

BUHLER HIGH SCHOOL 2017-2018

611 N Main
Buhler, KS 67522
620-543-2255
620-665-8522
888-662-8802
Fax # 620-543-2853

Principal
Michael Ellegood

Assistant Principal
Kevin Abbott

Athletic Director/
Assistant Principal
Justin Seuser
620-543-2259

Violence Hotline 877-626-8203

The Crusader Student Handbook

**Published by Buhler High School,
Buhler USD 313, Buhler, Kansas
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ABOUT BUHLER USD 313

The community of Buhler USD 313 has a long-standing tradition of support for education. Discipline, dedication and diligence--these standards are reflected in the educational system. Buhler USD 313 was established in 1965 when seven individual districts in the area unified to provide better education opportunities. Elementary schools include Union Valley (K-5); Plum Creek Grade School (K-5) and Buhler Grade School (K-5). All students in grades six, seven and eight attend Prairie Hill Middle School, with grades nine through twelve attending Buhler High School. The Burkholder Administrative Center is located in Buhler.

The definition of a "quality" educational program continues to evolve in Buhler USD 313. Organizationally, we encourage continuous improvement of our educational mission--to provide for each of our students a quality, equitable educational opportunity and a comprehensive foundation for the life-long learning process. By placing greater emphasis on the intrinsic value of learning, redefining roles and responsibilities in relation to the organization and restructuring our use of time and resources, every facet of our school district's operation embraces standards based on current performance data.

Buhler USD 313 Board of Education

Board Member	Term Expires	Telephone
Marilyn Bolton	January 2020	620-663-1996
Vernon Goerl	January 2020	620-665-5620
Matt McCabe	January 2020	620-543-2868
Laura Meyer-Dick	January 2018	620-662-2919
Greg Lackey	January 2018	620-669-0712
Monte Cross	January 2018	620-543-2176
Cliff Wray	January 2020	620-662-4825

Buhler High School Crusaders

Vision - Our vision is for Buhler High School to be the best high school in the state of Kansas.

Our Mission-The Buhler High School staff believes, with the support of all stakeholders, that all students can and must learn at a high level of achievement. We will create a safe environment in our school and classrooms where students will become lifelong learners.

Buhler USD 313 collective Commitments

1. We will hold high expectations for student achievement and character, and will encourage student to take responsibility for their lives and the learning process.
2. We will enthusiastically model the importance of becoming a life-long learner through our own personal and professional development.
3. We will collaborate with one another to create a culture, along with appropriate structures, that will foster successful student learning and high achievement.
4. We will recognize and celebrate the achievements of both colleagues and students.
5. We will assist with each student's progress through high school by providing effective instruction, by monitoring progress and individual support for those students in need of it.
6. We will take great pride in and will care for our building and property and expect the same from our students.
7. We will communicate often with parents regarding the education progress of their student(s).
8. We will create and maintain a safe and inviting environment for all student and staff.
9. We will act in a professional manner as we take a personal interest in each student and work collaboratively with families towards our shared goal.
10. We will develop rigorous curriculum offerings and instructional strategies that encourage active participation and learning opportunities for all of our students.

Philosophy of Buhler USD 313

Our foremost responsibility is to provide a quality, equitable educational opportunity for the young people of this district. We recognize that learning is an enriching, life-long experience. The role of our school is to provide a comprehensive foundation for this lifelong process.

Notice of Nondiscrimination

Buhler USD 313 does not discriminate on the basis of race, color, national origin, sex, religion, handicap/disability, or age as to treatment of students in programs and as to employment. Persons having inquiries concerning the District's compliance with Title VI, Title IX, Section 504, Americans with Disabilities Act, and the Age Discrimination Act may contact the school district's ADA Coordinator, Cindy Couchman and Section 504 Coordinator, Cindy Couchman, 406 West 7th, Buhler, KS 67522, 620-543-2258.

Directory Information Designated for Buhler USD 313 Students

The following information has been designated as "directory information" under the Family Educational Rights and Privacy Act (FERPA). This information will become public information from your child's educational records unless parents advise the school district in writing that this information should be withheld.

The directory information will include: Student's name, student's address, telephone listing, electronic mail address, photograph, date/place birth, dates of attendance, grade level, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees/honors and awards received, most recent educational agency or institution attended.

Examples of the use of this information would include a program showing your student's role in a drama/music presentation, the annual yearbook, the honor roll or other recognition lists, graduation programs and sports activity information.

Access to Directory Information Granted to Military Recruiters and Institutions of Higher Education

Under the general provisions in Title IX of the recently reauthorized federal Elementary and Secondary Education Act (ESEA), also known as the No Child Left Behind (NCLB) Act of 2001, military recruiters or an institution of higher education may obtain access to high school student names, addresses, and telephone listings.

A high school student or the parent of the student may request that this information not be released to military recruiters or an institution of higher education without written parental consent.

Teacher Qualifications Available

Parents can request information about the qualifications of their child's teacher. Access to this information is granted through the Elementary and Secondary Education Act (ESEA), also known as the No Child Left Behind (NCLB).

One of the goals of NCLB is for every child to have a highly qualified teacher. All Buhler USD 313 teachers fit the criteria of highly qualified. At present, this is defined in Kansas as a teacher who has obtained a college degree and full Kansas certification in the subject areas being taught and has not had certification or licensure requirements waived or is on an emergency, temporary or provisional basis.

Unsafe Schools Choice Options

Provisions under Elementary and Secondary Education Act (ESEA) allow any individual student to transfer immediately to a different public school within the district under the following conditions:

1. The state board of education has identified the public school the student currently attends as a persistently dangerous public school, *or*
2. The student is the victim of a violent criminal offense while in or on the grounds of the public school the student attends.

The Daily Schedule:

Period	Start Time	End Time
CRU	8:15	8:45
1st Hour	8:50	9:40
2nd Hour	9:45	10:35
3rd Hour	10:40	11:30
4th Hour	11:35	12:45
5th Hour	12:50	1:40
6th Hour	1:45	2:35
7th Hour	2:40	3:30

Lunch:	1 st Lunch 11:30-11:55 2 nd Lunch 12:20-12:45
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Graduation Requirements

Language Arts	4.0 Units
Social Sciences*	3.0 Units
Science	3.0 Units
Mathematics	3.0 Units
Computer Technology	1.0 Units
Physical Education	0.5 Units
Health	0.5 Units
Fine Arts*	1.0 Units
Electives	10 Units
TOTAL	26.0 Units

* *Social Studies units must consist of one unit of American History, one-half unit of American Government, with the remaining units chosen from electives.*

* *Fine Arts requirement shall consist of 1 unit Band, Choir, Acting, Art, Intro. to Music, Graphic Design, Adv. Graphic Design, Photojournalism, Debate or Forensics.*

* ***Students may not enroll in the Learning Center/Alternative School as a full-time student until their class has graduated. Students and parents may request a meeting with administration to determine if this can be waived due to unique circumstances.***

Students are required to enroll in 7 periods per day, as freshman through first semester of their senior year. Second semester seniors have various options as outlined in the curriculum guide.

HONORS AND AP CLASSES

If a Honors/AP class is dropped at mid-term, grade will be figured using the non-weighted grade point.

Grading Scale

100-90	-	A
89-80	-	B
79-70	-	C
69-60	-	D
59- 0	-	F

Honor Roll

The honor roll is published at the end of each semester. The qualifications are: High Honors: 4.0; Honors: 3.5 to 3.99; Honorable Mention 3.0 to 3.49.

Incompletes

Incomplete grades may be given at the end of each grading period at the discretion of the teacher. Incompletes must be converted to a grade by the end of the year to achieve credit in a class.

Library Media Center

Books may be checked out for three weeks. A fine of five cents a day will be charged for each overdue book.

Attendance Policy

Regular and punctual attendance is a vital component of our educational process. The most common cause of academic failure is absence. Students will be expected to be in class, prepared for

the assignment for that day. There is a positive correlation between regular attendance and academic achievement. Moreover, the development of dependability and consistency demonstrated by regular and punctual attendance are essential for success.

Students may be excused up to fifteen days per school year subject to parent approval. Absences in excess of the described annual limits will be posted as “unexcused absences” unless the student provides a doctor or court note. Absences not confirmed by the student’s parent will be posted as unexcused. Excessive unexcused absences may lead to filing truancy charges as required by Kansas’s law.

1. Parents/guardians are responsible for notifying the school office by 10:00 AM the day the student is absent. (1-888-662-8802 or 543-2255)

2. BHS will contact the parent by phone, at home or work, about the student’s absence if parent notification does not occur by 10:00 AM the day of the absence. The purpose of the call is two-fold: to notify parents of truancy and/or to clarify the record. **Sleeping in and/or oversleeping are unexcused absences.**

3. If a student knows of an absence in advance, the parent or guardian should notify the office by phone or note prior to the absence.

4. A student who enters class after the tardy bell has rang, but before 15 minutes of class has elapsed, shall be considered tardy. After 15 minutes of class, the student shall be considered absent.

5. Any student leaving the school early must check out at the front office. The student will be given a pink slip to show the classroom teacher so that he/she may leave at the designated time.

□6. UNEXCUSED ABSENCES: In all cases, unexcused absences will be dealt with in accordance with Kansas’s attendance laws. Skipping classes and leaving the building without checking out through the office may result in disciplinary consequences.

Students arriving after 8:30, but before 9:15, will receive an unexcused absence that will result in a one-hour detention. Students “skipping” class, or failing to attend class, will be considered unexcused and will be assigned to ISS.

If a student is absent from school, a parent is to call the attendance office at 543-2255, 665-8522 or toll free at 1-888-662-8802 before 10:00 a.m. or as soon as possible on the day of the absence. Appointment cards are to be turned into the office if an appointment is scheduled during the school day. Doctor verification may be required for some absences.

Students who are absent need to be in attendance by 11:00 a.m., to be eligible to participate in the interscholastic or co-curricular activities for that date, *unless they have prior administrative approval.*

It is expected that each student will attend all classes every day.

Doctor and dental appointments, job interviews, etc. should be scheduled outside the school day.

TARDY POLICY: Students are expected to be in class when the tardy bell rings. The only reason a student might be late to a class is if he/she is detained by a staff member for educational purposes. If this should occur, the student will receive a pass explaining why the student was detained and NO tardy will be assessed.

A student can be tardy only the first 15 minutes of class. After 15 minutes of class has elapsed, the student will be counted absent for attendance purposes. Students will be given 2 warnings per 9 weeks. **Students who exceed the 2 warnings will have the following consequences:**

1st & 2nd Tardy: Warning

3rd Tardy: 15 minute Detention

4th Tardy: 30 minute Detention

5th Tardy: 60 minute Detention

6th Tardy and beyond will result in ISS and/or OSS

**Tardy consequences will start over at the beginning of each 9 week grading period.

Missed Assignments: It is the student's responsibility to complete assignments, which are missed when the student has an excused absence from class. The teacher shall make reasonable efforts to assist the student in the completion of missed assignments. Students will be given two days for every day they are absent to complete the work. Unexcused absence from class will lead to the student's assignments being due the next school day after they return. Special exceptions can be made by administration. Homework assignment requests may be made on the 2nd consecutive day of absence by calling the BHS office.

Homeroom CRU:

Purpose: To build positive relationships with ALL students while guiding them in choices that they make for their future.

- 1) All students meet in Homeroom CRU every Wednesday Starting at 8:15.
- 2) Homeroom CRU will be used for the following:
 - a) Building relationships with students so that they can advocate for themselves.
 - b) Each student and teacher will work on their Individual Plan of Success during this time.
 - c) Weekly announcements will be viewed.
 - d) Other topics covered include: handbook, anti-bullying, technology safe usage, career cruising, character education pillars, college visitations, enrollment and other trainings as needed.
- 3) No passing during this time.
- 4) No releases during this time.
- 5) Students and teachers will counsel on grades. If a student has a D or an F from the weekly eligibility on Tuesday, the CRU teacher will work out a schedule with the student so they know where they are required to be on Thursday, Friday, Monday, and Tuesday for CRU Connections. The CRU teacher will then contact both teacher(s) and parents to notify them of the plan. This notification can be a through a call, a letter, or an email.

Cru Connections:

Purpose: To build positive relationships and serve students that are in need of teacher directed practice and focused coaching for future success.

- 1) CRU Connections is mandatory every Monday, Tuesday, Thursday, and Friday from 8:15-8:45 for students that have earned a D or an F on the weekly eligibility report that is ran on Tuesday mornings. Parents will get an email from the school saying their student is failing or has a D and has to attend CRU Connections.
- 2) Students that are on the D and I list will be assigned to attend a class in which they are struggling during CRU Connections time that week. The CRU Homeroom teacher will discuss these classes with students, and then contact both teacher and parents to notify them of the plan. This notification can be a through a call, a letter, or an email.
 - a) Students assigned must attend this session just like any other class. Failure to attend will be dealt with just like any other un-excused absence.
 - b) **This is a required class for them to attend.** Once a student's grade is a C or above, then CRU Connections time is no longer mandatory. This will be determined on a week by week basis after each D and I list.
- 3) Students who are passing their classes with a C or better have the option to attend CRU connections and choose from one of the following options:
 - a) Breakfast
 - b) Socialize in the lobby of Jim Baker Field House.
 - c) Attend wellness activities such as: aerobics, weights, or team games.
 - d) Attend a guided study hall or have the opportunity work on projects.
 - e) Attend a maker space activity.
 - f) Attend music practices that are scheduled and approved through the music department & Administration
 - g) Complete coursework or tests that they have missed or need to make up.

Students cannot go throughout the building and see teachers during Cru Connections time. All teachers will be assigned a duty. This will be to work with students that are on the D and I list or to help supervise one of the options for students.

Students, who are not riding the bus, may choose to stay home and come for first hour which starts at 8:50. Students not coming for CRU Connections will be asked to enter through the doors at Jim Baker Field House so that the students in CRU Connection are not disturbed if they come before first hour starts at 8:50.

Independent Living Requirements (must be 18 years old)

Eighteen year old students who wish to live on their own must have their parents sign a disclaimer form releasing them (parents) of all responsibilities as they relate to the school setting. The signed disclaimer form must be returned to the BHS office. The signed form gives the student full responsibility for all financial obligations and communication regarding absences from school, as well as other school issues. Students living independently must notify the BHS office if they are going to be absent and for what reason. BHS administration reserves the right to determine whether the absence is excused or unexcused. Students living independently, who violate the attendance policy, may be dropped from classes, or withdrawn from attendance at Buhler High School.

Leaving School

No student may leave the school premises during school hours without receiving parental permission, administrator approval, and signing out. Students who are sick must see the health nurse, who will contact parents before the student is permitted to leave the building. Failure to follow proper procedures when leaving the building will result in an unexcused absence regardless of the reason. Failure to sign out in the office will result in disciplinary consequences.

College Visitation

Students are encouraged to visit colleges and universities on days when BHS is not in session. Beginning with second semester of the junior year through the senior year students will be allowed (3) days of school time to visit a college. Prior arrangements must be made through the guidance office. If a student is on the D/I list they cannot go on a college visit. Exceptions to this policy may be made by the administration.

BOARD OF EDUCATION POLICY ON STUDENT BEHAVIOR, RIGHTS AND RESPONSIBILITIES

The Buhler USD No. 313 Board of Education reaffirms support for providing a safe and caring environment where all students have an equal opportunity to take advantage of educational opportunities. Such an environment requires that the interaction among students, parents, and educators be characterized by respect for all members of our school community and recognition of the dignity and worth of all persons. The School District is accountable to a diverse community; a community of varied expectations and interests. Therefore, the schools of the District must be inviting places where students want to attend every day.

Harassment, which attacks the dignity and worth of others, is contrary to the beliefs and vision supporting the mission of our School District. Moreover, behavior by individuals or groups, which results in such harassment of others adversely, affects the learning environment.

Any harassment based upon race, gender, religious belief, or socioeconomic status is considered to be a substantial interference with the operation of the school and infringes upon the rights of others at school.

Such harassment is unacceptable under any circumstances.

Protection of the District's mission of providing a safe and caring learning environment is found in Federal and State law, as well as approved District policy. The Board of Education continues to support the actions afforded by this protection which the faculty and administration find necessary to perform in the course of implementing the shared beliefs and vision supporting the mission and strategic priorities of the School District. 12/8/97

Our discipline policy is based on mutual respect among all parties. In order to ensure a safe and orderly environment that will maximize a positive educational climate, the following procedures and policies have been identified. In all instances, the involved parties should objectively determine the facts; listen attentively to all parties and only after an appropriate informal due process hearing will disciplinary action be taken.

Discipline Point System

Buhler High School will utilize a disciplinary point system; a student will be allowed 30 points per year. Points are administered from 1-30 points. *It is impossible to list every infraction; points will be based on the severity of the action. It will be a decision made by administration. A student that accumulates 30 points will be recommended for the possibilities of: behavior contract, long-term suspension or expulsion hearing. Parent/guardian will be notified when any points are assigned. *Students in violation of the substance abuse policy and other disciplinary actions are subject to being prohibited from attending extracurricular events, dances and other events outside of the school day.

Suspension and Expulsion

1. The Board of Education of Unified School District #313 has authorized the principal, assistant principal, or lead teacher to suspend any student guilty of the following:
2. Willful violation of any published regulation for student conduct adopted or approved by the Board of Education.
3. Conduct, which disrupts, impedes or interferes with the educational mission of the public schools, or infringes upon the rights of others.
4. Conduct which has resulted in conviction of the student of any offense specified in Chapter 21 and Chapter 65, Article 41 of the KS Statutes Annotated or any criminal statutes of the United States or the State of Kansas.
5. Disobedience of an order of a teacher, peace officer, school security officer or other school authority, when such disobedience can reasonably be anticipated to result in disorder, disruption or interference with the operation of a public school's educational mission and/or impingement upon or invasion of the rights of others.
6. Conduct which, if the pupil is an adult, constitutes the commission of a felony or, if the pupil were a juvenile, would constitute the commission of a felony if committed by an adult.
7. Conduct, which endangers the safety of others or substantially impinges upon or invades the rights of others, at school, on school property or at a school supervised activity.

Possession of a weapon at school, on school property, or at a school sponsored event (186-day expulsion). All suspensions will be in compliance with K.S.A. 72-8901 through K.S.A. 72-8908 and in accordance with due process as outlined by Kansas's statute.

All suspensions, initially, will be short term (not to exceed 10 days), with written notice of the short term suspension and reason given to (A) the student involved, (B) to the student's parent or guardian and (C) to the Superintendent within 24 hours after the suspension has been imposed. Any notice of proposal to suspend for an extended term or to expel shall state the time, date and place that the student will be afforded a hearing, and such date shall not be later than the last day of the short term suspension of such pupil or student. A copy of K.S.A 72-8901 et seq. as amended and the regulations of the Board of Education shall accompany such notice of the extended suspension.

Any student (or his parent/guardian) suspended or expelled for an extended term may appeal the results of any hearing in accordance with K.S.A 72-8901 et seq. as amended.

In compliance with KSBE guidelines, students will receive credit for work completed as a result of suspension. **All work is due the day the students come back from a suspension.**

OUT-OF-SCHOOL SUSPENSIONS

Behavior requiring suspension upon first offense includes:

	3 Days	5 to 10 Days + Hearing	Police	Points
Possession/use of weapon		1	*	30
Substance violation		1	*	30
Fighting	1	2	*	5 to 15
Breaking school rules repeatedly	1			10
Fireworks	1	2	*	15
Harassment/intimidation/bullying Depends on severity	1			5 to 15
Stealing – depends on severity	1	2	*	5 to 15
Threats	1			5 to 15
Vandalism	1	2	*	5 to 15
Tobacco		2	3	15

ISS

Behavior consequences may range from detentions to expulsion hearings:

	1/2 day	1 day	2 days	3 to 5	Points
Open Defiance/Disrespect		1	2		5 to 10
Harassment/Intimidations/bullying Depends on severity		1	2		3 to 5
Obscenity/profanity Depends on severity		1	2	3	2
Stealing depends on severity		1		2	5
Tobacco				1	10
Unexcused Absence/Skipping		1			3
Tardy	6 th tardy	7 th tardy			2

Other Possible Infractions

pts.

PDA	1
Unexcused Absence	1 = One hour 2 = Half day 3 = Full Day
Cell Phone	2
Failure to attend detention	1
Dress Code	1
Technology Misuse	1 st offense = Warning 2 nd offense = Detention 3 rd offense = ISS 4= OSS

(With all of these infractions Administration has the right to alter as severity deems appropriate.)

Detention

24 hour notice will be provided to arrange alternate transportation for after-school detentions.

Tobacco

Possession, using or consuming, distributing or attempting to distribute tobacco and/or lighters, electronic cigarettes in any of its forms on public school property, at school activities, or district owned, leased, or personal property is prohibited. Under the provisions of Buhler USD 313 Board of Education policy, violation of this regulation will result in suspension. State statute requires police notification.

- First Offense: 3 Days ISS.
 - Second Offense: 3 Days OSS
 - Third Offense: 5 to 10 Days OSS and expulsion hearing.
- (Police will be notified if the student is a minor in Possession.)

Mind or Mood Altering Substances

The possession, use, sale or distribution of controlled substance, illicit drugs, illicit drug “look-alikes” and alcohol by students on or about school premises or any school related activity is prohibited.

A controlled substance is defined as any drug, obtained with or without a prescription that can be used in a manner dangerous to the health of the user.

Being under the influence of illicit drugs or alcohol on or about school premises or any school related activity is prohibited.

Possession and use offenses are of the same severity as being under the influence.

Students in violation will receive the following discipline action:

- First Offense: 5 to 10 Days OSS and expulsion hearing.

Distribution/Sale: Any student found to be distributing or selling alcohol or other controlled substance is subject to expulsion.

- First Offense: 5 to 10 Days OSS and expulsion hearing.

***Prior disciplinary records and previous violations will be a consideration when determining the penalties for the possession/use of alcohol, illegal drugs, or controlled substances.**

Vandalism

Willful and malicious mutilating, defacing or destroying school property by a student will result in suspension under the provision of Buhler USD 313 Board of Education Policy. The student will be required to pay the costs of repairing the damages. Damages resulting from accidents of "horse play" may result in full payment by the student or students responsible.

Weapons

Possession, use or threatening to use a weapon on school property or at school activities is prohibited. This policy shall include any weapon, any item being used as a weapon or destructive device, or any facsimile of a weapon to inflict bodily harm. A student in possession of a weapon will be afforded an Expulsion Hearing. Law enforcement officials will be contacted immediately. By Buhler USD 313 Board of Education Policy, the possession of a firearm shall result in an expulsion of 186 school days. Refer to School Law handbook.

First Offense: 5 to 10 Day OSS and expulsion hearing.

Threats of Violence Policy Procedures

To provide a safe and respectful environment for all students and staff, Buhler USD 313 will take steps to deter incidents of violence or threats of violence in our schools. Therefore, students and parents must be aware that all threats (verbal, written, implied or physical) will be taken seriously by school personnel. We request parent and community support in this effort to let our students know that no threat is "just joking", and no threat will be ignored. We must work together to teach our youth better ways to deal with conflict and frustration. We must also establish the understanding that our community is united in the belief that violence or threats of violence in our schools is intolerable.

Procedures to Respond to Threats of Violence:

1. All threats, without regard for interpretation, will be reported to school staff immediately by anyone who sees or hears it.
2. If it is a threat, report it.
3. Administration and staff will investigate to determine the seriousness and circumstances surrounding the threat.
4. Any necessary disciplinary action will follow current board of education policy, including notification of parents/guardians and law enforcement officials.

A statewide school safety hotline staffed by the Kansas Highway Patrol has been established to give students an opportunity to report "impending school violence." Student calls will be received by a single statewide highway patrol central dispatcher, and then transferred to local law enforcement who will relay information to local school administrators. The toll-free Kansas School Safety Hotline number is 1-877-626-8203.

Harassment of Students

The board is committed to providing a positive and productive learning and working environment. Harassment, is not limited to and may include race, gender, religion, or sexual in nature, shall not be tolerated in the school district. Harassment of employees or students of the district by board member, administrators, certified and support personnel, students, vendors, and any other having business or other contact with the school district is strictly prohibited.

It shall be a violation of this policy:

1. Any employee to harass a student,
2. A student to harass another student,
3. Any employee or student to discourage a student from filing a complaint.

Harassment may include, but is not limited to:

1. Verbal harassment or abuse,
2. Pressure for sexual activity,
3. Repeated remarks to a person, with sexual or demeaning implication, and racial or religious comments.
4. Unwelcome and unwanted physical contact

Hazing/Intimidation/Bullying/Menacing

Hazing, harassment, intimidation, menacing or bullying by student or staff is strictly prohibited and shall not be tolerated in the district. Students whose behavior is found to be in violation of this policy will be subject to discipline, up to and including expulsion. Law enforcement may be contacted. There will be no hazing or initiation of freshmen or any other students at Buhler High School.

Cyber-bullying

Bullying by use of an electronic communications device through means including, but not limited to, e-mail, instant messaging, text messages, blogs, mobile phones, online games and websites.

Plagiarism/cheating

Plagiarism and cheating will not be tolerated at Buhler High School. A student caught plagiarizing or cheating, whether intentionally or accidentally, will suffer academic consequences as determined by the classroom teacher.

Hall Conduct

Each student will be respectful of others when passing between classes. Running is not permitted. The elevator will be used only by handicapped individuals or for transporting heavy or large pieces of school equipment. Receive permission in the office prior to using.

Public Display of Affection

The showing of affection in public to the extent that it is embarrassing for others is inappropriate and unacceptable, therefore, public displays of affection are not allowed.

Dress Code

Each student shall be responsible for maintaining appropriate school dress. The development of personal grooming standards will result in a neat, clean personal appearance that does not interfere with the health and safety of themselves or others, and does not interfere with the educational process of the school. Dress and personal grooming that is inappropriate/disruptive will not be allowed.

1. Clothing and other wearing apparel that promotes and/or advertises alcohol, tobacco or other deleterious substances are prohibited.
2. No hats or bandanas may be worn in the school building prior to 3:30 p.m. Hats may not advertise alcohol, tobacco or other deleterious substances or contain double meanings.
3. Tube tops, bare midriffs, spaghetti straps, racer-back tank tops, mesh or net shirts, necklines that are too low and halter-tops are not considered appropriate dress for school.
4. No sunglasses.
5. Suggestive or double-meaning shirts are prohibited.
6. For health and safety reasons footwear is required of all students.
7. Pants, shorts, or skirts that permit the display of undergarments, whether worn low or have a low rise are not permitted.

Exceptions to the dress code may be granted on designated days by the principal at the request of the Student Council. The items listed above serve only as a guideline. There may be other dress code issues that are not included in this section and are at the discretion of the administration.

Gangs

A group of students who initiate, advocate, or promote activities, which threaten the safety or well being of persons or school property, or which disrupt school activities, will not be tolerated.

The type of dress, apparel, activities, acts, behavior or manner of grooming displayed and/or written communications, reflected or participated in by the student shall not disrupt or interfere with the school environment or activity and/or educational objectives.

Lockers

A locker and its contents may be inspected by the administration at any time. The locker you are assigned is the one you will be expected to use.

Lost and Found

Each student must assume responsibility for taking care of his or her own possessions. **Buhler High School and USD 313 assume no responsibility for the loss or damage of personal items.** Lost and found is maintained in the office.

Do not bring valuables, electronic devices or money to school. Label all belongings with your name.

Each student is expected to take reasonable care of books and computers and return them in satisfactory condition. Lost books or computers damaged beyond normal wear must be paid for by the students. Media center materials checked out to you are your responsibility.

Parking Regulations

1. All motor vehicles driven to school by students must be registered in the office.
2. During regular school hours, students cannot park in the designated faculty, visitor or handicapped parking zones unless permission has been obtained from the office.
3. Vehicles parking out of designated areas, or unsafely operated on school property will be assessed a \$15.00 fine. Vehicles illegally parked may be towed at the owner's' expense. Proceeds from these fines will go to student activities.

Prohibited Student Property

Students will be allowed to use cell phones and other technology items before and after school, during passing periods and lunch. Using cell phones or other devices during class time, without teacher permission, may result in a discipline referral and disciplinary consequences. Laser pointers or technology devices used inappropriately will not allowed.

This policy may change during the school year.

Visitor's Permits

Visitor permits will be restricted and granted by the administration, only to members of approved groups and those with official business with the counselors or administrative office. Persons requesting to relay messages to students, teachers or other employees should stop by the office to make the proper arrangements and sign-in. Immediate family wanting to eat lunch with BHS students must have administrative approval prior to the visit. Visitors and guest are not allowed to eat with BHS students in the cafeteria.

COMPUTER/INTERNET ACCESS

Each teacher may have their own classroom rules governing laptops and their use.

Using Your Laptop at School

Laptops are intended for use at school each day. In addition to classroom learning expectations, other important daily functions such as announcements, calendar/task management, etc. will be channeled through the laptop. Students must bring a fully charged laptop to all classes, unless specifically instructed not to do so by their teacher. The laptop is the property of USD 313 Buhler Schools. School administration and staff have the right to inspect any material stored on a student's laptop at any time.

Laptops Left at Home

Students are responsible for completing all course work assigned, even if they leave the laptop at home. If a student repeatedly leaves the laptop at home, s/he will be required to check in the laptop in the media center at the end of the school day for a period of time to be determined by administration.

Laptop Undergoing Repair

Loaner laptops may be issued to a student when a laptop is being repaired at the district's discretion.

Sound, Music, Games and Applications

Applications and other media items will be installed from Self Service for educational purposes only on the laptops. Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes. Earbuds may be used to listen to music, podcasts or video materials. Earbuds may not be worn during passing periods in the hallways.

Internet Access Away from School

Students are allowed to connect to other wireless networks, such as a home network, on the laptops. School IT staff will not be responsible for diagnosing or troubleshooting wireless network connectivity issues.

Saving Your Work

The laptop is not backed up. It is the student's responsibility to ensure academic work is properly saved. Laptop malfunctions are not an acceptable excuse for not submitting work. Students must leave at least 15GB of unused data storage on their device at all times to allow for district pushed applications, additional applications added by staff and to ensure that the device is ready for classroom use without having storage issues. Various methods exist for storing files in the cloud, transferring files to teachers, etc. At this time, the best option for turning in work and saving/backing up files is via Google Drive.

Installed Applications

The applications originally installed by USD 313 Buhler Schools must remain on the laptop. The school may add software applications for use in general and for particular courses. Students may not remove the district installed profiles or applications at any time. The school will periodically update the laptops remotely to keep them current. The school will not be responsible for lost files, applications or data when synchronizing student devices. Students are responsible for backing up their own personal data and files.

USD 313 Buhler Schools strictly follows licensure requirements for installed software. Periodic checks of laptops will be made to ensure that students have not altered or removed required applications.

Laptop Security

- Single sign on will be used on your laptop. Do not share your password with anyone.
- Never leave your laptop unattended in an unsupervised area.
- Do not loan your laptop to anyone.
- Each laptop and charger has a unique number. Do not attempt to remove the label on your laptop or charger. Labels must be legible at the end of the school year check in. Students will be responsible for replacement cost if labels are not legible. Labels can be updated at anytime in the Library Media Center.
- Do not use laptops in the restrooms or locker rooms.

The laptop assigned to you is YOUR responsibility.

Laptop Camera

- The laptop is equipped with a front-facing camera which is capable of taking photos and video. Teachers will be assigning projects that incorporate the camera and microphone. Use of these tools during instructional time is at the discretion of the teacher.

All electronic recordings created with the laptop must comply with State and Federal laws. Please refer to the student handbook for district policies under the headings of Hazing-Harassment-Intimidation-Bullying-Menacing and Cyberbullying.

Payment for Damages

Laptops and accessories must be returned to USD 313 at the end of each school year. Failure to return items in good condition will require payment in full to replace or repair the items, whichever is applicable. Repair costs will not exceed replacement costs. Students who withdraw, transfer or are expelled from school must return their laptop on the date of attendance termination. If a student fails to return the laptop, the student will be subject to criminal prosecution or civil liability. The student will also pay the cost of the laptop replacement.

Students must report laptop damages to the office immediately. Examples of damages are, but not limited to, broken screens, lost or broken keys, damaged cables, etc.,

Parents and students are responsible for repair/replacement when:

- Damage is negligent (heat, water damage, etc.)
- Damage is intentional
- The device is lost or stolen. A report must be filed immediately with the local authorities

Parents and students are not responsible for:

- Factory defects
- Malfunctions
- Anything covered by the factory warranty

Laptop

The laptops are school property. Inspection may occur at random or may occur as a result of suspected or known abuse of school policy.

An inspection of the laptop may include review of all material saved on the device.

The district reserves the right to delete anything it deems inappropriate or that is in violation of any part of the USD 313 Acceptable Use Policy, the Student Handbook, or the Laptop Guidelines.

The student is not to clear his/her Internet Browser history unless directed by a staff member. This would include, but is not limited to, Safari, Firefox, Chrome, or other Browsers.

Student Activities Strictly Prohibited:

- Violate existing USD 313 Board of Education policy or public law.
- Student use of wireless hotspots is absolutely forbidden in Buhler USD 313 buildings.
- Send, access, or distribute profane, offensive, threatening, pornographic, obscene or sexually explicit materials.
- Use chat rooms or sites selling term papers, book reports and other forms of student academic work.
- Gain access to another person's account, files and/or data.
- Use the school's internet/email accounts for financial or commercial gain or for illegal activity, such as credit card fraud, electronic forgery or other forms of illegal behavior.
- Vandalize school equipment, servers, etc. Vandalism includes, but is not limited to, uploading or creating computer viruses and programs that can infiltrate computer systems and/or damage software components. Any malicious attempt to harm, destroy or restrict access to school technology equipment or services is inappropriate.
- Any attempt to bypass the USD 313 Buhler School's web filter through a web proxy or other means.

Legal Information

- Students are responsible for complying with all legal and Buhler USD 313 Policies.
- Students must comply with trademark, copyright and license laws and agreements. Ignorance of the law is not immunity. Ask assistance from a staff member if unsure about a situation.
- Plagiarism and cheating are viewed as violations of the Buhler USD 313 student code of conduct. Give credit to all sources used, whether quoted or summarized. This includes all forms of media, such as graphics, video, audio, music and text.

Discipline

If a student violates any part of the above policy or related district approved policies for technology use, s/he will be subject to consequences listed in the Acceptable Use Policy and the student handbook.

STUDENT SERVICES

Withdrawal of Students

The intention to withdraw from school must be reported to the guidance counselor's office. The student will be required to complete the withdrawal form and return it to the guidance counselor's office. Students must obtain parental or guardian permission to withdraw from school.

Out of District Students

Current students who move out of the district must file an "Out of District" application form with the office. Other students may apply for admission to Buhler High School. Application needs only to be done once. **Enrollment will be evaluated at each semester and will be based on: Attendance, Grades, and Behavior.**

Permanent Records

All student records are available for inspection by parents/guardians upon request.

Class Drops

Up until the first week of any semester, students may drop or transfer to another class upon, student, parent, teacher, and counselor initiative. Dropping a class, without administrative endorsement, will result in a transcript designation of "F" for the course.

Guidance Services

Guidance counselors assist students and parents with a variety of needs. Information dealing with many topics is available for student use in the guidance office.

Counselors may be contacted to help with referrals to the school psychologist, speech therapist, audiologist, school nurse or other appropriate sources.

Students wishing to make appointments with a counselor may sign-up in the guidance office or with the school secretary.

Except for emergencies, students must obtain teacher permission before visiting a counselor.

The counselors also assist in educational planning and career guidance. Current occupational information for student and parent use is available through the counseling office. Parents and students may contact the counselor for an explanation of the standardized tests that are given by the district.

Health Services

Buhler USD 313 employs three nurses to monitor the entire district's' health needs. Scheduling permits the nurse to be on duty on a rotating basis in each school.

Any illness or injury should be reported to the office. Students will be sent home if they are suspected to have an infectious or contagious disease in process. There may be times that a doctor's permit will be necessary to deem the absence as extenuating. Students should not come to school and should remain home if any of the following conditions exist:

1. Temperature of 100 within the last 24 hours. Please do not give fever-reducing medication at home and send your student to school
2. Severe cold symptoms
3. Nausea/Vomiting
4. Sudden appearance of rash, unless it is know to be non-contagious
5. Fainting due to an unknown cause or a grand mal seizure
6. Head lice: infected students must receive appropriate treatment of head lice. **See the school nurse for treatment options.**
7. Red/discharging eyes

Medication at school: Taking medication at school, whether prescription or over-the-counter, should be avoided whenever possible. The school cannot give any medication without the signed consent of the parent/guardian. If a prescription medication is to be given at school, the label on the container should indicate the student's name, name of medication, dosage, date, prescription number, and the physician's name. All medication must be in the original container with a current date. Additional prescription bottles with labels are available from the pharmacy where you purchase your medication. Information on the signed medication form must match the prescription label.

Due to the passage of Senate Bill No. 10, medications prescribed by a health care provider for the treatment of anaphylaxis or asthma, may be carried and self-administered by the student. However, the appropriate form must be signed by the parent/guardian AND the physician. These forms are available in the school office. It is important to note that this is a privilege that may be revoked at any time if the student is not handling the prescribed medication in an appropriate and safe manner. Please Note – if you are sending your student to school with an inhaler that will be self-administered, please make sure that the pharmacist places an appropriate label on the inhaler so that the inhaler is easily identified. An additional inhaler may need to be purchased at the parent's discretion and kept in the office should the student not have their inhaler available.

Over-The-Counter/Non-prescription - These types of medications such as Tylenol, Ibuprofen, cough drops, etc., should have limited usage at school. High school students may be responsible for administration of their own over-the-counter medication. Only one school day's dosage is to be carried and kept in the original container with the student's name on it for identification purposes. Prescribing for or giving another student these types of medications are prohibited.

Immunization - State Law KSA 72-5208: Any student entering school for the first time in the state of Kansas is required to present certification from a licensed physician or local health department stating the student has received all required vaccines for the student's grade level by such means of immunizations approved by the Kansas State Board of Health. As an alternative to such requirements, the student can provide: (1) An annual certificate from a licensed physician stating that the immunization would seriously endanger a student's life or health, or (2) A written statement signed by one parent or guardian stating that the student adheres to a religious denomination whose teachings are opposed to such tests and immunization. Immunizations should be current by enrollment time. Failure to have needed immunizations completed by the first day of school will result in exclusion one week after parent notification. The student will remain excluded until immunizations are in the process of being completed. Immunizations are available from your private physician's office, or at the Reno county Health Department at 209 West 2nd in Hutchinson, Call 620-694-2900 for an appointment.

School Lunches

Buhler High School has a closed noon hour. Students may not leave the building during lunchtime. The lunches served by the school district meet the requirements for Class A lunches.

Debit cards: Debit cards may be obtained in the school office. To replace lost or stolen cards, contact the office, \$1.00 fee. Charging will not be permitted. Debit cards may not be loaned to others.

In the Cafeteria: Each student has 25 minutes to eat.

1. All students must eat in the cafeteria.
2. Food is not to be taken from the cafeteria. Every effort should be made to keep the cafeteria clean.
3. Students will come to and leave the cafeteria with their fourth period teacher. A student is not permitted south of the cafeteria area unless escorted by a teacher or possessing a hall pass.

Reno County Education Cooperative

Needs of special education students are met through Buhler USD 313's participation in the Reno County Education Cooperative (RCEC).

The services offered by RCEC include hearing impaired, vision, speech language, gifted, psychological, behavior disorders, learning disabilities, Intellectually disabled, adaptive, functional, work-study programs for mentally handicapped, hearing conservation services, transitional kindergarten, preschool special education, physical therapy and occupational therapy.

To receive services offered by RCEC, a referral is initiated by the teacher or parent through the school counselor. The referral is reviewed by a school team consisting of a school counselor, school psychologist, principal and at least one classroom teacher, to determine appropriate action. and priority in relation to other referrals.

Before any student is excluded, reassigned or transferred from a regular classroom into a special education room, he or she will be evaluated by the building team in addition to other teachers and undergo a battery of individual tests given by a school psychologist. A parental conference will be held to interpret test results and discuss proper placement. If a decision is made to place the student in a special program, an individual educational plan (IEP) will be written by the teacher with assistance of the parent, student and counselor.

RCEC Coordinator Lena Kisner 620-663-7178

Bus Transportation

Riding a school bus is a privilege and is determined by the student's behavior. Good behavior is expected at all times. Violation of bus rules will result in suspension of bus riding privileges. The driver is in charge of the bus and students are expected to cooperate with the driver.

All resident students of Buhler USD 313 are eligible for bus transportation. Bus routes run only within Buhler USD 313 attendance boundaries.

Special arrangements may be made to meet a district bus at a predetermined time schedule.

Activity buses are provided for students engaged in after school activities. These buses are scheduled to depart the high school on regular established routes with designated stops according to a predetermined time schedule.

Transportation for non-participating students to out-of-town athletic events and other special activities will be held to a reasonable limit and students will be charged a fee based on the expenses incurred for the trip.

Any student participating in a school-sponsored event away from home will use school transportation. Students will not be charged for transportation on school sponsored educational field trips.

Transportation scheduling is handled through the Buhler USD 313 Transportation Center (620)-543-6829.

For violating the bus rules of the State Highway Commission of Kansas and/or Buhler USD 313, students will be reported to the school principal who can deny the privilege of riding the bus for a period of time as determined by the policy and the administration.

Bus Offenses:

- First Offense: Administration Notification
Written notification: Parents and Transportation Director
Warning or 1 school day off of the bus.
- Second Offense: Administration Notification
Written notification: Parents and Transportation Director
3-5 school days removal from the bus.
- Third Offense: Administration Notification
Written notification: Parents and Transportation Director

Removal from the bus a minimum of 10 school days and up to 45 school days. This will be left to the Administrator's discretion.

Note: The possession, use, sale or distribution of an illegal substance on a bus, **will result in a 5 to 10 out-of-school suspension and a hearing. The outcome of the hearing may result in loss of bus privilege up to 186 school days.*

*Threatening comments made to the driver or students on the bus, **may result in disciplinary consequences from loss of bus privileges to suspension from school.** The outcome of the hearing may result in loss of bus privilege up to 186 school days.*

If a student is removed from the bus for 45 days and receives another referral upon return, bus privileges will be lost for the remainder of the school term.

Bus Rules: These rules are in effect for all school-sponsored activities, including all regular bus routes, activity bus routes and transportation to and from school events.

In addition to bus rules cited in this policy, any type of behavior that might contribute to the distraction of the driver and in turn potentially lead to an accident will be considered grounds for a referral.

1. A note is required, from the parents of each student, for students to ride a bus other than the one assigned, for those who do not normally ride the bus, and for students who are to get off of the bus at a different stop. This note must be turned into the office for approval.
2. The driver may assign a seat to each student.
3. Students must be on time. Buses will not wait for students on the routes.
4. Buses will not enter or deliver in private driveways, lanes, cul-de-sac or dead-end roads, except under unusual circumstances approved by the transportation manager.
5. When going to the bus stop, students must walk on the far-left side of the road facing traffic.
6. Students must never stand in the roadway while waiting for the bus. All students must wait for the bus off the traveled portion of the road.
7. When leaving the bus, students must observe the directions of the driver. When crossing the road the student should do so in front of the bus after making sure that the highway is clear.
8. Students must not try to get on or off the bus or move about within the bus while it is in motion.
9. Students must not at any time extend arms or heads or throw objects out the windows.
10. Consumption of food, beverage and the chewing of gum on buses are not permitted.
11. Glass containers, vases, and balloons are not to be transported on the bus.
12. Animals will not be transported on the bus.
13. Students are not to use their school issued laptop or cell phone while riding the route bus. Students may ask supervisor/driver for use of the devices on activity routes on return trips.

STUDENT ACTIVITIES

Responsibilities of student participants

Participating in activities is a privilege, not a right. Students earn that privilege by doing passing work in classes and displaying good citizenship behavior, both on and off school property.

The Kansas State High School Activities Association (KSHSAA), the Buhler USD 313 administration and board of education have rules governing a student's eligibility for participation. A student must:

1. Be academically eligible (See "Academic Eligibility" for further information.)
2. Be in "good standing." (See "Good Standing Eligibility" for further information.)
3. Conform to Rule 52 during athletic performances.
4. Attend all classes on the day of the scheduled activity.
5. An exception for extenuating circumstances may be granted by the principal.
6. Represent the school in a positive manner in appearance and behavior.

Academic Eligibility

A student must be passing all subjects to be eligible to participate in any competition and all performances between schools or within the school, athletic contests, judging competitions, music contests, plays and musicals, debate and forensics meets, and scholars bowl. **Music programs within the school auditorium will fall under the class as a grade and not be counted for eligibility.** A student not meeting this standard will be placed initially on the Delinquent List if he or she is earning a failing grade for the current quarter. Students will not be allowed to leave for a field trip, after being on the ineligibility list, if they will miss the class they are failing (noncompetitive school plays and musical performances are considered field trips). The ineligibility period will run Wednesday through Tuesday.

If the student's grade continues to be below passing after one week, the student will be placed on the Ineligible List. This list will be compiled Tuesday at 9:00. The student may not participate in activities.

- D/I notification to students will begin the third week of each semester.
- D/I notification to the parents will begin when the student earns a failing grade.
- D/I lists will begin new at the end of each semester.

KSHSAA requires students to pass five subjects of equal weight during his/her previous semester of attendance. In addition, the last two semesters of possible eligibility must be consecutive.

"Good Standing" Eligibility

To maintain eligibility the KSHSAA requires students to be in good standing. A student who is under penalty of suspension or whose character or conduct brings discredit to the school or to the student, as determined by the principal, is not in good standing and is ineligible for a period of time as specified by the principal. A student cannot use any form of tobacco, illegal drugs, alcoholic beverages or other mind or mood altering substances on or off school premises. A student who has been arrested and found guilty of committing a crime is not considered in good standing and will lose eligibility for a period of time to be determined by the school administration. Deliberate misbehavior, destruction of school property or unexcused absences will cause a student to lose good standing status.

Buhler High School Activities Substance Abuse Policy:

Buhler High School recognizes that substance abuse is a significant health risk for adolescents. The misuse and abuse of illegal substances may affect participation and development of related skills. Certain standards of social behavior are expected of all students in USD 313. However, since students participating in interschool activities voluntarily make a commitment to become team members and are more visible representatives of our school and community, they are expected to meet higher standards of conduct and discipline. Buhler High School has outlined a policy that will aid students in abstaining from the possession and/or use of unauthorized/illegal drugs (chemical and prescription), steroids or other performance enhancing drugs, alcohol, or any form of tobacco.

A violation of the policy is defined as possession and/or use of unauthorized/illegal drugs (chemical and prescription), steroids or other performance enhancing drugs, alcohol, or any form of tobacco. A USD 313 staff member, police report, and/or parent or student self-referral will verify violations. A violation shall result in the participant being suspended from the respective team/group as outlined below.

This policy applies to the following activities:

All KSHSAA sponsored competitive athletic programs; cross country, football, soccer, tennis, basketball, golf, wrestling, baseball, volleyball, softball, track & field, bowling, and other athletics as specified by the board of education.

All noncompetitive extracurricular programs: cheerleading, dance, color guard, debate, forensics, band, vocal music, National Honor Society, Scholar's Bowl, FFA, FCCLA, and other specified by the Board of Education.

1st Violation Consequences:

The student participant will be ineligible for one calendar week of scheduled competitions/performances in each activity they are currently involved in, or in the next activity they plan to participate. Students will be allowed to practice during the suspension period.

2nd Violation Consequences:

The student participant will be ineligible from all extracurricular activities for a period of ninety school days, when school is session (days during the summer would not apply, so these 90 days can carry over into the next school year).

In addition, the student must complete a comprehensive choices substance abuse program, at their or parent/guardian's expense, recommended by a certified substance abuse professional and follow any recommendations made.

3rd Violation Consequences:

The student participant will be ineligible from all extracurricular activities for one calendar year.

In addition, the student must participate in a chemical assessment program and successfully complete a substance abuse program recommended by a certified substance abuse professional, and follow any recommendations, at the expense of the student or student's parent/guardian. The substance abuse program can not be the same program for the 2nd violation.

Additional Violations after 3rd Consequence:

The student participant would be barred from all extracurricular activities for an additional one calendar year.

Additional KSHSAA Eligibility Rules

Students must meet the following criteria to be eligible:

1. Be an undergraduate in good standing.
2. A student cannot participate if they have turned nineteen before September 1. Consult your coach or principal for exception to this rule.
3. Maximum number of completed semesters of competition is eight (8); maximum number of seasons in one sport is four (4).
4. Maximum number of completed semesters of high school attendance is eight (8). This includes total attendance beginning with the ninth grade.
5. No participation allowed in outside competition during the season in which the student represents his or her high school in a sport. Consult your coach or principal before you participate in any game, training session or tryout conducted by an outside organization.
6. Pass an adequate physical examination by a physician and have written consent of his/her parents or guardians.
7. Meet the requirements of the transfer rule if the student is a transfer.
8. Cannot be a member of a high school fraternity.
9. Cannot have competed under a false name or for money or merchandise of intrinsic value and cannot have violated other provisions of the amateur rule.
10. Maintain regular attendance and satisfactory conduct and sportsmanship.

Activities Rules and Regulations

At the beginning of each season, the activity coach or sponsor will provide rules and regulations governing participation. The sponsor or coach will review information such as training rules, transportation arrangements to and from activities, uniform checkout, care and responsibility of uniforms, and lettering requirements.

League Participation

Buhler High School is a member of the Ark Valley Chisholm Trail League. The AVCTL is a well organized and highly competitive association of schools. Teachers, coaches, and administrators oversee the activity programs of the AVCTL.

Participation in Activities

Students are encouraged to participate in at least one inter-school activity during their high school career. Participation provides experiences that train students for life situations, and helps students discover and develop leadership skills. A well-planned activities program gives students the opportunity to become involved in school events in a positive, constructive manner.

Clubs and Organizations at Buhler High School

Cheerleading: promotes and upholds school spirit, works to develop a sense of sportsmanship among students, promotes unification of the crowd's involvement during athletic events and builds better relationships between schools.

Crimestoppers: promotes school pride, responsibility and allows students to take action against victimization and crime. This program allows students to provide tips to administration about crimes while remaining anonymous. The program is student-operated. A board of directors, composed of students, is appointed to market and advertise the program, raise funds, review information about crimes and determine the reward amounts. The victims, witnesses or suspects remain anonymous to the members of the board.

Fellowship of Christian Athletes (FCA): national, nondenominational organization, open to all students. The National FCA's stated purpose is "to present to athletes and coaches, and all whom they influence, the challenge and adventure of receiving Jesus Christ as Savior and Lord, serving Him in their relationships and in the fellowship of the church." The BHS FCA is a support group that encourages our young people to walk with Christ, and to be the kind of student leaders and role models he/she is called to be through the example of Christ. Meetings are held before school.

Family, Career, and Community Leaders of America (FCCLA): promotes family and consumer science related activities and careers; develops leadership through chapter, district, state and national activities; integrates problem solving and basic skills through national programs; provides learning experiences and recreational activities which build self-confidence, communication and teamwork skills in preparation for work and family life. Membership is open to males and females who must have previously taken or be currently enrolled in a Family and Consumer Science class.

Spanish Club: open to any student interested in the foreign culture. Activities include folk festival, building floats and giving a play.

National FFA Organization: promotes agricultural leadership, citizenship and cooperation. FFA is an intra-curricular activity; to be a member, a student must be enrolled in a vocational agriculture class. Dues: \$5.00 per school year.

National Forensics League (NFL): national honor society recognizing achievement in high school speech, debate and student congress activities. Membership is open to students ranking in the top two-thirds of their class who have also earned 25 points in tournament activities, endorsement by the school principal and vote of chapter members. Dues: \$3.00 per school year.

National Honor Society (NHS): creates enthusiasm for scholarship, stimulates a desire to serve others, promotes worthy leadership and encourages the development of character in all students. Membership is open to juniors, and is based on scholarship (minimum accumulate 3.4 GPA), service, leadership and character.

Scholars' Bowl: enriches the intellectual development of students through intra- and inter-scholastic competition. Teams of students, (usually 4 to a team), compete to answer questions over academic areas such as math, science, language arts and social studies. All students are eligible to participate. Meetings are held before and after school.

Science Club: promotes interest in science and science related careers. Opportunities include contests, projects, and lectures by visiting scientists and trips to science-related industries. Open to all students.

SADD (Student Against Destructive Decisions): a student organization that promotes activities and programs to help students make appropriate decisions regarding drinking and driving.

Student Council (StuCo): works to secure greater cooperation between students and faculty, raise the standards of the school, promotes school spirit, uphold school traditions and improve the scholarship of students. StuCo is responsible for all matters pertaining to student government and school problems not dealt with exclusively by the board of education and school administration.

The authority of StuCo is delegated by the principal who has the power to veto any measure passed by the council. The StuCo president must be a member of the senior class. Other officers must be either juniors or seniors. In addition to the StuCo officers, two boys and two girls from each class will be elected, by their peers, as StuCo representatives.

GENERAL INFORMATION

Vending Machines

Vending machines are located in the lobbies and may be used before school and after school. The school is not responsible for lost money or product. Trash is to be placed in the containers.

Church Night

Wednesday night is church night in the Buhler school community. No school activities are scheduled on Wednesday evenings after 6 p.m. Students are encouraged to participate in the activities of their church these evenings.

Commencement Activities

Seniors within one-half credit of meeting graduation requirements may participate in the graduation ceremonies and senior activities.

For those students the diploma will remain unsigned and the diploma presented at commencement will be blank until all graduation requirements are fulfilled.

Seniors who have financial other obligations will not receive a signed diploma until all requirements are met.

Equal Employment/Educational Opportunity Agency

Buhler USD 313 does not discriminate on the basis of race, color, national origin, sex, religion, handicap/disability, or age as to treatment of students in programs and as to employment. Persons having inquiries concerning the District's compliance with Title VI, Title IX, Section 504, Americans with Disabilities Act, and the Age Discrimination Act may contact the school district's ADA Coordinator, Cindy Couchman, and Section 504 Coordinator, Cindy Couchman, 406 West 7th, Buhler, Ks 67522, 620-543-2258

Fire Drills

Fire drills are held each month as specified by state regulations. Routes to follow for evacuation are posted in each room.

Tornado Procedures

Students will move quickly and quietly to the assigned tornado shelter areas and will remain there until dismissed. Rooms specifically designated as tornado shelters are posted in each classroom.

Inclement Weather Procedures

In case of power failure, snowstorms or any other emergency resulting in a condition that would endanger the health of students, school shall be dismissed and students delivered to their respective homes as soon as possible *provided the emergency cannot be corrected that day.*

Parents should instruct the student and the office of any special circumstances resulting from early dismissal. Buhler USD 313 will attempt to accommodate all the situations regarding the student's best interests.

Those who transport themselves should listen for radio reports. If in the judgment of school officials it seems wise not to have school because of storm conditions or other circumstances, Buhler USD 313 will notify radio stations KFH 1330 AM, KWBW 1450 AM, KFDI 1070 AM/101 FM, KHCC 90.1 FM, KZSN 102 FM, KHUT 102.9 FM, KEYN 103.7 FM, KXLK 105.3 FM, KSKU 106 FM, KKRK 107.3 FM and television stations KWCH Channel 12, KAKE Channel 10 and KSNW Channel 3 to announce that there will be no school.

A decision will be made prior to 7 a.m. so that the appropriate announcements can be made. If you do not hear the announcement by 7 a.m., you may assume that school will be in session and buses will run.

Released Time

Released time is limited to seniors, who wish to take college classes during the second semester only. Those seeking released time must state his or her intent to do so in writing during enrollment of the preceding spring. Participation in athletics or other after school activities will be permitted provided the student attends the required practice time or scheduled events as determined by the coach, activity sponsor or building principal. Students may be permitted to take released time under the following conditions:

1. Seniors must have a 2.50 grade point average
2. Meet all requirements for graduation.
3. Provide his or her own transportation.
4. Complete the course at college.

Field Trips

Students will not be allowed to drive to the field trip.

School Dances

All out of school guests must be approved by administration one week before the dance. All out of school guests must be at least 14 and enrolled in an accredited high school.

Buhler USD 313 Directory

Office/Attendance Center:	Phone:
Burkholder Administrative Center	620-543-2258
406 West 7th, Buhler, Kansas 67522	620-543-6870
Mike Berblinger, Superintendent of Schools	
Cindy Couchman, Assistant Superintendent, Curriculum Coordinator	
Perry McCabe, Business Manager	
Buhler High School 620-543-2255	
611 North Main, Buhler, Kansas 67522	620-543-2255
Michael Ellegood, Principal	
Kevin Abbott, Assistant Principal	
Justin Seuser, Assistant Principal/Activities Director	620-543-2259
Prairie Hills Middle School	620-662-6027
3200 Lucille Drive, Hutchinson, Kansas 67502	620-662-6052
Todd Fredrickson, Principal Mike Browne, Assistant Principal	
Buhler Grade School	620-543-2240
808 North Main, Buhler, Kansas 67522	620-543-6850
Melissa Kennedy, Principal	
Plum Creek Grade School	620-662-5535
901 East 43rd Street, Hutchinson, Kansas 67502	620-662-6974
John Schulte, Principal	
Union Valley Grade School	620-662-4891
2501 East 30th, Hutchinson, Kansas 67502	620-662-8972
Paul Erickson, Principal	
Transportation Center	620-543-6829
720 North Buhler Road, Buhler, Kansas 67522	
Steve Armbrust, Transportation Director	
Service Center	620-662-6626
10400 East 69th, Buhler, Kansas 67522	
Steve Armbrust, Director of Operations	