

**West Plains Schools Board of Education
Public Hearing & Special Session Meeting
12:00 P.M. July 6, 2012
Central Administration Office
AGENDA**

- I. Public Hearing for Capital Facilities Lease Financing through the Missouri Association of Rural Education to finance turf and other improvements to the football field and the construction equipping and furnishing of an agricultural and career center building and other improvements to the existing facilities of the District.

West Plains Schools Board of Education
Special Session Meeting
12:15 P.M. July 6, 2012
Central Administration Office

AGENDA

- I. OPEN SESSION – for a motion to go into closed session**
- II. CLOSED (EXECUTIVE) SESSION**
 - A. Adjournment to Closed Executive Session 12:15 p.m.**
 - 1. Pursuant to Section 610.021.1 Legal Matters
 - 2. Pursuant to Section 610.021.2 Lease Purchasing Matters
 - 3. Pursuant to Section 610.021.3 Personnel Matters
 - B. Adjournment from Closed Executive Session**
- III. CALL TO ORDER – The regular Session of the School Board meeting will be called to order at 12:35 P.M.**
- IV. PLEDGE OF ALLEGIANCE**
- V. ROLL CALL AND ESTABLISHMENT OF QUORUM**
- VI. APPROVAL OF AGENDA**
- VII. CONSENT AGENDA - Items considered routine in nature to be voted on in one motion to conserve time. If discussion is desired, that item will be removed from the Consent Agenda and will become the first item under the Regular Agenda**
 - A. Payment of Bills**
 - B. Approval will be requested for the employment of individuals as recommended by the Superintendent of Schools – ESL Interpreter**
- VIII. REGULAR AGENDA**
 - A. New Business for Approval, Discussion or Information Only**
 - 1. Capital Facilities Lease Financing to consider resolution authorizing the issuance and sale of \$1,522,000 lease certificates of participation.
 - 2. Summer School and Special Needs Eligible Mileage and Application for Transportation State Aid Approval
 - 3. Policy 2012AA Update & Approval
 - 4. Superintendent Report
- IX. ADJOURNMENT**
- X. ADJOURN TO ADDITIONAL CLOSED (EXECUTIVE) SESSION – this session is reserved to complete any unfinished business from the closed (executive) session from the beginning of the meeting.**
- XI. ADJOURNMENT**

***Next Board Meeting Scheduled for August 21, 2012 at 5:00 P.M.**

West Plains R-VII June Checks for Approval #46964 - 47264

West Plains R-VII School District
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING
CHECKS FROM 46964 TO 47264

AP3069

08:26:14 03 JUL 2012

PAGE 1

CK CD	CHK NUM	CK DATE	VENDOR NAME	AMOUNT
10	46964	06/19/12	000176 ANDERSONS PROM & PARTY CATALOG	5,378.81
10	46965	06/19/12	001617 JOSHUA C COTTER	185.60
10	46966	06/19/12	001731 DEBRA HAYES	15.00
10	46967	06/19/12	001625 KEVIN M HEDDEN	124.00
10	46968	06/19/12	000647 HERRMAN	1,027.29
10	46969	06/19/12	000648 HERRMAN	114.47
10	46970	06/19/12	000706 HORN PLUMBING	49.40
10	46971	06/19/12	001144 OZARKO TIRE CENTER	680.80
10	46972	06/19/12	001327 SHERWIN WILLIAMS	127.28
10	46973	06/19/12	001412 STEWART-MORRISON REDIMIX	1,999.25
10	46974	06/19/12	000024 STUDY ISLAND	11,648.64
10	46975	06/19/12	002371 THREE STATES SUPPLY	1,107.34
10	46976	06/19/12	001512 WEST PLAINS ELECTRIC	318.20
10	46977	06/19/12	001541 WILLOW SPRINGS HIGH	80.00
10	47050	06/25/12	001740 MO DIV OF EMPLOYMENT SECURITY	10,803.09
10	47066	06/28/12	000194 ACE AMERICA INSURANCE CO.	500.00
10	47067	06/28/12	001775 RONNIE EDWARDS	4,258.80
10	47068	06/28/12	000112 ABC HOME FURNISHINGS	6,404.42
10	47069	06/28/12	001582 ADVANCE EDUCATION, INC.	1,500.00
10	47070	06/28/12	000160 ALLIED BUS SALES INC.	175.00
10	47071	06/28/12	000163 ALTON R-IV SCHOOLS	1,514.70
10	47072	06/28/12	003345 ANDI ALVERSON	35.04
10	47073	06/28/12	000177 ANDREW EMBERSON	22.27
10	47074	06/28/12	001783 ANGELA PHIPPS	21.87
10	47075	06/28/12	003226 ASHLEY ROMANS	11.50
10	47076	06/28/12	003155 ATHLETIC SURFACES PLUS	1,354.23
10	47077	06/28/12	003381 AUSTIN PLASTICS & SUPPLY	134.70
10	47078	06/28/12	000204 AUTO ZONE	5.24
10	47079	06/28/12	001867 STEVE BALOUGH	135.00
10	47080	06/28/12	002584 BASEBALL SAVINGS	846.85
10	47081	06/28/12	000770 JERRY C. BEAN	100.00
10	47082	06/28/12	001607 LUKE A BOYER	300.00
10	47083	06/28/12	003373 BRIAN MITCHELL	254.78
10	47084	06/28/12	000273 BROCAW BEARING & DRIVE	35.66
10	47085	06/28/12	002850 KRISTIN N BROWN	140.78
10	47086	06/28/12	000279 SPORT SUPPLY GROUP INC	84.60
10	47087	06/28/12	001886 JUANA BUEHLER	10.41
10	47088	06/28/12	000281 BUREAU OF EDUCATION	2,025.00
10	47089	06/28/12	000288 C & S CLEANING SUPPLY	157.44
10	47090	06/28/12	000291 CAAHEP	450.00
10	47091	06/28/12	002641 CANDAS MCGEE	26.41
10	47092	06/28/12	000299 CAPE ELECTRICAL SUPPLY	189.32
10	47093	06/28/12	003366 CARTHAGE R-9 SCHOOL DISTRICT	140.00
10	47094	06/28/12	000316 CENTURYLINK	2,989.74
10	47095	06/28/12	001213 CENTURYLINK	89.26
10	47096	06/28/12	002135 CHRISTINA STAAB	9.93
10	47097	06/28/12	000332 WEST PLAINS CIVIC CENTER	2,257.50
10	47098	06/28/12	000333 CITY UTILITIES	29,416.13
10	47099	06/28/12	002405 CORINNE AGNEW	61.57
10	47100	06/28/12	001588 FRED L CZERWONKA	745.60
10	47101	06/28/12	001814 WENDY CZERWONKA	555.00
10	47102	06/28/12	003085 DAWN SANDER	40.89
10	47103	06/28/12	003176 DAWN DIONNE	25.66

West Plains R-VII School District
 ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING
 CHECKS FROM 46964 TO 47264

CK CD	CHK NUM	CK DATE	VENDOR NAME	AMOUNT
10	47104	06/28/12	003250 DOYNE BYRD	124.00
10	47105	06/28/12	003355 E-COMMUNICATIONS LLC	2,823.00
10	47106	06/28/12	001621 LENNY R EAGLEMAN	192.00
10	47107	06/28/12	002803 EAST CARTER CO.R-II SCHOOL	4,338.40
10	47108	06/28/12	000474 EDGELLER & HARPER	11.01
10	47109	06/28/12	000475 EDUCATION TO GO	124.50
10	47110	06/28/12	002348 ERIC BROTHERTON	55.44
10	47111	06/28/12	000509 FASTENAL COMPANY	26.10
10	47112	06/28/12	003341 FIRST STATE MAP	32.90
10	47113	06/28/12	001622 LISA J FOX	42.00
10	47114	06/28/12	001936 BEKAH FRAZIER	60.00
10	47115	06/28/12	000543 FRONTIER FLAGS	65.65
10	47116	06/28/12	003134 BRUCE GARTMAN	262.00
10	47117	06/28/12	000560 GARY MILLER	290.00
10	47118	06/28/12	000564 GAYLORD GREGORY	660.00
10	47119	06/28/12	001949 ROGER GOOD	120.00
10	47120	06/28/12	000593 GRAPHIC EDGE	1,973.87
10	47121	06/28/12	000601 GRELLNER SALES & SERVICE	29.70
10	47122	06/28/12	000602 GRENNAN COMMUNICATIONS	2,441.00
10	47123	06/28/12	002471 HAMPTON INN	1,666.00
10	47124	06/28/12	002853 MISTY J HATHCOCK	88.00
10	47125	06/28/12	000643 HEAVY DUTY BUS PARTS INC	69.85
10	47126	06/28/12	001625 KEVIN M HEDDEN	80.00
10	47127	06/28/12	001778 SCOTT C HEIDY	88.00
10	47128	06/28/12	000647 HERRMAN	1,501.79
10	47129	06/28/12	000648 HERRMAN	22.73
10	47130	06/28/12	000652 HI TECH PRINTING	222.50
10	47131	06/28/12	003323 HILAND DAIRY	100.00
10	47132	06/28/12	000660 HILLYARD/SPRINGFIELD	10,273.03
10	47133	06/28/12	000664 HIRSCH FEED & FARM SUPPLY	87.91
10	47134	06/28/12	000664 HIRSCH FEED & FARM SUPPLY	94.40
10	47135	06/28/12	003367 HOLDEN LAFEVRS	500.00
10	47136	06/28/12	003311 HOLLY SMITH	877.00
10	47137	06/28/12	000706 HORN PLUMBING	785.60
10	47138	06/28/12	001626 SETH A HUDDLESTON	160.00
10	47139	06/28/12	003342 IDEAS IN EDUCATION,LLC.	200.00
10	47140	06/28/12	003358 INTER-STATE STUDIO & PUBLISHIN	848.88
10	47141	06/28/12	000013 J.A. SEXAUER	2,735.84
10	47142	06/28/12	000754 J.W. PEPPER & SON INC.	70.49
10	47143	06/28/12	002002 JESSICA JACKSON	56.59
10	47144	06/28/12	003371 JACQUEE ELLIOTT	59.58
10	47145	06/28/12	000761 JANET SPRINGER	13.54
10	47146	06/28/12	001780 TONYA M JEDLICKA	185.20
10	47147	06/28/12	001684 JEFF HOLLIS	96.40
10	47148	06/28/12	001813 JENA RECORD	151.84
10	47149	06/28/12	002124 JENNIFER SKEETERS	29.93
10	47150	06/28/12	003347 JESSICA DIXON	11.04
10	47151	06/28/12	002224 JESSICA SMITH	3.49
10	47152	06/28/12	000779 JMARK BUSINESS SOLUTIONS	11,737.40
10	47153	06/28/12	003119 JOANNE KELLY	6.24
10	47154	06/28/12	000803 JOSTENS	6,664.12
10	47155	06/28/12	002731 MARCIA L KANTOLA	20.98
10	47156	06/28/12	001638 KAREN SARTIN	320.00

West Plains R-VII School District
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CK CD	CHK NUM	CK DATE	VENDOR NAME	AMOUNT
10	47157	06/28/12	002514 KAREY NORSWORTHY	26.21
10	47158	06/28/12	000830 KEVIN WRAY	114.00
10	47159	06/28/12	000833 KEY SPORT SHOP INC.	1,502.75
10	47160	06/28/12	002349 RETHA KIGER	35.20
10	47161	06/28/12	000845 KONE INC.	1,721.28
10	47162	06/28/12	002735 KORBECK PROMOTIONS	17.79
10	47163	06/28/12	000859 LAKELAND REGIONAL ACQ.	70.00
10	47164	06/28/12	002957 LARRY RUSSELL	131.84
10	47165	06/28/12	001630 JAMES W LAUGHARY	120.00
10	47166	06/28/12	001631 DEBORAH LEWIS	280.00
10	47167	06/28/12	000883 LIBERTY PUBLIC SCHOOLS	31.18
10	47168	06/28/12	000893 LOCKEROOM SPORTING GOODS	407.85
10	47169	06/28/12	000902 LUNAS DRY CLEANERS	73.45
10	47170	06/28/12	000941 UNIVERSITY OF CENTRAL MO	125.00
10	47171	06/28/12	001632 JODIE L MCKINNEY	15.82
10	47172	06/28/12	000952 MEEKS	468.77
10	47173	06/28/12	000960 MERCY ST. JOHNS	145.00
10	47174	06/28/12	001796 METALWELD, INC.	41.16
10	47175	06/28/12	000975 MICKES GOLDMAN O'TOOLE, LLC	1,654.07
10	47176	06/28/12	003372 MID-AMERICA GOLF & LANDSCAPE, I	109,345.00
10	47177	06/28/12	003326 MID-SOUTH ENGINEERING COMPANY	2,949.50
10	47178	06/28/12	001092 MIDWEST BLOCK & BRICK	3,045.50
10	47179	06/28/12	003266 MILLER NET COMPANY, INC.	3,005.64
10	47180	06/28/12	000982 MISSOURI ACTE	940.00
10	47181	06/28/12	002756 MISSOURI COTTON EXCHANGE	729.00
10	47182	06/28/12	002605 MORGAN SCHOFIELD	31.81
10	47183	06/28/12	002356 MORLAN-SHELL FORD, INC	311.37
10	47184	06/28/12	001633 BRIAN S MORRIS	52.00
10	47185	06/28/12	001821 MOSPRA COMMUNICATIONS CONTEST	45.00
10	47186	06/28/12	001040 MOUNTAIN GROVE R-III	126.21
10	47187	06/28/12	002762 RENTAL CENTERS OF AMERICA INC.	808.50
10	47188	06/28/12	001048 MSBA	842.68
10	47189	06/28/12	001052 MSHSAA	205.25
10	47190	06/28/12	001587 JONATHAN D MULFORD	400.00
10	47191	06/28/12	001635 ANITA NELSON	2,925.00
10	47192	06/28/12	002958 NICOLE WELLS	41.98
10	47193	06/28/12	001101 NIXA PUBLIC SCHOOLS	1,935.73
10	47194	06/28/12	001104 NORMAN ORR OFFICE SUPPLY	71.25
10	47195	06/28/12	001580 OPAA FOOD MANAGEMENT INC.	11,962.61
10	47196	06/28/12	001636 BRADLEY S OWINGS	120.00
10	47197	06/28/12	001136 OZARK AWARDS COMPANY	694.40
10	47198	06/28/12	001141 OZARK MEDICAL CENTER	7,953.75
10	47199	06/28/12	000847 OZARK RADIO NETWORK	4,420.00
10	47200	06/28/12	001146 PALEN MUSIC CENTER	62.70
10	47201	06/28/12	002754 TREASURER, STATE OF MISSOURI	300.00
10	47202	06/28/12	001168 PEPSI MIDAMERICA	545.00
10	47203	06/28/12	001178 PIPE PLUS	166.45
10	47204	06/28/12	001180 PITNEY BOWES	948.00
10	47205	06/28/12	001824 PLUMBMASTER, INC.	1,865.28
10	47206	06/28/12	001784 CHRISTOPHER L QUARTI	40.00
10	47207	06/28/12	001209 QUILL PRESS COMPANY	185.60
10	47208	06/28/12	002508 R&R INDUSTRIES	56.80
10	47209	06/28/12	001214 RADIO SHACK	14.48

West Plains R-VII School District
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CK CD	CHK NUM	CK DATE	VENDOR NAME	AMOUNT
10	47210	06/28/12	000736 RICOH USA, INC.	1,174.95
10	47211	06/28/12	000737 RICOH USA, INC.	2,245.82
10	47212	06/28/12	001262 ROBERT BROWN	460.00
10	47213	06/28/12	002822 SANDRA D ROSS	240.00
10	47214	06/28/12	001697 SAMANTHA OSBORN	400.00
10	47215	06/28/12	003363 SAMARITAN OUTREACH CENTER	1,000.00
10	47216	06/28/12	002566 SAPP DESIGN ASSOCIATES, P.C.	606.06
10	47217	06/28/12	002566 SAPP DESIGN ASSOCIATES, P.C.	10,000.00
10	47218	06/28/12	001591 SCHOLASTIC	55.03
10	47219	06/28/12	002119 RANDAL SCHUTJER	211.06
10	47220	06/28/12	001309 SCHWEGMAN OFFICE SUPPLY	2,761.16
10	47221	06/28/12	001310 SCMMEA	270.00
10	47222	06/28/12	001316 SEMINOLE RETAIL ENERGY SERVICE	1,129.72
10	47223	06/28/12	001327 SHERWIN WILLIAMS	3,969.02
10	47224	06/28/12	001639 KAREN J SHOLES	288.00
10	47225	06/28/12	001640 GREG SIMPKINS	616.76
10	47226	06/28/12	001642 BRENDA SMITH	456.28
10	47227	06/28/12	001641 SCOTT SMITH	120.00
10	47228	06/28/12	001643 LANA R SNODGRAS	370.00
10	47229	06/28/12	001652 SHEILA L SPARKS	120.00
10	47230	06/28/12	001833 SPRINGFIELD GROCER COMPANY	282.49
10	47231	06/28/12	001402 STAM	50.00
10	47232	06/28/12	001405 STEEL YARD INC	742.59
10	47233	06/28/12	003123 STERNER TOWING	150.00
10	47234	06/28/12	000129 SUBWAY OF WEST PLAINS	140.46
10	47235	06/28/12	001723 T&T GLASS, LLC	425.67
10	47236	06/28/12	000155 TAN TAR A RESORT	791.00
10	47237	06/28/12	001416 TEACHERS STORE & MORE	49.87
10	47238	06/28/12	001425 THE BATTERY STATION LLC	40.00
10	47239	06/28/12	001646 JULIE R THOMPSON	400.00
10	47240	06/28/12	001444 TONY'S TIRE SERVICE	66.00
10	47241	06/28/12	000423 DERECK TYLER	100.00
10	47242	06/28/12	001483 UPS	150.97
10	47243	06/28/12	002826 VIDEO GENERAL INC	39.00
10	47244	06/28/12	002841 SHANNON M VONALLMEN	447.36
10	47245	06/28/12	002170 SHARON R WADDELL	8.58
10	47246	06/28/12	001501 WAGGONER FAMILY NURSERY	25.00
10	47247	06/28/12	002182 JIMMIE E WALTERS	146.95
10	47248	06/28/12	001506 WEST PLAINS CHAMBER OF COMMERC	9.00
10	47249	06/28/12	001510 WEST PLAINS DAILY QUILL	228.03
10	47250	06/28/12	001512 WEST PLAINS ELECTRIC	3,961.39
10	47251	06/28/12	001516 WEST PLAINS FLORAL	156.50
10	47252	06/28/12	001520 WEST PLAINS MUSIC STORE	780.00
10	47253	06/28/12	001825 WEST PLAINS OCCUPATIONAL & INS	215.00
10	47254	06/28/12	001522 WEST PLAINS PARKS & RECREATION	775.00
10	47255	06/28/12	001523 WEST PLAINS POSEY PATCH	50.00
10	47256	06/28/12	001536 WILBANKS TIRE	75.00
10	47257	06/28/12	001538 WILEY FENCE COMPANY	600.00
10	47258	06/28/12	001712 J SCOTT WOMACK	35.00
10	47259	06/28/12	001545 WOOD MECHANICAL INC.	6,900.00
10	47260	06/28/12	002201 RODNEY D WOOD	624.00
10	47261	06/28/12	003175 STEPHANIE WOTEN	12.40
10	47262	06/28/12	001649 JOAN E WRIGHT	48.43

West Plains R-VII School District
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CK CD	CHK NUM	CK DATE	VENDOR NAME	AMOUNT
10	47263	06/28/12	001551 XEROX CORPORATION	188.00
10	47264	06/28/12	002754 TREASURER,STATE OF MISSOURI	200.00

***** GRAND TOTAL AMOUNT OF ALL CHECKS REPORTED FOR CODE 10 ***** 353,719.82*

INELIGIBLE MILEAGE
2011/12

	Mileage	Total Mileage	Total Ineligible Mileage
Training	196.0		
Testing	561.0		
Maintains	<u>544.4</u>		
		1301.4	
*BASE	<u>2055.3</u>		
		2055.3	
CNA's	<u>1158.0</u>		
		1158.0	
Shuttles Under One Mile	<u>0</u>		
		0	
Summer School Ineligible Miles	<u>332.5</u>		
		332.5	
Trips	<u>73557.6</u>		
		<u>73557.6</u>	
			<u>77246.8</u>

* Reimbursed by BASE

SCHOOL BUS MILEAGE FOR SCHOOL YEAR 2011/12

BUS #	STARTING MILEAGE	ENDING MILEAGE	TOTAL MILEAGE
1	155012	157732	2720
2	218653	224323	5670
3	68783	77607	8824
4	53726	56215	2489
5	243649	246722	3073
6	100664	105617	4953
7	140218	143868	3650
8	77297	81600	4303
9	75806	80257	4451
20	167314	180513	13199
22	208799	219449	10650
23	90952	107221	16269
25	219294	233721	14427
26	144096	158313	14217
30	109379	113294	3915
31	50686	67432	16746
32	41954	46595	4641
33	14579	25068	10489
34	44254	49409	5155
35	81496	91181	9685
36	103470	109440	5970
37	22731	29767	7036
50	137297	144801	7504
51	189944	191260	1316
52	50247	55419	5172
64	177475	178681	1206
65	156292	156840	548
66	181939	182039	100
67	113101	113195	94
68	9008	9634	626
69	256583	256732	149
70	203436	203492	56
71	10278	10350	72
72	223777	223904	127
73	194085	198743	4658
T-1	134100	146767	12667
T-2	130656	147321	16665
			223492
		Less ineligible mileage	77246.8
		Elegibel mileage	146245.2

REFERENCE COPY

FILE: EHB
Critical

EXPLANATION: TECHNOLOGY USAGE

It has come to MSBA's attention that districts receiving E-Rate funds through the federal government must comply with a new requirement of the Children's Internet Protection Act (CIPA). According to 47 C.F.R. § 54.520, "Beginning July 1, 2012, schools' Internet safety policies must provide for educating minors about appropriate online behavior, including interacting with other individuals on social networking Web sites and in chat rooms and cyberbullying awareness and response."

MSBA has added this new language into the policy and strongly encourages districts to adopt it as soon as possible. While auditors of E-Rate funds have allowed some leeway to districts to correct policies and will likely do so again in this case, MSBA cannot guarantee that districts will not be held to the July 1 deadline.

If your district does not have a meeting scheduled prior to July 1, you may want to consider holding a meeting via teleconference or by e-mail so the Board can officially adopt this language by July 1. Otherwise, please have the Board adopt these policy changes as soon as possible and no later than July.

MSBA strives to provide timely information to districts regarding policy obligations, and we apologize for the inconvenience of this late notice.

MSBA recommends that copies of this document be routed to the following areas because the content is of particular importance to them. The titles on this list may not match those used by the district. Please forward copies to the district equivalent of the title indicated.

	Board Secretary		Business Office		Coaches/Sponsors
	Facility Maintenance		Food Service		Gifted
	Human Resources		Principals		Library/Media Center
	Health Services		Counselor		Special Education
	Transportation		Public Info/Communications	X	Technology

FILE: EHB
Critical

REFERENCE COPY

TECHNOLOGY USAGE

The West Plains R-VII School District's technology exists for the purpose of enhancing the educational opportunities and achievement of district students. Research shows that students who have access to technology improve achievement. In addition, technology assists with the professional enrichment of the staff and increases engagement of students' families and other patrons of the district, all of which positively impact student achievement. The district will periodically conduct a technology census to ensure that instructional resources and equipment that support and extend the curriculum are readily available to teachers and students.

The purpose of this policy is to facilitate access to district technology and to create a safe environment in which to use that technology. Because technology changes rapidly and employees and students need immediate guidance, the superintendent or designee is directed to create procedures to implement this policy and to regularly review those procedures to ensure they are current.

Definitions

For the purposes of this policy and related procedures and forms, the following terms are defined:

Technology Resources – Technologies, devices and services used to access, process, store or communicate information. This definition includes, but is not limited to: computers; modems; printers; scanners; fax machines and transmissions; telephonic equipment; mobile phones; audio-visual equipment; Internet; electronic mail (e-mail); electronic communications devices and services, including wireless access; multi-media resources; hardware; and software. Technology resources may include technologies, devices and services provided to the district by a third party.

User – Any person who is permitted by the district to utilize any portion of the district's technology resources including, but not limited to, students, employees, School Board members and agents of the school district.

User Identification (ID) – Any identifier that would allow a user access to the district's technology resources or to any program including, but not limited to, e-mail and Internet access.

Password – A unique word, phrase or combination of alphabetic, numeric and non-alphanumeric characters used to authenticate a user ID as belonging to a user.

Authorized Users

The district's technology resources may be used by authorized students, employees, School Board members and other persons approved by the superintendent or designee, such as consultants, legal

counsel and independent contractors. All users must agree to follow the district's policies and procedures and sign or electronically consent to the district's User Agreement prior to accessing or using district technology resources, unless excused by the superintendent or designee.

Use of the district's technology resources is a privilege, not a right. No potential user will be given an ID, password or other access to district technology if he or she is considered a security risk by the superintendent or designee.

User Privacy

A user does not have a legal expectation of privacy in the user's electronic communications or other activities involving the district's technology resources including, but not limited to, voice mail, telecommunications, e-mail and access to the Internet or network drives. By using the district's network and technology resources, all users are consenting to having their electronic communications and all other use monitored by the district. A user ID with e-mail access will only be provided to authorized users on condition that the user consents to interception of or access to all communications accessed, sent, received or stored using district technology.

Electronic communications, downloaded material and all data stored on the district's technology resources, including files deleted from a user's account, may be intercepted, accessed, monitored or searched by district administrators or their designees at any time in the regular course of business. Such access may include, but is not limited to, verifying that users are complying with district policies and rules and investigating potential misconduct. Any such search, access or interception shall comply with all applicable laws. Users are required to return district technology resources to the district upon demand including, but not limited to, mobile phones, laptops and tablets.

Technology Administration

The Board directs the superintendent or designee to assign trained personnel to maintain the district's technology in a manner that will protect the district from liability and will protect confidential student and employee information retained on or accessible through district technology resources.

Administrators of district technology resources may suspend access to and/or availability of the district's technology resources to diagnose and investigate network problems or potential violations of the law or district policies and procedures. All district technology resources are considered district property. The district may remove, change or exchange hardware or other technology between buildings, classrooms or users at any time without prior notice. Authorized district personnel may install or remove programs or information, install equipment, upgrade any system or enter any system at any time.

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Content Filtering and Monitoring

The district will monitor the online activities of minors and operate a technology protection measure (“content filter”) on the network and all district technology with Internet access, as required by law. In accordance with law, the content filter will be used to protect against access to visual depictions that are obscene or harmful to minors or are child pornography. Content filters are not foolproof, and the district cannot guarantee that users will never be able to access offensive materials using district equipment. Evading or disabling, or attempting to evade or disable, a content filter installed by the district is prohibited.

The superintendent, designee or the district's technology administrator may fully or partially disable the district's content filter to enable access for ~~a nonstudent user~~ **an adult** for bona fide research or other lawful purposes. In making decisions to fully or partially disable the district's content filter, the administrator shall consider whether the use will serve a legitimate educational purpose or otherwise benefit the district.

Online Safety, Security and Confidentiality

In addition to the use of a content filter, the district will take measures to prevent minors from using district technology to access inappropriate matter or materials harmful to minors on the Internet. Such measures shall include, but are not limited to, supervising and monitoring student technology use, careful planning when using technology in the curriculum, and instruction on appropriate materials. The superintendent, designee and/or the district's technology administrator will develop procedures to provide users guidance on which materials and uses are inappropriate, including network etiquette guidelines.

All **minor** students will be instructed on safety and security issues, including ~~appropriate online behavior and~~ **instruction on** the dangers of sharing personal information about themselves or others when using e-mail, social media, chat rooms or other forms of direct electronic communication. **Instruction will also address cyberbullying awareness and response and appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms.**

This instruction will occur in the district's computer courses, courses in which students are introduced to the computer and the Internet, or courses that use the Internet in instruction. Students are required to follow all district rules when using district technology resources and are prohibited from sharing personal information online unless authorized by the district.

All district employees must abide by state and federal law and Board policies and procedures when using district technology resources to communicate information about personally identifiable students to prevent unlawful disclosure of student information or records.

All users are prohibited from using district technology to gain unauthorized access to a technology system or information; connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto district technology; or evade or disable a content filter.

Closed Forum

The district's technology resources are not a public forum for expression of any kind and are to be considered a closed forum to the extent allowed by law. The district's webpage will provide information about the school district, but will not be used as an open forum.

All expressive activities involving district technology resources that students, parents/guardians and members of the public might reasonably perceive to bear the imprimatur of the district and that are designed to impart particular knowledge or skills to student participants and audiences are considered curricular publications. All curricular publications are subject to reasonable prior restraint, editing and deletion on behalf of the school district for legitimate pedagogical reasons. All other expressive activities involving the district's technology are subject to reasonable prior restraint and subject matter restrictions as allowed by law and Board policies.

Records Retention

Trained personnel shall establish a retention schedule for the regular archiving or deletion of data stored on district technology resources. The retention schedule must comply with the *Public School District Records Retention Manual* as well as the *General Records Retention Manual* published by the Missouri Secretary of State.

In the case of pending or threatened litigation, the district's attorney will issue a litigation hold directive to the superintendent or designee. The litigation hold directive will override any records retention schedule that may have otherwise called for the transfer, disposal or destruction of relevant documents until the hold has been lifted by the district's attorney. E-mail and other technology accounts of separated employees that have been placed on a litigation hold will be maintained by the district's information technology department until the hold is released. No employee who has been so notified of a litigation hold may alter or delete any electronic record that falls within the scope of the hold. Violation of the hold may subject the individual to disciplinary actions, up to and including termination of employment, as well as personal liability for civil and/or criminal sanctions by the courts or law enforcement agencies.

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Violations of Technology Usage Policies and Procedures

Use of technology resources in a disruptive, inappropriate or illegal manner impairs the district's mission, squanders resources and shall not be tolerated. Therefore, a consistently high level of personal responsibility is expected of all users granted access to the district's technology resources. Any violation of district policies or procedures regarding technology usage may result in temporary, long-term or permanent suspension of user privileges. User privileges may be suspended pending investigation into the use of the district's technology resources.

Employees may be disciplined or terminated, and students suspended or expelled, for violating the district's technology policies and procedures. Any attempted violation of the district's technology policies or procedures, regardless of the success or failure of the attempt, may result in the same discipline or suspension of privileges as that of an actual violation. The district will cooperate with law enforcement in investigating any unlawful use of the district's technology resources.

Damages

All damages incurred by the district due to a user's intentional or negligent misuse of the district's technology resources, including loss of property and staff time, will be charged to the user. District administrators have the authority to sign any criminal complaint regarding damage to district technology.

No Warranty/No Endorsement

The district makes no warranties of any kind, whether expressed or implied, for the services, products or access it provides. The district's technology resources are available on an "as is, as available" basis.

The district is not responsible for loss of data, delays, nondeliveries, misdeliveries or service interruptions. The district does not endorse the content nor guarantee the accuracy or quality of information obtained using the district's technology resources.

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Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.

Adopted: 09/18/2001

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Revised: 12/16/2003; 05/21/2008; 05/15/2012;

Cross Refs: AC, Prohibition against Discrimination, Harassment and Retaliation
GBCC, Staff Cell Phone Use
GBH, Staff/Student Relations
IGDB, Student Publications
IGDBA, Distribution of Noncurricular Student Publications
| JFCF, Hazing and Bullying
JG-R, Student Discipline
JO, Student Records
KB, Public Information Program

MSIP Refs: 6.4, 6.8

Legal Refs: §§ 170.051, 182.827, 431.055, 537.525, 542.402, 569.095 - .099, 610.010 - .028,
RSMo.
Chapter 109, RSMo.
Chapter 573, RSMo.
Electronic Communications Privacy Act, 18 U.S.C. §§ 2510 - 2520
Stored Communications Act, 18 U.S.C. §§ 2701 - 2711
Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g
No Child Left Behind Act of 2001, 20 U.S.C. §§ 6301 - 7941
Children's Internet Protection Act, 47 U.S.C. § 254(h)
| 47 C.F.R. § 54.520
Federal Rule of Civil Procedure 34
City of Ontario v. Quon, 130 S. Ct. 2619 (2010)
Reno v. ACLU, 521 U.S. 844 (1997)
Hazelwood Sch. Dist. v. Kuhlmeier, 484 U.S. 260 (1988)
Bethel Sch. Dist. No. 403 v. Fraser, 478 U.S. 675 (1986)
Sony Corp. of America v. Universal City Studios, Inc., 464 U.S. 417 (1984)
FCC v. Pacifica Foundation, 438 U.S. 726 (1978)
Ginsberg v. New York, 390 U.S. 629 (1968)
Biby v. Bd. of Regents of the Univ. of Nebraska, 419 F.3d 845 (8th Cir. 2005)
Henerey v. City of St. Charles Sch. Dist., 200 F.3d 1128 (8th Cir. 1999)
Bystrom v. Fridley High Sch. Ind. Sch. Dist., 822 F.2d 747 (8th Cir. 1987)
Beussink v. Woodland R-IV Sch. Dist., 30 F. Supp. 2d 1175 (E.D. Mo 1998)

West Plains R-VII School District, West Plains, Missouri

HIGH SCHOOL DAILY SCHEDULE

Students arriving at school prior to 7:35a.m. need to report to the cafeteria unless they are under the direct supervision of a faculty member.

Classrooms Open 7:45

1st hour 8:10-8:55

2nd hour 9:00-9:45

3rd hour 9:50-10:35

4th hour 10:40-12:15-A lunch 10:35-11:05, B. lunch 11:10-11:40, C Lunch 11:45-12:15

5th hour 12:20-1:05

6th hour 1:10-1:55

7th hour 2:00-2:45

8th hour/Zizzer time 2:50-3:25

We had to change due to problems with students schedules and lunch.

We have also rescheduled homecoming from October 5 and 6 to September 14 and 15. This change was made due to the MSHSAA Softball playoffs which are scheduled for the October 5 and 6.