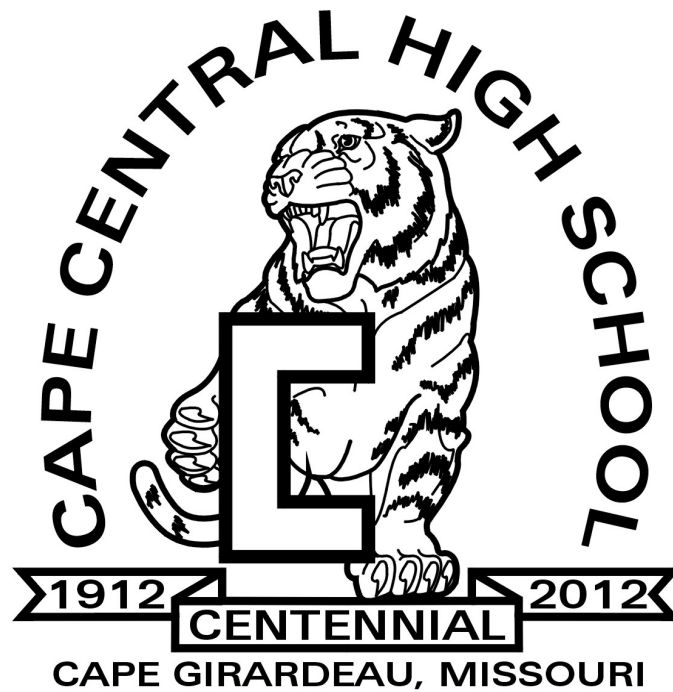


# Cape Central High School



2011 - 2012

Student Handbook  
Student Code of Conduct

## Appendix of Official Notifications

**Students are fully responsible for all information contained in the Student Handbook, Student Code of Conduct and Appendix of Official Notifications**

# **CAPE CENTRAL HIGH SCHOOL**

**1000 South Silver Springs Road**

**Cape Girardeau, MO 63703**

School District Web Page: [www.capetigers.com](http://www.capetigers.com)

Central High School Web Page: [www.cape.k12.mo.us/chs](http://www.cape.k12.mo.us/chs)

**CHS Main Office: 335-8228**

**CHS Fax Number: 334-1114**

Dr. Mike Cowan, Principal

Mr. Josh Crowell, Assistant Principal

Mr. Craig Hayden, Assistant Principal

Ms. Nancy Scheller, Assistant Principal

Mr. Lance Tollison, Athletic Director

Guidance Office: 334-1111

Guidance Office Fax: 334-1147

Ms. Katy Andersson, Counselor

Ms. Nita DuBose, Counselor

Ms. Amy Sutterer, Counselor

Adult Education & Literacy/GED: 334-3669

Alternative Education Center: 335-5939

Board of Education Office: 335-1867

Cape Girardeau Career and Technology Center: 334-0826

First Student Bus Company: 335-2510

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### **Missouri School Violence Hotline**

Your safety at school is a top priority for us. If you are aware of a situation that jeopardizes the safety of anyone at school, immediately notify a member of the school staff or your parent / guardian. If you are uncomfortable bringing this situation to the attention of an adult you know, call the *Missouri School Violence Hotline* at **866-748-7047**. Your call may be anonymous.

August 2011

Dear Cape Central High School Students:

On behalf of my faculty and staff colleagues, welcome to the 2011-12 academic year, our Centennial Year, as we celebrate one hundred years of senior high school education at Cape Central High School. As generations of Tigers before us have done, the main reason we will gather on our campus each morning will be for the noble act of learning and teaching. Every decision we make daily will be guided by how the results of that decision will impact the quality of learning for all of our students.

While learning and teaching will remain our priority, we also firmly believe those students who are the most successful in high school, college, career and life in general are those who most actively develop a positive identity with their school and their greater community. To develop this identity, we encourage you to commit to one or more of our many cocurricular activities whether it is in the arts, in athletics or in one of our academic enrichment or campus service organizations.

Please know, school spirit is very much alive and well at Cape Central, and our students, faculty, staff, parents and alumni faithfully celebrate the rich traditions of Tiger Spirit and wear the orange and black with tremendous pride and dignity. Simply, we are CT and we are proud of it!

During the 2003-04 academic year, our senior high school developed new statements of mission, vision, values and goals that were designed to guide our growth and development as a total community of learners. I encourage you to read these statements carefully and to join me in embracing them fully in making Cape Central High School the premiere senior high school not only in Southeast Missouri but also in the state of Missouri and in our nation as a whole, public, private or parochial.

**Our Mission** is to educate, encourage and assist all students who enter our doors to achieve their greatest potential during their life journey.

**Our Vision** is to become a learning community that nurtures ability, celebrates achievement and honors diversity in a safe environment in which all students can reach their greatest potential.

**Our Values** of dignity, integrity and justice will guide how we conduct ourselves daily and how we interact with all members and guests of our greater learning community.

**Our Goal** is to develop supportive relationships within our learning community daily that will build in each individual a positive identity with our school and a sense of responsibility for learning.

I am honored to have the opportunity to learn with you this year.

Joyous Moments of Academic Wonder!

Mike Cowan, Ph.D., principal

CENTRAL HIGH SCHOOL

## A brief historical overview

Public schooling in Cape Girardeau was proposed by Major Cramer with the vote passing for a September, 1871, school start. Opponents stated they were not notified of the vote so the beginnings of the Cape Public School system were highly controversial. Classes were begun, however, and met in the Lorimier Building (now City Hall).

In April 1914, construction began on a high school building on land that Don Louis Lorimier had given “for educational purposes only.” The building was dedicated on December 15, 1915, with the cafeteria added in 1934 and the shop in 1941. This building was later named in honor of Louis J. Schultz, Superintendent of the Cape Girardeau Public Schools from 1935 – 1962, and later served as the Seventh Grade Center, closing in 2002.

Construction began in 1953 on the \$2,000,000 Caruthers Street campus with the gym and auditorium added in 1955. During the 1964-1965 term, freshmen no longer attended classes at the Senior High School. An additional gym and pool complex were added.

Student publications date back to the 1920 “The Central Clarion,” later replaced by “The Tiger” (1924) and the Girardot yearbook. Publishing has only been interrupted during the World War II era due to a paper shortage.

Sports and athletic activities date back to the 1912 teams of baseball, football and track. Prior to having our own gym and track, the facilities owned by Normal School (now Southeast Missouri State University) were shared.

Clubs and organizations have maintained an important role in student life. Latin Club (D.E.A.) was one of the first (1916), Letterman’s Club and Debate were added in 1920, with Red Dagger joining the existing dramatic clubs in 1921. Orchestra became the third musical component at Central in 1920 with band and choirs already in existence.

In 1996, Girl’s soccer was added to the existing athletic programs at Central. Individual and team sports now number 17 while clubs number approximately 35.

With the opening of the new Central High School at 1000 South Silver Springs Road for the 2002–03 academic year and the subsequent return of freshmen to the senior high campus, Cape Girardeau’s only public high school continues to educate its students and prepare them for its future. With the graduation of the centennial class of 2012, we will proudly celebrate one hundred years of high school education in the Cape Girardeau Public Schools.

**CAPE CENTRAL HIGH SCHOOL  
MISSION, VISION, VALUES & GOAL**

*Our Mission* is to educate, encourage and assist all students who enter our doors to achieve their greatest potential during their life journey.

*Our Vision* is to become a learning community that nurtures ability, celebrates achievement and honors diversity in a safe environment in which all students can reach their greatest potential.

*Our Values* of dignity, integrity and justice will guide how we conduct ourselves daily and how we interact with all members and guests of our greater learning community.

*Our Goal* is to develop daily supportive relationships within our learning community that will build in each individual a positive identity with our school and a sense of responsibility for learning.

**DAILY BELL SCHEDULE**  
**(2011 – 2012 academic year)**

**1<sup>st</sup> Period** 7:35 – 8:20 AM

**2<sup>nd</sup> Period** 8:25 – 9:10 AM

**3<sup>rd</sup> Period** 9:15 – 10:00 AM

**4<sup>th</sup> Period** 10:05 – 10:50 AM

**Lunch, 5<sup>th</sup> Period and 6<sup>th</sup> Period**  
(Lunch times listed first)

<b>A.</b> 10:50 – 11:15 AM	<b>5<sup>th</sup></b> 11:20 – 12:10	<b>6<sup>th</sup></b> 12:15 – 1:00
<b>B.</b> 11:15 – 11:40 AM	<b>5<sup>th</sup></b> 10:55 - 11:15 11:45 - 12:10	<b>6<sup>th</sup></b> 12:15 – 1:00
<b>C.</b> 11:45 – 12:10 PM	<b>5<sup>th</sup></b> 10:55 – 11:45	<b>6<sup>th</sup></b> 12:15 – 1:00
<b>D.</b> 12:35 – 1:00 PM	<b>5<sup>th</sup></b> 10:55 – 11:45	<b>6<sup>th</sup></b> 11:50 – 12:35

**7<sup>th</sup> Period** 1:05 – 1:50 PM

**8<sup>th</sup> Period** 1:55 – 2:40 PM

Students arriving at school prior to 7:25 A.M. may report to the Commons and wait in this area until the remainder of the building is open. The Library will be open at 7:00 A.M. for academically intensive study only. Math tutoring will be available from 6:25 A.M. until 7:25 A.M. and 2:50 P.M. until 3:50 P.M. daily. Buses will run immediately following the 2:40 P.M. dismissal Monday through Friday. The buses will be parked on the north side of the building.

<b>Cape Central High School</b> <b>2011 – 2012 School Calendar</b>
---

School Begins .....	August 18
Early Dismissal (CHS 1:00 PM) .....	September 2
Labor Day (No School) .....	September 5
Professional Development (No School) .....	September 6
<b>1<sup>st</sup> Six-Week Grading Period .....</b>	<b>September 23</b>
Parent Teacher Conference (CHS only 4:00-7:30 PM).....	September 29
Parent Teacher Conference (CHS only 4:00-7:30 PM).....	October 4
Early Dismissal (CHS 1:00 PM) .....	October 7
No School.....	October 28
Early Dismissal (CHS 1:00 PM) .....	November 4
<b>2<sup>nd</sup> Six-Week Grading Period.....</b>	<b>November 4</b>
Thanksgiving Holiday (No School) .....	November 23, 24 & 25
Early Dismissal (CHS 1:00 PM) .....	December 2
<b>End of First Semester (Early Dismissal 11:15 AM).....</b>	<b>December 22</b>
Christmas Break.....	December 23 – January 3, 2012
School Resumes (2 <sup>nd</sup> Semester Begins) .....	January 4
Martin L. King Day (No School).....	January 16
Early Dismissal (CHS 1:00 PM) .....	February 3
<b>4<sup>th</sup> Six-Week Grading Period .....</b>	<b>February 10</b>
Parent Teacher Conference (CHS only 4:00-7:30 PM).....	February 16
No School.....	February 17
No School (President’s Day).....	February 20
Professional Development (No School) .....	February 21
Parent Teacher Conference (CHS only 4:00-7:30 PM).....	February 23
Early Dismissal (CHS 1:00 PM) .....	March 2
District Music Festival (No School) .....	March 16
Professional Development (No School) .....	March 19
<b>5<sup>th</sup> Six-Week Grading Period .....</b>	<b>March 30</b>
Spring Break (No School) .....	April 5, 6 & 9
Early Dismissal (CHS 1:00 PM) .....	April 13
Prom .....	April 28
Early Dismissal (CHS 1:00 PM) .....	May 4
Baccalaureate .....	May 6
Evening of Excellence .....	May 10
Graduation .....	May 13
<b>Last Day of School (End of Semester/Early Dismissal).....</b>	<b>May 18</b>

*Dates are Subject to Change*

## **GRADING SCALE**

Percent Grade		(Grade Point Average -11 point scale)
96 – 100	A	A = 11
92 – 95	A-	A- = 10
89 – 91	B+	B+ = 9
85 – 88	B	B = 8
82 – 84	B-	B- = 7
78 – 81	C+	C+ = 6
74 – 77	C	C = 5
70 – 73	C-	C- = 4
67 – 69	D+	D+ = 3
63 – 66	D	D = 2
60 – 62	D-	D- = 1
0 – 59	F	F = 0

To convert from an 11 point scale to a 4 point scale use:

$$\frac{(x+1)4}{12}$$

$X$  = GPA on an 11 point scale

## **GRADE REPORTING**

Grade reporting will be a part of the evaluation of students for the school year, and students will receive a computer grade report at the end of each six-week term.

- A – This mark indicates excellent work.
- B – This mark indicates good or above average work.
- C – This mark indicates fair or average work.
- D – This mark indicates inferior or below average work.
- F – This mark indicates failing work.
- I – This mark indicates an incomplete grade and it does not carry credit.
- NC – This mark indicates no credit earned.

## **WEIGHTED GRADES**

Provisions have been made for the weighing of grades in some of the more academic courses. Advanced Placement (AP) courses are weighted by adding two (2.0) additional grade points to the total grade points accumulated at the end of each semester for each AP class taken. Academic courses (those courses with “Academic” as the first word in the title) are weighted by adding one (1.0) additional grade point to the total points accumulated at the end of each semester for each academic class taken.

## **REPEATED COURSE**

If a student repeats a course, the following guidelines will be followed with regard to the student’s transcript. If the student receives a failing grade (F) in the original course, the grade of F will remain on the student’s transcript. If a student receives a passing grade of D- or higher in the original course, the original course grade will be replaced with RC, which stands for Repeated Course, and the repeated course will be listed with the higher of the two grades as the final course grade. With regard to the student’s GPA, if the original grade is a grade of F, the grade of F and the grade earned in the repeated course will both be

calculated in the student's GPA. If the original grade is a D- or higher, the repeated course grade will be calculated in the student's GPA. If the student should receive a lower grade in the repeated course, the higher of the two grades will be used in calculating GPA.

### **CLASS RANK**

Class rank is calculated for all students at the end of each semester. All courses are included in calculating grade point averages. Central High School uses an eleven-point scale. Class rank is calculated by using a base unit of 1.0 for courses that carry one full unit of credit. Proportionate weight is given to those courses, which carry less or more credit.

### **HONOR ROLL POLICY**

All subjects for which credit is granted are to be counted for Honor Roll. Honor Roll is published at the end of each semester. To be considered for Honor Roll, students must currently be enrolled in courses that offer a minimum of two units of credit and must have no grade below a C. (C- disqualifies the student from being on Honor Roll.) If a student attains an 8.0 average, she or he will achieve the B Honor Roll. If she or he attains a 10.0, she or he will achieve the A Honor Roll.

### **SCHEDULE CHANGE**

Teacher-initiated changes will be made prior to the fifth day of the start of a new semester. Any exception to this procedure must be approved by the principal.

### **CAP (Central Assessment Program)**

A schedule for CAP semester exams will be posted prior to the days of testing to prevent students from having an excessive number of exams on one day. Students will be expected to take the final exam when it has been scheduled unless postponed by the principal due to critical illness or other unusual circumstances.

### **SECOND SEMESTER SENIOR EXAMS**

Final examinations given at the close of the second semester will be optional for seniors. Any senior in danger of failing for the semester would be wise to take the course exam with the hope of improving the semester grade.

### **COLLEGE VISITATION**

Students will be permitted to take two College Days during their junior and senior year to visit post secondary institutions. Approval of the visit must be made prior to the day of absence by completing a College Day form in the Guidance Office. This form, along with documentation from the institution, must be returned to the Attendance Office the first day back at Central.

### **COUNSELING DEPARTMENT**

The Guidance and Counseling Department is an integral part of the total educational process. At the senior high school level, counselors are available to assist students with career planning, academic advising and scheduling, vocational decision-making and post secondary planning. Students in grades 9 – 12 work with the same counselor throughout their high school years. The first letter of the student's last name is used to assign students for guidance services:

Ms. Amy Sutterer (A--F)  
Ms. Nita DuBose (G--M)  
Ms. Katy Andersson (N--Z)

Through model guidance class activities, students are introduced to the Choices computer career/college/scholarship exploration program. It is available for student use throughout their education at CHS. Other classroom activities include transition from junior to senior high school for freshmen, planning and interest inventory for sophomores, post-secondary planning for juniors, and transition planning for the seniors.

Model guidance activities introduce students to the information available in the guidance resource room. Along with the Choices software, publications and other printed material are available for Missouri and some out of state schools. With the many decisions that seniors face, Central's Guidance Office provides the following to seniors to assist them with their planning: The Southeast Regional College Fair, a Financial Aid Workshop, and a publication entitled **For Seniors**. This bi-monthly publication lists scholarships, college entrance testing dates, and college representatives visiting our campus.

Registration for the SAT and ACT is available throughout the year in the Guidance Office. ACT testing is conducted at Southeast Missouri State University and Notre Dame High School. Cape Central is a testing site for the SAT.

### **PROGRAM FOR THE GIFTED AND TALENTED**

A state-assisted program for gifted students has been implemented to provide special instructional services in the academic areas to meet the special needs of students who are identified to be gifted. The program provides differentiated learning opportunities normally not available in a regular school program. Primary emphasis is upon higher level and abstract thinking skills and creative expression. This program is supplementary to the regular high school curriculum.

These services are available for up to 5% of the enrollment in the grade spans (grades 9-12) included for participation. Each participating student must be selected in accordance with criteria established by the State Department of Elementary and Secondary Education, including evidence of outstanding intellectual ability, academic achievement, creativity, and performances in related areas.

### **GED (General Education Development Certificate)**

An adult high school equivalency program is available for persons eighteen years of age and older who are not enrolled in a regular school-day program. This program shall meet the policies and guidelines established by the Missouri State Department of Education and the local Board of Education. The Director of Career Education administers this program. Requirements for students who are less than 18 years of age who are making application to enroll in the AEL (Adult Education and Literacy) program of the Cape Girardeau Career and Technology Center are as follows:

1. Must have written permission from the high school principal.
2. Must have written parental permission.
3. If the student has been enrolled in high school during the current school year.

### **COMMENCEMENT RECOGNITION**

- I. Missouri A+ High School Recognition
- II. Missouri College Preparatory Studies Certificate
- III. National Honor Society
- IV. National Vocational-Technical Honor Society
- V. Top Ten Percent of Graduating Class
- VI. Valedictorian and Salutatorian

## **ALTERNATIVE EDUCATION STUDENT PRIVILEGES**

Alternative Education students are eligible to participate in their current class graduation and to attend prom events if they are not attending AEC due to long-term suspension or other disciplinary consequences.

## **ACADEMIC LETTERS**

With the increased emphasis on excellence in education, Central High School will recognize those students who made the *A Honor Roll* both semesters in the form of an academic letter. This will be a school letter with a lamp of knowledge insert.

## **TEXTBOOKS**

Textbooks are provided for the student without charge; however, it is the student's responsibility to assure they are given proper care and returned at the end of the semester. Teachers will record numbers of books and make evaluation of them so that fines might be assessed for damage or excessive wear. All books must be returned and financial obligations cleared before semester report cards will be available to students. Transcripts will also be held if the student has financial obligations. Seniors will not receive their diplomas until these obligations are cleared.

## **HOMEWORK**

Homework is a necessary and constructive part of learning which prepares students for class and reinforces and enriches the regular classroom activities. Purposeful homework contributes to improved study skills, self-discipline, and time management. Because subjects differ, the amount and type of homework will vary. The teacher in the classroom is the most qualified person to determine what homework is purposeful for learning. It is as much the student's responsibility to complete homework assignments and turn them in at the designated time as it is to be a productive participant in class. Students are responsible for make-up work following all absences. Two days for make-up work will be allowed for each day of absence (i.e. 1 day absent, student will have 2 days to make-up work.) Students absent for two (2) or more consecutive days may have a parent or guardian call the Main Office for assignments. The call must be received twenty-four hours in advance in order for assignments and textbooks to be ready for pick-up after 3:00 P.M. the next day.

## **COMPUTER/ INTERNET USE AGREEMENT**

The Cape Girardeau School District believes that use of instruction technology (including computers and the internet) offers unique resources for students and teachers. The District's goal in providing this service to students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication. All District Computer/internet users are required to abide by the terms and conditions of all related District policies. The District does not authorize any technology use that is not conducted strictly in compliance with the District agreement. You may access this agreement through the district website at [www.capetigers.com](http://www.capetigers.com). See attached on page 27 and 28.

## **LIBRARY**

The Central Library, located on the first level across from the Main Office, offers a variety of print and non-print resources. The Library hours are 7:00 A.M. to 3:30 P.M. Monday through Friday. The Library is fully automated with computers available to access the card catalog, Internet sources and word processing. Student ID cards are required for checking out materials. Students coming from class are requested to present their corridor passes to the person at the circulation desk. Computers are to be used for research, word processing and power point presentations. E-mail, games, game sites, and any type of chat rooms are NOT allowed, and

internet sites not in compliance with the school Code of Conduct are prohibited. The Library offers several student and staff activities; monthly book club discussions and other programs are open to everyone.

Printing charges: photocopy - \$.05 per page; computer printing – free with teacher approval or \$.05 per page for personal use; color printer use - \$.25 per page, computer discs available - \$.50 per disc.

### **ID CARD GUIDELINES**

The Cape Girardeau School District provides a photo ID for each secondary student attending school in our district. This ID card is used for library services, school dances and is one part of our overall campus security plan.

All cards, including replacement cards, are school property and must not be marked on or defaced in any way (i.e., by placing stickers on the cards, marking on them with any kind of pen or marker, punching holes in them or folding them). Replacement card is \$2.00.

All students must be in possession of their ID while on school grounds and be able to show it immediately upon request. Disciplinary action will be taken for failure to produce one's ID. Random school-wide ID checks will be administered periodically, and students out of compliance will be subject to formal disciplinary action.

1. If a student arrives at school without an ID card, she or he must go immediately to the Main Office to report the ID card lost or stolen,
2. If a student's ID card is misplaced, lost, or stolen during the day, she or he must follow the same rules as above. Since the card cannot be reused, money cannot be refunded if the missing card is recovered.
3. ***Replacement cards should be paid for when they are issued. If a student cannot pay for the card at that time, her or his name will be placed on the fine list for the amount of the card.***

### **LOST AND FOUND**

Lost and found articles will be taken to the Main Office, and inquiries for lost articles should be made there. Report lost articles immediately to the teacher supervising the class or activity. Lost books will be returned to the Library.

### **STUDENT PARKING**

Central High School has a limited number of student parking spaces. Parking will be restricted to eligible students who have purchased a parking decal. All parking spots will be numbered and correspond with a number on the decal; thus, each student will have an assigned parking spot. A vehicle will be legally parked when the decal is properly displayed and located in the appropriate space. Students may move their vehicles to the north parking lot for athletic events after 3:00 P.M. Central students may ***not*** park in CTC parking lot without written permission from the CTC director and CHS administration. See attached on page 28 and 29.

### **SCHOOL INSURANCE**

Student accident insurance is available to all students. Information and cost on student insurance will be available at the beginning of the school year. The plans available will provide coverage for the student while participating in a school-sponsored activity with the exception of football. For those students interested in football coverage, it will also be available at that time. Football coverage is in effect only during practice and games. Football coverage does not include the basic student accident insurance coverage.

### **HEALTH SERVICES**

The Nurse's Office is located across from the Guidance Office. The Health Services Department provides first aid, health maintenance, and medication administration, prescribed nursing treatments and health screenings.

The department maintains health records for all district students. The school nurse provides professional and specialized health services for school staff and students. Care for emergency illness and injury, personal health counseling, and screening programs for vision and blood pressure are available through the Health Office. All new students entering the district will be screened as well as those students at the request of a parent or teacher. The nurse will notify parents if there is a concern regarding their child following any of the screenings. The department will encourage children to accept responsibility of self-care whenever possible and to use the Health Office only for illness or injury that occurs while at school.

Students who become ill during the school day should report to the nurse. If there is a necessity to go home, the nurse will inform the parent/guardian, and the student will be released from school with a permit from the nurse. If this procedure is not followed and the student leaves without properly checking out, the student will be considered truant.

Missouri state law requires adequate immunizations against Diphtheria, Pertussis, Tetanus, Polio, Measles, Mumps, Rubella, and Hepatitis B. Any student not in compliance will be unable to attend school. Depending on age and or grade level, the basic requirement is:

- 3-4 DPT (the last after the 4<sup>th</sup> birthday)

- 3 Polio (the last after the 4<sup>th</sup> birthday)

- 1-2 Measles

- 1 Mumps

- 1 Rubella

- 3 Hepatitis B

Tetanus/Diphtheria, (Td or DT) booster is also required every 10 years.

The school district is not legally obligated to administer medication to students unless specifically included in a Section 504 plan or an Individualized Education Program (IEP). However, the Board recognizes that some students may require medication for chronic or short-term illness to enable them to remain in school and participate in the district's education services. Further, the district prohibits students from possessing or self-administering medications while on district grounds, on district transportation or during district activities unless explicitly authorized in accordance with this policy. Medications will only be administered at school when it is not possible or not effective for the student to receive the medication at home.

The district may administer over-the-counter medication to a student upon receipt of a written request and permission to do so by a parent/guardian. All over-the-counter medications must be delivered to the school principal or designee in the manufacturer's original packaging and will only be administered in accordance with the manufacturer's label.

The parent/guardian must provide the district with written permission to administer the medication before the district will administer prescription medication to the student. The prescription label will be considered the equivalent of a prescriber's written direction, and a separate document is not needed. (Policy JHCD)

The Health Services Department does not want children to miss school, but neither do the nurses want parents to send a sick child to school to endanger herself/himself and other children. If children have vomited or had diarrhea in the morning before school or have an elevated temperature (over 100 degrees), the parent will be called and expected to pick up the sick child. A note from a physician may be required to return. The Missouri Division of Health regulations require that children be free of communicable diseases, including but not limited to, Chickenpox, Conjunctivitis (Pink Eye), Impetigo, Measles, Pediculosis (Head Lice), Scabies, Scarlet Fever, and Strep Throat in order to attend school.

## **FOOD SERVICES**

Cape Central High School Tiger Café operates the cafeteria services under a closed campus policy. This means that students are required to stay on the school campus during all lunch periods. Students wishing to eat any food item must do so in the Commons. ***Food is not permitted in other areas of the building.*** The Tiger Café is open each morning offering a variety of items on an ala carte basis. The Tiger Café uses a computerized cashing system known as Point of Service (POS) system. The POS system operates much like a checking account or debit card system that requires money to be deposited into the account in advance of the card being used. Students must put money in the provided envelopes, complete the required information on the outside of the envelope, and deposit it in the designated drop boxes. **Students must deposit their lunch envelopes in the drop boxes by 8:30 A.M. in for the money to be available for that day's meal.** All students must use their Student ID Number to purchase food items in the Café. Cash is not accepted on the lunch line. Students who do not have credit on their account for the day's meal should contact the Main Office or the cafeteria manager prior to the lunch period so arrangements can be made for the day.

CHS participates in the Free and Reduced Lunch Program that is regulated by the United States Department of Agriculture. Forms to apply for free and reduced price meal benefits are available year round in the administration office. Each household wishing to receive these benefits must complete a new form annually. With the exception of normal conversation, classroom conduct will be expected in The Commons. Trays, dishes, and litter should be placed in designated areas after a student finishes lunch.

Students are not to take food or drinks into the halls or classrooms. However, students may have water in transparent water bottles. Faculty has the right to exclude any food and or drink from their respective classrooms.

## **ATHLETICS**

Central High School is a member of the Missouri State High School Activities Association and abides by rules and regulations formulated by member schools for participation in interscholastic activities. A physical exam dated after the last day of school of the previous year by a physician of your choice is required before a student can participate in interscholastic sports (practice or contests). Minimum student insurance is required of a student before he or she is permitted to participate in interscholastic athletics. Students earn letters by being on varsity and junior varsity squads.

### **FALL** (August 8, 2011)

CHEERLEADING  
CROSS COUNTRY (B/G)  
FOOTBALL  
SOCCER (B)  
SOFTBALL  
SWIMMING (B)  
TENNIS (G)  
VOLLEYBALL (G)

### **WINTER** (Oct. 31, Nov. 7, 14, 2011)

BASKETBALL (B/G)  
CHEERLEADING  
DANCE TEAM  
SWIMMING (G)  
WRESTLING

### **SPRING** (February 27, 2012)

BASEBALL  
GOLF  
SOCCER (G)  
TENNIS (B)  
TRACK & FIELD (B/G)

## **ACTIVITY TICKETS**

All students are urged to buy activity tickets. To do so demonstrates good school spirit and enables one to save money over the single admission ticket. Students with activity tickets are admitted to Home Games: Football, Basketball (women and men's), Wrestling, and Volleyball. The cost of the activity ticket is \$15.00. The single admission ticket could cost the student approximately \$50.00 more than the purchase of activity ticket depending on the total number of games attended.

## **SPORTSMANSHIP**

Good student sportsmanship is encouraging and promoting school pride through cheering and participating in a positive manner for all school activities. We believe active students are essential to building school pride. This can be accomplished by supporting the cheerleaders both at games and at pep assemblies. Treating visiting students and teams as guests with proper courtesies extended is equally important. MSHSAA has outlined the following as reasonable expectations of all fans.

Show respect for the opponent at all times. The opponent should be treated as a guest, greeted cordially on arriving, given the best accommodations and accorded the tolerance, honesty, and generosity, which all human beings deserve. Central cheers are to be directed to the home team rather than the opponent. Good sportsmanship is the Golden Rule in action.

Show respect for the officials. Officials should be recognized as impartial arbitrators who are trained to do their job and who can be expected to do it to the best of their ability. Good sportsmanship implies the willingness to accept and abide by the decision of the officials.

Know, understand, and appreciate the rules of the contest. Knowledge of the current rules of the game and recognition of their necessity for a fair contest is essential. Good sportsmanship suggests the importance of conforming to the spirit as well as the letter of the rules.

Maintain self-control at all times. A prerequisite of good sportsmanship requires one to understand her or his own bias or prejudice and to have the ability to recognize that rational behavior is more important than the desire to win. A proper perspective must be maintained if the potential educational values of athletic competition are to be realized. Good sportsmanship is concerned with the behavior of all involved in the game.

Recognize and appreciate skill and performance regardless of affiliation. Applause for an opponent's good performance is a demonstration of generosity and good will that should not be looked upon as disloyalty. The ability to recognize quality and performance and the willingness to acknowledge it without regard to team membership is one of the highly commendable gestures of good sportsmanship.

## **MSHSAA ATHLETIC ELIGIBILITY STANDARDS**

1. A student must be a good citizen in his or her community. Conduct shall be satisfactory in accord with the standards of good school discipline, and any student who withdraws from school because of disciplinary measures shall not be eligible for any interscholastic activity for one full year from the date of withdrawal.
2. A student must be enrolled in courses that offer 3 1/2 units of credit, and he or she must have earned 3 1/2 units of credit in the preceding semester or made progress in special education. **In order to be eligible for fall 2011-2012 athletics, all participants must have passed seven of eight courses during the spring semester of 2011.**
3. Each student participating in Athletics is required to have a physician's certificate stating that he or she is physically able to participate in athletic contests of his or her school. The medical certificate is valid for the purpose of this rule if issued on or after February 1 of the previous school year.
4. A student shall not be permitted to practice or compete for a school until it has verification that he or she has basic athletic insurance coverage.
5. A student must have entered school within the first eleven days of the semester.

6. A student must not have received or competed for an award of any kind other than that given by her or his school for her or his services as an athlete in the sport in which she or he is competing.
7. A student shall not have reached the age of 19 prior to July 1 of this school year, or age 15 as an 8<sup>th</sup> grader, or 16 as a 9<sup>th</sup> grader.
8. A student shall not have competed under an assumed or false name.
9. A student must attend the eighth semester immediately following her or his seventh semester.
10. A student shall not transfer schools without a corresponding change of residence of her or his parents unless she or he meets an appropriate exception to the transfer standards.
11. A student shall not compete on an outside team or in individual match competition during the season she or he is representing her or his school in the same or another sport. He or she may compete in organized non-school competition in other sports in which MSHSAA member schools compete interscholastically under the following conditions:
  - a. No school time is missed to compete, practice for, or travel to the site of such non-school competition.
  - b. The student shall not practice for or compete in the non-school competition on the same date she or he practices or competes for the school.
12. A student shall not transfer from one high school to another because of being influenced to do so.
13. A student may not attend a camp involving a fall season sport after July 31.
14. Summer school courses may count toward maintaining academic eligibility provided the credit earned for each course is placed on the school transcript. Such course(s) must count toward meeting graduation/promotion requirements, and no more than one credit earned in summer school shall count toward maintaining academic eligibility.

### **COLLEGE FRESHMAN SPORTS ELIGIBILITY REQUIREMENTS**

If you are planning to enroll in college as a freshman and you wish to participate in Division I or Division II athletics, you must be certified by the NCAA Initial-Eligibility Clearinghouse.

1. To be certified by the Clearinghouse, you must:  
Graduate from high school. You should apply for certification before graduation if you are sure you wish to participate in athletics as a freshman at the college to which you will be admitted.
2. Earn a grade-point average of at least 2.00 (on a 4.00 scale) in a curriculum of at least 14 academic courses, which were successfully completed during grades 9 through 12. **PLEASE NOTE:** If you plan to enter college as of the 2011-2012 academic year, you will need to pass sixteen core courses in the following areas:
  - a. 4 years of English
  - b. 3 years of mathematics (Algebra I or higher)
  - c. 2 years of natural/physical science (one must be a lab science)
  - d. 1 year of additional English, math or science
  - e. 2 years of social studies
  - f. 4 years of additional core courses (from any area listed above, or from foreign language, non-doctrinal religion or philosophy)

3. Earn a sum of scores of at least 68 on the ACT or a combined score of at least 820 on the recentered SAT (or 700 on the non-recentered SAT) on a national test date.  
\* See your high school counselor for more information.

### **SENIOR ACTIVITIES**

A number of senior activities are scheduled during the school year. Fund-raising projects will be scheduled to finance this activity. The prom is a school-sponsored activity and will be supervised by school staff. The Senior All-Night Party is not school-sponsored and the school does not accept responsibility for it. Class funds will be used to support only those activities that are school-sponsored. These activities include Senior Prom, Baccalaureate and Commencement. Fund-raising projects will be scheduled to finance these activities as needed. Senior Prom is a school-sponsored activity and will be supervised by school personnel. The Senior All-Night Party and Baccalaureate are not school-sponsored.

### **REQUIREMENTS FOR ALL DANCES - KING AND QUEEN CANDIDATES**

#### **Fall and Winter Homecoming**

1. Candidates must be seniors
2. Candidates will be participants in athletics and band only
3. Candidates must have a C average (5.0)
4. Candidates cannot have won a previous crown that school year.

#### **Winter Ball**

1. Candidates must be seniors
2. There will be only 12 candidates
3. Candidates must have a C average (5.0)
4. Candidates will be nominated by the underclassmen. Each freshman, sophomore and junior will nominate one boy and girl candidate. Teachers will then check the GPA of the suggested candidates. If the GPA is not met, the candidate will be eliminated.
5. Candidates cannot have won a previous crown that school year.

### **HONOR SOCIETIES**

Central has chapters of six honor societies: National Beta Club, The National Honor Society, International Thespian Society, Tri-M Music Society, Quill & Scroll and National Technical and Vocational Honor Society.

#### **Beta Club**

Beta Club is a nationally affiliated honor society for freshmen, sophomores, juniors, and seniors. Club members must maintain an 8.5 cumulative GPA by the end of the first semester. Members must also perform a required number of service hours in the community and through the club with activities such as caroling for cans and helping at athletic events.

#### **National Honor Society**

The National Honor Society chapter of Cape Central High School is a duly chartered and affiliated chapter of this prestigious national organization. Membership is open to those students who meet the required standards in four areas of evaluation: scholarship, leadership, service, and character. Students are selected by a faculty council which bestows this honor upon qualified students on behalf of the faculty of our school each spring. Members of the junior or senior class who have been in attendance at Cape Central High School the equivalent of one semester are eligible for membership.

The Faculty Council shall make its decision based on the following criteria:

**SCHOLARSHIP**—A student must have a cumulative GPA of 9.5 or better.

Those students who meet this criterion are invited to complete a Student Activity Information Form. This form is not an application form and does not guarantee selection into the National Honor society. It will provide information regarding the candidate's leadership and service.

**LEADERSHIP**—Leadership shall be determined by criteria such as the student's having demonstrated leadership in promoting school activities: having exercised influence on peers in upholding school ideas; having successfully held offices or positions of responsibility at school or in the community; having conducted business efficiently and effectively and been reliable and dependable without prodding; and having demonstrated leadership in the classroom, at work, in the community, and in school activities.

**SERVICE**—Service shall be determined by criteria such as the student's having worked well with others; having been willing to take on difficult or inconspicuous responsibilities; having cheerfully and enthusiastically rendered any requested service to the school or community; having been willing to represent the class or school in inter-class and inter-scholastic competition; having done committee or staff work uncomplainingly; and having shown courtesy by assisting visitors, teachers, and students.

**CHARACTER**—Character shall be determined by criteria such as the student's having taken criticism graciously and accepting recommendations willingly; having constantly exemplified desirable qualities such as cheerfulness, friendliness, poise, and stability; having constantly demonstrated the highest standards of honesty and reliability; having shown courtesy, concern, and respect for others; and having observed instructions and rules, punctuality, and faithfulness both inside and outside the classroom.

To help the Faculty Council determine a student's having exemplified the leadership, service, and character required for membership in National Honor Society, the Faculty Council used two forms of input. First, school disciplinary records are reviewed. Second, members of the faculty are solicited for input regarding their professional reflections on a candidate's service activities, character, and leadership. These forms and the Student Activity Information Forms are carefully reviewed by the Faculty Council to determine membership. The Faculty Council shall make the final decision as to whether or not the student should be invited to membership in National Honor Society. Candidates are notified regarding selection or non-selection according to a predetermined schedule.

Following notification, a formal induction ceremony is held at the school to recognize all the newly selected members. Attendance at this ceremony is mandatory for membership in the Society. Once inducted, new members are required to maintain the same level of performance (or better) in all four criteria that led to their selection.

### **Thespian Society**

Thespians are an international organization designed for advanced actors and stage technicians. Members are required to participate in Red Dagger and all main stage productions. Members are also required to help in the organization and presentation of outside projects. These projects are designed to perpetuate an interest in theater and provide a service for the community. Past projects have included Christmas presentations at West Park Mall, improvisations for D.A.R.E., project CHARLIE, project graduation, and stage presentations for the drug and alcohol awareness program during all school assemblies. Membership requires 10 points of theater work as designated by I.T.S. and formal invitations from current members.

## **TRI-M MUSIC SOCIETY**

The purpose of this organization is to inspire music participation, create enthusiasm for scholarship, stimulate a desire to render service, and promote leadership in the music students of secondary schools. Students apply for this recognition at the beginning of school and must maintain the following requirements of membership:

1. Must be accepted by the music faculty based on Leadership, Service, and Character – having demonstrated leadership, service, and character in their activities.
2. Be enrolled in school-sponsored music ensemble and/or class for two semesters.
3. Must audition in the fall for All-District Choir, Band, or Orchestra
4. Must take a solo or ensemble to district music contest in the spring.
5. Work for a minimum of 2 hours during Spring Solo and Ensemble Contest.
6. At least a B grade average in music and at least a C grade average in other academic areas

## **CLUBS AND ORGANIZATIONS**

### **Requirements for Clubs**

Qualifications for a club or organization to have a representative in Student Senate or to be considered in a category for Mr. and Miss CHS are as follows:

1. The organization must meet **at least** once a month.
2. Members must attend 75% of the meetings and activities to be considered for Mr./ Ms. CHS.
3. The organization must **actively** participate in 3 school-sponsored activities a year. For example: concession stands, Homecoming Parade, decorating for dance, etc.
4. The organization must keep accurate attendance and minutes at every meeting.

### **Academic Competition Team**

Academic Competition Team is an organization for students who enjoy academic competition, have quick reflexes, have a broad base of general knowledge, or all of the above. A team consists of four members (one captain) who respond to toss-up questions by "ringing in" (Jeopardy style). The team, which correctly responds to the toss-up question, may earn a bonus question. The Academic Competition team competes with other area schools in individual meets or multi-school tournaments through out the school year. District tournament is held in April. Winning teams from each district compete in the Show-Me Academic Challenge State Tournament held in May. In addition to the team competitions, Academic Competition Team members also compete in Knowledge master, a computer tournament held each spring and each fall, which pits our team against quiz bowl organizations throughout the country.

### **Bands**

Central High School offers concert band, marching band and color guard, and jazz band. Concert and marching bands are open to any student based upon successful audition. Color guard is selected in the spring by open audition. Jazz band is offered to current band and orchestra members or to experienced musicians who have auditioned with the band director.

## **Choir**

There are a variety of choirs offered to Cape Central students.

Choir Activities:

1. Further music reading skills
2. Develop the voice through correct vocal technique
3. Gain confidence and poise as a performer
4. Explore music from styles throughout history emphasizing current trends in choral literature
5. Present concerts in the fall, Christmas, early spring and a May Pops concert
6. Offer opportunities to compete in the Spring Music District and State Festivals
7. Enter choral competitions with the choir in the spring
8. Represent Central High School throughout the community
9. Offer opportunities to sing and share the choral art with other high school singers in the Southeast District

## **Cheerleading**

The Cheerleading Squad consists of 16 students who are selected on the basis of teacher evaluations, an interview, and cheerleading skills and are required to maintain a "C" average in their classes. Cheerleaders spend their summers attending cheer camp, learning and perfecting chants and cheers, and working on many fundraising projects. During the school year, cheerleaders practice twice a week in addition to cheering for the teams in the winter. The Cheerleaders' main objectives are to provide support for their teams at athletic events and to encourage good sportsmanship among fans.

## **Dance Team**

The Cape Central Dance Team is composed of approximately 20 dancers. The team performs at various events including boys' home basketball games, occasional football and girls' basketball games and random events requested by the school and community. The actual performance/competition season runs from November through March. However, the dancers' responsibilities extend beyond the typical season, due to practices/attendance at summer camp, fundraisers and practices for occasional football and community performances. They also host the *Cape Central Classic Dance Competition*, which is a fundraiser as well as a statewide competition. The dancers typically have 1-2 performances per week and 3-4 practices per week. The CHS Dance Team combines jazz, kick, funk and pom elements to complete their style of dance. Try-outs (usually held in March/April of the school year prior to season) consist of performing a learned routine and technical elements including turns, jumps, leaps, axles, kicks and tilts. Any questions regarding the CHS Dance Team should be referred to the coaches of the team.

## **Distributive Education Clubs of America (DECA)**

Students enrolled in the Marketing program at the Career and Technology Center are eligible to join DECA. DECA is an integral part of the Marketing program and provides each student with the opportunity for personal and professional development. This organization focuses on leadership development, vocational understanding, reinforcement of academic skills and knowledge, civic consciousness, and social intelligence. Students who participate in DECA activities are more likely to have the self-confidence they need to successfully participate in the business arena.

### **Family Career & Community Leaders of America (FCCLA)**

FCCLA is a national organization of students who have taken or are taking a course in Family and Consumer Sciences classes through grade 12. It is open to students of all races and religious beliefs. The mission of FCCLA is to promote personal growth and leadership development through life skills education while focusing on the multiple roles as a family member, wage earner, and community leader. Our goal is to improve personal, family, community and job/career life skills. Both young women and men are members of Family Career & Community Leaders of America. Each year members compete in events in which they are recognized for proficiency and achievement in chapter and individual projects, leadership skills, and occupational preparation. They have the opportunity to compete on the district, state and national level.

### **Fellowship Of Christian Athletes (FCA)**

“Since 1954, the Fellowship of Christian Athletes has been challenging coaches and athletes on the professional, college, high school, junior high and youth levels to use the powerful medium of athletics to impact the world for Jesus Christ. FCA is the largest interdenominational, school-based, Christian sports organization in America. FCA focuses on serving local communities by equipping, empowering and encouraging people to make a difference for Christ.” FCA welcomes all students to their weekly meetings.

### **French/German Club**

This Club is open to students who have been or are currently enrolled in a French/German course. We meet monthly, but the day varies from month to month. An attempt is made to have an interesting and fun activity each month. In the past these have included a wiener roast, hayrides, Homecoming parade, making s'mores at a local park, a bowling party, a pizza party, a Saturday trip to visit historic French Colonial Ste. Genevieve, and our annual “crepe” meeting where we make and enjoy French crepes. We also have fundraisers to help pay for club expenses as well as for various charity projects during the year: helping needy students at school and overseas mission projects. Our clubs culminating activity is a dinner party at a local restaurant held in April or May.

### **Future Business Leaders of America (FBLA)**

Future Business Leaders of America is a club organized on the local, district, state and national levels. Goals of FBLA include developing competent, aggressive business leadership; creating more interest and understanding in business occupations; encouraging members to improve home, community, and district; participating in worthy undertakings for the improvement of business, community, and district; and encouraging improvement in scholarship and promoting school and district loyalty. Activities include picnics and other social events; induction and installation programs; service projects for March of Dimes; Environmental Awareness; and participation in district, state, and national competitions. FBLA is open to any student currently enrolled in a business class or who has taken a business class and pays the current dues.

### **Future Farmers of America (FFA)**

FFA is part of the Landscaping and Horticulture class at the Career and Technology Center. We encourage members in the development of individual occupational programs in agriculture and in the investigation of agricultural careers. Membership is limited only to students enrolled in the Landscape/Horticulture class. Activities include district and state competition, luncheons, conferences, plant sales, decorations for various events and including lawn establishment / landscape design of the building trade's class demonstration house, plus other projects.

### **Future Teachers Of America (FTA)**

Membership criteria: students interested in possibly pursuing a career in the field of teaching - secondary level, elementary level, or even preschool level. If you like children and enjoy working with children and helping children learn, FTA is a club you might consider joining. Activities: Monthly meetings on a designated day of the week after school. FTA members also sell apples to give to teachers on Parent-Teacher Conference Day. FTA members will get inside information from student teachers as to what to expect - also information as to what classes they may need to take when enrolling in a college or university in the education program. Senior FTA members have the privilege of Cadet-Teaching for one day (usually assigned to an elementary school).

### **Letterman's Club**

Letterman's Club is an association of Varsity letter winners at CHS. Anyone who has earned a varsity letter in a sport at CHS is eligible to join. Members are expected to participate in community service projects, participate in club activities, and support their fellow athletes during the year.

### **Orchestra**

The Cape Central Orchestra was formed in 1920. In its 90-year history, it has enjoyed a reputation as one of the finest high school performing groups in Southeast Missouri. Members begin instruction in the seventh grade and may receive private lessons outside of Orchestra class. The Cape Central Orchestra presents four concerts each year. The Orchestra also performs in and around our community and often travels to surrounding communities. Students participate in solo/ensemble festivals on the district and state level, and have consistently scored superior ratings for superior musicianship. In recent years, the orchestra has performed Handel's "Messiah" and Vivaldi's "Gloria" in joint efforts with Central's concert choir. The orchestra combines efforts with drama, choral, and band departments every other year to present a Broadway musical. The orchestra program provides quality experiences for each student and strives to maintain the highest standards.

### **Publications**

*The Central Light* is the literary anthology of Central High School. Central students submit work for publication. Work of the highest quality is selected and compiled into an anthology published in May.

Members of the *Girardot* Staff are responsible for planning and producing the *Girardot* yearbook each year. In the fall, students sell advertisements to area businesses. Next, they sell yearbooks to all CHS students. Announcements are made at school concerning the cost and procedure for purchasing the yearbook. After this "business" students learn how to use PageMaker 6.0 to thus utilize the desktop publishing system. Then, the actual design, layouts, writing and photographing begin. Most of the stories in the *Girardot* are written in "feature" style. This type of writing is discussed in depth in Journalism I. If students are unable to take Journalism I class, they may waive this requirement with a high recommendation from their English teacher. Students must also possess organizational skills, an ability to work under the pressures of a deadline and the ability to work with many people. Because Yearbook is an extracurricular activity and a class, there will be a few "work nights" throughout the year. Most of these occur at deadline time.

The Central High School Newspaper, *The Tiger*, is published approximately 10 times a year. Every month, staff members work diligently to prepare an award winning paper. *The Tiger* staff sells advertising to area businesses to fund the publication of the paper. The staff also writes the articles for each issue, takes photographs, creates ads, designs and pastes up the paper. A strong recommendation from an English teacher is a requirement to be on *The Tiger* staff and an application form must be filled out. In addition to high

academic standing and writing talent, students must possess organizational skills, an ability to work under the pressures of a deadline, and the ability to work with people. Computer knowledge is also a plus because PageMaker 6.5 is used to put the paper together. Because Newspaper is a cocurricular activity and a class, there are usually three (3) "Tiger Nights" the week the paper is due to the printer.

### **Red Dagger**

Red Dagger produces two stage productions each year. This organization is open to all students interested in acting and/or technical aspects of theater. Specific areas of interest for students include: stage make-up, set design and construction, costumes, stage lighting, sound properties, publicity, study of acting, house and stage management. First organized in 1918, Red Dagger is the oldest student organization in existence at Central High School. Its aims were and remain to develop the dramatic ability of its members and to stimulate an interest in all aspects of theater arts.

### **Spanish Club**

Spanish Club meets the third Wednesday of each month. Any student at Central High School may join the club. Our club usually boasts a membership of at least 50 and we are very active. Our activities include our Annual Hot Pepper Eating Contest, Olympic Competitions between different classes - Spanish style, an authentic Spanish meal at a local restaurant, guest speakers, singing Spanish carols during that holiday, performing at assemblies, and other activities to promote student pride and fun. Our club does count for National Honor Society, but no more than two absences are allowed. We are proud to report that we have won First Prize in the Homecoming Parade and everyone knows that "We Have a Lot of Spanish Spirit!" Viva el Club de Espanol!

### **Speech/Drama/Debate Team**

The Central High School Speech/Drama/Debate Team is a wonderful club for students who like to speak, argue or perform. The team competes against other local schools in the various areas: prose, storytelling, poetry, radio, oratory, dramatic interpretation, humorous interpretation, and duet acting. Central also has cross-examination debate team(s) and Lincoln-Douglas debaters. The speech and debate season is lengthy, running throughout the year with the state competition in Columbia in April. We invite new members to check us out anytime during the season.

### **Student Senate**

Student Senate is the organization for you if you desire to make a difference in your school and community. Student senate consists of the following:

1. President, Vice-President, Recording Secretary, Corresponding Secretary (these are elected at the end of each school year in an all-school election).
2. Class officers from each grade level and four (4) representatives.
3. One member from each of the twenty or so organizations/clubs at CHS as well as representatives from sports.
- 4.

Members are expected to attend all meetings (during school hours), required to attend a district convention (during the week at SEMO), required to work a set number of concession stands (money making project), take on some responsibilities and chair activities during the year, decorate and undecorate at various dances, etc., be a positive worker with a good attitude, have a willingness to work, be consistent and diligent. Student Senate will pursue ideas to improve the school surroundings and other environments, discuss concerns that any student has and work closely with the administration to deal with any issue deemed important by the

student body. The President of the Senate will work closely with the administration on all CHS activities, suggestions, problems, etc. You will be representing the entire student body and your individual organization by taking on this position in Student Senate. With everyone’s help, Student Senate will be able to do a tremendous amount of good for the school, community, and for ourselves and really be true leaders of CHS.

**Team Spirit**

Team Spirit is designed to empower youth to take an active role in preventing alcohol and other drug use. Members participate in a “Puppet Mania” program in the elementary schools that teaches safety. They are also speakers for the elementary schools stressing abstinence from drugs and alcohol. They attend leadership conferences and a yearly trip to Jefferson City for a proclamation signing with the governor. They also have fundraisers for the club. By working together, we hope to discourage the use of alcohol and drugs.

**Vocational Industrial Clubs of America (VICA)/Skills USA**

This organization is for students enrolled in skill-training programs at the Career & Technology Center. The purpose of Skills USA/VICA is to develop leadership and craftsmanship skill through participation in local, district and state activities.

**Cocurricular Activities (non-athletic) and Sponsors**

Academic Competition Team.....	Blaine Gotto Andy Tilmon
Beta Club.....	Bonnie Nations
Central Light (Student Creative Magazine).....	Freeman Fouts
Cheerleaders Sponsors.....	Patricia Wamble Mary LeGrand
Speech/Drama/Debate Team.....	Al Nicolai
DECA (Distributive Education Clubs of America).....	Michael Baremore
FBLA (Future Business Leaders of America).....	Theresa Taylor Pam Pense
FCCLA (Family Career and Community Leaders of America).....	Pat Johnson
FCA (Fellowship of Christian Athletes).....	Scott Sanders
FFA (Future Farmers of America).....	Harry Bertrand Jr.
Film and Literature Club.....	Crystal Cerny
French/German Club.....	Judith Crenshaw Karen Waggener

FTA (Future Teachers of America) .....	Jan Allen
Girardot Yearbook .....	Cynthia Buerck
Jazz Band .....	Josh LaMar
Letterman's Club.....	Scott Schweibold
National Forensic League .....	Al Nicolai
National Honor Society .....	Tracy Lohmeier Bonnie Strack
Orchestra.....	Steve Schaffner
Pep Band.....	Billy Keys
Quill and Scroll .....	Cynthia Buerck
Red Dagger .....	Cynthia Bradshaw Joe Bradshaw
Spanish Club .....	Robin Hankinson Perry Smith
Student Senate .....	Nita DuBose Marsha Medlin
Team Spirit .....	Julie Stausing
Thespian Society .....	Cynthia Bradshaw Joe Bradshaw
Tiger Dancers .....	Susan Zimmer
Tiger Newspaper.....	Pat Kuper
Varsity Band .....	Neil Casey
Vocal Music .....	Dina Casey
Writing Club .....	Crystal Cerny

## Cocurricular Teams and Coaches

Athletic Director .....	Lance Tollison
Baseball.....	Steve Williams – Head Coach Darrick Smith – Asst. Coach Justin Lieser – Freshman Coach
Basketball (Women) .....	Sherri Sherrill – Head Coach Jane Comeau – Asst. Coach TBA – Freshman Coach
Basketball (Men).....	Drew Church – Head Coach Seth McDowell – Asst. Coach Justin McAllister – Freshman Coach
Cross Country (Women and Men) .....	Mark Hahn – Head Coach TBA – Asst. Coach
Football.....	Nathan Norman – Head Coach Steve Williams – Asst. Coach Scott Schweibold – Asst. Coach Tim McGuire – Asst. Coach Terrance Sterling – Asst. Coach Scott Sanders – Freshman Coach Darrick Smith – Freshman Coach
Golf (Women and Men) .....	Dick Wadlington
Soccer (Men).....	Dan Martin – Head Coach TBA – Asst. Coach
Soccer (Women).....	TBA – Head Coach James Brake – Asst. Coach
Softball.....	Amy Blattel – Head Coach Jessica Simmons – Asst. Coach
Swimming (Women and Men) .....	Dayna Powell – Head Coach Chad Sierman – Asst. Coach
Tennis (Women) .....	Kara True
Tennis (Men) .....	Bud Craven

Track (Women and Men) .....	Matt Hale – Head Coach Scott Schweibold – Asst. Coach Amy Blattel – Asst. Coach Collin Sheridan – Asst. Coach TBA- Assistant Coach
Volleyball .....	Angela Broshuis – Head Coach Sherri Shirrell – Asst. Coach TBA – Freshman Coach
Wrestling.....	James Brake – Head Coach Aaron Ross – Asst. Coach

**EMERGENCY PROCEDURES**

The superintendent or designee has the responsibility for developing and maintaining the district’s emergency preparedness plans and emergency drill schedules. The district will supply the schools with safety equipment and train the staff on emergency preparedness and violence prevention.

Emergency preparedness drills (fire, severe weather, tornado, bus evacuation, earthquake, bomb threat, lockdown, shelter-in-place and evacuation) will be developed by the superintendent or designee in cooperation with the building principals. Bus evacuation drills will be conducted with bus riders at least once each semester in K-8. A minimum of two (2) drills for each type of drill will be conducted each year in each building to give instruction and practice in proper actions by staff and students. Emergency exiting procedures will be posted near the door in each instructional area. Instruction in drills shall be given early in the school year, and drills shall be held regularly throughout the year.

The decision to call for and execute drills will be the responsibility of the superintendent and/or the building principal. The district will cooperate and coordinate drills with other community agencies such as the fire department, law enforcement officials, emergency medical services and local emergency planning committees. (Policy EBC, §160.455)

From time to time, emergency situations arise at Central High School. It is critical for your safety and that of other students that you are familiar with and follow emergency procedures. During a fire, tornado, or earthquake, do not panic. Follow the directions that are given by a teacher, principal or emergency personnel.

**SERIOUS INJURIES**

If a student or teacher is seriously injured or unconscious, do not move the person. Obtain help from a teacher and/or send someone to the principal's office or nurse's office for assistance.

**FIRE DRILLS**

As a safety measure, and in accordance with Missouri State Law, fire drills will be conducted at regular intervals during the school year. When the signal sounds, teachers will instruct students to leave by the nearest exit. Leave quietly, but quickly, without pushing or crowding, and go far enough from the building so those behind you will not be crowded. A fire evacuation plan will be placed in each classroom.

## **EARTHQUAKE PROCEDURE**

During the first vibrations of an earthquake, get to the floor under a load bearing structure (table, desk, chair, door frame). Roll yourself into the "ball" position with your arms and hands folded over your head. If there is no load bearing structure to get under, then go to the closest corner and assume the "ball" position. If you are in a crowd (Tiger Field House, Commons, or a hallway) do not panic. If the crowd around you panics, hold on to your seat or other sturdy support so that you are not pulled into the flow of the panicked rush where people can be easily injured or killed. When evacuating the building, follow the instructions of your teacher or principal. You will be directed to a large open area. Be alert to downed electrical lines and tall structures that may fall during earthquake after shocks. If you are on the bus or in the car, stop the bus/car away from power lines, bridges, overpasses, and buildings. Students should remain in their seats and hold on.

## **TORNADO WARNING**

The office will announce a tornado warning over the intercom. Missouri is ranked among the top five states in the nation in tornado frequency; thus, a warning is serious business, and it is important for all students to be prepared to take cover. Use common sense for protection against glass and other materials carried by the wind. Curl your body into a "compact ball" with your arms protecting your head and neck. A warning can last as long as 30 minutes with the tornado hitting near the end of the storm. Do not leave your shelter until "All Clear" is given.

**SECONDARY STUDENT**  
**ACCEPTABLE USE AGREEMENT**

Cape Girardeau School District - Electronic Information Resources

**Introduction:**

Electronic information resources are available to qualifying students in the Cape Girardeau School District. These resources include access to the Internet and other network files or accounts. Our goal in providing electronic services to students is to promote educational excellence by facilitating resource sharing, innovation, and communication.

**Scope:**

Internet access is coordinated through a complex association of government agencies as well as regional and state networks. Worldwide access to computers and people may involve the availability of materials considered to be inappropriate, illegal, or of no educational value. On a global network it is virtually impossible to control all materials. However, through a filtering and monitoring system, the District has taken precautions to restrict access to inappropriate materials. Users who access, publish or attempt to access or publish inappropriate material or illegal Internet sites, will be subject to discipline; which may include the possibility of suspension or expulsion.

The smooth operation of the network is dependent upon the proper conduct of the users who must adhere to strict guidelines, rules and regulations. Such are provided so that student users are aware of the responsibilities they are about to accept. In general, their responsibilities necessitate acceptable, ethical, and appropriate utilization of the electronic network resources.

**Terms and Conditions of this Acceptable Use Agreement:**

Each student applying for an account will participate in a discussion with his or her sponsoring teacher regarding proper behavior and use of the network. The student signature at the end of this Acceptable Use Agreement is legally binding. The combined signatures also indicate the student and parent/guardian have carefully read and understood the terms and conditions of appropriate use and thereby agree to abide.

1. **Acceptable Use:** Acceptable use means that a student uses the Internet and other electronic information resources in an appropriate manner, abiding by the rules and regulations as described in this agreement. Students who "publish" on the Internet, must abide by the approved publishing procedures and district guidelines, which include informing, and involving a content sponsoring teacher.

2. **Privileges:** The use of electronic information resources is a privilege, not a right. Inappropriate use of these resources may result in disciplinary action (including the possibility of suspension or expulsion), and/or referral to legal authorities. The principal, teacher/supervisor or systems administrator may limit, suspend or revoke access to electronic resources at any time.

3. **Network Etiquette:** Each student is expected to abide by the generally accepted rules of user etiquette. These rules include, but are not limited to the following:

Be polite. Never send or encourage others to send abusive messages. Use appropriate language. (Whatever is written, sent, or received on an isolated terminal has the potential to be viewed globally.)

Use electronic mail appropriately, no sales, advertisements or solicitations, etc.. E-mail is not guaranteed to be private. Everyone on the system has potential access to mail. Parents or legal guardians may gain access to their student's e-mail upon request. Messages relating to or in support of illegal activities or inappropriate activities, as pertaining to this Acceptable Use Policy, must be reported to the principal, teacher/supervisor or systems administrator.

4. **Unacceptable Network Use:**

Transmission or intentional receipt of any inappropriate material or material in violation of law or district policy is prohibited. This includes, but is not limited to: copyrighted material; threatening or obscene material; material protected by trade secrets; commercial activities by for-profit institutions; use of product advertisement or political lobbying, including lobbying for student body office; the design or detailed information pertaining to explosive devices, criminal activities or terrorist acts; sexism or sexual harassment; pornography; gambling; illegal solicitation; racism; and inappropriate language. Illegal or inappropriate activities, including games, use of the network in any way that would disrupt network use by others, or activities of any kind that do not conform to the rules, regulations and policies of the Cape Girardeau School District, are forbidden.

5. **Vandalism:** Vandalism is defined as any malicious attempt to harm or destroy property of the user, another user or of any other agencies or networks that are connected to the Network or the Internet system. Vandalism also includes, but is not limited to: abusive overloading of data on the server, or the uploading, downloading or creation of computer viruses. Any engagement in network vandalism constitutes unacceptable use and will subject the student to appropriate disciplinary action.

6. **Security:** Security on any computer system is a high priority because of multiple users. Do not use another individual's account nor log onto the system as the systems administrator. Any security concern must be reported to the principal, teacher/supervisor or systems administrator.

7. **Privacy:** It is advised that students not reveal personal information, such as: home address, phone numbers, password, credit card numbers or social security number, etc.; this also applies to others' personal information or that of organizations. When publishing on the Internet, students' pictures should not be identifiable by name.

8. **Updating:** Account changes such as phone number, location, or address must be reported by the account owner to the systems administrator.

9. **Service Disclaimer:** The Cape Girardeau County School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. Cape Girardeau School District will not be responsible for any damages the student may suffer while on this system. These damages may include, but are not limited to: loss of data as a result of delays, non-deliveries, mis-deliveries, or service interruptions caused by the system or by student error or omission. Use of any information obtained via the information system is at the student's own risk. Cape Girardeau School District specifically denies any responsibility for the accuracy of information obtained through electronic information resources.

**Student Signature of Agreement:**

Rules of conduct are described in this "Student Acceptable Use Agreement for Cape Girardeau School District" and apply when the electronic information system is in use. I understand any violations of the above provisions will result in the loss of my user account and may result in further disciplinary and/or legal action, including but not limited to suspension or expulsion, or referral to legal authorities. I therefore agree to maintain acceptable standards and to report any misuse of the system to the appropriate teacher or administrator. Also, should I choose to "publish" on the Internet, I will work under the guidance of a content sponsoring teacher.

Misuse or violation of this agreement comes in many forms, but can be viewed as any messages, information or graphics sent or received that include/suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language, and/or other listings previously described in this user agreement. I agree to report any misuse of the electronic information resources to my principal, teacher/supervisor or systems administrator.

**I have read this Acceptable Use Agreement and understand that Internet sites are filtered and that Internet use on my district computer may be monitored. I hereby agree to comply with the above described conditions of acceptable use.**

Student Name (please print): \_\_\_\_\_ Grade: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PARENT OR GUARDIAN:**

As the parent or guardian of the above named student, **I have read this Acceptable Use Agreement and understand that Internet sites are filtered and that electronic information resource accounts may be monitored.** I understand my child may be disciplined for inappropriate or unacceptable use of electronic information resources. I further understand that student use of the electronic information resource system is designed for educational purposes. I understand that it is impossible for Cape Girardeau School District to filter or restrict access to all inappropriate materials. I will not hold the Cape Girardeau School District responsible for inappropriate or unacceptable materials my child may acquire on the network system.

**I hereby give my permission and approve the issuance of an electronic account for my child.**

Parent or Guardian Name (please print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Revised 5-24-11

## PARKING RELEASE AGREEMENT

Since we view use of the student parking lots as a privilege and not a right, any student who uses our school parking lots must obey the rules we have established for the safety and security of all concerned.

- Only students who purchase parking permits will be permitted to park in the designated parking areas.
- The cost is \$10.00 for a parking permit per year or \$5.00 if purchased at the beginning of the second semester. If a parking permit is purchased during the last six weeks of school, the cost is \$3.00. Charge for a lost permit is \$5.00.
- Students may only park in the designated student parking area and in the parking space that corresponds to the number on his or her parking permit.
- **Display parking permits on outside of rear glass or on rear bumper to be visible from traffic lane. Park vehicle with permit facing out. Any exceptions must be cleared through the main office.**
- If a student drives a vehicle that does not have its assigned permit, the student must report to the office by 7:30 A.M. to be issued a temporary permit. The temporary permit will be good only for the day(s) displayed on the permit.
- Upon arrival at school, a student may either stay in his or her car or go inside the school. Students are not permitted to stand outside vehicles or loiter in the parking lots before or after school.
- **Students are not permitted to go to their vehicle during lunch.**
- Students are responsible for all trash around their vehicles and their assigned spot.
- All pertinent information regarding insurance, licenses, etc., must be on file in the Main Office prior to issuing a parking permit.

Violation of any parking rules (i.e. absence of a permit, parking in a space other than the one assigned, parking on grass areas, reserved or visitor areas or parking in a handicap space, etc.) will result in disciplinary action. Students driving on school property must obey Missouri driving laws and the campus speed limit of **15 M.P.H.**

### NO WARNINGS WILL BE ISSUED FOR PARKING VIOLATIONS

**Consequences may include but are not limited to the following:**

**After School Detentions**

**Saturday School**

**Loss of Parking Privilege**

*I have read and agree to abide by all rules and regulations outlined above.*

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Application must be completed and signed by student and parent or guardian to receive parking permit.**

PERMIT # \_\_\_\_\_

**CHS PARKING PERMIT APPLICATION**

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
Address: \_\_\_\_\_  
Home Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Primary Vehicle Information:**

Year \_\_\_\_\_  
Make \_\_\_\_\_  
Model \_\_\_\_\_  
Color \_\_\_\_\_  
Vehicle License Number \_\_\_\_\_ State \_\_\_\_\_

**Additional Vehicle:**

Year \_\_\_\_\_  
Make \_\_\_\_\_  
Model \_\_\_\_\_  
Color \_\_\_\_\_  
Vehicle License Number \_\_\_\_\_ State \_\_\_\_\_

**Auto Insurance Company:** \_\_\_\_\_

Agent Name \_\_\_\_\_ Phone # \_\_\_\_\_

**I HAVE READ AND AGREE TO ABIDE BY ALL RULES AND REGULATIONS OUTLINED ON BACK.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*Application must be completed and signed by student and parent or guardian before parking permit will be issued.**

**TECHNOLOGY USAGE**  
**CAPE GIRARDEAU SCHOOL DISTRICT**  
*Electronic Device Notification and Policy*

The school district understands and acknowledges that cell phones are a necessity for many students and parents. However, cell phones are now creating and posing many problems for the district and the safety of its students.

1. In the event of an emergency situation, cell phones used by students could jam the air waves and emergency personnel would not be able to make the necessary calls to quickly address and resolve the situation.
2. Use of cell phones by students in an emergency situation may cause a significant number of people to learn of the emergency and come to the school building out of concern or curiosity. This could interfere with the ability of emergency personnel to do their jobs or even get to the scene. In addition, a significant number of onlookers could interfere with the district's implementation of its emergency plan that may call for relocation of students to another location.
3. Cell phones are causing a large number of disruptions within the classroom (ringing/vibrating in class, constant text messaging, etc.) that disrupt the educational process and quality of education for the district's students.
4. Cell phones are used: to bully and harass; to spread false information; to make threats; to intimidate; to commit forgery; to cheat; for "sexting;" and for other forms of inappropriate and illegal behavior.

For these reasons, the Cape Girardeau School District will be following and enforcing the following procedures and consequences for all students regarding cell phones and other electronic communication devices such as pagers, personal digital assistants or personal laptops. Students shall not use, display or turn on electronic communication devices during the regular school day, including instructional class time, class change time, breakfast or lunch. Students shall keep these items in student cars or locked lockers. Exceptions or waivers to this restriction may be made at the discretion of teachers or administrators in the event of an emergency.

First Offense:	Warning and cell phone to be picked up by parent only.
Second Offense:	Cell phone locked in the school office for 5 school days. Parent to pick up after day 5.
Third Offense:	3 days of ISS for student and cell phone locked in school office for 5 school days. Parent to pick up after day 5.
Fourth and Subsequent Offenses:	ISS, 1-180 days OSS, or loss of user privileges and documentation in student discipline record.

## Parent Cell Phone/Electronic Devices Acknowledgment and Signature Form

Student's Name \_\_\_\_\_

Teacher's Name \_\_\_\_\_

Grade \_\_\_\_\_

**My signature indicates that I have been given the cell phone/electronic device policy for the Cape Girardeau School district. I understand that if my child's cell phone or electronic device is confiscated, the procedure notice attached will be followed.**

Parent's Signature \_\_\_\_\_

Date \_\_\_\_\_

## **CAPE GIRARDEAU SCHOOL DISTRICT NOTICE OF ATTENDANCE POLICY/PROCEDURES**

The attendance policy of Cape Girardeau Public Schools states that in order to receive course credit or to be considered for promotion to the next grade level, a student must be present a minimum of 95% of the scheduled attendance days per semester. Students in grades K-6 should have no more than TEN (10) absences in one school year. Students in grades 7-12 should have no more than FIVE (5) absences per semester. When your child misses the number of days allowable, parents/guardians will receive a Compulsory Attendance letter from Prosecuting Attorney Morley Swingle. If your child misses another day after the receipt of the notice, criminal charges will be filed against you for violation of the compulsory attendance law.

Absences for which we have received medical documentation from a physician, a dentist or from the district's school nurse which specifically accounts for the hours or days absent will not generate this letter, but will be recorded as excused absences. If you have not supplied the school office with the appropriate medical excuse, we encourage you to do so within five days of receipt of the letter.

The Cape Girardeau School District uses a computerized student information system (SIS) to record student data. This data includes student absences, tardies, and early student pick up times. This information is printed on your child's report card each quarter. The program is continually updated to be sure the information is current and accurate. When the updates occur, the system combines the number of tardies with the number of times your child has left school prior to dismissal times. Therefore, the information printed in the tardy box on the report card reflects the number of times your child has been tardy to school and the number of times they left school prior to dismissal time.

## **CAPE GIRARDEAU SCHOOL DISTRICT POLICY ON BULLYING**

**BULLYING** – Repeated and systematic intimidation, harassment and attacks on a student or multiple students, perpetuated by individuals or groups. Bullying includes, but is not limited to: physical violence, verbal taunts, name-calling and put-downs, threats, extortion, theft, damaging property, and exclusion from a peer group.

1<sup>st</sup> Offense: Detention, in-school suspension, or 1-180 days out-of-school suspension.

2<sup>nd</sup> Offense: 1-180 days out-of-school suspension or expulsion.

*Bullying* – For purposes of this policy, bullying is defined as intimidation or harassment of a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft, or damaging property; oral or written taunts, including name-calling, put-downs, extortion, or threats; or threats of retaliation for reporting such acts. Bullying may also include cyberbullying or cyberthreats. Cyberbullying is sending or posting harmful or cruel text or images using the Internet or other digital communication devices. Cyberthreats are online materials that threaten or raise concerns about violence against others, suicide or self-harm.