

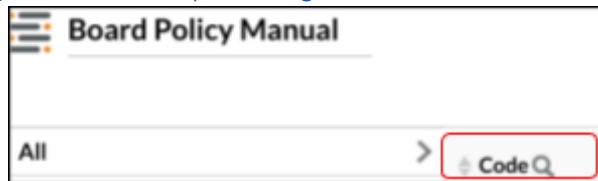
CRCSD MIDDLE SCHOOL STUDENT HANDBOOK 2024-2025

Updated: 5/2024

Note: All references to Board Policies, Regulations, and Procedures can be found on the following website
<https://tinuurl.com/CRCSD-BoardPolicyManual>

For the 2024- 2025 school year the Student Handbook will be found online through the CRCSD school websites. Students and parents are encouraged to collectively cover the handbook and its contents.

NOTE: All references to Board Policies, Regulations, and Procedures can be found on the following website: <https://tinyurl.com/CRCSD-BoardPolicyManual>



You can search for a specific policy number by clicking the magnifying glass on the Board Policy Manual home page and typing in the policy number.

Definitions

In this handbook, the word "parent" also means "guardian" unless otherwise stated. An administrator's title, such as superintendent or principal, also means that individual's designee unless otherwise stated. The term "school grounds" includes the school district facilities, school district property, property within the jurisdiction of the school district or school district premises, school-owned or school-operated buses or vehicles and chartered buses. The term "school facilities" includes school district buildings. The term "school activities" means all school activities in which students are involved whether they are school-sponsored or school-approved, whether they are an event or an activity, or whether they are held on or off school grounds.

Jurisdictional and Behavioral Expectations Statement

This handbook is an extension of board policy and is a reflection of the goals and objectives of the board. Every effort has been made to summarize school policies and regulations to provide a basic understanding of the district's expectations for students attending school. More detailed regulations can be found in the School Board Policy manuals located online through the CRCSD website.

The Board believes inappropriate student conduct causes material and substantial disruption to the school environment, interferes with the rights of others, and/or presents a threat to the health and safety of students, employees, and visitors on school premises. Appropriate classroom behavior allows teachers to communicate more effectively with students.

Students will conduct themselves in a manner fitting to their age & maturity and with respect and consideration for the rights of others while on District property or on property within the jurisdiction of the District; while on school owned and/or operated school or chartered vehicles; while attending or engaged in school activities; and while away from

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school grounds if misconduct will directly affect the good order, efficient management, and welfare of the District.

Students who fail to abide by the District's policies, regulations, and procedures and the applicable student handbook will be disciplined for conduct which disrupts or interferes with the education program; conduct which disrupts the orderly and efficient operation of the District or school activity; conduct which disrupts the rights of other students to participate in or obtain their education; conduct that is violent or destructive; or conduct which interrupts the maintenance of a disciplined atmosphere.

The District may impose a range of disciplinary measures for acts of misconduct. Disciplinary measures include, but are not limited to, removal from the classroom, detention, suspension from school, suspension from participation in extracurricular activities, and expulsion. The discipline imposed will be based upon the facts and circumstances surrounding the incident and the student's record. Consequences for the misconduct will be fair and developmentally appropriate in light of the circumstances. The imposition of discipline will be within the discretion of the individual responsible for imposing the discipline. In instances where there has been a violation of the law, as well as school rules, appropriate law enforcement officials will be contacted and may become involved in the District's administration of discipline. The District reserves the right to seek restitution from the parents/guardians of a student or the student for damage caused by the student.

Teachers and/or others who are in charge of a classroom must be the administrators of classroom discipline. Therefore, minor disciplinary offenses are the responsibility and obligation of the classroom teacher. When a situation arises wherein the educational process is substantially interfered with, it then becomes the responsibility of the administration to assist in the disposition of the discipline problem.

Removal from the classroom means a student is sent to the building principal's office. It is within the discretion of the person in charge of the classroom to remove the student.

Detention means the student's presence is required during non-school hours for disciplinary purposes. The student can be required to appear prior to the beginning of the school day, after school has been dismissed for the day, or on a non-school day. Whether a student will serve detention, and the length of the detention, is within the discretion of the licensed employee or the building principal, disciplining the student.

Suspension means either an in-school suspension, an out-of-school suspension, a restriction from activities or loss of eligibility. As in-school suspension means the student will attend school but will be temporarily isolated from one or more class while under supervision. An out-of-school suspension means the student is removed from the school environment, which includes school classes and activities. A restriction from school activities means a student will attend school and classes and practice but will not participate in school activities.

Expulsion means an action by the Board to remove a student from the school environment, which includes, but is not limited to, classes and activities, for a period of time set by the Board.

Following the suspension of a special education student, an informal evaluation of the student's placement will take place. The individual Education Program (IEP) is evaluated to determine whether it needs to be changed or modified in response to the behavior that led to the suspension. If a special education student's suspension, either in or out of school, equals ten days on a cumulative basis, a staffing team will meet to determine whether the IEP is appropriate.

Reference: School Board Policy 604

Absence and Attendance

Regular attendance, as well as being on time to school and class, is essential for students to obtain the maximum benefit from school and take full advantage of educational opportunities provided by the district. Students and guardians are required to follow District and school rules and procedures regarding attendance as outlined in Board policy 602 and to align with the State of Iowa's Compulsory Education Law Chapter 299.

The Cedar Rapids Community School District believes that excessive student absenteeism and tardiness is an early warning sign of poor academic achievement and puts students at risk of dropping out of school. An absence is any time a student does not access instruction (physically or remotely as designated). Absences will be recorded as part of a student's attendance record and tracked through Infinite Campus.

Absences: It is the responsibility of the guardian to notify the student's attendance center as soon as the guardian knows the student will not be attending school. This can be done via phone call or email listed above 24 hours a day. If the school is not notified of the absence, it will be counted as unexcused. The guardian may rectify this by giving verbal or email notice within two days of the reason for the absence or provide necessary documentation. The administrator reserves the right to verify an absence as excused or unexcused and may request evidence or written verification of the student's reason for absence. Student absences approved by the administrator are excused absences. Excused absences may include, but are not limited to:

- Illness - as long as an attendance contract is not in place
- Medically documented chronic or extended illness, hospitalization, or doctor's care, or school nurse's approval
- Medical or dental care
- Death or serious illness in the family
- Religious holidays requiring absences from school
- Court appearances or other legal proceedings beyond the control of the family

- Class time missed because of attendance at a school-sponsored trip or activity
- Other verified emergency as approved by the building administrator
- Other reasons which can be justified from an educational standpoint and which are approved by the building administrator

Students who are absent from school for any reason will be expected to make arrangements with appropriate school staff to recover the missed learning. Students are able to earn full or partial credit for the missed school work as agreed upon by the student and school.

Students who wish to participate in school-sponsored activities must attend school at least one-half day on the day of the activity unless permission has been given by the administrator for the student to be absent.

Responding to Excessive Absenteeism: School staff will follow District procedures to address attendance concerns. Guardians and students are expected to ensure an absence from school is a necessary absence. Truancy is the act of being absent without an excuse as defined by Board policy 602 which occurs through the failure to regularly attend school hours as established by the Board in the school calendar.

Reference: School Board Policy 602

Truancy

Truancy is defined as being absent from school or class without an approved excuse.

Truancy may lead to detention, possible suspension or consequences deemed appropriate by administration depending on the circumstances.

Truancy may also be an absence which the parents excuse but the school deems unacceptable. This situation might occur if it is felt that student absenteeism has been excessive. As per Iowa code 299.1 cases of chronic absenteeism may be referred to the director of student services for further action. (We would prefer to work through any issues at the school level.)

Permission to leave early:

Permission to leave school before 2:50 pm may be obtained by calling the Attendance Secretary and she will find your student for you. The parent/guardian would be contacted ASAP. Students who leave classes or school for any reason without permission are considered truant.

Activities

We recognize the extra-curricular program as an integral part of the curriculum. We believe that well-organized, purposeful activities reinforce and enrich the classroom experience; that valuable opportunities for the exercising of democratic principles and for the development of initiative and leadership; and that the development of the whole personality is a result of such participation. Students are encouraged to participate in

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extracurricular programs, including athletics, music, and drama.

Special Activities that meet administrative approval are planned at the school and add enrichment to each student's school life. These are organized by students with staff help.

After School Supervision

Middle school students are dismissed at 2:50. By 3:10 pm all students are expected to be out of the building and off school grounds unless under the direct supervision of a staff member. Students will be allowed to stay inside during inclement weather if waiting for a ride. Parental responsibility begins at 2:50 pm when students are dismissed from school. Please make arrangements for your child after school. After school time is used by our staff to work with students one on one, prepare lessons, coach sports, direct fine arts events and attend committee, building, and district meetings.

Arrival and Departure

Each school will share their arrival and departure times and expectations.

Athletics

Sports are available to students in grades 7 and 8. All students must have a physical and concussion form on file in the health office before they can participate.

- We encourage student support at our athletic events. Guidelines for spectator behavior are necessary so that everyone can enjoy the activity.
- Students will sit in the bleachers unless purchasing concessions or using the restroom.
- Students will put trash in appropriate containers.
- Students should arrange for transportation home before the games begin. Events are usually completed by 5:15 pm.
- Students who leave the contest area will not be allowed to return.
- Good sportsmanship towards all participants is expected.
- Students violating these guidelines may not attend future events.

Behavioral Expectations

We believe achieving social, emotional, and behavioral health for all is dependent upon collaboration across school, home, and community. It is important to clearly communicate and teach behavioral expectations to students with a focus on preventing unexpected behavior before it occurs. Positive behavior is taught, acknowledged, and modeled by school staff. This promotes a safe and predictable learning environment and fosters healthy relationships in the school community.

The Board believes that each student deserves the right to a fair and appropriate education. District students are expected to respect the rights of others, to contribute to a positive learning environment, and to comply with school and District rules and policies.

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To the maximum extent appropriate, staff will use proactive and restorative practices to keep students in class, while addressing misconduct that is detrimental to the learning environment and the rights of others. Practices that are restorative in nature, repairing harm to the victim and/or school community caused by misconduct, will be given first consideration over exclusionary discipline such as removal from class, suspension, or expulsion. School administration and staff will work to identify and correct practices that result in inequities in student achievement, discipline, and access to education.

Students are subject to this regulation while on school premises; while using school-provided transportation; while attending or engaging in school-sponsored activities; and while away from school grounds if misconduct will directly affect the good order, efficiency, management and welfare of the school.

Students may be disciplined for conduct including, but not limited to, the following:

Level 1:

1. Minor Defiance/Insubordination/Non-Compliance: Student engages in refusal to follow directions or talks back to an adult.
2. Minor Disrespect: Students deliver socially rude or dismissive messages to adults or students.
3. Minor Disruption: Students engage in behavior causing an interruption in a class or activity. Disruption includes sustained loud talk, yelling, or screaming; noise with material; horseplay or roughhousing; and/or sustained out-of-seat behavior.
4. Technology Misuse: Students engage in inappropriate (as defined by school) use of technology.
5. Inappropriate Location/Out of Bounds Area: Student is in an area that is outside of school boundaries (as defined by school).
6. Student Appearance Violation.
7. Lying/Cheating/Plagiarism – Student knowingly provides false information to a staff member and/or deliberately violates academic rules (this may also result in academic penalties at the discretion of and consistent with the policies of the teacher whose subject the offense occurred in).
8. Bullying, harassment, or sexual harassment (minor and not involving threatened or actual physical contact) – see Board Policy 612.
9. Inappropriate Display of Affection: Student engages in inappropriate, consensual, verbal and/or physical gestures/contact, of a sexual nature to another student/adult. This would include inappropriate touching.
10. Minor Property Damage/Vandalism – Students participate in an activity that results in destruction or disfigurement of property of minimal value or where the damage can be repaired at little to no cost.

Level 1 conduct may result in discipline including verbal redirection and/or coaching, peer-to-peer conflict resolution, restorative actions (e.g., student cleaning up mess made by that student), counseling, written reprimand, loss of privileges for one week or less, lunch

detention, after-school detention, and other similar actions that are proportionate to the nature of the student's conduct.

Level 2:

1. Threats: Students make threats of violence or other actions toward others without the apparent intent or ability to carry out the threat.
2. Major Defiance/Insubordination/Non-Compliance: Student engages in refusal to follow directions or talks back to an adult to a level that is substantially disruptive to the learning environment and/or the rights of others.
3. Major Disrespect: Students deliver socially rude or dismissive messages to adults or students (including profanity) that is substantially disruptive to the learning environment and/or the rights of others.
4. Physical Aggression Not Resulting in Injury: Student engages in actions involving or imminently threatening physical contact where injury could have, but did not actually, occur.
5. Fighting Not Resulting in Injury: Students are involved in mutual participation in an incident involving physical violence that does not result in injury to any party.
6. Bullying, harassment, or sexual harassment (conduct not involving actual or threatened physical contact): See Board Policy 612.
7. Possession of Combustibles: Student in possession of substances/objects readily capable of causing minor bodily injury and/or property damage (e.g., matches, lighters).
8. Gang Affiliation Activity: Student activities associated with a gang affiliation (gang graffiti, other identifying symbols, language, signs, clothing, colors, etc.).
9. Property Damage/Vandalism: Students participate in an activity that results in destruction or disfigurement of property of moderate value or where the damage cannot be repaired absent some cost/effort.
10. Other disruption to the school environment: Student engages in conduct that significantly disrupts the school and/or classroom environment, causing a loss of learning or other opportunities for other students.
11. Frequent and repeated conduct constituting Level 1 conduct violations that persist following Level 1 discipline and appropriate instruction/support.

Level 2 conduct may result in discipline including any disciplinary action applicable to Level 1 conduct, as well as In-School Suspension up to 3 days per incident, Out-of-School Suspension up to three (3) school days per incident, and removal from activities for up to one week.

Level 3:

1. Threats: Students make threats of violence or other actions toward others with the apparent intent or ability to carry out the threat.
2. Physical Aggression Resulting In Injury – Student engages in actions involving or imminently threatening physical contact where injury occurred.
3. Fighting Resulting in Injury – Students are involved in mutual participation in an incident involving physical violence that results in injury to any party.

4. Bullying, harassment, or sexual harassment (serious conduct and/or involving actual/threatened physical contact not resulting in injury) – see applicable Board Policy.
5. Use/Possession of Alcohol, Tobacco, Nicotine, or Any Illegal or Medically Unauthorized Substance or paraphernalia/accessories or lookalike substances - see applicable Board Policy.
6. Use of Combustibles – Student is/was in possession of and used substances/objects readily capable of causing bodily harm and/or property damage (e.g., matches, lighters).
7. Use/Possession of Weapons Other than Knives and Guns: Student uses and/or is in possession of weapons (real or look alike) or other objects readily capable of causing bodily injury - see applicable Board Policy
8. Theft: Student is involved by being in possession of, having passed on, or being responsible for removing someone else’s property.
9. Property Damage/Vandalism: Students participate in an activity that results in destruction or disfigurement of property of significant value or where the damage cannot be repaired absent significant cost/effort.
10. Major disruption to the school environment: Student engages in other conduct that constitutes an extreme disruption to the school and/or classroom environment, and causes a significant loss of learning or other opportunities for other students (e.g., cancelation of activity).
11. Frequent and repeated conduct constituting Level 2 conduct violations that persists following Level 2 discipline and appropriate instruction/support.

Level 3 conduct may result in discipline including any disciplinary action applicable to Level 1 and 2 conduct, as well as Out-of-School Suspension up to 3 days per incident, loss of privileges for more than one week, and removal from activities for more than one week.

Level 4:

1. Physical Aggression Resulting In Substantial Bodily Injury: Student engages in actions involving or imminently threatening physical contact where substantial bodily injury occurred.
2. Fighting Resulting in Substantial Bodily Injury: Students are involved in mutual participation in an incident involving physical violence that results in substantial bodily injury to any party.
3. Use/Possession of Weapons: Student uses and/or is in possession of knives, guns (real or look alike), and/or other objects readily capable of causing substantial bodily injury - see applicable Board Policy.
4. Bullying, harassment, or sexual harassment (severe or pervasive conduct and/or involving physical contact resulting in bodily injury and/or sexual assault) - see applicable Board Policy.
5. Manufacture or Distribution of Alcohol, Tobacco, Nicotine, or Any Illegal or Medically Unauthorized Substance or paraphernalia/accessories or lookalike substances - see applicable Board Policy.

6. Use/Possession of Combustibles: Student is/was in possession of substances/objects readily capable of causing substantial bodily harm and/or property damage (e.g., firecrackers, gasoline, lighter fluid).
7. Arson: Student plans and/or participates in malicious burning of property.
8. Threats of Violence: Student delivers a message through any medium threatening to commit an act of violence on or near District property and/or against members of the District community.

Level 4 conduct may result in discipline including any disciplinary action applicable to Level 1, 2 and 3 behaviors, as well as Out-of-School Suspension for up to 10 school days. Any building administrator recommending suspension for more than 3 school days must immediately refer the matter to their Executive Director and Deputy Superintendent for approval. They will ensure appropriate due process in accordance with Board policy and applicable federal and state law is provided.

An incident may involve multiple types of conduct described above. Where applicable, the consequences for the highest Level of behavior shall apply. For example, an incident involving both threats (Level 2) and physical aggression resulting in injury (Level 3) may result in consequences up to and including all Level 3 consequences.

Consistent with this Regulation, the school's principal/designee may impose disciplinary consequences based on reasonable professional judgment and the facts and circumstances of each situation. Consideration will be given to the age and maturity of the student(s) involved, the impact of the conduct on other students and staff, the severity of the misconduct, and whether the student has engaged in similar or related conduct in the past.

Consideration will also be given to relevant information about a student's disability, including relevant information from any IEP, FBA, BIP, and/or 504 Plan, when determining appropriate disciplinary consequences. Students with disabilities will not be removed from their current educational placement for behaviors related to their disability, except as permitted by law. Where suspension or disciplinary removal of a student with an IEP or 504 Plan results in removal from the student's educational placement for a total of ten (10) cumulative or consecutive school days in one school year, Manifestation Determination must be held no later than the tenth school day of removal.

Progressive discipline should be used to the extent appropriate to ensure severe consequences, such as exclusion from the learning environment, are reserved for serious behaviors disrupting the learning environment or violating the rights of others.

Prior to issuing disciplinary consequences, the building administrator or designee shall conduct an informal investigation of the charges, which shall provide the student with:

1. Oral or written notice of the allegations against the student.
2. The basis in fact for the charges, and
3. The opportunity to respond to those charges.

Reference: School Board Policy 604

Bus Transportation

Some students are transported by school bus. You will receive information about routes, pick up, drop off times and student conduct. It is the responsibility of the family to provide supervision at bus stops before and after school.

Middle School students who live two miles or more from their school are eligible to ride the school bus. Students are expected to behave in an orderly and courteous manner. Violations will be referred to the Department of Transportation and to the Associate Principal, and the student's bus pass may be revoked. Any questions concerning routes and schedules should be directed to the Department of Transportation for the school district. To achieve the maximum safety on the school buses a device will be installed to aid in the safety of every child on the buses. This device will be an onboard video camera which will be used to monitor student behavior, thereby improving safety for all passengers. The safety of every child on our school buses is a great concern for all of us.

Reference: School Board Policy 901, 901A

Cedar Rapids School Board

Regular meetings of the Board of Education are generally held on the 2nd and 4th Mondays of each month in the BoardRoom at the Educational Leadership and Support Center, 2500 Edgewood Rd. NW. The public is welcome to attend. Meetings are live streamed on YouTube at EngageCR and are also videotaped and uploaded to the district website. More information can be found on the [district website](#).

Reference: School Board Policy 206.2

Change of Address

Please complete the annual verification each year and update your address. If you move during the year, please notify the office of your new address and update it in Infinite Campus. If you move out of your resident school attendance area and wish to remain at your current school, please complete an [In District Permit](#).

Communication with Families

Communication is important and we will make every effort to contact families in a timely manner. Teachers will contact parents at home or work during the school day if there is an immediate need to discuss a problem involving their child. Teachers may communicate in writing or electronically at other times. Parent calls to teachers should be made from 7:30 - 7:50 AM or after school is dismissed at 2:50.

Remember that teachers are teaching and if it is an emergency or a change in dismissal plans for your child(ren) please contact the main office.

All communication between families and students during the school day should be done

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through school personnel. Texting or phone calls to student devices cause a disruption to the learning environment.

Conferences

There will be two times a year when you have the opportunity to schedule a time to meet with your child's teachers in person to discuss their progress. As always, feel free to contact your child's teachers throughout the year if you have any concerns.

Counseling Services

Through leadership, advocacy and collaboration, the counseling department will use the results of data analysis and reflection to meet the academic, social, emotional and basic needs of ALL students in a sensitive, timely and individualized manner. Counselors are available to help with:

- Personal concerns and problems
- Class schedules
- Coordination of community counseling resources and programs
- Ninth grade registration/career pathways and four year plan
- Psychological services: Referrals may be made by any of the educational staff or parent/guardian. Parental consent is necessary for consultation, evaluation, and other services of the certified psychologist from Grant Wood Area Education Agency.
- Harassment procedures
- New student enrollment and grade level transitions
- Mental health education
- Peer relationship issues
- Coordination of standardized testing
- Career guidance

Crisis Response

Comprehensive plans have been developed and implemented for emergency situations if and when there is a need to move students from our building or if a crisis occurs while students are away from our building. In the event that the school is declared unsafe to re-enter, we will be busing students to a designated reunification center. Parents will be directed to go to that center's location through local media where staff will assist in reuniting students with their parents. No student(s) will be released to an adult other than their parent(s)/guardian without permission. Bus routes will be used to return students to school or to their home whichever is deemed appropriate.

Reference: School Board Policy 613

Dress Code

Student dress is the responsibility of students and their parents/guardians. In some cases, the standard of dress may also be set by course requirements, activities, or other reasons for health and/or safety. Dressing in any manner that presents a health or safety hazard or

is a disruption, or could reasonably be expected to cause disruption, to the educational environment in the school will not be accepted. Administrators will enact the required and optional range of responses in situations where a student is not meeting the expectations of the dress code. The goal is to resolve the situation in the moment and prevent it from occurring again.

Following are some general regulations:

- Shoes must be worn at all times.
- Clothing must be free of any writing or symbols that promote drugs, alcohol, sex, profanity, gangs, or any message promoting illegal activity or that is disruptive to the educational environment.
- Other items that are inappropriate or disruptive to the educational environment.

Electronic Devices and Cell Phones

The use of cell phones and other electronic devices are permissible only under direct supervision of a staff member. Cell phones should be turned off and kept in your locker. Students should not record or photograph others without permission from staff.

CRCSD is a 1 to 1 environment. Each student is issued a laptop and is responsible for its safe-keeping. Students are also responsible for appropriate use and care of the laptop, per the Technology Use Agreement. Because the device remains the property of Cedar Rapids Community School District, students shall have no expectation of privacy with regards to data, emails, or other communication when using their school-issued device.

Administrators will respond with the required and optional range of responses in situations where students do not meet expectations for the acceptable use of technology. The response will be dependent upon a variety of factors including, but not limited to, the student's age and development, the impact that the situation had on others, the intensity and frequency of the behavior, and other contextual factors.

To maximize learning in the classroom, electronic devices should be brought to school each day and be fully charged. If your school issued device is damaged or missing, please report the problem immediately to the building's administration..

Fees

Each year there is a Consumable Materials fee for material use. The fee must be paid if your child is to receive the benefits of these programs. Failure to pay fees may result in this being turned in to the Collections Agency.

Students whose families meet the income guidelines for free and reduced price lunch, need to apply each school year by completing the F & R forms in your Infinite Campus Account. The Food and Nutrition department will notify parents of their eligibility. If you qualify, you have the opportunity to waive your student's school fees by completing the release agreements in your Infinite Campus account. [Link to add money to lunch account](#)

Field Trips

Field trips are arranged to supplement and enhance the learning experiences of children. The online registration system includes permissions for students to attend all field trips. Families must complete this permission online in Infinite Campus before any student can go on a trip away from school premises. Based on school board policy, the school will not seek written parent permission for each field trip. Teachers will still notify parents about details each time a field trip is to occur. Volunteers must complete and be approved through the volunteer process. This may take more than one business day, so this should be completed in advance. Transportation on field trips will be by school bus, private vehicle, or city bus.

Reference: School Board Policy 404

Health Services

All schools have a health office staffed by a health secretary and access to a school nurse to provide health related services to students throughout the school day. Health office staff provide first aid for injuries, administer medication and assess complaints of illness. School nurses manage chronic health conditions, including potentially life threatening health conditions. To contact the school nurse or health secretary at your child's school refer to: <https://crschools.us/students-and-families/student-services/health-services/>

Student Health and Well-being

Student Illness or Injury During the School Day

Students are sent to the health office if they are injured or appear ill. Health office staff will attend to the student's complaint. This may include providing first aid, asking the student questions about how he/she feels, taking a temperature, making observations, talking to the teacher, and contacting the school nurse. Students will be sent home for:

- A temperature of 100.4° F. or higher
- Active, illness related vomiting or diarrhea,

The parent/guardian will be called and the student will be sent home. Other symptoms that influence the decision to send the student home include general appearance and functioning in the classroom. After a period of observation a decision will be made to do one of the following:

- Notify the parent/guardian for symptoms of illness or injury of a serious nature as determined by the school nurse and/or health secretary. Not all student visits to the health office will result in parents/guardians being contacted.
- Allow the student to rest in the health office for a brief period then return to class.

Students are to be fever-free without fever reducing medication before returning to school.

During times of high rates of illness, such as during influenza season, the length of time a student must remain home after fever/symptoms of illness may change as recommended by Linn County Public Health.

For more information regarding other health services policies/procedures visit:

<https://crschools.us/students-and-families/parent-notifications/>

Reference: School Board Policy 605.3

Legal Notices

All notices are available on the district website:

[https://crschools.us/students-and-families/parent-notifications/
Parent Notifications](https://crschools.us/students-and-families/parent-notifications/Parent%20Notifications)

Here are the items you can find there:

- Chapter 102-Child Abuse reporting
- Section 504
- Compulsory Education
- Truancy
- Conduct on School Premises
- Anti-Bullying/Harassment
- Sex offender Registry
- Search and Seizure
- Illegal items found in school or in Student possession
- Tobacco Free school environment
- Weapons
- Chapter 103 Seclusion & Restraint
- Building level Due process
- Suspension
- Cost of evaluation and treatment
- Official school publications
- Student publications
- Safe and responsible student use of networked tech resources
- Student fee waiver
- Gifts to school personnel
- Reserved time for non-school student activities
- Video cameras on district properties & transportation
- Annual notice regarding student records
- Release of student directory information
- Rights under the protection of pupil rights amendment (PPRA)
- Open enrollment
- In district permits
- Home school Assistance program
- Asbestos notification

Non-Discrimination Policy

It is the policy of the Cedar Rapids Community School District not to discriminate in educational programs and/or activities on the basis of race, creed, color, gender, sex, sexual orientation, marital status, gender identity, socioeconomic status, national origin, religion, disability, age (except for permitting/prohibiting students to engage in certain activities) or genetic information and in employment opportunities on the basis of age, race, creed, color, gender, sex, sexual orientation, gender identity, national origin, religion, disability or genetic information. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy, please contact Darius Ballard, Educational Leadership and Support Center, 2500 Edgewood Rd NW, Cedar Rapids, IA, (319) 558-2000.

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Lockers

Each student will be given a locker. All personal belongings brought to school are the responsibility of the student. Although theft is seldom a problem, students are discouraged from leaving valuables or personal items in their lockers. We request that students leave electronic devices and other personal items at home. If it is necessary to bring valuables to school, they should be given to the office for safekeeping. Lockers cannot be monitored constantly and if items are missing or damaged, the school district will not be responsible for their replacement.

Lost and Found

Lost and found items are placed in a common area and are gone through regularly. Any items not claimed are donated.

Nicotine Free Environment

The District prohibits the distribution, dispensing, manufacture, possession, use, or being under the influence of beer, wine, alcohol, tobacco, nicotine, and/or illegal or medically unauthorized substances, or "look alike" substances that appear to be tobacco, nicotine, beer, wine, alcohol or and/or illegal or medically unauthorized substances by students while on District property or on property within the jurisdiction of the District; while on school owned and/or operated school or chartered vehicles; while attending or engaged in school activities; and while away from school grounds if the misconduct will directly affect the good order, efficient management and welfare of the District.

Students who violate the terms of this regulation may be required to satisfactorily complete a substance abuse evaluation, assistance and/or rehabilitation program approved by the Board. The program may include age-appropriate, developmentally-based drug and alcohol curriculum for students in grades kindergarten through twelve, which address the legal, social, and health consequences of tobacco, drug and alcohol use and which provide information about effective techniques for resisting peer pressure to use tobacco, drugs or alcohol. Information about drug and alcohol counseling and rehabilitation and re-entry programs available to students. If such a student fails to satisfactorily complete such a program, the student may be subject to discipline including suspension or expulsion.

Reference School Board Policy 604.10

Plagiarism Policy

We want to ensure all students are career and college ready upon their completion of school. This includes understanding and avoiding plagiarism. Plagiarism is defined as using another person's work as your own and includes, but is not limited to copying online sources, using another student's Google Drive, copying and pasting another's work, etc.

It is the student's responsibility to avoid plagiarizing others' work. To assist students in producing their own work, teachers will:

- Make the classroom policy known to all students
- Be specific as to whether work is to be cooperative or individual
- Prepare students for assessments
- Provide feedback in a timely manner

Administrators will enact the required and optional range of responses in order to resolve the situation and prevent it from occurring again. The response will be dependent upon a variety of factors including, but not limited to, the student's age and development, the impact that the situation had on others, the intensity and frequency of the behavior, and other contextual factors.

Be SMART - Secure Storage Resolution

The Cedar Rapids Community School District Board of Education passed a resolution to ensure parents know about how secure gun storage can prevent school shootings. In the vast majority of active shooter incidents in K-12 schools, the shooter or shooters were school-age and were current or former students. They also obtained their guns from their home or the homes of relatives. While millions of responsible gun owners follow recommended storage practices, research shows that more than half of gun owners do not store all of their guns securely. Oftentimes, the guns taken from the home and used by school-age shooters were easily accessible or were not stored securely. By taking proactive steps to promote responsible gun ownership and secure firearm storage, schools can prevent school gun violence and help keep school communities safe.

Whereas, Evidence strongly suggests that secure firearm storage is an essential component to any effective strategy to keep schools and students safe;

Whereas, An estimated 4.6 million American children live in households with at least one loaded, unlocked firearm;

Whereas, Every year, roughly 350 children under the age of 18 unintentionally shoot themselves or someone else. That's nearly one unintentional shooting per day, and 70 percent of these incidents take place inside a home;

Whereas, Another 1,200 children and teens die by gun suicide each year, most often using guns belonging to a family member;

Whereas, In incidents of gun violence on school grounds, 75 percent of active shooters were current students or recent graduates;

Note: All references to Board Policies, Regulations, and Procedures can be found on the following website
<https://tinuurl.com/CRCSD-BoardPolicyManual>

Whereas, Research shows that secure firearm storage practices are associated with up to an 85 percent reduction in the risk of self-inflicted and unintentional firearm injuries among children and teens;

Whereas, The U.S. Secret Service National Threat Assessment Center recommends the importance of appropriate storage of firearms because 76 percent of school shooters used firearms acquired from the homes of parents or close relatives;

Whereas, Across the country, lawmakers, community members, and local leaders are working together to implement public awareness campaigns, such as the Be SMART program, which is endorsed by the National PTA and which encourages secure gun storage practices and highlights the public safety risks of unsecured guns;

Whereas, School districts across the country have begun to proactively send materials home to parents and guardians informing them of applicable firearm storage laws and firearm secure storage best practices;

Whereas, Keeping students, teachers and staff safe from the threat of gun violence should be the responsibility of all adult stakeholders at each of our school sites;

Therefore, the Board and the Superintendent will continue to work with local law enforcement agencies, health agencies, and nonprofits to collaborate and increase efforts to inform District parents of their obligations regarding secure storage of firearms in their homes.