



Marmet Mustangs

Kindness. Respect. Accountability.

Marmet Elementary School

408 94th Street

Marmet, WV 25315

Phone: (304) 949-2382

Student/Parent Handbook

2016-2017 Our Vision:

A world where every child's potential is UNLOCKED!

Our Mission:

We are...

Making a difference.

Unlocking potential.

Striving to be innovative.

Team builders.

Accountable.

Next Generation bound.

Goal setters.

Service oriented.

Core Values:

All students can achieve.

Strong, competent leadership is essential for a school's success.

The school and students' families are partners and must have positive relationships.

Schools must be safe and caring.

Learning environments must be well-designed and maintained.

WELCOME TO MARMET ELEMENTARY

Dear Parents,

Welcome to Marmet Elementary! We are excited to have the opportunity to work together with your family as we teach your children and guide them through what we hope will be a very successful school year!

The staff would like to encourage you to be involved in your children's experience here at Marmet Elementary by being familiar with staff members, visiting the school, attending events throughout the year, volunteering for special programs and joining the PTA.

This handbook will answer common questions that parents often have. You may want to print a copy and keep it in a visible place in your home, so that you can refer to it often this school year. Please read through the information, as your child will be held to the standards described.

The office at Marmet Elementary is open from 7:55-3:30 daily, and we encourage you to stop in or call 304-949-2382 to discuss any questions or concerns you may have.

We look forward to working with you,

Cindy Schilling, Principal

Email- cschilling@mail.kana.k12.wv.us

Staff Directory

Principal	Cindy Schilling	cschilling@mail.kana.k12.wv.us
Secretary	Kay Coon	kcoon@mail.kana.k12.wv.us
Counselor	Leslie Nichols	lnichols@mail.kana.k12.wv.us
Preschool	Eileen Jones	efjones@mail.kana.k12.wv.us
Preschool Aide	Jean Carpenter	jcarpenter@mail.kana.k12.wv.us
Kindergarten	Amanda Gillispie	agillispie@mail.kana.k12.wv.us
Kindergarten Aide	Joyce Payne	jpayne@mail.kana.k12.wv.us
First Grade	Jennifer Morton	jmorton@mail.kana.k12.wv.us
Second Grade	Emily McMillion	emcmillion@mail.kana.k12.wv.us
Third Grade	Debbie Phillips	dphillips@mail.kana.k12.wv.us
Third Grade	Cassie Hamm	chamm@mail.kana.k12.wv.us
Fourth Grade	Elizabeth Ukiwo	eukiwo@mail.kana.k12.wv.us
Fifth Grade	Erin Burgess	eburgess@mail.kana.k12.wv.us
Resource	Heather Balser	
Title I Math	Jill Savage	jsavage@mail.kana.k12.wv.us
Title I Reading	Joyce Midkiff	jsmidkiff@mail.kana.k12.wv.us
Librarian	BJ Fontalbert	bfontalbert@mail.kana.k12.wv.us
P.E.	Trey Bartlett	tbarlett@mail.kana.k12.wv.us
Music	Danielle Coleman	dcoleman@mail.kana.k12.wv.us
Art	Chet Lowther	clowther@mail.kana.k12.wv.us
Speech	Teresa Morris	tmorris@mail.kana.k12.wv.us
Nurse	Don Springer	dspringer@mail.kana.k12.wv.us
Custodian	Frank Thompson	jthompson@mail.kana.k12.wv.us
Custodian	Devin Porter	dporter@mail.kana.k12.wv.us
Cook	Debbie Ridgway	dridgway@mail.kana.k12.wv.us
Cook	Debra Williams	dwilliams@mail.kana.k12.wv.us

ATTENDANCE POLICY

Attendance is vital to your child's success in school. We encourage parents to please make all appointments during after-school hours or on days when school is not in session.

- Your child is expected to bring a doctor's excuse or parent note for every absence, including being checked out early, since instruction does not end until the dismissal bell.
- Notes should include the date and reason for the absence. A maximum of 5 absences a year may be excused with a parent note. ALL others must have a doctor's excuse.
- Students are expected to be in their seats and ready to work at 8:30.
- If your child arrives after 8:30, an adult MUST walk them to the office and sign them in.
- Ten (10) tardies and/or early checkouts will result in a phone call or meeting with the Principal and the Student Assistance Team.
- If your child has ten (10) unexcused absences, it will be reported to the attendance director.
- If your child is absent, they are expected to complete make up work promptly. Teachers will not be expected to gather make up work during the instructional day. Make up work will be given when the child returns. The number of days allowed to make up the work will be the same number of days absent. (Ex.- If your child missed 2 days, they will have 2 days to complete the make-up work.)

DAILY SCHEDULE

7:55	Doors open to students
7:55-8:20	Breakfast served
8:30	Tardy bell/Instruction begins
11:10-11:40	PreK/Kindergarten
11:15-11:45	1 st /2 nd Grade lunch
11:50-12:20	3 rd Grade Lunch
11:55-12:25	4 th /5 th Grade lunch
3:05	Dismissal

Breakfasts and lunches from fast food restaurants will not be permitted in the lunchroom or classrooms.

EMERGENCY CARDS

Every child MUST have an emergency card on file in the main office. We must have a contact number in order to contact parents or guardians at all times during every school day. ALL numbers MUST be in working order and updated as needed. **Please use this card to list ANY adult who has your permission to pick your child up from school. If the person's name is not on this card, they will NOT be permitted to leave with your child. Anyone who is not recognized by school personnel will be required to show ID. If no ID is produced, the child will NOT be released.**

LEGAL/CUSTODY ORDERS

If a legal situation or custody agreement results in any person being prevented from having access to a child or their records, legal documents MUST BE ON FILE in the office. **It is the parents' responsibility to notify the school and provide court-ordered documents.** These documents must be updated and resubmitted EVERY school year. Please make sure your child's emergency card indicates this legal order.

Morning Arrival Procedure

If you will be driving your child to school, please do not enter the bus loop in front of the school (where the flagpole is located). Please pull onto the parking lot by the empty soccer field, from west to east, and drop your child off. Unless you need to speak with someone, there is no need to walk your child to the door.

No traffic will be permitted to pass the front entrance after 7:55. This road will be blocked this year at 7:55 for safety.

No students will be permitted into the building until 7:55 am.

All students will remain in the cafeteria until 8:15. At that time, students will be dismissed to the classrooms, if not eating. At 8:30, ALL students must be seated in their classroom, prepared to work. Instruction begins at 8:30.

In order to ensure the students' safety, parents will not be permitted to walk to the classrooms.

Any adult wishing to speak with a teacher or principal is welcome to sign in, in the office.

Afternoon Dismissal Procedure

- All PreK students will be dismissed at 2:55. Parents must sign them out at the main entrance.
- Dismissal bell will ring at 3:05.
- Buses will be loaded BEFORE any students who are walking or being picked up. **(Adults will not be permitted to take students out of the bus line.)**
- Students who are picked up in cars will wait quietly INSIDE.
- If someone the staff does not recognize attempts to pick up your child, ID will need to be shown and must match the child's emergency card.
- Children who walk home will be dismissed after all traffic has gone. Grades K-2 will exit through the front entrance. Grades 3-5 will exit through the front gate on the playground side of the school.

We appreciate your support and patience. Marmet Elementary staff is committed to ensuring that every student is dismissed to the proper adult. **We must dismiss each child individually to be absolutely sure your child remains safe.** If everyone cooperates, this can be a very fast and safe dismissal procedure.

TARDY STUDENTS / EARLY CHECK OUTS

Arriving to school on time teaches responsibility and consideration of others. When your child arrives late, they must enter the room after the class has received instructions for the day, causing the teacher to repeat them. This causes disruption for the office, the teacher and the entire class. **Please make every effort to have your child at school on time.**

- **ALL** students who are not **in their seats, ready to work by 8:30** are considered tardy. Any student arriving after 8:30 must be brought to the office by an adult. **Please do NOT allow your child to walk in alone after 8:30.**
- When a student reaches 10 tardies, or early check outs (or a combination of both) a meeting with the principal will be held. The SAT team may also be involved.
- If you must check your child out early, please sign them out in the office. Reminder- Only those listed on the emergency card will be permitted to check out the student.
- **We ask that you not check your child out after 2:45.** After that time, the teachers are reviewing their day, explaining homework and making final preparations for dismissal. It is a very busy time.

AFTER-SCHOOL ROUTINE

- Students must have written permission to ride a different bus, change bus stops or ride home with a classmate.
- Students will not be permitted to call home in order to change their normal, daily routine.
- Students must report home immediately after getting off the bus.
- No glass vases or balloons will be permitted on the bus.
- Inappropriate behavior to or from school can result in suspension from the bus and or school.
- **If you change your child's routine unexpectedly, you must call the school BEFORE 2:30 to ensure your child gets the notice. It is very difficult to relay information at the end of the day.**

Discrimination Prohibited

As required by federal laws and regulations, the Kanawha County Board of Education does not discriminate on the basis of sex, color, religion, disability, marital status, age, or national origin in its employment practices or in the administration of its' programs and activities. Inquiries may be directed to Jean Ann Herscher, Title IX Coordinator, Kanawha County Board of Education, 200 Elizabeth Street, Charleston, WV 25311-2119, phone 348-1344; to the Section 504 Coordinator, Kanawha County Board of Education, 200 Elizabeth Street, Charleston, WV 25311-2119, phone 348-1366; to Elimination of Sex Discrimination Program Coordinator, 558-7864; or the U.S. Department of Education's Director of the Office for Civil Rights (215) 656-8541.

Safe Schools

Administrators, staff, parents, students, and the community all share the responsibility of keeping our schools safe. Learning cannot take place in a culture of fear. Children have the right to be educated in a safe environment.

At Marmet Elementary, all outside doors are locked to prevent unwelcome intruders. Officer Buttrick greets the students every day and remains at the front door during arrival. All visitors must report directly to the school office and sign in. If an unsafe situation, person or threat is detected, the Marmet Safe Schools Plan will be enacted. If you have concerns about your child's safety, please feel free to share your concerns with the LSIC or principal.

PARENTLINK

Parents will receive calls at home, work, or cell phone to communicate important information. **It is important that phone numbers be current so that you may receive this notification.** Please update the school's office with information as it changes (phone numbers, addresses, etc.).

Shelter in Place/Lockdown/Evacuation

There are three different types of security measures to protect the students and staff from a threat. The type of situation will determine the steps taken.

- **SHELTER IN PLACE**- EVERYONE in the building will gather in a designated area. Windows and doors will be sealed. No one will be permitted in or out of the building.
- **LOCKDOWN**- Staff and students will remain in a locked room, which will not be unlocked for anyone.
- **EVACUATION**- Staff and students will exit the building and remain in a common meeting place.

SAFETY / SECURITY

Student and staff safety is of upmost importance at Marmet Elementary. The following procedures will be followed to ensure the safety of both children and adults...

- ALL visitors must report to the office immediately after entering the building BEFORE visiting ANY part of the building.
- When picking a child up early, an adult, **whose name appears on the child's emergency card**, must sign them out in the office and wait in the office for the child.
- Visitors will use the front entrance ONLY.
- **DRILLS**- A minimum of 4 lockdown drills (one of which must be evaluated by law enforcement), 2 shelter in place drills and 10 fire drills will be held during each school year.

Emergency School Closings/Early Dismissals

When school is dismissed early due to an emergency, parents will be notified via TV, radio, PARENTLINK calls, and texts.

- Please complete and return the EMERGENCY DISMISSAL form explaining your child's transportation arrangements in the event of an emergency.
- This form does NOT refer to the planned monthly early dismissals.

The office becomes very busy in cases of early dismissal and the phone lines need to be kept open. The students are not allowed to call and find out where to go. This must be determined ahead of time. Also, please try not to call the school unless there is an emergency during these unexpected dismissals.

School Closing Report

Information about the closing of Kanawha County Schools for weather or other reasons will be communicated by radio, television stations, automated phone calls, Facebook posts and texts.

When schools are closed for the day (or when schools are closed early) all regular classes, extra-curricular activities, vocational education, and community education classes scheduled for the morning or evening will be cancelled.

FIELD TRIPS

Students must meet specific guidelines in attendance, behavior and work ethic in order to earn field trips. Students who do not meet these expectations may be excluded from any field trip as determined by the classroom teacher and the principal.

The student must...

...display appropriate, respectful and safe behavior both in school and when on a school bus as outlined in KCS Code of Conduct.

...maintain acceptable work habits in the classroom.

...exhibit self-control at all times.

...attend school faithfully and adhere to KCS attendance policy.

All permission slips and forms must be turned in to the office in a timely manner. Students will not be permitted to call home and ask permission to attend a field trip. School-based staff will be the sole chaperones for field trips unless otherwise noted. When noted, parents will be asked to attend. No parents will be included as chaperones on overnight trips.

Parent Teacher Association

Parents are strongly encouraged to become involved with the school by joining parent organizations. Local parent-teacher associations may be organized and shall be considered as auxiliaries to the public schools. The form of the organization and objectives of local associations shall conform, in the main, to suggestions outlined by the National Congress of Parents and Teachers. Local associations shall be permitted to hold regular meetings in the school buildings. The following schedule shall be observed in scheduling regular meetings: senior high school/1st-7th of month; junior high school/8th-14th of month; elementary school/15th-21st of month. Teachers are encouraged to attend these meetings.

Local School Improvement Council

The Local School Improvement Council is made up of the following members: three parent representatives who are elected by a parent group; three teachers who are elected by Faculty Senate; two service representatives who are elected by the service staff; a business representative and community representative who are appointed by the principal.

The purpose of the Local School Improvement Council is to:

- *Encourage the involvement of parents and guardians in their child's educational process and in the school;
- *Encourage businesses to provide time for their employees who are parents, guardians, or custodians to meet with teachers concerning their child's education;

- *Encourage advice and suggestions from the business community;
- *Encourage school volunteer programs and mentorship programs; and
- *Foster utilization of the school facilities and grounds for public community activities.

PARENT INVOLVEMENT / VOLUNTEERS

Parental involvement an important part of your child's success. We encourage you to stay informed and involved. There will be many opportunities for you to participate throughout the school year.

- PTA
- LSIC
- Homeroom Parents
- Strategic Planning Committee
- Teacher conferences
- SAT meetings
- Parent/Teacher/Student conferences
- Informal meetings
- School beautification projects
- Parent Night
- Various programs and performances

Remember, you are welcome to schedule a meeting with the principal, counselor or teachers at any time.

WHEN STUDENTS ARE SICK AT SCHOOL

You will be called to pick your child up from school if...

...they have a temperature of 100 degrees or higher.

...they have vomited.

...they have head lice.

...their eyes are red and have drainage.

...they have a rash.

...there is an injury or situation about which we determine the parents should be notified.

Physician's Order

No medication, either prescription or non-prescription medication, shall be administered at school except by **written order and dosage instructions from the student's physician.** If the administration of medication is scheduled for a period in excess of 21 days, Form ECMA-1 must be completed by the student's physician and filed with the school. If the administration of medication is scheduled for a period of 21 days or less, an order from the student's physician and a note of permission from the parent/guardian must be submitted to the school. Standing orders from the Kanawha County Schools Medical Consultant will allow the administration of a very limited list of predetermined nonprescription medications to be given for a period of up to three days with specific written instructions from the parents. No other medications will be administered without an order from a licensed healthcare provider with prescriptive privileges.

- Prescription medication must be labeled clearly and accurately by a pharmacist or physician.
- Non-prescription medications must be delivered to school in the manufacturer's container, clearly labeled with the student's name.
- All medication must be stored in a locked cabinet located in a suitable area designated by the principal. Medications that are needed for immediate emergency use in a life-threatening situation only may be carried on the student's person, if there is a physician's order explaining the necessity to have the medication available immediately, and an assessment by the school nurse verifies that this can be safely done.

- No medication, prescription or non-prescription, will be kept in a student's backpack, classroom or on their person.

School Psychologist

Kanawha County Schools provides psychological services to children who are experiencing academic difficulties and are in need of a thorough evaluation. Parental permission is required for any testing.

Speech Therapy

A qualified speech therapist works with those pupils in need. Services for both articulation and communication development are available. Areas stressed in class include auditory processing or listening skills, word finding skills, vocabulary enrichment, abstract language, verbal reasoning skills, syntax, grammar, and fluency. A primary objective is to improve motivation and attitude and to encourage growth in communication skills.

DRESS CODE

Marmet staff members will dress in a professional manner as positive role models for students and will enforce the following dress code policy for students:

STUDENT DRESS CODE

- No hats or hoods will be worn inside the building.
- No undergarments, or undergarment straps, may be exposed.
- Shorts and skirts must reach mid-thigh.
- All tank tops must have straps that cover the top of the shoulder. Shirts with thin straps will NOT be permitted.

- We encourage all students to wear tennis shoes every day to prevent injury, but this is not required.
- All sandals must have a strap around the heel to keep the shoe on. No flip-flops will be permitted. These types of shoes often come off the foot, causing students to fall.
- Pajamas are NOT to be worn to school, except on designated days.
- All private areas of the body must be appropriately covered, as determined by the staff.

If a student's clothing is found to be inappropriate, parents may be called to bring a change of clothes, we may provide clean, alternative clothing or the student may be asked to turn shirts inside out to hide offensive graphics or language.

No clothing will be permitted that...

- ...creates a disruption in the learning process of other students.
- ...has weapons, alcohol, tobacco, drugs, or racial/sexual references.
- ...has holes which expose any skin above the knee or on the torso.
- ...leaves the stomach area exposed.

Marmet Elementary students are expected to dress in a manner that displays self-respect and reasonable modesty. We believe in teaching the students to dress appropriately for a professional learning environment.

PERSONAL TECHNOLOGY- Students who bring cell phones, personal electronic tablets or other types of technology must leave them **OFF and in a designated area** the entire school day. PARENTS, please understand that while staff members will provide a place to keep these devices, they are NOT responsible for their care. Students are NOT permitted to talk, text take pictures or video on devices while at school, however, individual staff members may grant permission to make exceptions to this rule as part of an assignment or activity.

Kanawha County Schools Grading Scale

GRADE	DESCRIPTION	PERCENTAGE
A	Excellent	93-100
B	Above Average	85-92
C	Average	75-84
D	Below Average	65-74
E	Unsatisfactory	Below 65
S	Satisfactory	-
N	Needs Improvement	-
-	Not Evaluated	-

Telephone Usage

Except in the case of an emergency, students will not be permitted to use the school telephone. Forgotten homework, books, permission slips, etc. are not considered to be emergencies. Also, we do not call students out of class to talk on the phone. We will relay any emergency messages to the student.

Make rainy day and snow day plans ahead of time with your child. It is not possible to allow each child to phone home for instructions. Discuss the plan in advance with your child.

In addition, **students are not allowed to be on cell phones in school without specific permission. This includes talking, texting, social media, taking pictures and video. If a student is caught on a cell phone without permission, it will be taken and returned only to a parent or guardian.**

Lunch/Breakfast

Prices are as follows:

Breakfast and lunch are free for all students at Marmet Elementary.

Adult Lunch	\$4.25	Adult Breakfast	\$3.25
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Milk, Juice, or Water	\$0.35 (cash only)
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Breakfast is served from 7:55am to 8:20am. Students who plan to eat breakfast should arrive between 7:55 and 8:10 am. Breakfast will not be served after 8:20 am.

Lunch is served from 11:10-12:25 for various classrooms. **Students who bring cold lunches from home are not permitted to bring glass containers. Students who bring a bag lunch may purchase milk or juice to drink with their lunch for 35 cents. It is cash only. Fast food is not permitted.**

Parents are welcome to have lunch in the school cafeteria by calling the school any morning before 9:00am and must pay cash for their meal.

Birthday Lunches

The last Friday of every month will be birthday lunch, unless otherwise specified. Parents of students who have celebrated a birthday during that month may join their child for lunch. Please return the invitation or call for a reservation and pay for your lunch in the office- \$4.25.

Party Regulations

Marmet Elementary is allowed to dedicate instructional time to ONLY 2 parties per school year. These parties will be determined by our PTA. PTA will provide food and beverage items for those 2 parties that are commercially packaged or sealed and meet the WVDE nutrition policy. For more information, you may access the WVDE web site.

Homework

Following is the Kanawha County Board of Education expected time allotments:

Kindergarten	15 minutes daily
First through Third	30 minutes daily
Fourth through Sixth	1 hour daily

Student Assignment Folder

All students in grades K-5 will have a school binder that must be sent to school each day. This binder will/may contain your child's homework folder, assignment book and any information sent home by the school. Any notes for your child's teacher must be sent in this binder. Daily class assignments are required to be kept in this book. It is the student's responsibility to complete the assignment books before dismissal each day. Students will be instructed in how to organize their binders and record homework each day. **Parents should check and/or sign the book or folder each evening.**

Textbooks, Computers, iPads

Students are expected to handle school materials and equipment with care and respect. Students will be held responsible for any damage done to textbooks, computer and iPads as a result of negligent behavior. Parents will be held financially responsible for repairs or replacement casts.

Change of Address

If you change your address or telephone number, report that change to the office as soon as possible. **Any other changes, such as parent or guardian name, parent or guardian workplace or telephone number should also be reported to the school so that there is accurate information in case of an emergency.**

Transfer of Students

Please notify the school at least one day in advance of any student transfer in order that we may prepare the proper paperwork that is required. Please supply the new address, the new school and its address, and new phone number, if possible. Any student transferring to another school in Kanawha County must have completed a transfer from Marmet Elementary before they will be enrolled in the new school.

Visitation at School

The Kanawha County Board of Education encourages parental visits at school. In order for the visit not to disrupt the instructional day, please follow the guidelines below:

1. Call the school to make an appointment to discuss a problem with your child's teacher.
2. Report to the office upon entering the building to sign in and receive a "Visitor's Pass". If you do not have a visitor's pass you will be asked to go back to the office and get one.
3. Any requested meeting may be denied if the safety, welfare, and orderly instruction of students or staff would be jeopardized. For example, if a visitor appears to be under the influence of alcohol or drugs, or if he/she manifests abnormal behavior or cursing, denial of access to the school would be appropriate. If after being asked to leave the guest refuses, then the Police Department will be called.

All parents are welcome to visit classrooms for observation purposes at any time **provided an appointment has been made and they report to the principal first.** Your cooperation in carrying out these procedures will result in better use of instructional time and less classroom disruptions.

Invitations

Invitations to parties can only be handed out at school if there is one for every student in the class. Dr. Duerring must approve all handouts for events hosted by outside organizations.

Code of Conduct for West Virginia Students

Students in West Virginia public schools, in order to have the opportunity to reach their potential, shall:

1. Attend school faithfully; complete assignments on time and work to his or her full potential.
2. Behave in a manner that does not disrupt classroom learning or the operation of the school.
3. Obey teachers, principals, and others in authority.
4. Refrain from aggressive or threatening behavior toward fellow students, and school staff.
5. Refrain from the possession or use of any weapons, illegal drugs, alcohol, or tobacco products.

Authority of Teachers (State Code 18A-5-1)

The teacher shall stand in the place of the parent or guardian in exercising authority over the school, and shall have control of all pupils enrolled in the school from the time they reach the school until they have returned to their respective homes.

Fighting and bullying are prohibited and will not be tolerated. When an incident occurs, all parties who show active aggression will be suspended.

Please “like” our Facebook page, **Marmet Elementary One Voice**. This is an excellent way to contact Mrs. Schilling and to stay informed. We will respond to questions usually in only a few minutes. Please remember, however, that the information you post is not confidential. Parents who act as administrators will be able to see a private Facebook message, as well. Any confidential situations should be discussed personally with Mrs. Schilling, your child’s teacher or Ms. Nichols, our counselor.

How to contact Mrs. Schilling, Principal

I want to be as available as possible to the staff, community, students and families. The best way to reach me immediately is through email or our school Facebook page. Both of these go directly to my phone and send me a notification. I can usually respond immediately. **If it is a confidential issue, however, the Facebook posts, even messages, will be seen by parents, so email would be best.** You can always call the office, as well. Please understand that I am usually in classrooms and cannot always come right to the phone. Please leave a message, and if I do not call you back that same day, call the office again. If you have a special situation, such as a medical concern, please see me and I will give you my personal cell phone number. I also stand at the front door every morning and would be happy to talk with you. I want you to feel comfortable coming to me with any situation and I will make myself available to you.

Marmet Elementary Behavioral Consequence Chart

Key:
ISS= In-school suspension
OSS= Out-of –school suspension

All consequences will be determined at the principal’s discretion. Most behaviors will also result in a classroom consequence according to the teacher’s discretion.

Behavior	Consequence
Disobeying a teacher in a willful manner	Warning/Exclusion/ISS/OSS
Profane language toward employee	Warning/1 day of ISS or OSS
Inappropriate language	Warning/Exclusion/ISS
Disrespect to staff	Warning/ISS
Harassment/bullying	Warning/1-3 days of ISS
Harassment- race, religious, ethnic, sexual	Title IX Grievance Filed
Physical Fight	1-3 days of OSS
Assault/battery against employee	5 days of OSS
Aggressive Behavior	1 day of ISS/OSS
Disruptive Conduct	Warning/ISS/OSS
Threat of Physical Harm	1 day of ISS/OSS
Throwing objects	1 day of ISS?OOS

Aggressive touching	Warning/ISS/OSS
Non-aggressive touching	Warning/ISS/OSS
Failure to obey authority	Warning/ISS/OSS
Inappropriate dress	Call home for a change of clothing/appropriate clothing provided/clothing inverted
Off- campus without permission	1 day of ISS
Defacing of school property	Monetary restitution and 1 day ISS
Stealing	ISS/OSS
Vandalism	Repair or Monetary restitution and 1 day ISS
Possession and/or use of dangerous weapons other than firearms or knife-like implement	Kanawha County Schools Policy
Possession and/or use of firearms	Kanawha County Schools Policy
Possession and/or use of knife-like implement	Kanawha County Schools Policy
Cheating	Loss of points on assignment and 1 day of ISS
Possession and/or use of alcoholic beverage	Kanawha County Schools Policy
Possession and/or use of illegal drugs or substances	Kanawha County Schools Policy
Excessive Tardies	See KCS Policy as stated in Student/Parent Handbook
Violation of ISS/Detention	Added days
Excessive Tardies	See KCS Policy as stated in Student/Parent Handbook