstances are recognized as situations which must be dealt with in regard to this matter:

1. Parents'/guardians' or student's request for hearing;
2. Notice to parents/guardians or student of hearing;
3. Parents'/guardians', student's, educational institution, or prospective employer's request for school records;
4. Parents'/guardians' or student's consent to release of school records;
5. Notice to parents/guardians of termination of rights (those eighteen [18] and above);
6. Parents'/guardians' or student's request to transfer student records;
7. Notice to parents/guardians or students of request for school records;
8. Notice to parents/guardians and students of subpoena/judicial order for school records;
9. Notice to parents/guardians or students of intent to transfer school records;
10. Parents'/guardians' or student's request for access to student records;
and/or
11. Notice to educational institution or prospective employer of
parents'/guardians'/student's rights.

Release of Records:

School officials shall have a reasonable amount of time to grant access by authorized personnel to student records, but in no case shall access be delayed beyond forty-five (45) days, as authorized by law.

Challenge of Educational Records:

After examination of a student's educational record by a parent/guardian, or where appropriate, a student, the contents of the file may be challenged as to the accuracy or relevance to the child's performance. The following practice will be followed in challenging the records:

1. The parent/guardian or student shall bring to the attention of the principal any information that is challenged. Upon review, the principal may correct or remove such information as may be determined inaccurate, misleading, or irrelevant. If the principal does not agree with the challenge, the parent/guardian or student may request a hearing with the superintendent.
2. Upon notification of a request for a hearing to challenge the content of a student's record, the superintendent shall set a time and place, during regular school time, for the hearing. Such hearing shall consider all evidence presented at the hearing and render a judgment. Notice of judgment shall be in writing and sent to parties concerned within seven (7) days.

Hearing Guidelines:

When a parent/guardian or student chooses to challenge the contents of personal records and appeals to the superintendent or the board, full due process rights will be granted, i.e., right to counsel, right to call witnesses, and right to challenge witnesses.

It shall not be justified that a record be altered unless there is clear evidence that a record is in error, irrelevant, or misleading. No grade or other designated symbol of achievement shall be changed except upon approval of the teacher giving the grade unless there is clear evidence that the grade or symbol was recorded in error, or that the teacher clearly exercised prejudicial action in reporting the grade.

No clear and accurate record of achievement shall be altered simply on the grounds that the parent/guardian or student does not desire the information in the record. Rather, the party in control of release of records should select not to authorize release of the contents of the personal file.

Records Not Subject to this Policy:

Certain exemptions are provided in regard to right to access of records. Access rights are restricted to records, documents, and other materials that contain information directly related to a student and are maintained by an educational agency or institution or a person acting for the agency or institution.

Records of instrumental, supervisory, and educational personnel ancillary thereto which are in the sole possession of the maker thereof and which are not accessible or revealed to any other person except a substitute are not classified under this policy as educational records and therefore are not granted access to under this policy. (See also **Board Policy**, Art. XIII, Pgs. 28-31)

TITLE IX COMPLIANCE (DISCRIMINATION)

USD #326 does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, or treatment or employment in its programs and activities. If you have questions regarding the above, please contact: Michael Gower, Superintendent of Schools, P.O. Box 98, Logan, KS 67646; telephone 785.689.7595. Michael Gower has been designated by the USD #326 board to coordinate the school district's efforts to comply with Title IX. Any incident of discrimination in any form should promptly be reported to the principal or superintendent.

ATTENDANCE

School attendance is the responsibility of the student and parents/guardians. Recognizing that some students do not have the maturity to realize these responsibilities, it is often necessary that parents/guardians play a dominant role in bringing about this acceptance of responsibility.

School attendance is becoming more and more important as a part of a student's school record. Regular and punctual attendance by all students is also necessary for the proper functioning of the entire school. One of the major causes of failure in school is absenteeism.

USD #326 schools shall promote regular attendance through the implementation and close enforcement of this policy.

Procedure: Any student not in school, unless on a school-sponsored trip, will be counted absent. Attendance will be recorded to the nearest 1/10th of a day.

Truancy: The board does not condone truancy for any reason and encourages all students to attend school on a regular and systematic basis. The superintendent is required to report truancies to the Kansas Department for Children and Families (KDCF) or the County Attorney.

A child is considered truant if he/she is required by law to attend school and such child is inexcusably absent on either *three (3) consecutive days, or five (5) or more days in any semester.*

A child is inexcusably absent from school if the child is absent all or a significant part of a day without a valid excuse. The board has determined any time over two (2) hours to be a "significant part of a day."

Excused Absences: In compliance with KSA 72-1113, the board has determined the following reasons to be valid excuses for absences:

1. Illness;
2. Personal and family matters (death, funeral, wedding, reunions, home emergency, etc.);
3. Educational trips; or
4. Professional appointments.

In addition, excused absences may be granted for legitimate purposes *if* arrangements are made in advance with the school. Schoolwork is to be completed

before the absence occurs, unless otherwise arranged with the teacher, and the student has not missed more days that board policy allows.

Guidelines for Grades Seven (7) – Twelve (12):

1. It will be necessary for the parent/guardian to contact the school prior to 10:00 AM of the day of the absence or the absence will be recorded as *unexcused*. The junior high/high school telephone number is: 785.689.7574. *Notes will be accepted from families with no telephone.*
2. Students absent because of an authorized school activity will not be counted absent; however, they will need to make up schoolwork in advance, when possible.
3. Students absent from a class for any reason will need to pick up an admit slip to return to class. This should be done prior to the start of the school day.
4. All worked missed because of absence must be made up by the student. Two (2) days will be allowed for each day missed in which to make up schoolwork. *A teacher may allow additional time if she/he determines it is warranted.*
5. Students are allowed to have no more that five (5) unexcused absences in any class during a semester. After the 5th absence the student will be required to make up the time missed for that absence and any subsequent absence(s) on an hour-for-hour basis.
 - A. The time will be made up before or after school; and
 - B. The time and day(s) for make-up time will be at the discretion of the teacher(s) and/or the principal.The penalty for exceeding this specified limit may be avoided by obtaining an Extension Request. This may be done by either of the following methods:
 - A. The student provides the administration with a written statement from a doctor, excusing the student for the date(s) in question; or
 - B. The parent has a personal conference with the administration to justify the absence(s) in question.
6. A student who is absent from school without a valid excuse will be subject to the following penalties:
 - A. She/he will receive no credit on work done for the class that day, but will be required to make up the work; and
 - B. He/she will receive a thirty (30)-minute detention for each hour missed or an in-school suspension if three (3) or more class hours are missed without a valid excuse. *In all cases of detentions or suspensions, parents/guardians will be notified.*
7. Students with an unexcused tardy will be admitted to class. A recommendation from a teacher, administrator, or parent/guardian will be accepted as an excuse for tardiness.
8. Students who accumulate three (3) unexcused tardies per semester in a given class will serve a thirty (30)-minute detention. Each additional tardy in the particular class will further result in a thirty (30)-minute detention.

9. A tardy becomes an absence when one-half (1/2) of a class is missed.
(Adopted: 7-13-98; Revised: 7-10-2000, 5-13-13)

ACTIVITIES PARTICIPATION

No student will be allowed to participate in any school-sponsored activity unless the student has reported for classes by the second bell after lunch the day of the activity. A student must also be in class under the same time regulation to be eligible for any Saturday activity. (Intent: One must have attended school the day before at least in the afternoon according to the time schedule herein.) Pre-scheduled and/or appointments or emergencies are not subject to this regulation. (See also, ***ATTENDANCE***, Pgs. 13-15 and ***DRUGS and ALCOHOL, STUDENT ACTIVITIES***, Pgs. 20-22)

DISCIPLINE

The board of USD #326 will expect and support a structured, firm, and fair discipline in Grades Pre-Kindergarten (Pre-K) – Twelve (12).

Each teacher will submit his/her rules, along with the consequences, to the principal for approval, and to be filed with the central office. The principal will work with her/his staff to develop school-wide rules and consequences to be administered by the staff and principal with the support of the superintendent and the board in a uniform manner. These, too, are to be filed in the central office. The principal is encouraged to confer with the Student Council/student body to seek advice and counsel in the handling of the habitual offenders.

Parents/guardians will receive a copy of the rules and consequences of each teacher who works with their child. The goal of this school district is to create a healthy learning climate for all students and to guarantee all students an environment conducive to optimum achievement.

SUSPENSION/EXPULSION, REASONS for

Students may be suspended or expelled for one (1) or more of the following reasons:

1. Willful violation of any published, adopted student conduct regulation;
2. Conduct which substantially disrupts, impedes, or interferes with school operation;
3. Conduct which endangers the safety or substantially impinges on, or invades the rights of others;
4. Conduct which constitutes the commission of a felony;
5. Conduct which constitutes the commission of a misdemeanor;
6. Disobedience of an order of a school authority if the disobedience results in disorder, disruption, or interference with school operation; and

7. Possession of a weapon at school, on school property, or at a school-sponsored event.

IMMUNIZATION

All students enrolled in any district school shall provide the principal with proof of immunization for certain diseases or furnish documents to satisfy statutory requirements. Booster shots required by the Secretary of the Kansas Department of Health and Environment are also required.

A copy of this policy and the applicable state law is available in the district office to students or their parents/guardians. The superintendent shall issue a news release each August explaining the required inoculations and booster shots. Parents/guardians may delegate in writing their ability to consent to immunizations.

If the parent/guardian is not reasonably available, and the authority to consent has not been denied as provided in law, individuals other than the parent/guardian may consent to the immunizations as provided for in current law.

Students who fail to provide the documentation required by law may be excluded from school by the superintendent until statutory requirements are satisfied. Notice of exclusion shall be given to the parents/guardians, as prescribed by law.

The principal shall forward evidence of compliance with the inoculation law to other schools or school districts when requested by the school or by the student's parents/guardians.

SEXUAL HARASSMENT

Sexual harassment will not be tolerated in the school district. Sexual harassment of employees or students of the district by board members, administrators, licensed and classified personnel, students, vendors, and any others having business or other contact with the school district is strictly prohibited.

It shall be a violation of this policy for any employee to sexually harass a student, for a student to sexually harass another student, or for any employee to discourage a student from filing a complaint or to fail to investigate or refer for investigation, any complaint lodged under the provisions of this policy.

Sexual harassment is unwelcome sexual advances, requests for sexual favors, and other oral, written, or physical conduct of a sexual nature when made by a member of the school staff to a student, or when made by any student to another student when:

1. Submission to such conduct is made, explicitly or implicitly, a term or condition of the individual's education;
2. Submission to or rejection of such conduct by an individual is used as the basis for academic decisions affecting that individual; or

3. Such conduct has the purpose or effect of interfering with an individual's academic or professional performance, or creating an intimidating, hostile, or offensive academic environment.

Sexual harassment may include, but is not limited to:

1. Verbal harassment or abuse;
2. Pressure for sexual activity;
3. Repeated remarks to a person, with sexual or demeaning implication;
4. Unwelcome touching; or
5. Suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning a student's grades, participation in co-/extra-curricular activities, etc.

When acts of sexual harassment or other violations of this policy are substantiated, appropriate action will be taken against the individual.

CRIMES at SCHOOL, REPORTING TO LAW ENFORCEMENT

Any district employee who knows, or has reason to believe, any of the following has occurred at school, on school property, or at a school-sponsored activity, shall immediately report this information to local law enforcement:

1. An act which constitutes the commission of a felony or a misdemeanor; or
2. An act that involves the possession, use, or disposal of explosives, firearms or other weapons as defined in current law.

MEDICATIONS, DISPENSING

Administration of aspirin or other nonprescription medication shall not be practiced by any school personnel, including the school nurse.

In certain explained circumstances, where medication is necessary in order that the pupil remain in school, the school will cooperate.

The administration of a prescription medication will be given after receiving a written statement from the parent/guardian requesting that school personnel assist the pupil as recommended by the doctor, and a written statement from the doctor stating that the administration of medication at school is necessary, as no other time schedule for taking the drug is possible, diagnosis, method and amount, and the time the medication must be given. The school nurse can accept orders concerning medication changes by telephone.

The administration of medications shall be delegated only in accordance with this regulation:

1. A licensed registered professional nurse may delegate the administration of prescription medications to unlicensed persons if:
 - A. The administration of the initial dose of medication has been previously administered to the pupil; and/or

- B. The administration does not require calculation of any medication dosage. (Measuring a prescribed amount of liquid medication or breaking a tablet for administration is *not* calculation of medication dosage.)
- 2. The following acts shall not be delegated to unlicensed persons:
 - A. The administration of medications by intravenous or intramuscular injection route;
 - B. The administration of medications through intermittent positive pressure breathing machines; or
 - C. The administration of medications through a tub inserted into a cavity of the body, with the exception of medications administered through feeding tubes.

DRUG-FREE, STUDENT CONDUCT

As a condition of enrollment in USD #326, students shall abide by the terms of this policy.

Students shall not unlawfully manufacture, distribute, dispense, possess, or use illicit drugs, controlled substances, or alcoholic beverages on school district property, or at any school activity. Any student violating the terms of this policy will be reported to the appropriate law enforcement officials, and will be subject to the following sanctions:

1. *First Offense:* A first-time violator will be subject to the following sanctions:
 - A. A punishment up to and including short-term suspension; and
 - B. Suspension from all student activities for a period of not less than one (1) month.
2. *Second Offense:* A second-time violator will be subject to the following sanctions:
 - A. A punishment up to and including long-term suspension of not less than one (1) semester or four (4) months.
 - B. A student placed on long-term suspension under this policy may be readmitted on a probationary status if the student agrees to complete a drug and alcohol rehabilitation program. If, at any time, the student fails to make satisfactory progress in the program, the suspension will be re-imposed.
3. *Third and Subsequent Offenses:* A student who violates the terms of this policy for the third time, and any subsequent violations, will be subject to the following sanctions:
 - A. A punishment up to and including expulsion from school for the remainder of the school year;
 - B. Suspension from participation in, and attendance at, all school activities for the year; and
 - C. A student who is expelled from school under the terms of this policy may be readmitted during the term of the expulsion only if

the student has completed an acceptable drug and alcohol education and rehabilitation program.

Students who are suspended or expelled under the terms of this policy will be afforded the due process rights contained in board policies and Kansas statutes, K.S.A. 72-8901, et seq. Nothing in this policy is intended to diminish the ability of the district to take other disciplinary action against the student in accordance with other policies governing student discipline. In the event it is agreed that the student will enter into, and complete, a drug education or rehabilitation program, the cost of such program will be the responsibility of the student and her/his parents/guardians. A list of drug and alcohol counseling, treatment, and rehabilitation programs, along with the names and addresses of contact persons for the programs, is on file with the board clerk. Parents/guardians or students should contact the directors of the programs to determine the cost and length of the program.

A copy of this policy and the list of available counseling, treatment, and rehabilitation programs will be provided to all students, and the parents/guardians of all students. Parents/guardians of all students will be notified that compliance with this policy is mandatory.

DRUGS and ALCOHOL, STUDENT ACTIVITIES

(This policy will apply to incidents occurring off school grounds.)

Drug and Alcohol Policy for Logan Jr./Sr. High School Extra-Curricular Activities

Section 1 – Philosophy and Purpose – It is USD #326’s belief that participation in extra-curricular activities is *not* a requirement, it is a privilege. Being a “student in good standing” is a requirement to participate. When a student chooses to participate in an activity, he/she is a member of that team for twenty-four (24) hours a day, seven (7) days a week during the duration of the season. USD #326 also recognizes that the abuse of illegal drugs (including, but not limited to, alcohol, tobacco, prescription and non-prescription drugs, etc.) can pose a significant health risk. Their use can have negative effects not only on the users, but also on their families, team members, and other significant persons in their lives.

It is the purpose of this policy to provide district-wide consistency in the attempt to eliminate the use of controlled substances such as alcohol, illegal drugs, and tobacco products by doing the following:

1. Educate the students on the dangers of using controlled substances such as alcohol, illegal drugs, and tobacco products;
2. Assist students that may be having problems as a result of using controlled substances such as alcohol, illegal drugs, and tobacco products; and
3. Keep the students participating in the activities of the school.

Section 2 – Rule – While a student is participating in an extra-curricular activity, she/he shall not:

1. Consume, possess, buy, sell, or give away a beverage containing alcohol;
2. Use, possess, buy, sell, or give away a tobacco product; or
3. Use or consume, have in possession, buy, sell, or give away any other controlled substance defined by law as a drug.

Interpretations:

1. This rule applies to all activities sponsored by the Kansas State High School Activities Association (KSHSAA), interscholastic activities, including KSHSAA-sponsored tournaments and non-athletic activities.
2. This rule applies to the entire school year and any portion of an activity season that occurs prior to the start of the school year or after the close of the school year. Fall “buffer week” is part of the basketball season, and spring “buffer week” is part of the track season.
3. Penalties for violations of the USD #326 school policy shall be reported to the principal and activities director, and investigated.

It is the responsibility of each coach/sponsor to communicate this policy to his/her players/participants and their parents/guardians, along with additional rules pertaining to the activity supervised.

Section 3 – Violations, Reporting of – Violations may be reported in the following ways:

1. Self-admission by the student following the incident;
2. Witnessed by a member of the school faculty, staff, administration, other student, or patron. The report will be investigated and if confirmed, the student will receive the appropriate penalty. A ticket or citation, or any other notification by a law enforcement officer will also come under this category; and/or
3. Violations reported in a manner other than those listed above will be handled on an individual basis.

Section 4 – Penalties and Procedures – Violations will be handled as follows:

1. *First Violation:*

Penalty: After confirmation of the first violation, the student shall lose eligibility for the next two (2) consecutive days of competition/activities in which the student is a participant. No exception is permitted for a student who becomes a participant in a treatment program. Penalties will be assessed for each activity in which the student is involved at the time.

Procedure:

- A. A conference with the student, parent/guardian, coach, school administration, and others deemed necessary will be held. The student will be counseled on the consequences of subsequent violations;
- B. The student will correctly complete educational materials assigned by the school administration;
- C. In a timely manner, the student shall show evidence in writing

that he/she has sought, or has received, counseling from a community agency or a professional individual such as a drug counselor, medical doctor, psychiatrist, or psychologist. This will be done at parent/guardian expense.

Exception: If self-admission was initially made by the student, she/he will be eligible when items "A" through "C" are completed. Suspension will be limited to only one (1) day of competition.

2. Second Violation:

Penalty: After confirmation of the second violation of this policy during a twelve (12) month period or during the school year, the student will be suspended from all remaining non-graded activities for the remainder of the school year.

Procedure: The school will refer the student for assessment of potential chemical abuse, misuse, or dependency, to a community agency or a professional individual outside the school.

Clarifications:

- A. After the violation has been confirmed by an administrator, periods of ineligibility will begin with the first contest of the season in which the student participates.
- B. Periods of ineligibility will not prohibit the student from participating in practices for an activity.
- C. A contest will be considered the day on which interscholastic competition is held. It is considered as a day of competition in which the student would normally compete.

The superintendent or principal shall have the authority to exclude pupils from participating in or representing the school in any activity or athletic contest for reasons of unsatisfactory conduct, attitude, scholastic achievement, or personal appearance.

Questions about the intent of any section of this policy should be directed to the superintendent/pre-K-12 principal. The student must acknowledge that she/he has read them and understands them in their entirety. (See also **TOBACCO USE**, Pg. 5) (Adopted: 1999-2000, Revised: 7-11-11, 5-13-2013)

GUN-FREE SCHOOLS

A student shall not knowingly possess, handle, or transmit any object that can reasonably be considered a weapon at school, on school property, or at a school-sponsored event. This shall include any weapon, any item being used as a weapon or destructive device, or any facsimile of a weapon.

As used in this policy, the term "weapon" and or "destructive device" means:

1. Any weapon that will, or is designed to, or may readily be converted to, expel a projectile by the action of an explosive; this also includes any facsimile of a gun or any other device that is intentionally designed to propel/project objects.

2. The frame or receiver of any weapon described in the preceding example;
3. Any firearm muffler or firearm silencer;
4. Any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge, missile having an explosive or incendiary charge, mine, or similar device;
5. Any weapon that will, or that may, be readily converted to, expel a projectile by the action of an explosive or other propellant, and that has any barrel with a bore; any combination of parts either designed or intended for use in converting any device into a destructive device described in the two (2) immediate preceding examples, and from which a destructive device may be readily assembled;
6. Any knife, commonly referred to as a switchblade, that has a blade that opens automatically by hand pressure applied to a button, spring, or other device in that the knife, or any knife having a blade that opens, or falls, or is ejected into position by the force of gravity or by an outward, downward, or centrifugal thrust of movement.

Penalties: Possession of a firearm or other weapons or facsimile of a weapon shall result in expulsion from school for a period of one (1) calendar year, except that the superintendent may recommend this expulsion requirement be modified on a case-by-case basis. Expulsion hearings for possession of a weapon shall be conducted by the superintendent or the superintendent's designee.

Students violating this policy shall be referred to the appropriate laws enforcement agency(ies) and, if a juvenile, to KDCF or the Commissioner of Juvenile Justice.

Reporting Criminal Possession of a Firearm by a Student: It is a crime for any person to possess a firearm at school, on school property, or at a school-sponsored event. A student who possesses a firearm shall be reported to law enforcement for criminal prosecution. (Adopted: 7-12-1999)

VANDALISM/GRAFFITI

USD #326 will not condone any form of vandalism to its property. Graffiti written on the walls, curb, or other property will be considered vandalism. Acts of vandalism will be handled on a case-by-case basis by the school or may be turned over to local law enforcement agencies for prosecution.

DRESS CODE

In keeping with the USD #326 board policy of "Education for the Future," the students to approach this dress code with a "dress for success" attitude. Appearance *does* affect the learning atmosphere of a school. Neatness, decency, and good taste are emphasized as guidelines for the understanding and interpretation of

this dress code. All employed staff of USD #326 will be expected to set an example of professionalism and “dressing for success.”

1. The USD #326 dress code applies to pre-kindergarten (Pre-K) through Grade Twelve (12).
2. One’s appearance must be neat and clean:
 - A. Clothing must not be unreasonably soiled, badly worn, or torn;
 - B. Facial hair must be trimmed and maintained; and
 - C. Proper undergarments should always be worn.
3. Decency and good taste are required.
 - A. Clothing guidelines are:
 - I. No midriff tops, halter tops, backless tops, one-shoulder tops, or low-cut tops may be worn;
 - II. Spaghetti strap tops, mesh tops, muscle shirts, tank tops or shirts with the arms cut out (with drooping armholes), *may* be worn with a shirt or blouse underneath them;
 - III. Shirts with less than a three (3)-finger width at the shoulder seam will require a shirt under or over;
 - IV. No shirt may be worn with writing or pictures on clothing that displays or promotes alcoholic beverages, illegal drugs, suggestive or obscene language, or violent acts; and or
 - V. Sports or physical education clothing is up to the discretion of the teacher.
 - B. Shorts may be worn throughout the year, but must be appropriate in length.
 - I. A good test for length of shorts or skirts is that they be at least a minimum of mid-thigh in length.
 - II. Concerning two-piece outfits such as shorts, skirts, jeans or slacks worn with a top, the outfit must touch at the waist and undergarments should not show.
 - D. Hats, caps, or “hoodies” (with the hood over the head) are not to be worn inside buildings at school or any indoor school-sponsored event.
 - I. You may only wear hats to school activities held outside (i.e., football games or track meets);
 - II. Students will be asked to remove their hats for the National Anthem at outside activities.
 - E. If any garment or apparel is distracting or potentially hazardous, it will be prohibited.
 - F. Shoes must be worn at all times.
4. This dress code is also in effect at co-/extra-curricular activities. Formal functions will be excluded, but decency is still expected.
5. If questions in dress arise, the principal shall make the final determination regarding the appropriateness of a student’s appearance.

6. The penalty for neglecting the USD #326 Dress Code is as follows:
 - A. *1ST Violation:* The student will be asked to change clothes, and parents will be contacted.
 - B. *2nd Violation:* Detention and request to change clothes.
 - C. *3rd Violation:* In-school suspension and request to change clothes.

TECHNOLOGY, ACCEPTABLE USE POLICIES

USD #326 is committed to making advanced technology and increased access to learning opportunities available to all students. The goal of the district is to promote educational excellence in school by facilitating resource sharing, innovation, and communications. For purposes of this policy, the communications network includes, but is not limited to: desktop and laptop computers, iPads, the computer network, the Internet, e-mail, online services, digital handheld equipment, and storage devices.

Because of the different ages of the students and their varying abilities as well as maturity levels, not all these communications devices or networks are available to every student. Copies of the individual policies applicable to grade pre-Kindergarten (pre-K)-four (4)-year-old through grade two (2) are, grade three (3) through grade five (5), grade six (6) through twelve (12) are available in the school building and district offices or from the computer instructor(s) and/or the network administrator(s).

Student Responsibilities: Students are responsible for behaving appropriately on computers, networks, the Internet, or other online services just as they are in a classroom or a school hallway. General school rules for behavior and communications apply. Network administrators, teachers, and other appropriate district staff may review student files and student communications from time to time to prevent misuse and to ensure students are using the system responsibly and in compliance with laws and district policies. Communications on the network are often public in nature; *students should not expect that files stored on district servers will be private.*

Permission: Students must have permission from, and be under the supervision of, school district professional staff before utilizing district-provided computers, iPads, networks, the Internet, or other online services. Permission is not transferable from one student to another and may not be shared. Students shall not be allowed to utilize the communications network unless a signed Student Acceptable Use Policy form is on file. To remain eligible as users, student use must be consistent with the educational objectives of the district. Access is a privilege, not a right, and inappropriate use will result in, among other disciplinary measures, the cancellation of those privileges. Students will display school-appropriate conduct when using the computer equipment or network, and shall maintain an environment conducive to learning.

Inappropriate Use: Certain uses of school-provided computers, networks, the Internet, or other online services are not permitted on the part of USD #326 students, and include, but are not limited to:

1. Accessing, uploading, downloading, or distributing pornographic, obscene, or sexually explicit material;
2. Transmitting obscene, abusive, sexually explicit, or threatening language;
3. Accessing another individual's materials, information, or files without permission;
4. Using someone else's account number or password, or allowing someone else to use one's account number or password;
5. Using instant messaging or chat rooms at school, unless used for educational purposes and under teacher supervision;
6. Trespassing in folders not authorized to users;
7. Invading the privacy of individuals;
8. Harassing, insulting, or attacking others;
9. Representing oneself as someone other than she/he is;
10. Vandalizing, which is any unauthorized access and/or malicious attempt
11. to damage computer hardware/software or networks, or destroying the data of another user, including creating, uploading, or intentionally introducing viruses;
12. Improperly altering the setup of computers (e/g., desktops, icons, wallpapers, screen savers, or installed software) as determined by the network administrator;
13. Failing to follow a district policy while using computers, or failing to follow any other policies or guidelines established by district administration, teachers, or other appropriate district staff;
14. Using, possessing, or distributing any media containing applications or data inconsistent with educational objectives;
15. Removing hardware and/or software from the premises without prior authorization;
16. Violating any local, state, or federal statute;
17. Violating any federal or state copyright, or unfair trade law without permission;
18. Violating any federal, state, local, common law, or criminal law;
19. Violating any laws that might suggest libel or slander;
20. Conducting any activity that exposes the district to litigation expenses;
21. Violating copyright or otherwise using the intellectual property of another individual or organization without permission;
22. Intentionally wasting limited resources;
23. Using the network for commercial purposes;
24. Using, disclosing, or disseminating personal information online, such as full name, home address, telephone number, etc., except with the approval of licensed or administrative district staff;
25. Using software that has not been assigned or approved by staff;
26. Gaining, or seeking to gain, unauthorized access to information resources or other computing devices; or
27. Personally benefiting from the sale of "User-Developed Subject Matter" created while under the supervision or employment of USD #326, unless approved by the board.

Violations: Administrators, teachers, and other appropriate district employees will decide what is inappropriate use. Violations may include, but are not limited to, levels of discipline that range from warning(s) to possible expulsion. Specific punishments for each of the aforementioned grade levels are available in each building and district office, or from the computer instructor(s) and/or the network administrator(s).

Security Risk: Any student identified as a security risk or having a history of problems with other computer systems may be denied access.

Disclaimer: The district makes no warranties of any kind, whether expressed or implied, for the access it is providing, nor will it be responsible for any damages suffered. This includes loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions caused by its own negligence or use errors or omissions. Use of any information obtained via the Internet is at the user's risk. The district denies any responsibility for the accuracy or quality of information obtained through its system. The district is not liable for any commercial transactions conducted through its system.

Statements of Personal Belief: Any statement of personal belief found on computers, networks, the Internet, e-mail, other online services, or any other telecommunication system shall be implicitly understood to be the author's individual point of view, and not that of USD #326, its administrators, teachers, staff, or the participating school. No representations to the contrary shall be published without written approval from the designated administrator. Administrators or their designees may review all content in any Internet or online accounts paid for, in whole or in part, by the district, without notice of any kind.

Student Acceptable Use Policy Annual Review: Prior to use of the school communication network, each student shall submit a signed Student Acceptable Use Policy form for his/her appropriate grade level for filing in the school office. If a student is under the age of eighteen (18), or has been adjudicated, a parent or guardian shall also sign the contract. New Student Acceptable Use Policy forms must be signed and submitted each school year. The Student Acceptable Use Policy applies to all students regardless of whether they have submitted a signed Student Acceptable Use Policy form. If a student does not have a current Student Acceptable Use Policy form on file, as required above, access to all district computer services and accounts is prohibited.

District Technology Plan: The administrative implemental procedures in this policy shall be consistent with the USD #326 Technology Plan adopted by the board.

STUDENT PRIVACY POLICY

The superintendent, the board and staff shall protect the right of privacy of students and their families in connection with any surveys or physical examinations conducted, assisted, or authorized by the board or administration. The district shall annually provide parents notice of their rights under the Protection of Pupil Rights Amendment and the Student Data Privacy Act, at the beginning of each school year, and at any other time the school district policies in the area are substantially changed.

STUDENT DATA RESTRICTIONS

Any student data submitted to or maintained in a statewide longitudinal student data system shall only be disclosed in accordance with the Student Data Privacy Act. Disclosure of all other student data or student record information maintained is governed by the Family Educational Rights and Privacy Act ("FERPA").

Annual written notice presented to parents and legal guardians of district students shall:

1. require parent or guardian's signature; and
2. shall state student data submitted to or maintained in a statewide longitudinal data system only to be disclosed as follows.

Student data may be disclosed to:

- The authorized personnel of an educational agency or the state board of regents who require disclosures to perform assigned duties; and
- The student and the parent or legal guardian of the student, provided the data pertains solely to the student.

Student data may be disclosed to authorized personnel of any state agency, or to a service provider of a state agency, educational agency, or school performing instruction, assessment, or longitudinal reporting, provided a data-sharing agreement between the educational agency and other state agency or service provider provides the following:

- purpose, scope and duration of the data-sharing agreement;
- recipient of student data use such information solely for the purposes specified in agreement;
- recipient of student data use such information solely for the purposes specifically described in agreement; and
- recipient shall comply with data access, use, and security restrictions specifically described in agreement; and
- student data shall be destroyed when no longer necessary for purposes of the data-sharing agreement or upon expiration of the agreement, whichever occurs first.

*A service provider engaged to perform a function of instructions may be allowed to retain student transcripts as required by applicable laws and rules and regulations. Destruction shall comply with the NISTSP800-88 standards of data destruction.

Unless an adult student or parent or guardian of a minor student provides written consent to disclose personally identifiable student data, student data may only be disclosed to a governmental entity not specified above or any public or private audit and evaluation or research organization if the data is aggregate data. "Aggregate data" means data collected or reported at the group, cohort, or institutional level and which contains no personally identifiable student data.

The district may disclose:

- student directory information when necessary and the student's parent or legal guardian has consented in writing;
- directory information to enhancement vendor providing photography services, class rings services, yearbook publishing services, memorabilia services, or similar services;
- any information requiring disclosure pursuant to state statutes;
- student data pursuant to any lawful subpoena or court order directing such disclosure; and
- student data to a public or private postsecondary educational institution for purposes of application or admission of a student to such postsecondary educational institution with the student's written consent.

STUDENT DATA SECURITY BREACH

If there is a security breach or unauthorized disclosure of student data or personally identifiable information of any student submitted to or maintained on a statewide student longitudinal data system, each affected student or the parent or legal guardian of the student, if a minor, shall be immediately notified, and an investigation into the causes and consequences of the breach or unauthorized disclosure will be conducted.

BIOMETRIC DATA

The district shall not collect biometric data from a student or use any device or mechanism to assess a student's physiological or emotional state, unless the adult student or the parent or legal guardian of the minor student consents in writing. "Biometric data" includes measurable biological or behavioral characteristics that can be used for automated recognition of an individual, such as fingerprints, retina and iris patterns, voiceprints, DNA sequence, facial characteristics, and handwriting.

Nothing in this policy shall prohibit the collection of audio voice recordings, facial expression information, and student handwriting for:

- provision of counseling or psychological services,
- conducting student threat assessments,
- completing student disciplinary investigations or hearings, or
- conducting child abuse investigations

SELECT STUDENT SURVEYS

No test, questionnaire, survey, or examination containing any questions about a student's or the student's parents' or guardians' personal beliefs or practices on issues such as sex, family life, morality, or religion shall be administered to any student unless:

- the parent or guardian is notified in writing; and
- the parent or guardian of the student gives written permission for the student to participate.

Nothing shall prohibit school counselors from providing counseling services, including the administration of tests and forms as part of student counseling services. Any information obtained through such tests or counseling services shall not be stored on any personal mobile electronic device which is not owned by the school district. Storage of such information on personal laptops, tablets, phones, flash drives, external hard drives, or virtual servers not owned by the district is prohibited.

Students may be questioned:

- in the provisions of psychological services,
- conducting of student threat assessments,
- completing student disciplinary investigations or hearings, or
- conducting child abuse investigations.

Collections of such information in these limited circumstances is permitted Without prior written consent of the parent, guardian, or adult student.

Approved: KASB Recommendation – 7/03; 6/04; 4/07; 6/14

ANNUAL NOTICE OF AUTHORIZED STUDENT DATA DISCLOSURES

In accordance with the Student Data Privacy Act and board policy IDEA, student data submitted to or maintained in a statewide longitudinal data system may only be disclosed as follows. Such data may be disclosed to:

- The authorized personnel of an educational agency or the state board of regents who require disclosures to perform assigned duties; and

- The student and the parent or legal guardian of the student, provided the data pertains solely to the student.

Student data may be disclosed to authorized personnel of any state agency, or to a service provider of a state agency, educational agency, or school performing instruction, assessment, or longitudinal reporting, provided a data-sharing agreement between the educational agency and other state agency or service provider provides the following:

- purpose, scope and duration of the data-sharing agreement;
- recipient of student data use such information solely for the purposes specified in agreement;
- recipient shall comply with data access, use, and security restrictions specifically described in agreement; and
- student data shall be destroyed when no longer necessary for purposes of the data-sharing agreement or upon expiration of the agreement, whichever comes first.

*A service provider engaged to perform a function of instructions may be allowed to retain student transcripts as required by applicable laws and rules and regulations.

Unless an adult student or parent or guardian of a minor student provides written consent to disclose personally identifiable student data, student data may only be disclosed to a governmental entity not specified above or any public or private audit and evaluation or research organization if the data is aggregate data. "Aggregate data" means data collected or reported at the group, cohort, or institutional level and which contains no personally identifiable student data.

The district may disclose;

- student directory information when necessary and the student's parent or legal guardian has consented in writing;
- directory information to an enhancement vendor providing photography services, class ring services, yearbook publishing services, memorabilia services, or similar services;
- any information requiring disclosure pursuant to state statutes;
- student data pursuant to any lawful subpoena or court order directing such disclosure; and
- student data to a public or private postsecondary educational institution for purposes of application or admission of a student to such postsecondary educational institution with the student's written consent.

As the parent or legal guardian of _____, I acknowledge that I have been provided with notice of authorized student data disclosures under the Student Data Privacy Act.

Parent Signature

Date

**LOGAN
JUNIOR & SENIOR
HIGH SCHOOL**



**STUDENT
ACTIVITIES
HANDBOOK**

2015-2016

OUTLINE

- I. Activities Philosophy
 - a. Message from AD
- II. Sportsmanship
 - a. KSHSAA Info
 - b. Rule 52
- III. Role of _____
 - a. Administration
 - b. Coaches
 - c. Parents
 - d. Players
- IV. Activities Director Duties
- V. Duties of Head Coach
- VI. Duties of Assistant Coach
- VII. Approval of Officials
- VIII. Travel Policies
- IX. Student Insurance
 - a. School provided
 - b. Injury Reports
- X. Eligibility/Physicals
 - a. KSHSAA
 - b. Logan USD 326
 - c. Physical Exams
 - d. Parental Approval
- XI. Letter Requirements
- XII. Pre-Season/Season Checklist
- XIII. Post-Game Procedures
 - a. Equipment
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Logan Activities Philosophy

Purpose of Athletics and Activities

Athletics and activities are an integral part of the High School setting. The Department of Activities offers a focal point for school spirit throughout the academic year, complementing the academic, cultural, and social facets of high school life. Since athletics and scholastic activities are the most highly visible activities, the standards, goals, and ideals must remain in harmony with academic programs.

The mission of the Department of Activities is to offer students the opportunity to participate in competitive athletics programs and in enriching scholastic activities, while ensuring that they are provided with a level of quality education, which leads to, recognized academic achievement.

All students who participate in athletics and activities at Logan Junior & Senior High Schools are required to comply fully with all policies that apply to all students in admissions, curriculum, diploma requirements, class attendance, personal conduct, and other matters.

All athletic practices, contests, and scholastic activities will be conducted in compliance with the principles of fair play and amateur athletics competition, as defined by KSHSAA and the Western Kansas Liberty League. All rules of these organizations will be observed and enforced. This activities handbook will apply to all activities sponsored by KSHSAA offered at Logan Schools.

Athletics Program Objectives

- To have Logan Schools represented by student-athletes whose conduct reflects credit upon the school district and whom are people making normal progress in programs with appropriate academic counseling, advisement, and support.
- To field disciplined and competitive student-athletes and teams, coached and supported by highly motivated individuals who are dedicated to the spirit of all school and KSHSAA rules.
- To strive for improvements in the system of athletics by cooperating with individuals and other school districts to reduce pressures and poor sportsmanship.

Sportsmanship

Philosophy: Activities are an important aspect of the total education process in American schools. They provide an arena for participants to grow, to excel, to understand and to value the concepts of SPORTSMANSHIP and teamwork. They are an opportunity for coaches and school staff to teach and model SPORTSMANSHIP, to build school pride, and to increase students and community involvement. This ultimately translates into improved academic performance. Activities are also an opportunity for the community to demonstrate its support for the participants and the school, and to model the concepts of SPORTSMANSHIP for our youth as respected representatives of society. Sportsmanship is good citizenship in action!

Rule 52: The effective American secondary school must support both an academic program and an activities program. We believe that these programs must do more than merely coexist—they must be integrated and support each other in “different” arenas. The concept of “sportsmanship” must be taught, modeled, expected and reinforced in the classroom and in all competitive activities. Therefore, all Kansas State High School Activities Association members stand together in support for the policy.

ALL ACTIONS ARE TO BE FOR, NOT AGAINST; POSITIVE, NOT NEGATIVE OR DISRESPECTFUL!

Section 1 – General Regulations

Art. 1: ***SPORTSMANSHIP*** is a general way of thinking and behaving. The following sportsmanship policy items are listed below for clarification.

- a. Be courteous to all (participants, coaches, officials, staff and fans).
- b. Know the rules, abide by and respect the official decisions.
- c. Win with character and lose with dignity.
- d. Display appreciation for good performance regardless of the team.
- e. Exercise self-control and reflect positively upon yourself, team and school.
- f. Permit only positive sportsmanship behavior to reflect on your school.

Art. 2: ***ENFORCEMENT PROCEDURE***

- a. It is encouraged and recommended by KSHSAA that local boards of education adopt these regulations and reinforce them as indicted herein.
- b. The Executive Board of KSHSAA shall be responsible for the interpretation of these regulations, including “desirable and unacceptable behavior” and shall publish them in the Association’s Citizenship/Sportsmanship Manual.

Administration Role

The administration is charged with the responsibility of enforcing Citizenship/Sportsmanship Rule 52 and it’s general regulations. The quality of behavior or sportsmanship displayed reflects the leadership provided by the administration and School Board. The high school administration is responsible for leadership in the various programs under their supervision. The administration is responsible for the behavior and the conduct of all groups involved.

Coaches Role

The coach must demonstrate and apply leadership, integrity, responsibility, self-control, knowledge of rules and regulations of the sport(s) he/she is coaching, honesty, and sportsmanship at all times on and off the playing field/court. It is necessary and important that the coach act in a responsible and professional manner at all times, because he/she represents the school, community, the profession, the faculty/staff, and the student body. The coach must set a good example for all student-athletes he/she coaches. Any attempts to teach or coach unsportsmanlike conduct have no place in the coaching profession. The coach should never place the value of victory above that of instilling the highest possible ideals and character traits in the players. Safety and welfare of the players should be uppermost in a coach’s mind and

never be sacrificed for personal prestige or glory. Each coach is to conduct him/herself in such a manner as to maintain the dignity and decency of the profession.

Parents Role

The parent is to show support for all student-athletes involved, not just those representing their school. He/she is to encourage all student-athletes to achieve the highest level they can with positive statements and cheer. He/she is encouraged to know the rules of the game and give support to the coaches and referees involved with the competition. They are to set a good example for others around them and for the young people involved in the activity.

Players Role

Players are admired and respected by other students of all grade levels as well as adult spectators. They have significant influence over the actions and behavior of spectators of all ages.

Required Responsibilities

Players will perform the following responsibilities:

1. Accept and understand the seriousness of your responsibility, and the privilege of representing the school and community.
2. Learn the rules thoroughly and discuss them with parents, fans and fellow students.
3. Cooperate with the coaches and always exercise good sportsmanship by living the rules and role as stated.
*If the athlete fails to exercise good sportsmanship in competition and receives an “unsporting” related penalty by an official, the athlete will write a letter of apology to the appropriate offended parties.
4. Only the captain may communicate with the officials on the clarification of rules. It is his/her responsibility to communicate what was said, back to his/her teammates and/or coach.
5. Always respect the official’s judgment and interpretation of the rules. Never argue or make non-verbal gestures, which indicate disagreement.
6. Congratulate opponents in sincere manner following either victory or defeat. This is a true measure of character.
7. Exercise self-control at all times, accepting all decisions, and unusual occurrences.
8. Treat opponents with the utmost respect.
9. Shake hands with opponents prior to the contest and wish them luck with all possible.

The previous information was taken from the Kansas Citizenship/Sportsmanship Manual produced by the Kansas State High School Activities Association. A more complete article can be found in the Athletic Director’s office.

Duties of the Activities Director

The athletic director of USD 326 shall be responsible for the total activities programs at the junior high & high school. He/she shall work with the principal and superintendent in the discharge of his/her duties. Those duties are as follows:

- A. Schedule all athletic events.
- B. Be responsible for contracts with schools and officials for all athletic events.
- C. Assign officials to games when the league commissioner has not secured them.
- D. Supervise and certify all physical and academic eligibility forms and reports.
- E. Organize and promote all athletic tournaments.
- F. Supervise inventory of all athletic equipment and develop a rotation of uniforms.
- G. See that rules and regulations of KSHSAA are followed as written.
- H. Be responsible for publicity of all activities and events.
- I. Send all pertinent information and rosters to competing schools.
- J. Meet with all coaches deemed necessary for the operation of effective activity programs.
- K. Arrange for all overnight trips, motels, and secure best rates possible.
- L. Oversee purchases with activity funds and seek superintendent approval.
- M. See that the field or course areas are ready for competition and equipment is operating.
- N. Checks clean up and maintenance of facilities.
- O. Supervises ticket sales, roster, and program information, and assigns contest workers.
- P. Attend all league meetings requested to attend and a variety of area and state conferences.

** In addition to these duties, the principal may assign other responsibilities.

Duties of the Head Coach

The head coach shall coordinate the total program in the activity they are assigned to. They shall:

- A. Report directly to the Activities Director &/or the Principal.
- B. Follow the policies of the KSHSAA handbook.
- C. Hold pre-season meeting with student-athletes to discuss philosophy of program and inform them of responsibilities and regulations.
- D. Supervise assistant coaches, assign their respective duties, and conduct staff meetings.
- E. Encourage assistant coaches to be familiar with rules, regulations, safety procedures and first aid prior to the start of the season.
- F. Assist the Activities Director in the completion of all forms as required by KSHSAA and the school.
- G. Insure a staff member remains until all participants have left facilities and secured facilities.
- H. Plan, organize, and implement the teaching of correct fundamentals, strategy, rules and techniques.

- I. See that facilities and equipment are maintained to insure a clean, healthy, and safe environment for all activities, and report deficiencies and damage immediately to AD.
 - J. Assume responsibility for the conduct and well being of all team members, including assistant coaches.
 - K. Attend coaches meetings and complete exams as required by KSHSAA.
 - L. Instruct participants in the need for reporting injuries to coaches immediately.
 - M. Evaluate total program and make recommendations to the Activities Director. This includes assistant coaches and equipment.
 - N. Issue equipment and uniforms and keep accurate records. At the end of the season, collect inventory, store equipment and uniforms, and give copy of inventory to Activities Director no later than three weeks after last contest.
 - O. Submit equipment and uniform needs to Activities Director &/or Principal at the same time inventory is handed in.
 - P. Order equipment and uniforms, only AFTER approval of the Principal. Failure to do so might result in a loss of future funding.
 - Q. Be responsible for public relations and the publicity of the program, and prepare results for all media outlets, regardless of the outcome and then copy to the AD.
 - R. Make an effort to support and/or attend other activities at Logan Schools.
 - S. Make sure all fundraisers, including T-shirts for team/club members, are approved by the Activities Director &/or Principal before starting.
 - T. Make sure all money collected from students for fundraisers is deposited in the activity account for the sport/activity through the athletic department.
 - U. Keep a record of the amount and who and what the money was received from.
 - V. Complete the District Purchase Order Form for any purchase and make sure it is approved by the Principal before the items are ordered.
 - W. Complete a Transportation Release Form for any student-athlete riding home with parents after a school activity.
- **Attend to other duties assigned by the Activities Director and/or Principal.

Duties of the Assistant Coach

- A. Be responsible to the head coach of the sport in which he/she is working.
- B. Will attend all practice sessions and meeting when requested to do so by the head coach.
- C. Will perform duties as assigned by head coach.
- D. Should be involved, along with the head coach, in selection of student-athletes who are to receive letters and/or personal awards of outstanding achievement.
- E. Will, along with the head coach, assume responsibility for the conduct, and supervision of all team members.
- F. Will understand rules and regulations of the activity he/she are involved with.
- G. Assist in maintaining a safe environment.
- H. Will NOT undermine/disagree with the head coach outside the coaching circle.

Approval of Officials

The head coach shall, upon request of the Activities Director, turn in a list of officials they feel are not of the quality necessary for officiating at their level of competition. The Activities Director will send these names to the league commissioner with a request not to assign these officials to do Logan USD 326 events. Head coaches will understand that officials may have to be used, when no others can be found.

Travel Policies

1. The head coach is responsible for the team and all others associated with their programs.
2. **Players on an athletic team shall be expected to leave with the team on out-of-town trips. Exceptions may be granted with approval from the Principal or Superintendent. ONLY under extreme cases will a student be allowed to participate if not arriving by school transportation.**
3. **An athlete may be permitted to ride home with their parent(s) at the coach's discretion.**
4. Under no circumstances shall a coach allow an athlete to ride home with a student spectator or other parent who has driven to the game or match.
5. Only personnel duly authorized by the coach and/or administration should travel on the school transportation. Only students participating in the event may miss school to travel.
6. The coaches are responsible for proper dress and conduct for their teams while on trips and should keep in mind that individuals and teams are representatives of Logan Schools and are subject to all school rules.
7. The coaches shall make it policy to remain with the team at all times while they are in the locker room at other schools. The coach is responsible to check the condition of the locker room before and after use by his/her team and to report to the host school any damage that might have occur during use.
8. Coaches are to request that all injured or non-participating members of their team to sit and observe the game like they are sitting on the bench or sideline.
9. Coaches are held responsible in making sure the suburbans and school buses used for activity trips are clean of general trash at the conclusion of trips. They are to instruct the student participants to pick up in their area before leaving the bus. Coaches are expected to administer punishment on teams that leave these vehicles dirty.

Student Insurance and Injuries

Insurance: It is policy of USD #326 that each student participant should maintain their own insurance to cover an injury while participating in the activity programs offered. However, if the cost of the injury reaches \$10,000, everything over that up to \$25,000, is covered by the KSHSAA Catastrophic Insurance that each member school has access to. This insurance is designed to cover the portion of expenses above \$10,000 and does not cover the average and usual costs incurred by most students while participating in the activity programs.

Injuries: If any injury is sustained while participating in interscholastic activities practice or competition, it should be handled in the following manner:

1. Notify emergency medical personnel immediately.
2. If a student needs immediate attention, **NOTIFY PARENTS BY PHONE ASAP.**
3. If you are unable to contact a parent, notify the student's emergency contact.
4. One coach should remain with the student, at all times, until parent/guardian is present.
5. Student accident reports must be filed with the school office as soon as possible, but not longer than 24 hours after following the injury.
6. Follow-up should be made with the student-athlete and parent within a responsible timeframe.
7. Care should be exercised in rehabilitating an injured student-athlete and caution observed in placing that player back into the activity. **ALWAYS** obtain medical clearance if previously seen by a medical professional, otherwise coaches are the final authority.

Eligibility, Physical Exams, and Parental Permission

KSHSAA Rules and Regulations

- A. Logan High School is a member of the Kansas State High School Activities Association and as such abides by the following set of rules governing eligibility.
 1. They are bona fide high school students **in good standing**, with regular attendance.
 2. Their conduct and standards of sportsmanship are satisfactory and do not bring discredit to themselves or their school.
 3. They are not 19 years of age on or before September 1 of the school year in which they compete.
 4. They have not completed eight semesters of high school attendance (includes total attendance, beginning with the ninth grade). Their last two semesters of possible eligibility must be consecutive.
 5. They have not had eight semesters of competition for more than four seasons in one sport (grades 9-12).
 6. They have passed five subjects of unit weight or the equivalent during their previous semester of attendance. All credits from alternate attendance/learning centers must be completed by 10 calendar days following the last day of the current semester.
 7. They do not engage in outside competition in the same sport during a season in which they are representing Logan High School. Contact the Activities Director if questions arise about outside competitions or teams.
 8. They have passed an adequate medical physical examination, given by a physician and have the written consent of their parents or legal guardian.
 9. They have met the requirements of the Transfer Rule if they are transfers to USD #326. Contact the Athletic Director if you have questions.
 10. They have not competed under a false name or for money or merchandise of intrinsic value, and have observed all other provisions of the Amateur Rule.

Logan High School Rules and Regulations

B. Academic standing is very important and students must be performing in the classroom in order to represent USD #326. This eligibility rule applies to all students in grades six (6) through twelve (12) participating in any extra-curricular activities. This includes any and all extra-curricular activities, including dances, with the only exception being class-related activities that would negatively affect a student's grade. The building administrator will make the final decision regarding eligibility.

1. Teachers will turn in grades weekly on Monday. If a student has a failing grade(s) in subject, he/she will have until the next Monday to raise her/his grade(s). If at that time there is still an "F" in any subject, the student will be ineligible beginning immediately until the following Monday. He/she will remain ineligible until all grades are passing at check time.

NOTE: If a teacher has not entered at least one (1) new grade for the week following a student's ineligibility, the student will again become eligible for that week.

2. Grades will be determined on an accumulative basis each marking period. Eligibility will not be checked until the 3rd Monday of each new marking period. This allows two (2) weeks for grades to be accumulated before beginning weekly checks. Students will be allowed to practice during the time of eligibility.

*[See also **Board Policy, ART XXII, Sec 1-4, Pgs 39-40**]*

- C. It is important that all students realize that involvement in extra-curricular activities is a privilege and not a right. Deliberate misbehavior, destruction of school property, unexcused absences, and such will cause them to lose their good standing in school and, as a result, their eligibility to participate in interscholastic activities.
- D. **Any student-athlete can be suspended from activities, for an indefinite amount of time, for ANY violation of the student-handbook.**

Physical Exams

- E. Every student who participates in athletics, Crimsons, and/or cheerleading, must have on record with the school a KSHSAA physical examination form, which is signed by the doctor and at least one parent/guardian. The actual physical examination must take place on or after May 1st prior to the school year for which it is valid.
- F. NO participation of any kind, practice, conditioning, or competition, shall be allowed until the physical form is complete and on file in the school office.

Parental Approval Form -

A parental/guardian contract shall be on file before a student will be allowed to participate in any activities. This form shall be in addition to the KSHSAA physical form and shall serve the purpose of providing proof that the parents understand the eligibility requirements, the insurance status, and the rules and regulations, to include the substance abuse policy of

Logan High School. This form is to be passed out to the parents and/or student-athletes at the pre-season meeting.

Lettering Requirements

Coaches will post their lettering requirements in their individual contracts.

Pre-Season/Season

PRE-SEASON CHECK LIST

- A. All equipment should be carefully inspected to make certain nothing has happened since the past season. If any extra equipment or supplies are needed to be ordered prior to or during the season, the coach should notify the Athletic Director and work with him/her to see that the need is taken care of. **Approval by the Athletic Director &/or Principal is required before ordering of ANY supplies or equipment. Failure will result in a withholding of future funding.**
- B. A record should be kept of all equipment and uniforms checked out to each student-athlete. All items shall be numbered to assist in the tracking process.
- C. Each head coach should carefully check every student-athlete wishing to participate to make certain they have a physical on file and are eligible to compete.
- D. Each head coach should turn in a list, to the Athletic Director, leave times to events and the number of students going, at least one week prior to the first competition.
- E. Each head coach should turn in roster/program information of his or her team by the end of the first week of practice. This should include the jersey number, grade level, and name as a minimum. This should also include the names of all assistant coaches and managers. Adjustments can be made later.
- F. The head coach is strongly encouraged to hold a pre-season meeting with parents and students. The coach should go over items, such as schedule, practice times and dates, care of equipment, traveling policies, etc. Schedules should be made available.

SEASON CHECK LIST

- A. Any changes to the roster should be brought to the Athletic Director ASAP so that information can be updated for home and away events.
- B. Any equipment needs must be ordered through the Athletic Director &/or Principal.
- C. SUPERVISION – This is extremely important, not only during practice, but before and after also. Participants should know what routine they are suppose to follow as they prepare for practice. Scheduling should be made to minimize time between the end of school and the beginning of practice. Coaches are responsible for making certain that the locker room is as safe, orderly and supervised as the playing field. This not only applies to practice, but also to game days when preparing for an event and after the event. It is the responsibility of the coaching staff to make certain that each athlete in his/her program has left the locker room after practice or a contest and that the doors in the school are secure; especially, if the contest has been away

- from the school and the coaching staff is the last to leave the building. Make certain all the doors are locked.
- D. Each coach should be extremely careful in allowing athletes or managers the use of their keys. Prepare so that you don't forget something needed at practice.
 - E. ALL school rules apply when traveling to and from an athletic event. Transportation policies apply for all events. If an athlete misses the school's transportation to an away activity, that athlete is NOT allowed to compete in that activity, unless the superintendent gives special permission.

Post-Game Procedures

It is the head coach's responsibility to make sure that all equipment is accounted for after every competition. The head coach should notify the Athletic Director &/or Principal of any missing or broken equipment that needs to be replaced.

The head coach should check on injuries that might have occurred during competition as quickly as possible. This includes any injury that might have required the student-athlete to leave with medical personnel or parents/guardians. Make sure that parents/guardians are aware of any injury that might have occurred that did not require medical attention.

Calling/faxing in results is very important to the public and our school image. Cooperation and consistency are especially necessary in this area. If you follow those guidelines when you report, it will enhance public perception of the school district.

TIPS:

Promptness – Call/fax as soon as possible after the event. Don't wait, especially on weekends and when late in the evening because of deadlines.

Vital Information – There are certain things that you should include when sending information out to the public.

You should include when at all possible:

- Final score
- The records of both teams
- First and last names of players
- Important facts (leading scorer, etc.)
- Score by quarters

**Assign the post-event responsibility for calling/faxing results to a specific person. It is the responsibility of the host school to turn in results, but don't rely on them.

TWITTER

USD 326 - Logan

NEWSPAPERS

<u>Name</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
Logan Republican loganrep@ruraltel.net	785-689-4339		785-689-4338
Norton Telegram mstephens@nwkansas.com	785-877-3361	785-877-3732	
The Advocate theadvocate@ruraltel.net	785-543-2349	785-543-2364	
Phillips Co Review pcreview@ruraltel.net	785-543-5242	785-543-5243	
Salina Journal-World	800-827-6363	785-827-6363	
Wichita Eagle	800-825-6397	316-268-6536	
Topeka Capital-Journal	800-777-7171	785-295-1230	
Hays Daily News	800-657-6017	785-628-8371	
Hutchinson News	800-766-5742	620-662-4186	
Nex-Tech			scores@nex-tech.com
Hill City Times (combined) times@ruraltel.net	785-421-5700	785-421-5712	
Stockton Sentinel (combined) stkpaper@ruraltel.net	785-425-6354	785-425-7292	
Plainville Times (combined) pvtimes@ruraltel.net	785-434-4525	785-434-2527	

RADIO

KQMA	785-543-2151	785-543-2152
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TELEVISION

KBSH Channel 7	785-625-5277
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Post Season

Post Season Check List - Meeting with Athletic Director

- A. Lettermen Winner Recipient List – Certificates will be printed by the secretary.
- B. Updated Inventory – Inventories will be put on a computer and a copy will be given to the Athletic Director &/or Principal.
- C. List of Missing Equipment/Uniforms – Athletes will be billed for any missing uniforms or equipment that has not been returned.
- D. Final Season Statistics – Season statistics will be kept on file with the Activities Director. A copy should be prepared for any media.
- E. Equipment needs – A list of equipment needs should be turned in to the Activities Director, in a timely manner. Request will be sent at the appropriate times.
- F. Scorebook – If applicable, scorebooks should be kept on file with the head coach.

- G. Plans for Athletic Recognition – The awards banquet will be held at the end of the year.
These items should be taken care of within two weeks of the end of the season.

GENERAL RULE

ATHLETES SHOULD NOT WEAR UNIFORMS TO SCHOOL, UNLESS ON GAMEDAY AS A SIGN OF TEAM UNITY, THIS INCLUDES PRACTICE UNIFORMS. THE ONLY REASON A UNIFORM CAN BE WORN BY SOMEONE OTHER THAN THE ATHLETE, (PARENTS, GIRLFRIENDS, ETC.) IS FOR A TEAM FUNDRAISER. COACHES WILL KEEP A LIST OF WHO HAS CHECKED OUT UNIFORMS IN CASE THEY ARE NOT RETURNED OR ARE DAMAGED.

SUBSTANCE ABUSE POLICY

Section 1 – Philosophy and Purpose – It is USD #326’s belief that participation in extra-curricular activities is *not* a requirement, it is a privilege. Being a “student in good standing” is a requirement to participate. When a student chooses to participate in an activity, he/she is a member of that team for twenty-four (24) hours a day, seven (7) days a week during the duration of the season. USD #326 also recognizes that the abuse of illegal drugs (including, but not limited to, alcohol, tobacco, prescription and non-prescription drugs, etc.) can pose a significant health risk. Their use can have negative effects not only on the users, but also on their families, team members, and other significant persons in their lives.

It is the purpose of this policy to provide district-wide consistency in the attempt to eliminate the use of controlled substances such as alcohol, illegal drugs, and tobacco products by doing the following:

4. Educate the students on the dangers of using controlled substances such as alcohol, illegal drugs, and tobacco products;
5. Assist students that may be having problems as a result of using controlled substances such as alcohol, illegal drugs, and tobacco products; and
6. Keep the students participating in the activities of the school.

Section 2 – Rule – While a student is participating in an extra-curricular activity, she/he shall not:

4. Consume, possess, buy, sell, or give away a beverage containing alcohol;
5. Use, possess, buy, sell, or give away a tobacco product; or
6. Use or consume, have in possession, buy, sell, or give away any other controlled substance defined by law as a drug.

Interpretations:

4. This rule applies to all activities sponsored by the Kansas State High School Activities Association (KSHSAA), interscholastic activities, including KSHSAA-sponsored tournaments and non-athletic activities season that occurs prior to the start of the school year or after the close

of the school year. Fall “buffer week” is part of the basketball season, and spring “buffer week” is part of the track season.

5. Penalties for violations of the USD #326 school policy shall be reported to the principal and activities director, and investigated.

It is the responsibility of each coach/sponsor to communicate this policy to his/her players/participants and their parents/guardians, along with additional rules pertaining to the activity supervised.

Section 3 – Violations, Reporting of – Violations may be reported in the following ways:

4. Self-admission by the student following the incident;
5. Witnessed by a member of the school faculty, staff, administration, other student, or patron. The report will be investigated and if confirmed, the student will receive the appropriate penalty. A ticket or citation, or any other notification by a law enforcement officer will also come under this category; and/or
6. Violations reported in a manner other than those listed above will be handled on an individual basis.

Section 4 – Penalties and Procedures – Violations will be handled as follows:

3. *First Violation:*

Penalty: After confirmation of the first violation, the student shall lose eligibility for the next two (2) consecutive days of competition/activities in which the student is a participant. No exception is permitted for a student who becomes a participant in a treatment program. Penalties will be assessed for each activity in which the student is involved at the time.

Procedure:

- D. A conference with the student, parent/guardian, coach, school administration, and others deemed necessary will be held. The student will be counseled on the consequences of subsequent violations;
- E. The student will correctly complete educational materials assigned by the school administration;
- F. In a timely manner, the student shall show evidence in writing that he/she has sought, or has received, counseling from a community agency or a professional individual such as a drug counselor, medical doctor, psychiatrist, or psychologist. This will be done at parent/guardian expense.

Exception: If self-admission was initially made by the student, she/he will be eligible when items “A” through “C” are completed. Suspension will be limited to only one (1) day of competition.

4. *Second Violation:*

Penalty: After confirmation of the second violation of this policy during a twelve (12) month period or during the school year, the student will be

suspended from all remaining non-graded activities for the remainder of the school year.

Procedure: The school will refer the student for assessment of potential chemical abuse, misuse, or dependency, to a community agency or a professional individual outside the school.

Clarifications:

- D. After the violation has been confirmed by an administrator, periods of ineligibility will begin with the first contest of the season in which the student participates.
- E. Periods of ineligibility will not prohibit the student from participating in practices for an activity.
- F. A contest will be considered the day on which interscholastic competition is held. It is considered as a day of competition in which the student would normally compete.

The superintendent or principal shall have the authority to exclude pupils from participating in or representing the school in any activity or athletic contest for reasons of unsatisfactory conduct, attitude, scholastic achievement, or personal appearance.

Questions about the intent of any section of this policy should be directed to the superintendent/pre-K-12 principal. The student must acknowledge that she/he has read them and understands them in their entirety.

(See also **TOBACCO USE**, Pg. 5) (Adopted: 1999-2000, Revised: 7-11-11, 5-13-2013)

ALL ATHLETICS AND ACTIVITIES ARE INCLUDED IN THIS POLICY

In understanding that participation in or attending extra-curricular activities is a privilege and not a right, we expect our student-athletes to abide by higher standards, due to their high visibility in our school and community. Student-Athletes represent Logan Schools outside the realm of our school. In addition, athletic participation requires athletes to be physically and emotionally fit. The only way to accomplish this is to remain drug free.

I have read and understand the USD #326 Logan Substance Abuse Policy and agree to abide by it while I am involved in Logan School athletics and activities or attending any Logan events. I understand that failure to abide by the said policies will result in the appropriate and outlined penalties covered within this policy. I also understand that individual coaches may present additional guidelines for participating their programs.

STUDENT SIGNATURE

DATE

PRINTED NAME

I have read and understand the USD #326 Logan Substance Abuse Policy. I also understand that while participating in athletics, injuries may occur. Injuries can range from a minor sprain to head and spinal injuries that may cause death. I understand that I am responsible for any medical bills that may occur. I do understand that the Logan Junior and Senior High Schools and the Kansas State High School Activities Association have secondary insurance coverage available. My signature allows my student to participate in athletics/activities at Logan Junior or Senior High School for the school year 2015-2016.

PARENT(S)/GUARDIAN(S) SIGNATURE

DATE

****The form must be signed and returned to the High School Office prior to the student participating in practices, competition, events, dances, and/or field trips.**

North Central Kansas Special Education Cooperative

Special Education Child Find

This school district and the North Central Kansas Special Education Cooperative (NCKSEC) work together to identify every student, age birth through 21, living within the district boundaries, that has developmental delays or may be in need of special education. If you have a child or know of a child who you think has development delays or special needs, contact the administrator in your district or Debra Reha, Director for the NCKSEC at 205 F St. Suite 235; PO Box 369; Phillipsburg, KS 67661 (785-543-2149).

Areas of special education include: birth through age two (infant-toddler), early childhood - disability, developmentally delayed, visual impairments including blindness, hearing impairments including deafness, deaf-blindness, autism, traumatic brain injury, emotional disturbance, specific learning disabilities, mental retardation, multiple disabilities, orthopedic impairments, other health impairments, speech or language impairments, and gifted.

Parents are advised that all special education services are designed to offer the utmost in educational opportunities for each qualifying student, as well as to provide assistance and support in the areas of physical, mental, emotional, and social growth. State and federal laws are followed in providing each student with a free appropriate public education in the least restrictive environment. If you have a child or know of a child who may need special education services please notify the school district or the NCKSEC.

Notification of Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

(1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

Parents or eligible students should submit to the School principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate.

Parents or eligible students may ask the School to amend a record that they believe is inaccurate. They should write the School principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it is inaccurate. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

(3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the *School District* to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are: Family Policy Compliance Office; U.S. Department of Education; 400 Maryland Avenue, SW; Washington, DC 20202-590

Disclosure of Directory Information under FERPA

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. If you do not want your student's directory information released, please notify your local school district office of your desire to "opt out".

R 7/14

PRE-SCHOOL AND ELEMENTARY "PINK PAGES"

TEXTBOOK RENTAL

USD #326 will continue to maintain a textbook rental program. The textbook rental cost will be based upon the actual cost of workbooks plus 1/5 of the hardback book cost.

The following textbook rental fees will be assessed:

Pre-School:	\$250.00
Kindergarten through Grade Six (6):	\$40.00

ACTIVITY TICKET: K-5

Students in Kindergarten (K) through Grade Five (5) may purchase activity tickets for fifteen dollars (\$15.00). These tickets allow admittance to all home junior and senior high athletic events. This is for regular season contests only.

Students in grades Kindergarten (K) through grade five (5) must be accompanied by a parent/guardian.

(Adopted: 7-14-95/ Revised; 7/14/14)

GRADING PLAN

In order to establish uniformity in the state, the following marking is designated as the official grading system:

- A - Exceeding instructor's requirements
- B - Definitely above average
- C - Average
- D - Definitely below average
- F - Definitely unsatisfactory
- E - Work satisfactory for level of ability
- I - Incomplete
- WD - Withdrawn

Kindergarten and grades one (1) and two (2) are to use skills mastery reports developed for each grade.

*[IMPORTANT NOTE: 6th Grade students involved in junior high activities will generally be subject to the rules that apply to the junior high and high school students. (See **ACTIVITIES PARTICIPATION**, Pg. 15, **ATTENDANCE**, Pgs. 13-15, and **DRUGS and ALCOHOL, STUDENT ACTIVITIES**, Pgs. 20-22)]*

REPORT CARDS

Elementary report cards will be issued at parent/teacher conferences after the 1st and 3rd marking periods. After the 2nd marking period, they will be issued to the student on the 3rd school day following the close of the marking period. They will be returned within one (1) week in order to avoid losses. The signature of the parent/guardian indicates that he/she has examined the card, but does not necessarily indicate approval of the grade received. The 4th marking period report cards will be mailed on the Wednesday following the close of school and they need not be returned.

DOWN SLIPS

Elementary school teachers will be required to send out “down slips” (indicating a “D” or “F” grade) at the end of each 5th week of each marking period, or whenever needed.

REQUIREMENTS SPECIFIC TO THE PRE-SCHOOL

A student may enter the USD #326 pre-school upon attaining the age of three (3) years until January 1 of the current school year. Students will be admitted after that date only with permission of the pre-school director and the principal.

A student must be toilet trained when beginning pre-school unless a medical condition is present or in case of a disability. (Adopted: 5-13-2013)

JUNIOR & SENIOR HIGH SCHOOL "GREEN PAGES"

TEXTBOOK RENTAL

A fee of \$40.00 per student in grades seven (7) through twelve (12) will be assessed for the rental of textbooks. All workbooks will be purchased at a later date from the office. If a textbook becomes lost, we will rent an additional book to the individual until he has found his lost book or has paid for the book that was lost.

Extra fees include:

Percussion rental:	\$30.00	Photography:	\$10.00
Horn rental:	\$40.00	Wood Shop:	\$15.00
Welding:	\$15.00	Family & Consumer	
Art:	\$10.00	Science:	\$ 5.00
Driver Education:	\$110.00*		

*Students of legal age who wish to take part in the district's summer driver education program will be assessed a fee of \$110.00.

ACTIVITY TICKETS: 6-12

All students in grades six (6) through twelve (12) shall purchase activity tickets; the price shall be ten dollars (\$10.00). These tickets allow admittance to all home junior and senior high school regular season athletic events.

ACTIVITY PASSES, COMPLIMENTARY

Individuals who are sixty-five (65) years of age and older will be issued complimentary passes to all school functions. Requests for passes may be made to any school administrator. (Adopted: 2-1-73)

GRADING PLAN

In order to establish uniformity in the state, the following marking is designated as the official state system:

- A – Exceeding instructor's requirements
- B – Definitely above average
- C – Below average
- D – Definitely below average
- F – Definitely unsatisfactory
- I – Incomplete
- WD – Withdrawn

REPORT CARDS

Grade cards will be distributed at parent teacher conferences after the 1st and 3rd marking periods. After the 2nd and 4th marking periods, grade cards will be mailed to the parent/guardian and need not be returned. These will be mailed on the 3rd school day following the close of the marking period.

PROGRESS REPORTS

Junior and senior high school teachers will sent out “progress reports” at the end of each five (5)-week reporting period to parents not having access to the Internet.

ADMISSION REQUIREMENTS

Students are admitted to the Logan High School upon presentation of a diploma or evidence showing that they have completed grade eight (8). Students having completed work in other accredited high schools will be given such advance standing as their credits warrant.

USD #326 will not accept any student over the age of twenty-one (21) years of age for enrollment without the permission of the board.

CLASSIFICATION OF STUDENTS

Students will be classified at the opening of the school year. The only time a student will be reclassified will be when she/he cannot possibly graduate during a normal four (4)-year high school period. The classification will hold for all class activities.

GRADUATION REQUIREMENTS

A student shall be eligible for graduation from grade twelve (12) upon completion of ten (10) units of elective courses and any additional requirements that may be imposed by the board of education, for a total of twenty-six (26) credits.

**Requirements for all four (4)-year courses:*

1. Four (4) units of English language arts, which shall include English I, II, & III plus either English IV or Speech;
2. Three (3) units of social studies, which shall include one (1) unit of American History and one (1) unit of American Government;
3. Three (3) units of science, including one (1) unit as a laboratory course;
4. Three (3) units of mathematics;
5. One (1) unit of health & physical education;
6. One (1) unit of computer technology;

7. One (1) unit of fine arts; and
 8. Ten (10) units of elective courses.
- (Adopted: 6-26-96)

DUAL-CREDIT CLASSES

Logan High School will offer dual-credit classes for juniors and seniors. Credit will be given toward completion of high school credit and accepted by Colby Community College. No student is obligated to take any class for college credit.

ACTIVITIES MEAL ALLOWANCES

Students who are away from Logan at meal time on a scheduled or approved trip, representing USD #326, will be entitled to a meal allowance not to exceed \$5.00 for breakfast, \$5.50 for lunch, and \$6.00 for supper. Regularly scheduled ball games or league events are excluded. *Example:* Such things as shop and computer class participation at Hays, but disallows class trips or field trips, as the students would not be representing the school. (Adopted: 7-12-99)

ACTIVITY FUNDS

The various activity money amounts for all attendance centers will be held by the secretary of the high school. All withdrawals and deposits will be through the same. All withdrawals will be made with accompanying vouchers. The secretary will be bonded for a minimum of ten thousand dollars (\$10,000). The secretary will be responsible to the superintendent and the board. The checks will bear the signature of the secretary and/or a principal, and/or the superintendent.

GATE RECEIPTS

Gate receipts for athletic activities shall be the responsibility of the building principal involved in the activity. The admission price for home high school football, volleyball, and basketball games will be four dollars (\$5.00) for adults and three dollars (\$3.00) for students. Admission price for junior high games will be two dollars (\$2.00) for adults and one dollar (\$1.00) for students.

KANSAS STATE HIGH SCHOOL ACTIVITIES ASSOCIATION (KSHSAA) ELIGIBILITY

Scholastic eligibility to participate in KSHSAA sponsored activities is based on the policy as prescribed by the KSHSAA for both high school and junior high school students. The KSHSAA requires students to be in good standing with their school. Failure to meet eligibility requirements makes a student ineligible to participate in interscholastic competition the following semester. The principal shall have the final decision in eligibility cases. (See also **Board Policy**, ART XXIX, Sec 2, Page 47)

Before a student athlete is permitted to report for practice in a sport, she/he must have a physical examination or health review documented by a completed, current physical examination form furnished by the school. The form requires the signatures of the physician or licensed medical practitioner, student, and parent/guardian.

ATHLETIC/ACTIVITY ELIGIBILITY, 6-12

Academic standing is very important and students must be performing in the classroom in order to represent USD #326. This eligibility rule applies to all students in grades six (6) through twelve (12) participating in any extra-curricular activities. This includes any and all extra-curricular activities, including dances, with the only exception being class-related activities that would negatively affect a student's grade. The building administrator will make the final decision regarding eligibility.

Teachers will turn in grades weekly on Monday. If a student has a failing grade(s) in subject, he/she will have until the next Monday to raise her/his grade(s). If at that time there is still an "F" in any subject, the student will be ineligible beginning immediately until the following Monday. He/she will remain ineligible until all grades are passing at check time.

NOTE: If a teacher has not entered at least one (1) new grade for the week following a student's ineligibility, the student will again become eligible for that week.

Grades will be determined on an accumulative basis each marking period. Eligibility will not be checked until the 3rd Monday of each new marking period. This allows two (2) weeks for grades to be accumulated before beginning weekly checks.

Students will be allowed to practice during the time of eligibility. Ineligible students will not be allowed to travel to away contests but will be required to attend home games with their team. Ineligible athletes will not be allowed to attend home or away activities with their team. In addition, ineligible students will not be allowed to attend home or away activities (for example, but not limited to team attendance at college games, team lock-in's, team motivational activities) with their school organization during or after school hours.

*[See also **Board Policy**, ART XXII, Sec 1-4, Pgs 37-39]*

DUAL PARTICIPATION IN SPORTS

Each student shall be limited to participating in one (1) sport per season.
(Adopted: 3-30-94)

ATHLETIC PRACTICE

Athletics are an important part of school in USD #326. We realize that practice makes perfect and one must practice to excel at anything. We also are aware that there are things besides athletics – example: family life.

With this in mind, we encourage all boys and girls to participate in athletics. We communicate to the coaches, that on school days, all practice is to be over and everyone off the field or court in time to be out of the building by 6:15 PM. Wednesday nights, the building will be cleared by 6:00 PM. This will allow families to eat supper together, including the coaches. There will be no athletic practices on Sundays.

BAND UNIFORMS

Students will be charged for damage to, or for missing parts from, band uniforms.

NEW YORK/WASHINGTON D.C. TRIP

Every other year USD #326 sponsors a trip to New York and Washington D.C. for juniors and seniors who meet the eligibility requirements. Details and copies of the district policy are available at the high school principal's office.

CLASS CHANGES

Changes may be made in student enrollment during the first two (2) days of the semester. Students will be permitted to change classes each marking period (involves quarterly courses and semester courses). Changes will be made through the office prior to the end of each marking period. Written permission must be obtained from the office for change of courses. No student may attend a class unless he/she is a regular enrollee in that class.

CHEERLEADING UNIFORMS

USD #326 will provide two (2) two (2)-piece uniform for each participant. Each female participant will be limited to one (1) skirt/sweater uniform and one (1) slack/sweater uniform, and two (2) pair of shoes. All female cheerleaders will wear tights. Replacements will be made every two (2) years or on an "as needed" basis.

Male yell leaders will be provided one (1) slacks/shirt (or sweater) uniform, one (1) shorts/shirt (or sweater), and two (2) pair of shoes.

CONCESSIONS

It is the responsibility of each building principal involved to see that the concessions are properly prepared for, managed, and maintained. A complete running inventory will be kept with a distribution of profits at the end of each season—football, basketball, and track. Profits will be distributed based on the class or organization operating the concessions. (Adopted: 8-8-83)

No student or parent will be requested to pay for concession supplies nor requested to furnish supplies for concessions. Concession supplies will be

purchased in wholesale quantities as much as possible. Concession prices will be established by the school administration. The sponsorship of concession activities will be determined by the administration.

FRESHMAN INITIATION

Due to the difficulty of proper supervision, the school will not approve or sponsor any initiation of Freshman class members.

GUIDANCE SERVICES

Most students are acquainted with the type of service the guidance counselor gives to the school community. At the senior high level, the counselor is always available to serve the students' needs. Quite often, at high school age, students may experience the need for an adult with whom they can share, in confidence, a problem of a personal or social nature. The counselor may meet this need. In summary, the purpose of the guidance department is three-fold: to disseminate information regarding vocational and educational opportunities, to provide information on career options in which students can experience success, and to assist students with their social and personal problems.

KANSAS ASSOCIATION for YOUTH CLUB (KAY)

The KAY Club is an open door for all students to belong to a positive group which has a broad base of interests. No special physical, aesthetic, or even leadership talents are required to belong. The KAY Club is creatively designed to identify and develop individual talents, whatever they may be. The KAY Pledge and Privileges help guide young people in the right way and encourage leadership. By putting into practice the high ideals upon which our country was founded, students learn to become caring, responsible leaders.

By establishing the KAY Clubs, the KSHSAA provided the opportunity for all students to participate in a rewarding leadership activity. Its scope encompasses home, school, community, nation, and the world, and fulfills the following six (6) objectives: religion, personality, leadership, service, appreciation, and recreation.

LIBRARY

The library is organized and maintained to provide a large collection of books, magazines, pamphlets, and reference books that will be helpful in the preparation of class assignments. It will furnish the student with recreational reading material for leisure moments and will give him/her a quiet place where studying or reading may be accomplished.

Library Regulations:

1. *Book Loans* – All books in the general area of the high school library may be checked out for two (2) weeks with the privilege of one (1) renewal.

2. *Fines* – Five (5) cents per school day for two (2)-week-overdue books; ten (10) cents an hour for overdue reserve or reference books; and twenty-five (25) cents if students have reference books from the library without checking them out.
3. *New Books* – New books will be placed in an area where students will have the opportunity to browse through them and know they are in the library.

LOCKERS

Lockers and locks will be provided to students at the time they enroll. A lock rental fee of \$5.00 per lock will be assessed at enrollment and refunded when the lock is returned at the end of the school year. Students will be expected to keep their lockers locked at all times. Because they are the property of USD #326, lockers may be searched by school personnel if there is reasonable cause to do so. Students will be held responsible for the contents found in their lockers.

MONEY-MAKING PROJECTS

All classes desiring to participate in money-making projects will submit, in writing, the project in which they wish to participate, telling how, when, and where the project will be carried out and for what purpose the money will be raised. All class or organizational projects must have the written approval of the sponsor before presenting it to the Student Council and the principal.

ORGANIZATION FINANCES

It shall be the responsibility of the class or organization sponsor and treasurer to collect and record all money due the class or organization. Collection of money shall be done and turned in to the high school activity fund accountant within forty-eight (48) hours from the time when the money was due. All expenditures will be made from an activity fund purchase order that must be signed by the sponsor and the treasurer before a check will be issued. Funds must be available before expenditures can be made. A report by the activity fund accountant will be given to the sponsor and treasurer at the end of each month.

LEAVING THE BUILDING/PASSES

If for any reason it is necessary for a student to leave school during the day, she/he must first go to the principal's office to get a pass to leave the school premises. If any absence is known in advance, the pupil should bring a note from his/her parent/guardian, or have his parent/guardian call the office so as to secure permission for the absence. Students leaving the building without checking with the office will be given an unexcused absence and face a possible in-school suspension for this violation.

Any student leaving the building or school premises at any time during the day without notifying school authorities will be given an unexcused absence and face possible suspension.

SCHOOL ORGANIZATIONS

All plans, meetings, and activities of any organization or class within the school must be approved by the sponsor of that organization. All meetings of all groups must be cleared through the sponsor, then the office, and posted on the activities calendar well in advance of their happening. Organization activities outside of school must be approved through the student council and the building principal.

All meetings must terminate at the dismissal bell.

No business may be transacted or decisions made unless the class or organization sponsor is present. The final approval rests with the building principal.

MONEY, CLASS, and ORGANIZATION

It shall be the responsibility of the class or organization sponsor and treasurer to collect and record all money due the class or organization. Collections of money are due and shall be completed and turned in to the high school activity fund accountant within forty-eight (48) hours. All expenditures will be made from an activity fund purchase order that must be signed by the sponsor and treasurer before a check will be issued. Funds must be available before expenditures can be made. A report will be given by the activity fund accountant to the sponsor and treasurer at the end of each month. (Adopted: 8-8-83, Revised: 5-13-2013)

SOCIAL ACTIVITIES and SCHOOL DANCES

Attendance at all school social activities shall be limited to bona fide students of USD #326 and approved adult sponsors or supervisors. This includes all school parties and dances, excluding formal activities for the high school. Outside guests will be permitted at formal high school activities upon approval through the office of the principal. Guests must be currently enrolled in a high school and will be subject to completion of a permission form. Teachers and sponsors, or parties in grades one (1) through five (5) will not permit dancing, except square dancing as taught in the music department.

*(See also **Board Policy**, ART XXII, Sec 1-4, Pgs 37-39, and ART XXIX, Sec 2, Page 47 for additional eligibility information regarding activities.)*

STUDENT COUNCIL

The purpose of the Student Council is to create better understanding and cooperation between students and faculty, to further good sportsmanship, and to promote the general welfare of the school. The Student Council consists of: eight (8) members elected as representatives from the various classes, two (2) members

who are elected “at large” from the student body, and the presidents of the KAY Club, Pep Club, and yearbook editor.

STUDENT INSURANCE

A special student activities insurance policy has been secured for junior and senior high school students. This coverage is valid only while participating in KSHSAA sponsored activities and will make payment only after any other existing insurance has been used or denied.

AUTOMOBILES

USD #326 prohibits students from driving their cars during the school day unless permission is granted by the principal.

STUDENT CELL PHONE/MOBILE DEVICE POLICY

Students may use personal electronic devices on school grounds before and after school. Their use is limited in the classroom from 8:00 a.m. to 3:45 p.m. with the exceptions listed below. Any student using a device during class time on school grounds without permission will have the device confiscated until the end of the day. A discipline referral will be completed, and parents will be notified. The parent must pick up the device at the Principal’s office at the conclusion of the school day. This includes other electronic mobile devices including but not limited to: cell phone, iPod, iPad, kindle, or tablet.

Rules during the school day:

1. All electronic devices may be left in lockers or book bags, but must be turned to silent or turned off.
2. Students who have their electronic devices on their person will place the device on their desk or teacher designated area to be seen by the teacher at all times for the entire class period. The device must be turned to silent or turned off.
3. If the student leaves the room for any reason, the device will remain on the desk or teacher designated area.
4. If the students’ device is left in a pocket or on their person, this is a violation of the policy.

Exceptions to rules:

1. Students ask permission to use their electronic device for EDUCATIONAL USE EACH time they wish to use it. Usage will be granted on a day-to-day basis at the teacher’s discretion and under the teacher’s supervision.
2. Students in Grades 7-12 may use these devices during lunch.

First offense: the device will be confiscated, and the parent/guardian must retrieve device from the Principal.

Second offense: the device will be confiscated, the parent/guardian must retrieve the device, and the student will serve one detention.

Third offense: the device will be confiscated, the parent/guardian must retrieve device, and the student will serve three detentions.

Fourth offense: the device will be confiscated, the parent/guardian must retrieve device, and the student will serve one day ISS.

Punishments must be served prior to the item being returned to the parent/guardian.

Parents and/or other persons needing to contact a student in the event of an emergency should call any of the school offices (High School: 785-689-7574; Elementary: 785-689-4631; District 785-689-7595). Answering machines will be available.

If adults/staff choose to use their personal devices during school hours, this usage needs to be for educational and/or work-related purposes only.

COMMENCEMENT SPEAKER

Speakers for grade school and high school Commencements will be approved by the administration and the board. Expenses for Commencement will be paid by the school district.

COMMENCEMENT LOCATION

All Commencement exercises will be held in the school auditorium unless otherwise determined by the board. (Adopted: 9-14-87)

BULLYING

The USD #326 board prohibits bullying in any form on school property, in a school vehicle, or at a school-sponsored activity or event.

The administration shall propose, and the board shall review and approve, a plan to address bullying on school property, in a school vehicle, or at a school-sponsored activity or event.

The plan shall include provisions for the training and education of staff and students. The plan shall be submitted to the board for its approval. When the plan is approved, the superintendent shall assure that the plan is implemented.

Students who have bullied others in violation of this policy may be subject to disciplinary action, up to and including suspension and expulsion. If appropriate, students who violate the bullying prohibition shall be reported to local law enforcement.

As used in this policy, the following definitions apply:

1. *Bullying* means:
 - A. Any intentional gesture or any intentional written, verbal, or physical act or threat that is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for a student or staff member that a reasonable person, under the circumstances, knows, or should know, will have the effect of:
 - I. Harming a student or staff member, whether physically or mentally;
 - II. Damaging a student's or staff member's property;
 - III. Placing a student or staff member in a reasonable fear of harm to the student or staff member; or
 - IV. Placing a student or staff member in a reasonable fear of damage to the student's or staff member's property.
 - B. Cyberbullying; or
 - C. Any other form of intimidation or harassment prohibited by any policy of USD #326.
2. *Cyberbullying* means bullying by use of any electronic communication device through means including, but not limited to, 3-mail, instant messaging, text messages,, blogs, mobile phones, pagers, online games, and websites
3. *School vehicle* means any school bus, school van, other school vehicle and private vehicle used to transport students or staff members to and from school or any school-sponsored activity or event. (Adopted: 9-10-2007; Revised: 7-14-08, 5-13-13)

Logan Jr. High School Athletic Schedule 2015-2016

Volleyball/Football:

September 3	JH VB/FB	Paradise	Damar	4:00/6:00
September 10	JH FB/VB	Northern Valley	Long Island	4:00/6:00
September 17	JH VB/FB	Golden Plains/Healy	Damar	4:00/5:30
September 24	JH VB/FB	Hill City	Logan	4:00/6:00
October 1	JH VB/FB	Grinnell/Wheatland	Grinnell	5:00/5:30
October 8	JH VB/FB	Triplains/Brewster	Brewster	4:00/5:30
October 19	JH VB/FB	Cheylin & W.Plains	Bird City	4:00/5:30
October 22	WKLL JH VB	Tourney	Grinnell/Wheatland	10:00

Basketball:

November 6	Hill City	Hill City	4:00
November 9	Paradise Tourney	Natoma	3:00
November 12	Paradise Tourney	Natoma	3:00
November 19	Golden Plains	Rexford	4:00
November 23	Thunder Ridge	Logan	4:00
December 3	Northern Valley	Almena	4:00
December 10	Paradise	Paradise	4:00
December 17	Cheylin	Logan	4:00
January 7	Western Plains	Bazine	4:00
January 14	NV (Boys Only)	Damar	4:00
January 21	Grinnell/Wheatland	Logan	4:00
January 28	Damar (Girls Only)	Logan	4:00
February 11	WKLL Tourney	Brewster	TBA
February 13	WKLL Tourney	Brewster	TBA

Track:

April 7	Norton Invite	Norton	9:30
April 14	Husky Invite	Logan	10:00
April 25	Hill City Invite	Hill City	11:00
April 28	Stockton Invite	Stockton	1:00
May 5	Logan Invite	Logan	10:00
May 13	WKLL Meet	Logan	10:00

LOGAN HIGH SCHOOL ATHLETIC SCHEDULES 2015-2016

Volleyball:

September 1	Triplains/Golden Plains	Logan	4:00
September 8	Wheatland/Grinnell/Palco	Palco	4:00
September 12	Sylvan Invite	Sylvan Grove	8:00
September 15	Weskan/Cheylin/Triplains /Brewster		3:00
September 26	Osborne Invitational	Osborne	8:00
September 29	Western Plains/Palco	Logan	4:00
October 5	Russell/Heartland Christian	Russell	4:00
October 10	Cougar Invitational	Mankato	9:00
October 13	Stockton/Northern Valley	Stockton	4:00
October 15	League Tourney	Grainfield/Grinnell	TBA
October 17	League Tourney	Brewster	TBA
October 20	Osborne/Hill City	Logan	4:30
October 24	Sub-State Volleyball	TBA	TBA
Oct. 30 - 31	State Volleyball	Hays	TBA

Football:

September 1	Golden Plains	Logan	7:00
September 11	Cheylin	Logan	7:00
September 18	Stockton	Palco	7:00
September 25	Northern Valley	Almena	7:00
October 2	Oberlin/Decatur	Oberlin	7:00
October 9	Quinter	Palco	7:00
October 16	Atwood/Rawlins	Atwood	7:00
October 23	Hill City	Logan	7:00
October 29	St. Francis	St. Francis	7:00
November 3	Bi-District	TBA	TBA
November 7	Regionals	TBA	TBA
November 13	Sub-State	TBA	TBA
November 21	State	TBA	TBA

Basketball:

December 4	Triplains/Brewster	Winona	4:00
December 7-12	Sagebrush Shootout	Brewster	TBA
December 18	Palco	Logan	4:00
December 21	Oberlin/Decatur	Oberlin	4:00
January 5	Stockton	Logan	4:00
January 8	Northern Valley	Almena	4:00
January 12	Golden Plains	Rexford	4:00

LOGAN HIGH SCHOOL ATHLETIC SCHEDULES 2014-2015

(Basketball continued:)

January 15	Wheatland/Grinnell	Logan	4:00
January 22	Healy	Logan	4:00
January 26	Plainville	Plainville	4:00
January 29	Weskan	Logan	4:00
February 1-6	League Tourney	Wheatland/Grinnell & Colby	TBA
February 9	Smith Center	Smith Center	4:00
February 12	Cheylin	McDonald	4:00
February 19	Western Plains	Logan	4:00
February 23	Lakeside	Downs	4:00
Feb 29 – Mar 5	Sub-State	TBA	TBA
March 9-12	State	TBA	TBA

Track:

April 8	Norton Invite	Norton	3:30
April 12	Triplains Invite	Colby	10:00
April 15	Hill City Invite	Hill City	3:30
April 22	Kaser Relays	Osborne	3:00
April 25	Hill City JV Invite	Hill City	4:00
April 29	Beloit Relays	Beloit	10:00
May 3	Logan Invite	Logan	3:00
May 6	Colby Invite	Colby	3:00
May 13	League Track	Logan	3:00
May 20	Regional Track	TBA	TBA
May 27-28	State Track	Wichita	TBA

THE SPORTSMAN'S CREED

THE PLAYER....

1. lives clean and plays hard for the love of the game;
2. wins without boasting, loses without excuses, and never quits;
3. respects officials and accepts their decisions without questions; and
4. never forgets that he/she represents the school.

THE COACH....

1. inspires in his/her players a love for the game and the desire to win;
2. teaches them that it is better to lose fairly than to win unfairly;
3. leads players and spectators to respect officials by setting for them a good example; and
4. is the type of person she/he wants his/her players to be.

THE OFFICIAL....

1. knows the rules;
2. is fair and firm in all decisions, calls them as he/she sees them;
3. treats players and coaches courteously and demands the same treatment for himself; and
4. knows the game is for the players and lets them have the spotlight.

THE SPECTATOR....

1. never boos a player or official;
2. appreciates a good play, no matter who makes it;
3. knows the school gets the blame or the praise for his/her conduct; and
4. recognizes the need for more sportsmen and fewer "sports."

2015-2016 USD 326 SCHOOL CALENDAR

Logan, KS 67646

Date	Event/Opponent	Place	Time
August - 2015			
Aug. 13	Enrollment		8:00 a.m.
Aug. 17	First Day of HS VB/FB Practice		
Aug. 24	Teacher Inservice		
Aug. 25	Teacher Inservice		
Aug. 26	Teacher Work Day		
Aug. 27	First Day of School		
September			
Sept. 1	HS VB (Logan, Triplains/Brewster/G. Plains)	Logan	4:00 p.m.
Sept 3	JH VB/FB vs. Paradise	Damar/Palco	4:00/6:00 p.m.
Sept. 4	HS FB vs. Golden Plains	Logan	7:00 p.m.
Sept. 7	No School – Labor Day		
Sept. 8	HS VB (Logan, Palco, Wheatland/Grinnell)	Palco	4:00 p.m.
Sept. 10	JH VB/FB vs. Northern Valley	Long Island	4:00/6:00 p.m.
Sept. 11	HS FB vs. Cheylin	Logan	7:00 p.m.
Sept. 12	HS VB Tourney	Sylvan Grove	8:00 a.m.
Sept. 15	HS VB (Logan, Weskan, Brewster, Cheylin, Triplains)	Brewster	3:00 p.m.
Sept. 17	JH VB/FB vs. Golden Plains & Healy	Damar	4:00/5:30 p.m.
Sept. 18	HS FB vs. Stockton	Palco	7:00 p.m.
Sept. 24	JH VB/FB vs. Hill City	Logan	4:00/6:00 p.m.
Sept. 25	HS FB vs. Northern Valley	Almena	7:00 p.m.
Sept. 26	HS VB Round Robin	Osborne	8:00 a.m.
Sept. 29	HS VB vs. Western Plains & Palco	Logan	4:00 p.m.
October			
Oct. 1	JH VB/FB vs. Grinnell/Wheatland	Logan	4:00/5:30 p.m.
Oct. 2	HS FB vs. Oberlin	Oberlin	7:00 p.m.
Oct. 5	No School – Teacher Inservice		
	HS VB vs. Russell & Norton	Russell	4:00 p.m.
Oct. 8	JH VB/FB vs. TriPlains/Brewster, Heartland	Brewster	4:00/5:30 p.m.
Oct. 9	HS FB vs. Quinter	Palco	7:00 p.m.
Oct. 10	HS VB Tourney	Mankato	9:00 a.m.
Oct. 13	HS VB - (Logan, Stockton, Northern Valley)	Stockton	5:00 p.m.
Oct. 15	HS League VB Tourney	Grainfield/Grinnell	TBA
Oct. 16	HS FB vs. Atwood	Atwood	7:00 p.m.
Oct. 17	HS League VB Tourney	Brewster	TBA
Oct. 19	JH VB/FB vs. Cheylin & Western Plains	Bird City	4:00/5:30 p.m.
Oct. 20	HS VB (Logan, Osborne, Hill City)	Logan	4:30 p.m.
Oct. 22	WKLL JH VB Tourney	Grinnell/Grainfield	10:00 a.m.
Oct. 23	HS FB vs. Hill City	Logan	7:00 p.m.

Date	Event/Opponent	Place	Time
Oct. 23	End of the First Nine Weeks		
Oct. 24	HS VB Sub-State	TBA	TBA
Oct. 26	Parent/Teacher Conferences		4:30 p.m – 8:00 p.m.
Oct. 27	Parent/Teacher Conferences		4:30 p.m – 8:00 p.m.
Oct. 29	HS FB vs. St. Francis	St. Francis	7:00 p.m.
Oct. 30	No School		
	State VB	Hays	TBA
Oct. 31	State VB	Hays	TBA
November			
Nov. 3	Bi-District FB	TBA	TBA
Nov. 5	JH/HS Vocal Clinic	Rexford	12:00 p.m.
	JH/HS Vocal Clinic Concert	Rexford	6:00 p.m.
Nov. 6	JH BB vs. Hill City	Hill City	4:00 p.m.
Nov. 7	HS FB Regionals	TBA	TBA
Nov. 9	JH BB Tourney	Natoma	3:00 p.m.
Nov. 12	JH BB Tourney	Natoma	3:00 p.m.
Nov. 13	HS FB Sub-State	TBA	TBA
Nov. 19	JH BB vs. Golden Plains	Rexford	4:00 p.m.
Nov. 21	HS FB State	Newton	TBA
Nov. 23	JH BB vs. Thunder Ridge	Logan	4:00 p.m.
Nov. 25 - 27	No School - Thanksgiving Break		
December			
Dec. 3	JH BB vs. Northern Valley	Almena	4:00 p.m.
Nov. 4	HS BB vs. Triplains/Brewster	Winona	4:00 p.m.
Dec. 7	HS BB Sagebrush Shootout	Brewster	TBA
Dec. 8	HS BB Sagebrush Shootout	Brewster	TBA
Dec. 10	JH BB vs. Paradise	Paradise	4:00 p.m.
Dec. 11	HS BB Sagebrush Shootout	Brewster	TBA
Dec. 12	HS BB Sagebrush Shootout	Brewster	TBA
Dec. 17	JH BB vs. Cheylin	Logan	4:00 p.m.
Dec. 18	HS BB vs. Palco	Logan	4:00 p.m.
	End of the Second Nine Weeks		
Dec. 21	HS BB vs. Oberlin/Decatur	Oberlin	6:30 p.m.
Dec. 21 - Jan. 1	No School - Winter Break		
January - 2016			
Jan. 4	School Resumes		
Jan. 5	HS BB vs. Stockton	Logan	4:00 p.m.
Jan. 7	JH BB vs. Western Plains	Bazine	4:00 p.m.
Jan. 8	HS BB vs. Northern Valley	Almena	4:00 p.m.
Jan. 12	HS BB vs. Golden Plains	Rexford	4:00 p.m.
Jan. 14	JH BB vs. Northern Valley	Damar	4:00 p.m.
Jan. 15	HS BB vs. Wheatland/Grinnell	Logan	4:00 p.m.

Date	Event/Opponent	Place	Time
Jan. 18	Teacher Inservice – No School		
Jan. 21	JH BB vs. Grinnell/Wheatland	Logan	4:00 p.m.
Jan. 22	HS BB vs. Healy	Logan	4:00 p.m.
Jan. 26	JH Boys BB vs Northern Valley	Damar	4:00 p.m.
Jan. 27	HS BB vs. Plainville	Plainville	4:00 p.m.
Jan. 28	JH Girls BB vs. Damar	Logan	4:00 p.m.
Jan. 29	HS BB vs. Weskan	Logan	4:00 p.m.
February			
Feb. 1, 2, 5, 6	HS BB – WKLL Tournament	Grainfield, Grinnell, Colby	TBA
Feb. 8	WKLL HS Band Clinic	Rexford	10:00 a.m.
	WKLL HS Band Clinic Concert	Rexford	6:00 p.m.
Feb. 9	HS BB vs. Smith Center	Smith Center	4:00 p.m.
Feb. 11	JH BB - WKLL Tournament	Brewster	TBA
Feb. 12	HS BB vs. Cheylin	McDonald	4:00 p.m.
Feb. 13	JH BB - WKLL Tournament	Brewster	TBA
Feb. 15	No School - President's Day		
Feb. 19	HS BB vs. Western Plains	Logan	4:00 p.m.
Feb. 23	HS BB vs. Lakeside	Downs	4:00 p.m.
Feb. 29	HS BB – Sub-State	TBA	TBA
March			
March 1-5	HS BB – Sub State	TBA	TBA
March 4	End of the Third Nine Weeks		
March 8	WKLL JH Band Clinic	Rexford	1:00 p.m.
	WKLL JH Band Clinic Concert	Rexford	6:00 p.m.
March 9-12	HS BB - State Tournament	TBA	TBA
Mar. 14-18	No School - Spring Break		
March 21	School Resumes		
March 25	No School – Good Friday		
March 28	No School – Easter Break		
April			
April 6	No School – WKLL Music Contest	Logan	
April 7	JH Track - Norton JH Invitational	Norton	9:30 a.m.
April 8	HS Track - Norton Invitational	Norton	3:30 p.m.
April 12	HS Track - Triplains Invitational	Colby	10:00 a.m.
April 15	JH Track - Husky Invitational	Logan	10:00 a.m.
	HS Track – Hill City Invitational	Hill City	3:30 p.m.
April 22	HS Track – Kaser Relays	Osborne	3:00 p.m.
April 25	JH Track - Hill City Invitational	Hill City	10:00 a.m.
	HS JV Track - Hill City Invitational	Hill City	4:00 p.m.
April 28	JH Track – Stockton Invitational	Stockton	10:00 a.m.
April 29	HS Track – Beloit Relays	Beloit	10:00 a.m.

Date	Event/Opponent	Place	Time
May			
May 3	HS Track – Logan Invitational	Logan	3:00 p.m.
May 5	JH Track - Logan Invitational	Logan	10:00 a.m.
May 6	HS Track - Colby Invitational	Colby	3:00 p.m.
May 8	Graduation		
	8th Grade		2:00 p.m.
	Senior		4:00 p.m.
May 10	WKLL JH Track Meet	TBA	2:00 p.m.
May 11	End of the Fourth Nine Weeks/Last Day of School		
May 12	Teacher Work Day		
May 13	Teacher Inservice		
	WKLL HS Track Meet	Logan	3:00 p.m.
May 20	Regional Track	TBA	TBA
May 27-28	State Track	Wichita	

