

WARRICK COUNTY

SCHOOL CORPORATION

2024-2025
Middle School/High School
Student Handbook



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2024-2025 School Calendar

**Warrick
County
School
Corporation**



*Dr. Abbie Redmon, Superintendent of Schools
Mr. Todd Armstrong, Assistant Superintendent
Mr. Jason Fischer, Director of Learning
Dr. Walter Lambert, Director of Student Services
Dr. Doug Gresham, Director of Human Resources
Mrs. Tish Wagner, Director of Special Education*

2024-2025 School Calendar

Approved 7/10/23

AUGUST 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
DAYS - 18						

SEPTEMBER 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
DAYS - 19						

OCTOBER 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
DAYS - 21						

NOVEMBER 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
DAYS - 17						

DECEMBER 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
DAYS - 15						

Date	Event
8/5-8/6	Teacher Workday (Full days)
8/7	First Day for Students
9/2	Labor Day/No School
9/18	Prof. Development - No Students
10/11-10/14	Fall Break/No School

11/5	Election Day/No School
11/27-29	Thanksgiving Break/No School
12/20	Last day for students
12/23-1/3	Christmas Break
1/6	Second Semester Begins
1/20	Martin Luther King Day/No School

2/5	Prof. Development - No Students
2/17	Presidents' Day/No School
3/7	Make-up Day/No School
3/24-28	Spring Break
4/4	Make-up Day/No School
4/18	Make-up Day/No School

5/9	Make-up Day/No School
5/22	Last day for students
5/23	Teacher Workday (Full day)

If necessary, additional make-up days will be scheduled at the end of the school year.

TW - Teacher Workday
First/Last Day of School
No School
Professional Development (No students)

Grading Periods	
First Quarter: Aug 7-Oct 10 (45 days)	
Second Quarter: Oct 15-Dec 20 (45 days)	
First Semester (90 Days)	
Third Quarter: Jan 6-Mar 6 (41 Days)	
Fourth Quarter: Mar 10-May 22 (46 Days)	
Second Semester (87 Days)	

JANUARY 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
DAYS - 19						

FEBRUARY 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	
DAYS - 18						

MARCH 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	MU	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
DAYS - 15						

APRIL 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	MU	5
6	7	8	9	10	11	12
13	14	15	16	17	MU	19
20	21	22	23	24	25	26
27	28	29	30			
DAYS - 20						

MAY 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	MU	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
DAYS - 15						

BOARD OF SCHOOL TRUSTEES

Mr. Jordan Aigner
Mr. Jeffrey B. Baker
Mrs. Lynda Glover
Mr. Eric Franz
Mrs. Brenda Metzger
Mr. Tim Mosbey
Mrs. Jane Wilhelmus
Mr. Cliff Whitehead - Attorney
Dr. Abbie Redmon, Superintendent
(812) 897-0400

HIGH SCHOOL OFFICES

Boonville High School..... (812) 897-4701
Castle High School..... (812) 853-3331
Tecumseh High School..... (812) 922-3237
Warrick Education Center..... (812) 858-4309

MIDDLE SCHOOL OFFICES

Boonville Middle School..... (812) 897-1420
Castle North Middle School..... (812) 853-7347
Castle South Middle School..... (812) 490-7930
Tecumseh Middle School.....(812) 922-0122

ELEMENTARY SCHOOL OFFICES

Chandler..... (812) 925-6021
Elberfeld..... (812) 983-4221
J. H. Castle..... (812) 853-8878
Loge..... (812) 897-2230
Lynnville..... (812) 922-3828
Newburgh..... (812) 853-8921
Oakdale..... (812) 897-3710
Sharon..... (812) 853-3349
Tennyson..... (812) 567-4715
Yankeetown..... (812) 853-8500

**SURVEILLANCE CAMERAS MAY BE IN USE IN THE WARRICK COUNTY SCHOOL
CORPORATION FOR PURPOSES OF SECURITY AND SAFETY.
DISCIPLINARY ACTION MAY RESULT.**

**THIS HANDBOOK PROVIDES INFORMATION ON THE OPERATION AND MANAGEMENT OF THIS SCHOOL
AND THE WARRICK COUNTY SCHOOL CORPORATION. THIS INFORMATION IS SUBJECT TO CURRENT
AND UPDATED POLICIES OF THE WARRICK COUNTY SCHOOL CORPORATION.**

**THE COMPLETE WARRICK COUNTY POLICY MANUAL IS AVAILABLE FOR PUBLIC VIEWING AT EACH
SCHOOL, WWW.WARRICK.K12.IN.US, OR AT THE WARRICK COUNTY SCHOOL CORPORATION
ADMINISTRATION BUILDING. NOTATIONS OF “IC” THROUGHOUT THIS DOCUMENT AND THE POLICY
MANUAL ARE REFERENCES TO THE INDIANA CODE.**

SCHOOL SERVICES

BUS SERVICE AND RULES

School buses that are used to transport students to and from school-related activities are an extension of the school, and as such, students are bound by the State of Indiana Discipline Code, as well as school rules and regulations. Students are under the school's jurisdiction from the time they enter the bus in the morning until they arrive home in the evening. The primary concern of transporting students must be their safety. The bus driver must assume this serious responsibility, and as such, any student behavior that may distract the driver and affect his/her skill in driving the bus will result in disciplinary action.

Bus Rules

1. Follow driver's directions the first time they are given.
2. Stay in your seat.
3. Keep head, hands, and feet inside the bus, and to yourself.
4. No drinking, eating, cursing, swearing, or loud talking.
5. Be at the pick-up point on time.

Bus Consequences

- | | | |
|-----------------|---|--|
| • 1st incident | — | Student warned by driver. |
| • 2nd incident | — | Conference with driver on bus after other students exit. |
| • 3rd incident | — | Student assigned a front seat and the parent/guardian called. |
| • 4th incident | — | Suspension of bus privileges for one day, parents notified, and student sent to the principal. |
| • 5th incident | — | Student sent to principal. |
| • SEVERE CLAUSE | — | Student sent to principal.. |

INSURANCE

The Board of School Trustees is not generally responsible for injuries of children at school or at places under school auspices and cannot pay damages, hospital or medical bills, regardless of the seriousness of the case. A student protection plan has been approved. At the beginning of the school year each student is given the opportunity to purchase student protection insurance. This is a voluntary plan, and parents may purchase it if they so desire.

LUNCH ASSISTANCE PROGRAM

At the beginning of each school semester, information regarding the program is sent home with every student. Children from families whose income level qualifies for either the free or reduced lunch must fill out the required form. Assistance in filling out the forms is available throughout the school year, and should the financial picture of any family change, the opportunity to apply remains.

CAFETERIA- MEALS, ACCOUNTS, CHARGES, AND COLLECTIONS

The Warrick County School Corporation has an essential role in the lives of students by providing them with a foundation for healthy living and learning. The WCSC Food and Nutrition Department makes affordable, healthy, and nutritious breakfasts and lunches available. It is the responsibility of a student's parents to provide meals either by supplying food from home, by sending money to school so that the school may supply a meal, or by applying for meal assistance through the free and reduced meal programs. Therefore, the following rules apply:

HIGH SCHOOL STUDENTS are not permitted to charge food or drink.

MIDDLE SCHOOL STUDENTS may have an occasional need for assistance with their meal funds. Meal charges are strongly discouraged; but, managing money is a part of the learning process. Therefore, middle school students may charge up to \$10.00 to his/her meal account. After the \$10.00 limit has been reached or after the account debt remains unpaid for 30 days, no meals and no alternative meals will be provided. When an account debt is \$10.00 or remains uncollected for 30 days, the account will be turned over to the school corporation attorney for collection. Ala carte items (except milk) will not be sold to students with a negative account balance.

COLLECTIONS: The Food and Nutrition Department shall send two collection/warning letters home with a student before litigation is filed. After the account has been turned over to the attorney, payment arrangements and collections shall occur only through the attorney's office. When a suit is filed, attorney fees shall be no less than \$200 per account. The Food and Nutrition Department is authorized to establish regulations consistent with this policy to implement and manage food services and collections.

[5600 - Meal Charges](#)

LOCKERS: SEARCHES, AND SEIZURES

All lockers are the private property of the school corporation. A student using a locker is presumed to have no expectation of privacy in that locker or its contents. The principal, or other members of the administrative staff of a school designated in writing by the principal, may search such a locker and its contents at any time. Other than a general search of lockers of all students, any search conducted, shall be, where possible, conducted in the presence of the student whose assigned locker is the subject of the search. A law enforcement agency having jurisdiction over the geographic area in which the school is located may, at the request of the school principal, assist the school administrators in searching such a locker and its contents. Only the locks provided by the school shall be used. Any unauthorized lock may be removed and destroyed at any time without notice.

COMMUNICATIONS

VISITORS-GUESTS

1. All visitors and guests are to report to the office when they arrive at school. Visitors and guests must sign-in and obtain an identification badge that must be worn at all times while on the premises.
2. Students are not to bring friends who are not enrolled at their school to school with them.
3. Friends of students will not be allowed to visit during lunch hour, study hall periods, or between classes.
4. Any student who has quit school or has been suspended, expelled, or excluded is not allowed to visit the school or be on school grounds except with permission from the Principal.
5. Persons who enter the building without reporting to the office may be charged with trespassing.

INFORMATION - STUDENT DATA CHANGE

Students should inform their counselor immediately if a change in the following information should occur.

- A. Change in address and/or family status.
- B. Change in phone.
- C. Parents employment.
- D. Change of family name.
- E. Doctor or emergency number.

ADVERSE WEATHER PLANS

Because the potential always exists for adverse weather conditions, the Warrick County School Corporation has adopted the following set of plans that may be used this school year.

- | | |
|----------|---|
| PLAN A - | School as usual. |
| PLAN B - | No school in Warrick County. |
| PLAN C - | All schools in Warrick County will start two hours later. (This plan could be used when we have early morning fog, sleet, or snow with temperatures hovering around the freezing point.) This plan would also allow much of the business traffic to be out of the way when driving conditions are not ideal and buses would only add to traffic congestion, if they traveled at their usual time. |
| PLAN D - | Schools in Warrick County will be open with no buses running. (This plan could be used when extended periods of cold weather, coupled with heavy snow, keep secondary roads impractical for bus travel.) |
| PLAN E - | Schools in Warrick County will be open with buses running on highways or main secondary roads. (With this plan, bus drivers would need to communicate with students as to where individual pick up points would be located.) |

The plans listed above are different alternatives that could be used during bad weather periods; however, any decision about school closing will normally be made at approximately 6:00 A.M. the morning of the school day in question. When the decision is made, the Warrick County School

Corporation will notify all local radio and television stations, and they, in turn, will relay the message to parents and students. The Warrick County School Corporation will also utilize a text, email, and phone notification system to notify parents about closings.

PARENTS AND STUDENTS ARE ASKED NOT TO CALL THE SUPERINTENDENT'S OFFICE, AS THE TELEPHONES MUST BE KEPT OPEN. REMEMBER: If there is no announcement, school will be held as usual. The following radio and television stations will be called by the school corporation: Radio stations WBNL AM or FM; WGBF AM; WIKY AM or FM; WYNG; WBKR; WKDQ; WSTO; WJJN and WROZ - Television stations WEHT Channel 25; WFIE Channel 14; WTVW Channel 7. You may also check the Warrick County School Corporation website at www.warrick.k12.in.us

Because of weather conditions, heating failure, power failure, or water failure, it may become necessary to dismiss school early. Notification of early dismissal will be made on the same radio and TV stations listed under Adverse Weather Plans in this handbook. All students should be instructed in advance by their parents as to where they are to go. If the schools are not notified otherwise, all students will be sent home. In addition to early dismissal, possible conditions might arise that make it necessary to keep students at school past normal dismissal time for their safety.

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock the door
Account for students and adults
Do business as usual



SECURE!

Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

ADULTS

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for students and adults
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend



EVACUATE! (A location may be specified)

STUDENTS

Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS

Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults



SHELTER! Hazard and safety strategy.

STUDENTS

Use appropriate safety strategy for the hazard

Hazard

Tornado
Hazmat
Earthquake
Tsunami

Safety Strategy

Evacuate to shelter area
Seal the room
Drop, cover and hold
Get to high ground

ADULTS

Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

ENROLLMENT

STUDENT ADMISSIONS - TRANSFERS

The Warrick County School Corporation is open for non-resident transfers (i.e. people that live outside of Warrick County). Each year the corporation will publish a list of the schools that are closed to non-resident transfers by grade level. Requests by parents, guardians, or custodians of Indiana students who do not reside in the Warrick County School Corporation but wish to enroll their child in the school corporation will be considered if:


1. The non-resident enrollment is primarily for educational reasons;
2. The non-resident student is in good standing in his/her resident school corporation;
3. The parents, guardians, or custodians agree to provide transportation to and from the school;
4. The parents, guardians, or custodians agree to pay any student fee in a timely manner.

The decision on the request will be based upon student capacity and the following items that are dictated by State law (I.C. 20-26-11):

The Warrick County School Corporation Board of School Trustees may deny a student's application to transfer to the Corporation, discontinue enrollment of a transfer student currently attending, rescind approval of a student approved to attend in a subsequent year, or establish terms or conditions for enrollment or for continued enrollment in a subsequent school year, if:

- A. During the preceding twelve (12) months, the student has been suspended or expelled for:
 1. Ten (10) or more school days;
 2. Possession of a firearm, deadly weapon, or a destructive device;
 3. Causing physical injury to a student, school employee or visitor to the school; or
 4. A violation of the Corporation's drug or alcohol rules.
- B. The student has had a history of unexcused absences, and the Board believes that, based upon the location of the student's residence, attendance would be a problem for the student if the student is enrolled in the Corporation.

Warrick County School Corporation - Board Policy

 4030 - Student Admissions-Transfers

IMMUNIZATION REQUIREMENTS 2023-2024 School Year
MINIMUM IMMUNIZATION REQUIREMENTS FOR SCHOOL ENTRY*

FAILURE TO MEET IMMUNIZATION REQUIREMENTS MAY RESULT IN STUDENT EXCLUSION FROM SCHOOL

Pre-K	3 Hep B (Hepatitis B) 4 DTaP (Diphtheria, Tetanus & Pertussis) 3 Polio (Inactivated Polio)	1 MMR (Measles, Mumps & Rubella) 1 Varicella 2 Hep A (Hepatitis A)
K-5 th Grade	3 Hep B (Hepatitis B) Rubella) 2 Varicella 2 Hep A (Hepatitis A)	2 MMR (Measles, Mumps & Rubella) 5 DTaP (Diphtheria, Tetanus & Pertussis) 4 Polio
6 th -11 th Grade	3 Hep B (Hepatitis B) 5 DTaP (Diphtheria, Tetanus & Pertussis) 4 Polio 1 Tdap (Tetanus & Pertussis)	2 MMR (Measles, Mumps & Rubella) 2 Varicella 2 Hep A (Hepatitis A) 1 MCV4 (Meningococcal)
Grade 12	3 Hep B (Hepatitis B) 5 DTaP (Diphtheria, Tetanus & Pertussis) 4 Polio 2 MCV4 (Meningococcal)	2 MMR (Measles, Mumps & Rubella) 2 Varicella 1 Tdap (Tetanus & Pertussis) 2 Hep A (Hepatitis A)

Hep B: The minimum age for the 3rd dose of Hepatitis B is 24 weeks of age.

DTaP: Four doses of DTaP/DTP/DT are acceptable if the 4th dose was administered on or after the child's 4th birthday.

Polio* Three doses of Polio are acceptable for all grade levels if the third dose was given on or after the 4th birthday and at least 6 months after the previous dose.

* For all students, the final dose must be administered on or after the 4th birthday, and be administered at least 6 months after the previous dose.

Varicella: Physician documentation of disease history, including month and year, is proof of immunity for children entering preschool through 12th grade. Parent report of disease history is not acceptable.

Tdap: There is no minimum interval from the last Td dose.

MCV4: Individuals who receive dose 1 on or after their 16th birthday only need 1 dose of MCV4.

Hep A: The minimum interval between 1st and 2nd dose is 6 calendar months. Two doses are required for all grades.

For children who have delayed immunizations, please refer to the 2023 CDC “Catch-up Immunization Schedule” to determine adequately immunizing doses. All minimum intervals and ages for each vaccination as specified per 2023 CDC guidelines must be met for a dose to be valid. A copy of these guidelines can be found at <http://www.cdc.gov/vaccines/schedules/>.

A student must have been immunized according to Indiana State Department of Health guidelines in order to attend Warrick County schools. Immunizations are required for all students unless a doctor supplies an exemption, or unless there is a written objection by a parent or guardian on file at the school. Immunization documents or documents of intent to be immunized must be on file in the nurse’s office no later than twenty (20) days from enrollment in a Warrick County School; if documents are not on file, the student may be excluded from school.

1. Parents shall be notified of needed immunizations by the school secretary or the school nurse.
2. Parents are to supply the school with an immunization record from the health department, the physician, the former school, or certain other sources. Telephone verification to a designated school representative from a former school representative, a physician, or a health department representative will be accepted pending written verification.
3. The school principal can issue a waiver for up to twenty (20) days.
4. Immunization records or a letter or statement of immunization objection must be signed by the parent, guardian, or physician and must be on file at the school.

Procedure for Obtaining Immunization Records for Students Not In Compliance With the Board Policy on Student Immunization:

1. The school nurse or designee shall send notice home with students of the needed immunizations.
2. If the issue is not resolved following notification, a phone call or email to the parent or guardian informing them of needed immunizations shall be initiated by the school nurse or designee.
3. Nurses shall submit a list of non-compliant students to the principal.
4. If the needed immunizations have not been obtained, the principal or principal’s designee shall send a letter (form 4090-E-1) via U.S. Mail stating that the student may not be allowed to attend if the needed immunization documents are not provided to the school within twenty (20) days of enrollment.
5. At the end of the twenty (20) day period, the nurse shall provide the principal with an updated list of those students in non-compliance. The principal or principal’s designee shall notify the parent or guardian and the superintendent that the student is not in compliance with Indiana law and is prohibited from attending school until compliant (form 4090-E-3).

Warrick County School Corporation - School Board Policy
[4090 - Student Immunization](#)

GRADING SYSTEM

Factors that should be included when evaluating students. The letter grade is to reflect the degree to which a student demonstrates understanding of the course requirements. The evaluation of student progress may include the use of multiple techniques, such as, teacher made tests, quizzes, textbook company prepared tests, homework assignments, oral and written projects, and class participation. In addition to the understanding of subject matter, other factors that may be included in course requirements should be communicated in writing to students and parents at the beginning of the term. These might include, but not be limited to — following directions, correct spelling, neatness of work, meeting due dates, effort, and work habits.

Factors that should be excluded when evaluating students. Attendance should not be considered as criteria for grading students unless the student is withdrawn from class. Behavior should not be considered when grading students unless the student's behavior is so severe that it results in suspension or expulsion from school per school corporation policy and make-up work is denied by the building principal or hearing officer. While attitude and personality may affect achievement of students, these factors should not be considered when objectively grading students.

Definition of Grades. Of all factors included in a system of evaluation, perhaps the most important is that the definition of grades is clearly defined and uniformly understood by all concerned.

A - Excellent - High level of understanding and/or mastery of skills in course content.

B - Good - Good level of understanding and/or mastery of skills in course content.

C - Satisfactory - Acceptable level of understanding and/or mastery of skills in course content.

D - Poor - Minimum level of understanding and/or mastery of skills in course content.

F - Failure - (No credit earned) Unacceptable level of understanding and/or mastery of skills in course content.

GRADING SCALE:

90 - 100 = A

80 - 89 = B

70 - 79 = C

60 - 69 = D

59 or below = F

Teachers may assign letter grades to each of the factors used to evaluate a student. Then the individual grades would be averaged to determine a grading period grade to be placed on the report card. Teachers may assign points (indicating the number correct) to each of the factors used to evaluate students. Then the points would be totaled and a grade assigned at the end of the grading period based on the suggested grading scale or a similar scale that the teacher previously communicated to students and parents. Teachers at the high school and middle school level may wish to accumulate points throughout the semester and assign the semester grade based on accumulated points.

Notice of work likely to result in a failing grade shall be reported in writing to the parent or guardian as soon as possible. In normal circumstances, this should be done by the mid-point of the grading period.

Report cards will be issued every nine weeks in all Warrick County schools. Parents may also stay up to date on their student's grades by accessing the online software that shows a student's current grade.

Warrick County School Corporation - School Board Policy
[4070 - Student Grading System](#)

GRADE REPLACEMENT POLICY

The Warrick County School Corporation has determined that a student may desire to retake a class at the high school level. The Warrick County School Corporation School Board of Trustees authorizes the Superintendent to implement regulations for students' requests to retake a class.

A student may retake the same class only once and can retake no more than two different semester classes while enrolled in the Warrick County School Corporation.

This policy does not apply to a student who fails a required high school course and must retake the course in order to meet graduation requirements.

Retaking A Class:

1. A student may retake a class when the original grade earned is a D+, D, D-, or F.
2. In order to retake a class a student must fill out and submit the application by the end of the drop/add window.
3. A student may retake a class only one time.
4. A student may retake no more than two semester classes for their high school diploma.
5. The grade that is earned, if higher, will replace the original grade, but cannot exceed a C.
6. Any class taken outside of the Warrick County School Corporation may not be used for this policy.
7. Students who plan to retake the second semester of a two semester class may also retake the first semester on an audit basis (no credit and no grade replacement).

Warrick County School Corporation - School Board Policy
[4211 - Grade Replacement](#)

GRADUATION REQUIREMENTS

In order to graduate from high school, seniors must complete a minimum of forty (40) credits. The credits will be arranged so that the student will receive a broad general education. Regardless of the number of credits required to graduate, there are required courses.

Indiana Department of Education - Diploma Requirements

[IDOE Diploma Requirements](#)

HOMEWORK

Homework is defined as any daily or long range activity planned or approved by the teacher to be completed by the students outside the regular classroom, without the immediate and direct supervision of the teacher. Homework is to be consistent with the reinforcement of course objectives.

GRADES 6-12

Homework may be assigned daily and on weekends. Homework will vary according to subject area and the level of the course. Typically, homework may take a daily average of thirty (30) minutes per subject to complete, assuming students have efficiently used their class time, and study time provided during the school day.

Warrick County School Corporation - School Board Policy

[4020 - Homework](#)

WITHDRAWALS/TRANSFERS

Any student withdrawing from school or transferring to another school should contact the office. The Principal, Assistant Principal, or Guidance Counselors will advise students of the proper withdrawal procedures.

HEALTH SERVICES

NURSE'S OFFICE

The school is responsible for the emergency handling of a sudden illness or accident. When a student is injured or becomes ill while at school, it is his responsibility to report at once to the Health Office. STUDENTS WHO SIT IN THE RESTROOM DURING A PERIOD WILL BE CLASSIFIED AS TRUANT FROM CLASS. IF A STUDENT IS ILL AND UNABLE TO GET TO THE OFFICE, SEND SOMEONE FOR HELP. Under no circumstances should a student leave the school when ill or hurt without school approval. The home will be contacted depending on the nature of the case. Students reporting to the health office should sign the register. All prescription medicine will be kept in the nurse's office.

Medication Form

WARRICK COUNTY SCHOOL CORPORATION
300 EAST GUM ST.
P.O. BOX 809
BOONVILLE, IN 47601

Dear Parents:

In case of a medical emergency, it is helpful to have on file a record of your child's medical problems or special needs. We would like information about problems such as asthma, diabetes, seizures, heart condition, and name(s) of medication your child is taking. ALL RECORDS ARE KEPT STRICTLY CONFIDENTIAL.

Please fill out the form (indicate "none" if there are no problems) if your child has a condition that we need to be aware of and return to your child's school as soon as possible.

RETURN TO YOUR SCHOOL NURSE

TEACHER: _____ GRADE: _____

STUDENT NAME: _____

MEDICAL PROBLEM: _____

IS YOUR CHILD ON MEDICATION? YES _____ NO _____

IF SO, GIVE MEDICATION NAME: _____

WHEN IS MEDICATION GIVEN? _____

OTHER PERTINENT INFORMATION: _____

PARENT'S SIGNATURE

DATE

Indiana State Law (Senate enrolled Act 376) prohibits sending medication home with a student.

AIDS/ARC INFECTION - STUDENT

It is the policy of the Board of School Trustees to provide and maintain a school environment that is healthful and safe for students. The universal and critical consequence of AIDS/Aids Related Complex has prompted the establishment of policy and guidelines dealing with problems presented by students who are infected with AIDS virus.

GUIDELINES AND PRACTICES

1. AIDS/ARC infected students will be allowed to attend their regular assigned school and classes as long as behavior is acceptable and safe for others, they have no uncovered sores or skin eruptions, and have the written approval of an attending physician.
2. AIDS/ARC infected students who lack control of their body secretions, who display behavior such as biting, who have open skin sores that cannot be covered, or who have restrictive recommendations from an attending physician will be considered for a more restrictive educational environment. Alternative special educational arrangements will be sought for these students.
3. Parents will be advised that AIDS/ARC infected children will not be able to attend school classes when there is evidence of acute illness, fever, cough (respiratory illness, or diarrhea). Infected children with observable conditions designated as unsafe for the health and safety of other students or staff will be temporarily removed from the school setting.
4. AIDS/ARC infected students (as with other immunodeficient students) may need to be restricted from classroom attendance for their own protection when cases of measles, chickenpox, or other diseases which might be significantly dangerous to infected students are occurring in the school population. Close consultation with attending physicians, school nurses, health advisors, and community health agencies shall be maintained to better assure the health and safety of infected students and others regarding diseases which may increase risk.
5. Routine and standard hygienic procedures should be used to clean after a student has had an accident or injury at school, regardless of whether the AIDS/ARC infected students are known to be in attendance. Blood and other body fluids emanating from a student should be treated cautiously and in a safe manner. Gloves should be worn and safe techniques should be used when cleaning spills of any body fluids. Staff members who may have contact with any child and/or his or her body fluids should be knowledgeable about standard hygienic practices to prevent the transmission of a number of infectious diseases through contaminated body secretions.
6. A designated responsible school official should have knowledge of any student who has AIDS/ARC. For the safety of the infected student(s), transmitting the knowledge that a student is infected should be considered only for the person in the school system who has the responsibility of protecting the infected student. These persons should be provided with appropriate information concerning such precautions as may be necessary, including but not limited to removal from school when appropriate. It is essential that school personnel involved in the care and education of an infected student respect the student's right to privacy. Confidentiality is essential in the educational setting.
7. School officials, attending physician(s), local health officials, and the parents of AIDS/ARC infected students will work together to better assure the educational program is the safest possible for the student, classmates, and staff.
8. All students in the school should be instructed about AIDS/ARC to better assure that their own health and safety practices will protect them, other students, and the staff of the school.

9. A comprehensive in-service education about AIDS/ARC will be provided for all school employees to provide them with a basic understanding to safely serve themselves and others in the school and community.
10. Current standards of treatment, prevention, and service to infected students and the general school population should be reviewed regularly to better assure the highest quality of practice in the school setting.

Warrick County School Corporation - School Board Policy
[4190 - AIDS-ARC Infection](#)

EXTRA CURRICULAR ACTIVITIES

ACADEMIC REQUIREMENTS (EXTRACURRICULAR ACTIVITIES)

All students who wish to participate in extracurricular activities (including athletic participation) must receive passing grades in five (5) full credit subjects. Band, Chorus, or any subject taught as a class during the regular school day and requires student participation after the regular school day is exempted from this requirement. (Note: Chorus classes at the middle school level are not an exception.)

Warrick County School Corporation - School Board Policy
[5200 - Extracurricular Activities-Academic Requirements](#)

ATHLETIC CONDUCT CODE

In order to be a participant in an interscholastic competition, a student must meet all eligibility standards of the Warrick County School Corporation. Failure in any course of study in the Warrick County School Corporation immediately calls for implementation of School Board approved rules, regulations, and guidelines.

All REGULATIONS **ARE IN EFFECT TWELVE (12) MONTHS OF THE YEAR.**

When a principal or the principal's designee determines that it is more likely than not that a student has violated the athletic code, the student shall be suspended immediately from athletics as follows:

First Violation

- A. For the first tobacco violation, the student shall be suspended during the student's sport season for 10% of the scheduled contests or one (1) contest, whichever is greater.

For the first violation of the prohibition against use and possession of alcohol, a drug, or drug paraphernalia, the student shall be suspended during the student's sport season for 20% of the scheduled contests or two (2) contests, whichever is greater.

For the first violation of all other prohibited conduct, the student shall be suspended during the student's sport season for 10% of the scheduled contests or one (1) contest, whichever is greater.

Second Violation

- B. The student shall be ineligible and suspended from participating in Warrick County School Corporation athletics for three hundred and sixty-five (365) days, commencing on the date of the determination of the violation.

Third Violation

C. The student shall be ineligible to participate in any athletics, athletic contests, or on athletic teams for the duration of his/her high school career. A third violation by a middle school student will prohibit his/her athletic participation in grades six (6), seven (7), and eight (8).

ATHLETIC ELIGIBILITY

Boonville, Castle, and Tecumseh High Schools are members of the Indiana High School Athletic Association (IHSAA), which has determined the overall pattern for inter-school athletics since 1904. The IHSAA recognizes the principal as the administrative head of the interscholastic athletic activities. Each student representing their high school and competing in IHSAA contests must be certified with the IHSAA by the high school principal. This certification includes: 1) Passing grades in a minimum of five (5) full credits at the end of each nine weeks grading period. (A grading period ends the day report cards are issued and incomplete grades count as failures even though they must be made up at a later date.) An athlete must also pass five (5) full credits for the semester in order to remain eligible for the following 9 weeks. 2) Meets residency requirements of the IHSAA and of the Warrick County School Corporation. 3) Submits an IHSAA physical form signed by a licensed physician. Students are not eligible for practice and games until this form is on file in the athletic office. 4) Meets Warrick County School Corporation athletic department and IHSAA conduct code criteria. The IHSAA conduct code states that: Contestants' conduct, in and out of school, shall be such as (a) not to reflect discredit upon their school or the association, or (b) not to create a disruptive influence on the discipline, good order, moral, or educational environment in the school.

Warrick County School Corporation - School Board Policy

[4051 - Student Conduct - Athletic Code](#)

NCAA SCHOLARSHIP ELIGIBILITY (General Requirements)

Eligibility requirements for Student-athletes entering collegiate Division I and/or Division II Institutions are governed and administered by the NCAA.

Information concerning NCAA eligibility may be obtained from the guidance counselor's office or the NCAA website www.eligibilitycenter.org.

PUBLIC ATTENDANCE POLICY

The School Board welcomes the attendance of students, patrons, and visitors at athletic and other public events held by the schools in the Corporation; but, the Board has a duty and the legal authority to establish rules and regulations to maintain order for the educational process and for preservation and use of school corporation facilities.

The Board directs that no tobacco, alcoholic beverage, or controlled substance be possessed, consumed, or distributed on any school corporation property or at a school corporation activity.

The Board further directs that behaviors or use of devices that an Administrator determines to be a distraction or a disruption to, or interference with, an athletic event, school event, school corporation facilities, the educational process, or to other persons at school events and on school corporation property are prohibited.

Administrators, or their designees, are authorized to remove students, patrons, and visitors from school corporation property and events who violate this policy. Furthermore, school corporation administrators and their designees have the authority to seek assistance from law enforcement officials if a person violates this policy or does not leave school corporation property when directed. Use of detectors and other devices for the safety and well-being of participants and all other persons are authorized.

If a student or adult is asked to leave or is removed from a school event or school property, no admission fees shall be refunded.

Warrick County School Corporation - School Board Policy

[9200 - Public Attendance](#)

SCHOOL POLICIES AND PROCEDURES

THIS WILL BE UPDATED WITH THE CHANGES BEING ADDRESSED CURRENTLY AT THE SCHOOL BOARD MEETINGS. YELLOW HIGHLIGHTS BELOW SHOW THE PROPOSED CHANGES. THE BOARD WILL TAKE A FINAL VOTE ON THESE CHANGES AT THE AUGUST 12th, 2024 SCHOOL BOARD MEETING.

ATTENDANCE

It is the policy of the Board of School Trustees to provide and maintain appropriate and required educational programs for students attending the Warrick County School Corporation. Regular school attendance is an important element in attaining and maintaining successful performance in school. Clear policy and guidelines that encourage, nurture, and, if necessary, compel students and parents or guardians to expect and maintain regular school attendance, help student performance.

It is compulsory that all students enrolled in the School Corporation must be in their assigned classes at required times and days, except as provided by Indiana law, Board policy, or administrative guideline. It is the responsibility of the parent or guardian to ensure that each child attends school as required.

Attendance means to be physically present during regular school hours in a school or at another location where the school's education program is being administered on a day the educational program in which the student is enrolled is being offered.

Accurate student attendance records will be kept for each student. The school administration will notify parents or guardians of each student's attendance by the regular report card or by special notice when needed. Students whose absences approach or exceed the limits as established by the Board or Indiana law shall be subject to discipline by the School Corporation and the legal authorities.

EXCEPTIONS TO MANDATORY ATTENDANCE REQUIREMENT

The following are exceptions to the mandatory attendance requirement:

- A. Service as a page or honoree of the general assembly (I.C. 20-33-2-14);
- B. Service on a precinct election board or helper to a political candidate on the date of an election (I.C. 20-33-2-15);
- C. Subpoena to appear in court as a witness in a judicial proceeding (I.C. 20-33-2-16);
- D. Service in active duty with the National Guard for not more than ten (10) days (I.C. 20-33-2-17);
- E. Participating as a member of the Indiana wing of the civil air patrol for not more than five (5) days (I.C. 20-33-2-17.2);
- F. Participating in an educationally related non-classroom activity which is consistent with and promotes educational philosophy and goals of the School Corporation, facilitates the attainment of specific educational objectives, is part of the goals and objectives of an approved course or curriculum,

represents a unique educational opportunity, cannot reasonably occur without interrupting the school day, and is approved in advance by the school principal (I.C. 20-33-2-17.5); and

- G. Exhibiting or participating in the Indiana State Fair for educational purposes by a student or member of the student's household (I.C. 20-33-2-17.7). The student must be in good academic standing as determined by the School Corporation. Parents must request the absence in writing; the principal must approve the request in writing; and the absence may not exceed five (5) days.

For any exception listed above, a student shall not be recorded as absent from school.

EXCUSED ABSENCES

The following are considered excused absences:

- A. Illness or injury verified by a physician's statement or verified by a note/phone call from the parent/guardian. If requested by the School Corporation and as provided by law, a parent or guardian of a student absent from school due to the student's illness or mental or physical incapacity must produce a certificate of the illness or incapacity by an Indiana physician or other individual described in I.C. § 20-33-2-18, not later than six (6) days after such request;
- B. Professional appointments such as medical, dental, legal or other necessary appointments during the school day. The Board requests that parents or guardians make professional appointments at times other than during the school day where possible. After a professional appointment, the student shall report back to school as soon as possible with a signed statement from the doctor, dentist, lawyer, counselor, etc.;
- C. Death in the immediate family, which includes parents, spouse, siblings, children, and grandparents;
- D. Observation or celebration of an official religious holiday;
- E. Out-of-school suspension;
- F. Military connected students whose parents, guardians, or immediate family members are experiencing a deployment; and
- G. Other good causes as approved by the School Administrator or as permitted by law.

UNEXCUSED ABSENCES

An unexcused absence is any absence not covered under the excused absences section above, by Indiana law, or by any other Board policy. In addition, each absence in excess of ten (10) days during a school year is unexcused, unless accompanied by an Indiana physician or other individual described in I.C. § 20-33-2-18 or other documented legal note. Repeated instances of unexcused absences may result in disciplinary action, up to and including a request for expulsion of a student.

NOTIFICATION OF ABSENCES

When a student has accumulated five (5) days of unexcused absences, the School Administration will mail a letter to the parent(s) or guardian(s) requesting a conference with the student and parent or guardian.

When a student has accumulated ten (10) days of combined excused and unexcused absences, the School Administration will mail a letter to the parent(s) or guardian(s) notifying them about the number of absences. In addition, when a student has accumulated ten (10) days of unexcused absences, the School Administration may request the parent(s) or guardian(s) and student to present themselves to the School Corporation's attendance officer for an attendance hearing.

When a student has accumulated eighteen (18) days of combined excused and unexcused absences, the School Administration may request the parent(s) or guardian(s) and student to present themselves to the School Corporation's attendance officer for an attendance hearing.

Under Indiana law, habitual truancy means any student who has been absent ten (10) days or more from school within a school year without being excused or without being absent under a parental or guardian request that has been filed with the school. I.C. § 20-20-8-8(17). In the event a student has been habitually truant, the School Administration may request that the parent(s) or guardian(s) and student to present themselves to the School Corporation's attendance officer for an attendance hearing to discuss the attendance issues and possible next steps. Pursuant to Indiana law, the Superintendent or School Corporation's attendance officer having jurisdiction shall report a child who is habitually truant from school to an intake officer of the juvenile court or the Department of Child Services. The intake officer or the department of child services shall proceed in accord with I.C. 31-30 through I.C. 31-40. I.C. § 20-33-2-25.

The School Corporation may also report chronic absenteeism by any student. As provided by Indiana law, chronic absenteeism is any student who has been absent from school for ten percent (10%) or more of a school year for any reason. I.C. § 20-20-8-8(16).

A student who has been designated as a Habitual Truant may not be allowed to participate or continue to participate in extracurricular and/or co-curricular activities. I.C. § 20-33-2-14(c).

TRUANCY PREVENTION POLICY

The following procedures apply to students enrolled in Kindergarten through Sixth Grades who have five (5) unexcused absences in a 10-week period:

1. The school shall upon the student's fifth unexcused absence in the 10-week period immediately provide a written notice to the parents. Such written notice shall include:
 - A) the student is an absent student based upon having five unexcused absences within a 10-week period;
 - B) the parent is responsible for monitoring the school attendance of the student and ensuring the student attends school;
 - C) the school will be initiating truancy prevention measures in regards to the absent student;

- D) the parent is required to attend an attendance conference concerning the truancy measures the school will be implementing and such conference will be held not more than five instructional days after the fifth unexcused absence occurred; and
- E) the superintendent or the attendance officer are required to report if the student is a habitual truant to juvenile court or the department of child services, wherein the juvenile court may determine the student is committing a delinquent act under state law and the parent may be prosecuted for educational neglect.

2. The school shall hold an attendance conference to discuss the student's absences and establish an attendance plan. The conference will be with the following people:

- A. School Representative;
- B. A teacher of the student;
- C. The parent of the student; and
- D. Parent's Representative if parent gives 48 hours' notice of the representative's attendance and the name of the representative

3. The school shall establish an attendance plan that includes:

- A. Wraparound services to ensure school attendance for the student;
- B. A description of the behavior required and/or prohibited for the student;
- C. The effective time period for the plan, but not to exceed 45 instructional days;
- D. Disciplinary actions the school will take if the student does not comply with the plan;
- E. A referral to counseling, mentoring or other services for the student as appropriate;
- F. Whether the parent is required or expected to attend the services assigned to the student; and
- G. The signature of the student and the parent agreeing to the plan.

The Superintendent or designee may develop administrative guidelines for the attendance of students to conform to the Board's Student Attendance Policy and Indiana law.

Warrick County School Corporation - School Board Policy
[4040 - Student Attendance](#)

MAKE-UP WORK

Make-up work for any absence will receive full credit.

ABSENCES

When requested, makeup work will be provided for students. They are expected to do the work and follow the timeframe specified by the teacher for the completion of the work. For all days missed, an equal number of days will be allowed to complete and submit work missed during the absence. Exceptions to this rule may be made by the classroom teachers subject to prior notification. For example, when advanced notice has been given, students are expected to turn in any work or projects on the assigned due date regardless of absence. Additionally, previously announced exams are to be taken upon the student's return to the regularly scheduled class. Twenty-four (24) hour notice should be given to allow school personnel time to collect homework. Parents should contact the guidance office to make homework requests. Requests for homework should not be made unless the absence will exceed three (3) days. Upon return to school, students are responsible for inquiring about work missed.

COMPUTER USAGE

Computers are provided throughout the school for academic purposes. Students who attempt to alter the current configuration of any computer without the supervising teacher's permission are interrupting that educational purpose. Any addition or modification of computer programs and operation systems is prohibited. The making of illegal copies or destroying programs is also prohibited. Any inappropriate use of computers in the school setting will be considered to be acts of vandalism.

The use of the Internet is a privilege, not a right, and unacceptable use may result in, but not be limited to, the following:

1. Cancellation of user privileges.
2. Involvement of law enforcement agencies.
3. Restitution for any damages.
4. Additional disciplinary action consistent with existing school corporation policies.

INTERNET/ELECTRONIC SERVICES GUIDELINES

The following regulations shall be used for use of the Internet/Electronic Services:

1. Internet Access requires a corporation-approved account.
2. Student Access also requires permission of, and supervision by a teacher, administrator or other personnel designated by the building principal.

Acceptable Use

The responsible user may use the Internet or electronic services for the following:

1. Researching or assigned classroom projects.
2. Sending electronic mail (E-mail) to other users.
3. Participating in any staff/teacher directed or educational activity.

Note: Unsolicited on-line contact should be ignored/not accessed. However, harassing, obscene, and otherwise inappropriate contact should be reported immediately to the adult in charge.

Unacceptable Use

The following uses of school-provided technology or personally-owned devices (used at school) are prohibited and may lead to disciplinary action:

1. Sending, displaying, downloading or uploading offensive messages, text, pictures, videos and/or viruses.
2. Transmitting obscene, abusive, violent, or sexually explicit language.
3. Harassing, insulting, attacking others, or any other inappropriate communication.
4. Using social networks at school unless approved for curricular activities.
5. Damaging computers, computer systems, or computer networks.
6. Violating local, state or federal laws, including copyright laws.
7. Revealing personal addresses or phone numbers.
8. Using another person's account or password.
9. Trespassing in another user's folder, work, and/or files.
10. Wasting limited resources.
11. Using the network for commercial purposes.
12. Use not in the best interest of students, Warrick County School Corporation, or use that is deemed disruptive to the educational process as determined by the principal or principal's designee.

Cyberbullying

Cyberbullying is the use of technology to harass, threaten, embarrass, or target another person. The WCSC does not allow access to social networking through network facilities without approval. Any building allowing personal devices must educate staff and students on cyberbullying and appropriate online behavior.

Unauthorized Devices

Unauthorized devices, hardware, or software are not to be attached to or allowed to interact with WCSC infrastructures. This includes, but is not limited to: wireless routers, switches, hubs, cables of any kind not provided by or authorized by the WCSC.

Safety and Reliability

The Warrick County School Corporation does not guarantee the reliability of the data connection and does not verify the accuracy of information found on the Internet.

Even though WCSC blocks access to certain sites, the faculty and staff are expected to diligently monitor students' computer and Internet usage. The school corporation will run filtering software as required by CIPA (Childhood Internet Protection Act). The staff is always responsible for the supervision of students whenever they are using technology. If a staff member or student witnesses inappropriate activity, it is their responsibility to report this activity to supervising staff member or building-level administration.

WCSC staff may have access to sensitive and confidential data. Staff members should only view data that is pertinent to the duties assigned to them and are not to violate Federal Laws such as FERPA and HIPAA.

Corporation-Provided Mobile Technology

1. Overview

WCSC may provide mobile technology (laptops, Chromebooks, tablets, iPods, iPads) to students or staff members to be used at school and off WCSC property. The purpose of such mobile technology is to provide opportunities for collaboration within the school corporation and to provide tools to work at home on school related materials.

The corporation-provided mobile technology is not to be considered as personal property. It is corporation-owned property and should be treated accordingly. The following guidelines have been established for use.

- 2. Purpose -
 - a) Mobility for moving from room to room, within the building or around WCSC schools using the wireless network.
 - b) Professional development/collaboration purposes.
 - c) Use at home for educational productivity.
- 3. Educational Use -
 - a) While at school, staff and students will ensure that the device is always kept secure when not in use.
 - b) Periodically, the device must remain at school for necessary updates. Advanced notice will be given along with an approximate timeframe for such work. Updates and/or maintenance may occur during the school year or during summer months as needed.
- 4. Home Use -
 - a) Technology is to be used only by the student or staff that it was issued to; other family members may not use the school-owned device/software.
 - b) Personal files may not be saved to the device.
 - c) If accessing the Internet from home on your laptop, access would be filtered as it is at school (via content filtering software).
 - d) The Technology Staff does not support home or personal use, including but not limited to: troubleshooting home internet service provider issues, installing personal software, printers, or providing access to non-educational websites.
 - e) Unauthorized physical or virtual changes to the device/software/data are prohibited.
- 5. Liability -
 - a) WCSC students and staff shall be financially responsible for the replacement cost of the device or its accessories if damaged or stolen.
 - b) If damage occurs while on WCSC property, disciplinary action may be taken.
 - c) WCSC is not responsible for damages resulting from the use of the device, which includes, but not limited to: home service interruption, spread of viruses to other personal computers, and loss of personal data.
 - d) Unauthorized alterations, repairs, and/or maintenance of WCSC technology is prohibited.

Parental Choice

The educational use of technology and/or equipment is the joint responsibility of students, parents, and employees of the school corporation. If a parent/guardian does not wish for his/her child to use technology, the building principal should be contacted.

Personal Devices

Personally-owned devices are not the responsibility of the WCSC and are not to be connected to the WCSC network infrastructure including wireless access unless authorized by the building level administrator. WCSC is NOT responsible for any virtual or physical damage incurred to personal technology/devices. This includes, but is not limited to power surges, viruses, accidental or malicious acts from others.

Warrick County School Corporation - Board Policy

[5300 - Acceptable Use Policy For Technology](#)

Prohibition of Wireless Devices During Instructional Time (NEW for the 2024-2025 SY)

As required by Indiana law, students are prohibited from using a Wireless Communication Device during Instructional Time, unless:

(i) a teacher allows the student to use a Wireless Communication Device for educational purposes during Instructional Time;

(ii) the student is using a Wireless Communication Device (a) in the event of an emergency or (b) to manage the student's health care; or

(iii) the use of the Wireless Communication Device is included in the student's (a) individualized education program or (b) plan developed under Section 504 of the federal Rehabilitation Act of 1973, 29 U.S.C. 794.

"Instructional Time" shall mean time during which students are participating in one of the following, under the direction of a teacher: (1) an approved course, (2) a curriculum, (3) an educationally related activity, or (4) a reasonable amount of passing time between classes. Instructional Time does not include lunch or recess.

"Wireless Communication Device" means any portable wireless device that has the capability to provide voice, messaging, or other data communication between two or more parties, including a cellular telephone, wearable tech (e.g., smartwatch, Fitbit), tablet computer, laptop computer, digital camera, portable speaker (e.g., AirPods, earbuds), or gaming device.

Warrick County School Corporation - Board Policy

[5350 - Prohibition of Wireless Devices During Instructional Time](#)

DRESS CODE

The Board of School Trustees believes that the primary mission of the school corporation is to be in constant pursuit of a quality educational program. Proper etiquette, social customs, and good grooming are a definite part of a quality educational program. Therefore, the Board directs the Superintendent to set standards throughout the School Corporation regarding student attire and appearance.

Since the home provides the funds, guidance, and upkeep for the student's clothing and grooming, parents and guardians, rather than the School Corporation, are primarily responsible for the general appearance of students. The School Corporation will work with parents and guardians in encouraging young people to assume this responsibility and to execute it sensibly as they mature. The purpose of the home and the School Corporation working together should be to help students accept and cooperate with the guidelines established by the School Corporation.

Appropriateness and moderation in all things, concern for health and safety of students, and avoidance of distractions to educational processes are the guiding principles of the student dress code. The task of evaluating what is proper in the way of dress and grooming is highly controversial, and opinion among people varies. Each school will assume responsibility for ruling on specific items of clothing and general appearance for reasons of safety and health, or for the order, well-being, and general welfare of students.

Cleanliness of body and dress is vital to the individual and to those with whom the student shares a classroom or locker. Students' clothing or hair shall not be such that it is hazardous to them in their various school activities, such as, but not limited to, career and technical educational areas, laboratories, athletics, physical education, and art. Grooming and dress that prevent the student from doing the student's best work because of blocked vision or restricted movement, or that expose the student or others to accidents, shall be avoided.

With the foregoing in mind, students may wear clothing, accessories, and jewelry that display religious messages or religious symbols in the same manner and to the same extent that other types of clothing, accessories, and jewelry that display messages or symbols are permitted.

REGULATIONS

The following regulations shall be used for implementation of the student dress code policy. Additional regulations may be added by school administrators if such regulations are deemed important to an orderly implementation of the policy. New proposed regulations shall be approved by the Superintendent of Schools and presented to the School Board prior to any such implementation.

1. The wearing of apparel that has on it any writing, printing, symbols, or pictures that is judged to be immoral, lewd, or vulgar, or is suggestive and/or implies sex, drugs, alcohol, violence, or other subjects disruptive to the normal operation of the school, or which interferes with normal educational functions or school purposes, is prohibited.

2. All shirts or tops must cover the chest, shoulders, and back. All pants and shorts must fit at the waist. No sagging or low-riding pants will be permitted. All skirts and shorts shall be at the fingertips of the student, beginning with grade four through grade twelve. Students shall not wear clothing that exposes undergarments, buttocks, upper thigh, midriff or breast. Clothing must be opaque.
3. All students are required to wear footwear, such as boots, shoes, or sandals. Footwear which is unsafe, inhibits movement, creates a disturbance, or which is disruptive either by appearance or by sounds, is prohibited.
4. Any jewelry or other accessory that disrupts the normal operations of the school, interferes with normal educational functions or school purposes, or is deemed unsafe is prohibited.
5. Students are prohibited from wearing hats, caps, hoodies or other types of head coverings.
6. Students are prohibited from wearing sunglasses.
7. Attire which may damage school property or cause personal injury, such as chains, studded items, etc., is prohibited.

Warrick County School Corporation - School Board Policy
[4010 - Student Dress Code](#)

SERVICE ANIMALS POLICY

It is the policy of the Warrick County School Corporation (WCSC) to accommodate individuals with disabilities accompanied by a service animal in its corporation buildings, classrooms, and at school functions as required by the Americans with Disabilities Act (ADA) and Indiana Code. The superintendent shall establish regulations to allow individuals with disabilities to be accompanied by service animals.

This policy applies to all service animals utilized by students and adults in the Corporation.

I. Definitions

- a. A “service animal” is a dog or a miniature horse that is individually trained to take specific action or perform tasks to assist an individual with a disability. The tasks performed by the service animal must be directly related to the person’s disability. Service animals perform some of the functions and tasks that individuals with disabilities cannot perform themselves.

There are several tasks that service animals perform for individuals with disabilities. Examples include but are not limited to, animals that:

- assist individuals who are blind/have severe sight impairments as “seeing eye” or “guide” dogs;
 - alert individuals with hearing impairments to sounds;
 - pull wheelchairs or carry and pick-up items for individuals with mobility impairments; and
 - assist individuals with mobility impairments with balance.
- b. A “companion animal” is an animal that provides solely emotional support, well-being, therapy, comfort, or companionship. A “companion animal” **does not meet** the definition of a “service animal”
 - c. An “individual with a disability” is a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or

record of such impairment, or a person who is perceived by others as having such impairment.

Warrick County School Corporation - School Board Policy

[5700 - Service Animals](#)

RELEASE OF DIRECTORY INFORMATION/MILITARY ACCESS

“Student Directory Information” means the **student’s name, address, and telephone number, if the telephone number is a listed or published telephone number**. A high school shall provide access to the high school campus or and the high school’s student directory information to official recruiting representatives of:

- (1) The armed forces of the United States;
- (2) The Indiana Air National Guard;
- (3) The Indiana Army National Guard;
- (4) The service academies of the armed forces of the United States;

for the purpose of informing students of educational and career opportunities available in the armed forces of the United States, the Indiana Air National Guard, and the Indiana Army National Guard, **and the service academies of the armed forces of the United States**.

If a high school student, or the parent, guardian, or custodian of a high school student, **submits a signed, written request to a high school at the end of the student’s sophomore year** that indicates the student or the parent, guardian, or custodian of the student does not want the student’s directory information to be provided to official recruiting representatives, the high school may not provide access to the student’s directory information to an official recruiting representative. A high school shall notify students and the parents, guardians, or custodians of students of these provisions.

CLOSED CAMPUS - CLOSED LUNCH

Student arrival on school property requires that the students remain on the school campus for the rest of the school day. **This includes the lunch periods!** If a student leaves school property for any reason without administrative approval and does not follow proper sign-out procedures, he/she is considered to be TRUANT.

FOREIGN TRAVEL/STUDY

1. Trips to foreign countries are not sanctioned, authorized, or approved by the Warrick County School Corporation.
2. Teachers arranging such trips are acting on their own and are not authorized agents of the Warrick County School Corporation in arranging such trips.
3. Any such travel activities, trip funds and arrangements are not covered by the Warrick County School Corporation and its insurance carrier.
4. All such travel activities, trip funds and arrangements are at the risk of each student and/or parents.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

Parents or eligible students have the right to inspect and review the student's education records maintained by the school.

Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

School officials with legitimate educational interest;

Other schools to which a student is transferring;

Specified officials for audit or evaluation purposes;

Appropriate parties in connection with financial aid to a student;

Organizations conducting certain studies for or on behalf of the school;

Accrediting organizations;

To comply with a judicial order or lawfully issued subpoena;

Appropriate officials in cases of health and safety emergencies; and

State and local authorities, within a juvenile justice system, pursuant to specific State law.

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.

Parents and eligible students may request that the school not disclose directory information.

A student's likeness, work, or other information may be reproduced and distributed to other media. If you do not want your student's likeness or work reproduced and distributed, please complete a "Denial of Permission to Release Media and Directory Information Without Prior or Written Consent" form at the school.

DISTRIBUTION OF MATERIALS-SOLICITATION

The posting, distribution, or sale of any printed material at school or at school sponsored events is prohibited without the consent of the principal. This includes but is not limited to handbills, publications, advertising supplements, posters, and leaflets. No person or group will be allowed to

conduct a sale of any product or to solicit funds for any reason at school or at school sponsored events without the consent of the principal.

PESTICIDE APPLICATION POLICY

The school corporation is committed to providing students a safe environment. It seeks to prevent children from being exposed to pests and pesticides. While pesticides protect children from pests that may be found in the school and its surrounding grounds, under some circumstances they may pose a hazard to children. Therefore, pest control practices may involve a variety of chemical and non-chemical methods that are designed to control pests effectively while minimizing potential pesticide exposure to children.

The corporation will:

1. Inform, annually, parents and staff members of the corporation's pest control policy at the time of student registration (beginning of the school year or semester) by separate memorandum or as a provision in the student handbook.
2. Provide the name and phone number of the person to contact for information regarding pest control.
3. Inform all staff members in advance by an announcement and a posted notice.
4. Establish a registry of parents who want to receive advance notice of all pesticide use and provide such notice.
5. Provide notice of planned pesticide applications to parents and employees who have requested advanced notice.
6. Provide notice of all pesticide applications to school nurses.
7. Maintain a written record for at least 90 days of any pesticide applications.

The corporation will provide notice at least two (school) days prior to the date and time the pesticide application is to occur. The notice will include the date and time of the pesticide application, the general area where the pesticide is to be applied and the telephone number to contact the school for more information. In case of emergency pesticide applications, because of immediate threat to the public health, the school shall give written notice as soon as possible.

WARRICK COUNTY SCHOOL CORPORATION

SECTION 504 COMPLIANCE PLAN

January 1, 1995

The Compliance Plan serves students, parents, employees, applicants for employment and programs within the Warrick County School Corporation.

1. Warrick County School Corporation assures students, parents, applicants for employment, and employees that it will not discriminate against any individual with disabilities.
2. The following persons are designated as Section 504 compliance coordinators:

Tish Wagner

18 Building Principals

3. Parents/guardians are provided procedural safeguards which are included in the "Notice of Parent/Student Rights in Identification, Evaluation, and Placement."
4. An impartial hearing and appeal are provided upon request. Procedures are detailed in the "Notice of Parent/Student Rights in Identification, Evaluation, and Placement."
5. Notice to students, parents, employees, and the general public of nondiscrimination assurances and parent/student rights and identification, evaluation, and placement will be disseminated annually in the following manner:
 - a. Public service announcement in local newspapers;
 - b. Announcement in local school corporation; and
 - c. Posted notice in each public school building.

Additionally, the notice will be included in the professional handbook of the corporation employees and in each parent/student handbook.

6. Any employee, parent/guardian of a student enrolled in the Warrick County School Corporation, or student eighteen years of age or older may file a grievance if he/she believes there has been a violation of Section 504.

Any such grievance must be filed in writing within a reasonable period of time after the alleged violation occurred. The grievant must fully state the facts of the alleged violation and the remedy that is being sought.

STEP ONE:

The grievance shall be submitted to Tish Wagner, Section 504 Coordinator of the Warrick County School Corporation, who shall investigate the circumstances of the alleged violation. Tish Wagner shall make a written report of his findings of fact and conclusions within ten (10) school days.

STEP TWO:

If the grievance has not been resolved to the satisfaction of the grievant, he/she may appeal the report of Tish Wagner to Brad Schneider, Superintendent of the Warrick County School Corporation within five (5) school days of receipt of the report. After investigation and within ten (10) school days of receipt of the appeal, the superintendent shall affirm, reverse, or modify the report of the Section 504 Coordinator.

STEP THREE:

If the grievance has not been resolved in STEP TWO to the satisfaction of the grievant, he/she may appeal to the school board within five (5) school days of receipt of the report in STEP TWO. The school board shall conduct an informal hearing in an open meeting to review the alleged violation.

The board shall give each party at least five (5) school days notice of its meeting. The board shall affirm, reverse, or modify the report issued under STEP TWO within fifteen (15) school days of receipt of the appeal.

7. The school corporation will conduct an extensive annual “child find” campaign with the goal to locate and identify all Section 504 qualified individuals with disabilities (ages 0 - 21) who reside within the attendance boundaries of the school corporation.
8. The school corporation will inform all individuals with disabilities and their parent/guardian (if necessary) of the school corporation’s responsibilities and procedural safeguards under Section 504, as well as those under the special education rules of the Indiana State Board of Education (Article 7), and the Individuals with Disabilities Education Act (IDEA).

Warrick County School Corporation

Civil Rights Assurance of Equal Opportunity and Nondiscrimination

Warrick County School Corporation is committed to equal opportunity and does not discriminate on the basis of age, race, color, religion, sex, handicapping conditions, or national origin, including limited English proficiency, in any employment opportunity. No person is excluded from participation in, denied the benefits of, or otherwise subjected to unlawful discrimination on such basis under any educational program or student activity.

If you have experienced discrimination in such educational programs or activities, written inquiries about procedures that are available and for consideration of complaints alleging such discrimination should be directed to the Administration Office of Warrick County School Corporation.

DISCIPLINE

STUDENT DISCIPLINE- GRADES 6 THROUGH 12

The Warrick County Board of School Trustees believes that discipline is a required condition for educating, teaching, and learning. This means that students, parents, teachers, and administrators — the human components of every school — must share the responsibility to ensure that discipline pervades the entire school environment.

Demerit assignment will be the primary response to student misconduct at the middle school and high school levels. The demerit system is designed to spread the responsibility and authority for monitoring of student behavior throughout the entire teaching, administrative staff, or other persons designated by the building principal in Grades 6-12.

DEMERITS - ASSIGNMENT OF

- A. Demerits may be assigned for student misconduct by teachers or office personnel designated by the building principal.
- B. Teachers may assign a student one (1) demerit per infraction for any disciplinary reason that they deem necessary.
- C. Assigned demerits will accumulate over the term of the entire school year.
- D. Penalties will be imposed at various levels as students accumulate demerits (see actions taken for accumulated demerits below).
- E. Students must be informed when a demerit or demerits are assigned. Students should sign the demerit slip in the presence of the staff member assigning the demerit. (Refusal by a student to sign the demerit slip will not affect the assignment of the demerit).
- F. Assigned demerits will be delivered to the office electronically. An accurate accounting of all assigned demerits will be kept for all students. A student and/or their parent/parents may examine the student's demerit record by making arrangements in the office.

Procedure for Handling Accumulated Demerits

Demerits Received	Action Taken/Consequences
5	Letter sent home
10	1 Day Suspension
18	3 Day Suspension
25	5 Day Suspension
30	Expulsion

Note: The occurrence of any third suspendable offense is grounds for and may result in expulsion from school.

MISCONDUCT AND CONSEQUENCES - GRADES 6-12

- A. Penalties will be imposed for student misconduct which occurs during school hours, at any school sponsored activity, and/or while traveling to and from school.
- B. Unless otherwise stated, all suspensions listed will be served as either in school or out of school.
- C. All suspensions and expulsion procedures shall be governed by the provision set forth under the Indiana Code.

SATURDAY SCHOOL - GRADES 5-12

Any student in grades 6-12 who commits a suspendable offense during the regular school program may be offered attendance at Saturday School as an alternative to suspension from school. A student may not be assigned to Saturday School for more than two (2) incidents of suspendable offense in any school year without the approval of the Superintendent. One (1) day suspension or any part thereof equals one (1) Saturday session. Transportation must be provided by parents/guardians. School buses are not available. Students are expected to provide their own study materials and may have available a specific written work program approved by their principal. Saturday School is staffed by faculty members who expect student productivity during each Saturday session. Notification of a Saturday School assignment is to be sent to the parent/guardian and the Superintendent. An incident of student behavior resulting in a choice of Saturday School is a consequence and will be counted as a suspendable offense in progressive discipline consequences.

SUSPENSION

A principal or designee may suspend or expel a student for misconduct, substantial disobedience, unlawful activity on or off of school property, that may be considered an interference with school purposes and education function; or the student's removal is necessary to restore order or protect persons on school property. Such unlawful or inappropriate activity may include weekends, holidays, school breaks, and summer vacation.

A superintendent or superintendent's designee may continue suspension of a student until the time of the expulsion decision if it is determined that the student's continued suspension will substantially reduce the risk of interference of educational purposes or injury.

A school principal (or designee) may deny a student the right to attend school or take part in any school function for a period of up to ten (10) consecutive school days.

1. A meeting will be held prior to the suspension of any student. At this meeting the student will be entitled to:
 - (a) a written or oral statement of the charges;
 - (b) if the student denies the charges, a summary of the evidence against the student will be presented; and
 - (c) the student will be provided an opportunity to explain his or her conduct.
2. The meeting shall precede suspension of the student except where the nature of this misconduct requires immediate removal. In such situations, the meeting will follow the suspension as soon as reasonably possible following the date of the suspension.
3. Following the suspension, the parent or guardian of a suspended student will be notified in writing. The notification will include the dates of the suspension; describe the student's misconduct, and the action taken by the principal.

EXPULSION

In the event the principal feels it is necessary to request the expulsion (or exclusion) of a student the procedure described in the Indiana Code will be followed. Any student or parent wishing to review this process may request a copy.

WARRICK COUNTY SCHOOL CORPORATION **Suggested Disciplinary Levels & Consequences**

<u>Misconduct</u>		<u>1st Report</u>	<u>2nd Report</u>	<u>3rd Report</u>
1. Academic Dishonesty	The act of cheating on tests, copying term papers.	Teacher discretion/ teacher referral	Teacher discretion/ teacher referral	Teacher discretion/ teacher referral
2. Arson	The willful and malicious burning of, or attempt to burn, any part of any building or any property of WCSC.	Expulsion+	Expulsion+	Expulsion+
3. Bullying	Overt, unwanted, repeated acts or gestures committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student.	Demerits to Expulsion+	Suspension to Expulsion+	Expulsion+

WARRICK COUNTY SCHOOL CORPORATION **Suggested Disciplinary Levels & Consequences**

<u>Misconduct</u>		<u>1st Report</u>	<u>2nd Report</u>	<u>3rd Report</u>
4. Cafeteria Conduct	The act of violating school rules regarding conduct in school cafeteria.	Pick up trash or up to 5 Demerits	Up to 5 Demerits	Suspension
5. Closed Campus	Leaving the school premises without authorization during the student's scheduled class hours or lunch hour. School lunch hour may be an approved exception.	See Truancy	See Truancy	See Truancy

6. Continuous Class Disruption	To be repeatedly involved in behavior which disrupts the educational process of the other students in the classroom.	2 Demerits to Suspension	2 Demerits to Suspension	2 Demerits to Suspension
7. Controlled Substance Paraphernalia	The act of possessing, using or distributing controlled substance (illegal drugs) paraphernalia.	Suspension to Expulsion/ Confiscation+	Expulsion/ Confiscation+	
8. Distribution of Unauthorized Printed Materials	The act of distributing unauthorized materials on school property.	Halt Distribution & Warning	2 Demerits & Halt Distribution	Suspension & Halt Distribution
9. Dress Code	The act of violating School Board Policy Student Dress Code.	Change Clothes**	Change Clothes** (See Insubordination)	Change Clothes* (See Insubordination)
10. Failure to Report	Failing to report the actions or plans of another person to a teacher or administrator where those actions or plans, if carried out, could result in harm to another person or persons or damage property when the student has information about such actions or plans.	3 Demerits to Suspension	Suspension to Expulsion	Expulsion

WARRICK COUNTY SCHOOL CORPORATION
Suggested Disciplinary Levels & Consequences

<u>Misconduct</u>		<u>1st Report</u>	<u>2nd Report</u>	<u>3rd Report</u>
11. False Alarms	The act of initiating a fire alarm or initiating a report warning of a fire or an impending bombing or other catastrophe without just cause.	Expulsion+		

12. False Reports	The act of falsely reporting incidents, or making false accusations, or giving false testimony, to school personnel, which would affect the welfare of others.	2 Demerits to Suspension	Suspension	Expulsion
13. Fighting	The act of involving hostile bodily contact in or on school property, or going to or from school, including any activity under school sponsorship (i.e., dance, athletic event, etc.) The issue of self-defense, if involved, must be proven by the student accused.	Suspension+ to Expulsion	Suspension+ to Expulsion	Expulsion+
14. Fireworks	The act of possession, using or threatening to use any fireworks, explosive, or other such instruments capable of inflicting bodily injury.	Demerits to Suspension+	3-day Suspension+	Expulsion+
15. Forgery	The act of falsely using, in writing, the name of another person, or falsifying times, dates, grades, addresses, or other data on school forms.	2 Demerits to Suspension	Suspension	Expulsion
16. Gambling	The act of gambling for money or valuables.	2 Demerits	Suspension+	Expulsion+
17. Gang Behavior	See Board Policy on Gang Like Behavior 4060-R-24, 4060-R-25.	Warning to Expulsion+	Suspension to Expulsion+	Expulsion+
<p style="text-align: center;">WARRICK COUNTY SCHOOL CORPORATION <u>Suggested Disciplinary Levels & Consequences</u></p>				
<u>Misconduct</u>		<u>1st Report</u>	<u>2nd Report</u>	<u>3rd Report</u>
18. Inciting Others to Violence or Disobedience	By words, acts, or deeds giving encouragement to demonstrations or protests which disrupt the normal educational process of the school.	Expulsion		

19. Indecency in Behavior	The act of offending against commonly recognized standards or propriety, health, or safety.	2 Demerits to Suspension	Suspension	Expulsion
20. Insubordination	The willful failure to respond or carry out a reasonable request by authorized school personnel.	2 Demerits to Suspension	Suspension	Expulsion
21. Littering	The act of willfully littering on school property or private property enroute to and from school.	Pick up litter	Pick up litter & 2 Demerits	Pick up litter & Suspension
22. Loitering	The act of being in or about any school building, or in specifically restricted areas of a school building at unauthorized times or without the specific authorization of the school's personnel.	2 Demerits	2 Demerits	Suspension
23. Obscenity & Profanity	The act of using obscene or profane language in verbal or written form or in pictures, caricatures or obscene gestures on any school property.	3 Demerits to Suspension	3 Demerits to Suspension	Expulsion
24. Parking Violation-Reckless Driving	The act of violating school parking lot rules and regulations or driving out of control on school property.	Loss of driving privilege	Loss of driving privilege	Loss of driving privilege
25. Physical Attack	The act of physically assaulting any person on school property or going to or from school; including any activity under school sponsorship.	Suspension to Expulsion+	Suspension to Expulsion+	Expulsion+

WARRICK COUNTY SCHOOL CORPORATION
Suggested Disciplinary Levels & Consequences

<u>Misconduct</u>		<u>1st Report</u>	<u>2nd Report</u>	<u>3rd Report</u>
26. Possession or Using Weapons OR Possession or Using Guns or Firearms	The act of possessing, using or threatening to use any weapon or instrument capable of inflicting bodily injury. The act of possessing, using or threatening to use any gun or firearm. Gun Free Schools Act of 1994.	Expulsion+ Expulsion for one (1) year		
27. Sexual Harassment and/or Sexual Misconduct	Engage in sexual harassment of another person, which includes sexually-related verbal statements, gestures, or physical contact. Engage in voluntary or consensual sexually-related contact with another person.	Demerits to Expulsion	Suspension to Expulsion	Expulsion
28. Shake Down and/or Strong Arm	The act of extortion or borrowing or attempting to borrow any money or things of value from a person in the school, unless both parties enter into the agreement freely.	Suspension+	Expulsion+	
29. Tardiness	The act of unauthorized lateness to school or classes for any period of time. Tardiness to school only applies to the first period of the day. Lateness after the start of the second period will be considered an absence.	Warning	1 Demerit for each	1-2 Demerits for each successive tardy
30. Theft	The act of taking or acquiring the property of others without their consent.	1-5 day Suspension	5-day Suspension	Expulsion+
31. Threatening or Intimidating Acts/ Hazing	The act of verbally or by gesture threatening the well-being, health, or safety of any person on school property or enroute to or from school.	Demerits+ to Expulsion	Suspension+ Expulsion	Expulsion

WARRICK COUNTY SCHOOL CORPORATION
Suggested Disciplinary Levels & Consequences

<u>Misconduct</u>		<u>1st Report</u>	<u>2nd Report</u>	<u>3rd Report</u>
32. Truancy	The act of unauthorized absence from school or classes for any period of time.	5-14 Demerits	3-day Suspension	Expulsion
33. Unauthorized Electronic Equipment	The act of possessing/'using unauthorized electronic equipment; e.g., portable music equipment, phone, camera, etc.	Confiscation	Demerits & Confiscation	Demerits; Confiscation & Parent(s) Pick Up
34. Unauthorized Petitions	The act of presenting or distributing petitions which contain obscenities, libelous statements, and which are not within the bounds of reasonable conduct.	3 Demerits & Confiscation of Materials	Suspension	Expulsion
35. Unauthorized Sale or Distribution	The act of selling or distributing or attempting to sell or distribute any object or substance which has not been authorized for sale or distribution by the building principal to any person on school property.	Halting Sale & Warning	2 Demerits & Halting Sale	Suspension & Halting Sale
36. Unauthorized Student Protest	The act of protesting which results in the disruption of the normal educational process.	Suspension	Expulsion	

WARRICK COUNTY SCHOOL CORPORATION
Suggested Disciplinary Levels & Consequences

<u>Misconduct</u>		<u>1st Report</u>	<u>2nd Report</u>	<u>3rd Report</u>
37. Unlawful Drugs and Behavior- Altering Substances	Knowingly possess, use, provide, or transmit to another person or to be under the influence of: any substance which is, looks like, or which was represented to be a tobacco product, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, substance containing alcohol, heavily-based caffeine product, substance containing phenylpropanolamine (PPA), steroid, stimulant, depressant, or intoxicant of any kind. Use of a drug pursuant to a medical prescription from a physician is not a violation of this subdivision.	Suspension to Expulsion+--+	Expulsion+--+	
38. Use of Tobacco Products Matches, Lighters, and Look alike devices	The act of possessing or using tobacco products, of any kind or look alike devices (examples e-cigs). Smoking, chewing, or containment of tobacco in the mouth is prohibited on school property, at a school activity, function, or event, and while traveling to or from school or a school activity, function, or event in a school owned or authorized vehicle.	Possession 1-day Usage 3 days	Possession 1-day Usage 3-5 days	Suspension to Expulsion

WARRICK COUNTY SCHOOL CORPORATION
Suggested Disciplinary Levels & Consequences

<u>Misconduct</u>		<u>1st Report</u>	<u>2nd Report</u>	<u>3rd Report</u>
39. Vandalism	The act of inadvertent or willful destruction of property belonging to others. This shall also include tampering with or causing the discharge of any sprinkler system or other apparatus installed in a school building for the prevention of fire or for the safety of the school population or school property.	Restitution and/or Suspension+	Restitution and/or Expulsion+	Restitution and/or Expulsion+
40. Verbal Assault	To insult, call derogatory names, dishonor, or in other manner abuse orally or in writing any member of the school staff or student body.	3 Demerits to Suspension	Suspension to Expulsion	Expulsion

Warrick County School Corporation - School Board Policy
[4060 - Student Discipline](#)

SEXUAL HARASSMENT POLICY OVERVIEW

It is a policy of the Warrick County School Corporation to maintain a learning and working environment that is free from sexual harassment. It shall be a violation for any student of the Warrick County School Corporation to sexually harass an employee or student through conduct or communications of a sexual nature defined in the rules and regulations of the sexual harassment policy. The term "employee" also includes non-employees and volunteers who work subject to the control of the school authorities. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other inappropriate verbal statements, gestures, or physical contact of a sexual nature when made by any employee to student, student to employee, or student to student. Conduct of a sexual nature may include verbal or physical sexual advances and/or comments regarding physical or personality characteristics of a sexual nature. Any student who thinks that they have been sexually harassed should report the incident to the school principal for investigation. The right of confidentiality, both of the complainant and of the accused, will be respected. Any student who knowingly files false charges shall be subject to disciplinary action consistent with school policy and the Student Conduct Code.

The complete Sexual Harassment Policy and forms are on file in the principal's office for your review.

ANTI-BULLYING POLICY

The Warrick County Board of School Trustees prohibits acts of bullying of a student(s). The school board has determined that a safe and civil environment in school is necessary for students to learn and achieve high academic standards. Bullying disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Since students learn by example, school administrators, faculty, staff and volunteers should demonstrate appropriate behavior by treating others with civility and respect, and refusing to tolerate harassment, intimidation or bullying.

Note: The Anti-Bullying Report and Incident Forms are available on the WCSC website at www.warrick.k12.in.us and are also available at the schools.

Warrick County School Corporation - School Board Policy
[4061 - Anti-Bullying](#)

SMOKING

Student use of or possession of any tobacco product, matches, lighters, or look alike devices on school grounds is strictly prohibited. The **no tobacco rule** is in effect for all school-related activities, including athletic events, dances, etc. Students who violate this rule will be subject to suspension and/or expulsion from school.

ALL WARRICK COUNTY PROPERTIES ARE TOBACCO FREE.

Warrick County School Corporation - School Board Policy
[3930 - Smoking and Tobacco Use](#)

SEARCH OF THE PERSON

The principal, or another member of the administrative staff designated in writing by the principal and acting at the direction of the principal in the presence of another adult, may search the person of a student during a school activity if the principal or another member of the administrative staff has reasonable suspicion for a search of that student. Searches of the person of the student shall be limited to:

1. Searches of the pockets of the student.
2. Any object in the possession of the student, such as a purse or briefcase, and
3. A "pat-down" of the exterior of the student's clothing.
4. The use of a handheld metal detector may be used during the search of a student.

Searches of the person of a student which require removal of clothing, other than a coat or jacket or sweater, may be referred to a law enforcement officer after contacting parents.

REASONABLE SUSPICION

As used in this section "reasonable suspicion" means circumstances which would cause a reasonable person to believe that the search of a particular person, place, or thing will lead to the discovery of:

1. Evidence of a violation of the student conduct standards contained in the Student handbook; or
2. Anything, which, because of its presence, presents an immediate danger of physical harm or illness to any person; or
3. Evidence of an interference with school purposes.

Anything found in the course of the search conducted in accordance with this section, which is evidence of a violation of the student conduct standards contained in the student handbook, or anything which because of its presence presents an immediate danger of physical harm or illness to any person, or evidence of an interference with school purposes, may be:

1. Seized and admitted as evidence in any suspension or expulsion proceeding;
2. Returned to the parent or guardian of the student from whom it was seized;
3. Destroyed if it has no significant value; or
4. Turned over to any law enforcement officer.

The principal, or member of the administrative staff designated in writing by the principal, may request the assistance of a law enforcement officer to search any area of the school premises, any student, or any motor vehicle on school premises, or to identify or dispose of anything found in the course of the search conducted in accordance with this section.

LEARNER'S PERMIT OR DRIVER'S LICENSE DENIAL/CANCELLATION

A DRIVER'S LICENSE OR A LEARNER'S PERMIT MAY NOT BE ISSUED TO AN INDIVIDUAL LESS THAN 18 YEARS OF AGE WHO MEETS ANY OF THE FOLLOWING CONDITIONS:

- IS A HABITUAL TRUANT
- IS UNDER AT LEAST A SECOND SUSPENSION FROM SCHOOL
- IS UNDER AN EXPULSION FROM SCHOOL
- IS CONSIDERED A DROPOUT

DRIVER'S LICENSE AND LEARNER'S PERMIT CANCELLATION

Indiana law requires school officials to report to the Bureau of Motor Vehicles the name of each student who is less than 18 years of age and who:

1. Has been suspended from school two times;
2. Has been expelled from school;
3. Has been found to be a "habitual truant"; or
4. Has withdrawn (quit) school for any reason other than financial hardship.

Upon notification, the Bureau will invalidate a student's driver's license or learner's permit for not less than 120 days.

CRIMINAL GANGS AND CRIMINAL GANG ACTIVITY POLICY

A. GANG ACTIVITY IN SCHOOLS

It is the policy of the **Warrick County School Corporation** to prohibit gang activity and similar destructive or illegal group behavior on school property or school buses or at school-sponsored functions.

B. REPRISAL OR RETALIATION

It is the policy of the **Warrick County School Corporation** to prohibit reprisal or retaliation against individuals who report gang activity or similar destructive or illegal group behavior or who are victims, witnesses, bystanders, or others with reliable information about an act of gang activity and similar destructive or illegal group behavior.

C. DEFINITION OF “CRIMINAL GANG” AND “CRIMINAL ACTIVITY”

“Criminal gang” is defined (per IC 35-45-9-1) as a group with at least three (3) members that specifically:

(1) either:

(A) promotes, sponsors, or assists in; or

(B) participates in; or

(2) requires as a condition of membership or continued membership; the commission of a felony or an act that would be a felony if committed by an adult or the offense of battery (IC 35-42-2-1).

“Gang Activity:” refers to a student who knowingly or intentionally participates in a criminal gang, or a student who knowingly or intentionally solicits, recruits, entices, or intimidates another individual to join or continue to be a member of a criminal gang as per IC 35-45-9-3.

D. REPORTING SUSPECTED GANG ACTIVITY AND THE PROMPT INVESTIGATION OF SUSPECTED CRIMINAL GANG ACTIVITY

The Warrick County School Corporation shall offer information about the support and services available for students who are ‘at risk’ for, or suspected of, participating in gang activity and their families. Information may include, but is not limited to:

1. Per IC 20-33-9-10.5, a school employee shall report any incidents of suspected criminal gang activity, criminal intimidation, or criminal gang recruitment to the principal and the school safety specialist. The principal and the school safety specialist may take appropriate action to maintain a safe and secure school environment, including providing appropriate intervention services.
2. Appropriate consequences and remedial actions are those that are graded according to the severity of the offenses and consider both the developmental ages of the student offenders and students’ histories of inappropriate behaviors, per the student discipline policy.
3. The principal or designee shall conduct a prompt, thorough, and complete investigation for each report of suspected gang activity. The investigation shall be initiated by the principal or the principal’s designee within one (1) school day of the report of the incident. The principal may appoint additional personnel and request the assistance of law enforcement to assist in the investigation. The investigation shall be completed and the written findings submitted to the principal as soon as possible, but no later than five (5) school days from the date of the report of the alleged incident of criminal gang activity.
4. The principal shall submit the report to the superintendent of the school corporation within ten (10) school days of the completion of the investigation. The superintendent or his/her designee shall report the results of each investigation to the board of education on a quarterly basis during regularly scheduled board meetings.
5. Each school shall record the number of investigations disposed of internally and the number of cases referred to local law enforcement, disaggregated by race, ethnicity, age, and gender. Each school shall report this information to the school corporation superintendent who shall submit a written report to the Indiana Department of Education by June 2 of each year.
6. The principal shall provide the parents of the students who are parties to any investigation with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents includes the nature of the investigation, whether the corporation found evidence of criminal gang activity, and whether consequences were imposed or services provided to address the activity. This information is to be provided in an expedited manner.

7. The superintendent of the school corporation is authorized to define the range of ways in which school staff and the principal or the principal's designee shall respond once an incident of criminal gang activity is confirmed, according to the parameters described in the corporation's student discipline policy. The school board recognizes that some acts of gang activity may be isolated incidents requiring that the school officials respond appropriately to the individuals committing the acts. Other acts may be so serious that they require a response either at the school corporation level or by local law enforcement officials. Consequences and appropriate remedial actions for a student who engages in gang activity may range from positive behavioral interventions up to and including suspension or expulsion.
8. The principal shall proceed in accordance with the student discipline policy, as appropriate, based on the investigation findings. As appropriate to the investigation findings, the principal shall ensure the student discipline policy has been implemented, and provide intervention and/or relevant support services (i.e., referral to counseling, establishing training programs to reduce gang activity and enhance school climate, enlist parent cooperation and involvement, or take other appropriate action). The principal shall inform the parents of all students involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services.
9. The superintendent of the school corporation shall annually disseminate this policy to all parents. The superintendent shall ensure that notice of the corporation's policy appears in the student handbooks and all other publications of the school corporation that set forth the comprehensive rules, procedures, and standards for schools within the school corporation.

E. TYPES OF SERVICES, INCLUDING FAMILY SUPPORT SERVICES, FOR A STUDENT SUSPECTED OF PARTICIPATING IN GANG ACTIVITY

The school corporation shall offer information about the support and services available for students who are 'at risk' for, or suspected of, participating in gang activity and their families. Information may include, but is not limited to:

1. Gang awareness education (for students, parents, school faculty/personnel, law enforcement, and community stakeholders) that at least shows promise of effectiveness based on research. The gang awareness education information should be revised and updated regularly to reflect current trends in gang and gang-like activity.
2. Culturally and/or linguistically appropriate services/supports for parents and families
3. Counseling coupled with mentoring for students and their families.
4. Community and faith-based organizations and civic groups.
5. Viable, sustainable after-school programs developed in collaboration with other stakeholders.
6. Job training and employment opportunities as both a deterrent to gang involvement and an incentive to leave gang involvement.
7. School sanctioned/facilitated extra-curricular activities.

F. CRIMINAL GANG PREVENTION AND INTERVENTION SERVICES AND PROGRAMS FOR STUDENTS THAT MAXIMIZE - COMMUNITY PARTICIPATION AND THE USE OF FEDERAL FUNDING:

The Warrick County School Corporation shall strive to collaborate with community stakeholders to provide additional prevention and intervention services and programs according to policies and procedures, and to:

1. Provide training for staff and teachers on gang prevention and intervention resources on a periodic basis. The gang awareness information should be revised and updated regularly to reflect current trends in gang activity.
2. Create formalized collaboration plans between school administrators and Warrick County School Safety Commission as points of contact). The formalized collaborations should make effective, coordinated, and maximized use of federal funding a priority.
3. Coordinate resources and funding opportunities to support gang prevention/intervention activities.
4. Integrate School Resource Officer Programs when available.
5. Consider utilizing the Gang Resistance Education and Training (G.R.E.A.T.) Program into curricula.

Source: This document is modeled, in part, on information provided through the Indiana State Department of Education "Model Policy to Address Gangs, Gang Activity, and Similar Destructive or Illegal Group Behavior"

Warrick County School Corporation - Board Policy
[4062 - Criminal Gangs and Criminal Gang Activity](#)

**ALL WARRICK COUNTY PROPERTIES ARE TOBACCO FREE,
VAPE FREE, DRUG FREE, AND ALCOHOL FREE.**