Ozark Secondary Schools (Grades 8-12) Student Handbook

TO: Ozark School District Students
FROM: Lucas Skaggs, Assistant Superintendent
SUBJECT: Receipt of Ozark School District Discipline Policies

Act 104 of 1983 requires that school districts adopt written discipline policies that follow Arkansas Department of Education guidelines. The Arkansas Standards for Accreditation also require that the school shall have on file statements signed by parents and students that they have received an electronic and/or written copy of the school discipline policies.

Students are informed the student handbook is online and that it contains the Ozark School District Discipline Policies.

Please understand that if your child did not score proficient of advanced on any State mandated examination administered last year (2013-2014), he/she will participate in a remediation program administered by the Ozark Public Schools in order to satisfy state requirements.

This statement is required to be signed by both the Student and Parent/Guardian and turned in immediately.

This is to confirm that I have received a student handbook. If a written copy of the school discipline policy is requested please check here: __________

______________________________________  ______________________________________
Student Printed Name  Grade  Student Signature

______________________________________  ______________________________________
Parent/Guardian Printed Name  Parent/Guardian Signature

Ozark Public Schools does not discriminate on the basis of race, color, national origin, sex, age, qualifying handicap or military status.
OZARK SCHOOL DISTRICT
2014-2015 CALENDAR

August 18
First Day for Students

September 1*
Labor Day

September 16
Grades 4-12 Parent/Teacher Conference

October 17
End of 1st Quarter

October 21
Grades K-3 Parent/Teacher Conference

November 26-28*
Thanksgiving Holiday

December 19
End of First Semester

December 22-January 2*
Christmas Holiday

January 5
First Day of Second Semester

January 19*
Staff Development

February 16*
President’s Day

March 13
End of 3rd Quarter

March 19
K-12 Parent/Teacher Conference

March 23-27*
Spring Break

April 3*
Good Friday

May TBD+
Graduation

May 22
End of 4th Quarter (and last day of school if no snow days are taken)

Snow Days (Prioritized: 2/16, 4/3, 5/26, 5/27, 5/28)

* Indicates no school for students on that day
+ Indicates graduation will be the weekend of May 15. The exact date will be announced in September

PREFACE

The Ozark Public Schools publishes this handbook so that new students may be able to make quicker and better adjustments to their new school home and so students already enrolled may become more acquainted with the policies and traditions of the Ozark Schools. It is the responsibility of each student and his/her parents to become thoroughly familiar with all operational procedures contained within this handbook since they serve as the guidelines for student responsibilities, conduct, and consequences of violations.

WELCOME

The Ozark Public School and its employees would like to welcome you to our school district. To you who have been in our school before, we hope that your experiences have been happy and educational. To you who are entering schools for the first time, we hope that you will find our students and teachers friendly and helpful.

To all of you, the staff would like to make your years here profitable. We want to offer you the educational opportunities that will best prepare you for the days ahead.

PHILOSOPHY OF OZARK SCHOOL DISTRICT #14

We believe that the public schools today help perpetuate our democracy; that our schools are for all children and must, therefore, accept each child as he/she is and make every effort to meet his/her specific and individual needs in order to help him/her become as intellectually competent as possible in our ever-changing technical, social and political world. We believe it is imperative that each child be developed to the utmost of his/her physical, mental, social, emotional and spiritual capacity.

Our belief is that the public schools should strive to see that each child acquires the basic skills and knowledge on which to base new judgments. We believe that the public schools should seek to develop good work habits and to provide an atmosphere conducive to the learning process.

It is our belief that a public school system is essential to the continuation of a free democratic way of life. We further believe that the function of the public schools is to provide students with the necessary information and skills that will enable them to be an effective and useful member in a free society.

No student in the Ozark School District shall, on the grounds of race, color, religion, national origin, sex, age, or disability be excluded from participation in, or denied the benefits of, or subjected to discrimination under any educational program or activity sponsored by the District.
GENERAL OBJECTIVES

In accordance with the stated philosophy of the Ozark Public Schools, the objectives of the Ozark Schools are as follows:

To provide a learning atmosphere in which students may develop their talents, abilities, needs, interests, and discover their weaknesses.

To provide a program which will help students understand the importance of mental and physical health.

To provide opportunities for students to develop the ability to work and live cooperatively.

To create in the students a favorable attitude toward the democratic process of law and order.

To help students understand their present and future role as consumers/producers.

To encourage each student to develop a sense of values and worthwhile ideas.

To teach students to budget their time with emphasis on the wise use of leisure time.

To afford students an opportunity to enjoy a well-rounded life by cultivating his/her appreciation for good literature, art, music, and physical activities.

To maintain open communication between the school and the community.

To instill in students the idea that in a democratic society, one must accept his/her responsibilities as well as his/her rights.

To develop in students an awareness that they must be responsible for their own actions.

Pledge of Allegiance. The Pledge of Allegiance shall be recited during the first class period of each school day. Those students choosing to participate shall do so by facing the flag with their right hands over their hearts, or in an appropriate salute if in uniform, while reciting the Pledge. Students choosing not to participate shall be quiet while either standing or sitting at their desks.

Students shall not be compelled to recite the Pledge, but students who choose not to recite the Pledge shall not be subject to any comments, retaliation, or disciplinary action.

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Moment of silence. A moment of silence (approximately 1 minute) will follow the Pledge of Allegiance each day. Students will be under no obligation to be directed to do anything against their will during this moment of silence. They will not be allowed to disrupt other student’s right to this moment of silence.

SCHOOL CONDUCT

Who is Responsible for Student Conduct? Freedom is a Constitutional right, but it does not mean the absence of reasonable rules and regulations, which serve to guide the actions of individuals. Along with freedom comes the responsibility to act in such manner as to insure that all participants may enjoy the same freedom. To obtain the greatest possible benefit to the students, teachers, administrators, parents, and the entire community, it is essential that all work together to insure that all persons are treated equally and with dignity in respect to their rights and responsibilities.

Students. Students have a responsibility to pursue their education in the Ozark School District in a manner that shows respect for other students, faculty members, parents, and other citizens. Students share a responsibility to cooperate with and assist the school staff, helping to make their school the best it can be. Each student is responsible for his/her own conduct at all times.

Parents or Guardians. Parents or guardians are responsible for exercising the required controls so that their children’s behavior at school will help their own progress and not be disruptive to the school’s education program. They are responsible for alerting school personnel when they have reason to believe that their children are experiencing difficulties at school, so that behavior standards may be maintained.

Teachers. All teachers are responsible for the supervision of all students in the school. This includes not only the students who are regularly assigned to the teacher but all other students with whom the teacher comes in contact. Each teacher is expected to maintain the kind of atmosphere that will promote the learning process, and to utilize sound educational techniques. These techniques include conferences with students and parents, referral to counselors at the school or referral to other supportive service personnel of the district (nurse, attendance caseworker, school resource officer, etc.) When the teacher is unable to assist the student in maintaining proper control, the student is to be referred to the appropriate administrator in the school.

Principals. The principal of each school is expected to communicate to all students the rules and regulations. The principal is expected to involve representatives of the teaching staff, the student body, and the patrons of the school in developing the student discipline policies. The principal of each school is responsible for conducting continued in-service education for all personnel on a regular basis to interpret and implement established policies. The principal has the right to suspend and may request the superintendent to recommend a student for expulsion to the Board of Education. The principal is expected to inform the parents or guardians of any student whose behavior is in serious conflict with established laws, rules, and procedures.
DEFINITIONS

Suspension from school. Students not present at school cannot benefit from the educational opportunities the school environment affords. Administrators, therefore, shall strive to find ways to keep students in school as participants in the educational process. There are instances, however, when the needs of the other students or the interests of the orderly learning environment require the removal of a student from school. The Board authorizes school principals or their designees to suspend students for disciplinary reasons for a period of time not to exceed ten (10) school days, including the day upon which the suspension is imposed. The suspension may be in school or out of school. Students are responsible for their conduct that occurs: at any time on the school grounds; off school grounds at a school-sponsored function, activity, or event; going to and from school or a school activity. A student may be suspended for behavior including, but not limited to that which:

1. Is in violation of school policies, rules, or regulations;
2. Substantially interferes with the safe and orderly educational environment;
3. School administrators believe will result in the substantial interference with the safe and orderly educational environment; and/or
4. Is insubordinate, incorrigible, violent, or involves moral turpitude.

The school principal or designee shall proceed as follows in deciding whether or not to suspend a student.

5. The student shall be given written notice or advised orally of the charges against him/her;
6. If the student denies the charges, he/she shall be given an explanation of the evidence against him/her and be allowed to present his/her version of the facts;
7. If the principal finds the student guilty of the misconduct, he/she may be suspended.

When possible, notice of the suspension, its duration, and any stipulations for the student’s readmittance to class will be given to the parent(s), legal guardian(s), or to the student if age 18 or older prior to the suspension. Such notice shall be handed to the parent(s), legal guardian(s), or to the student if age 18 or older or mailed to the last address reflected in the records of the school district.

Generally, notice and hearing should precede the student’s removal from school, but if prior notice and hearing are not feasible, as where the student’s presence endangers persons or property or threatens disruption of the academic process, thus justifying immediate removal from school, the necessary notice and hearing should follow as soon as practicable.

It is the parents’ or legal guardians’ responsibility to provide current contact information to the district which the school shall use to immediately notify the parent or legal guardian upon the suspension of a student. The notification shall be by one of the following means, listed in order of priority:

- A primary call number
- The contact may be by voice, voice mail, or text message
- An email address
- A regular first class letter to the last known mailing address

The district shall keep a log of contacts attempted and made to the parent or legal guardian. Out-of-school suspensions given to students prohibits the students from receiving credit for any work during the suspension and during the period of suspension students shall not be permitted on campus except to attend a student/parent/administrator conference.

In-school suspension shall be treated as if the student was present at school. The student shall not attend any school-sponsored activities during the imposed suspension nor shall the student participate in any school-sponsored activities.

Suspensions initiated by the principal or his/her designee may be appealed to the Superintendent, but not to the Board.

Suspensions initiated by the Superintendent may be appealed to the Board.

EXPULSION. The Board of Education may expel a student for a period longer than ten (10) school days for violation of the District’s written discipline policies. The Superintendent may make a recommendation of expulsion to the Board of Education for student conduct deemed to be of such gravity that suspension would be inappropriate, or where the student’s continued attendance at school would disrupt the orderly learning environment or would pose an unreasonable danger to the welfare of other students or staff.

The Superintendent or his/her designee shall give written notice to the parent(s) or legal guardians (mailed to the address reflected on the District’s records) that he/she will recommend to the Board of Education that the student be expelled for the specified length of time and state the reasons for the recommendation to expel. The notice shall give the date, hour, and place where the Board of Education will consider and dispose of the recommendation.

The hearing shall be conducted not later than ten (10) school days following the date of the notice, except that representatives of the Board and student may agree in writing to a date not conforming to this limitation.

The President of the Board, Board attorney, or other designated Board member shall preside at the hearing. The student may choose to be represented by legal counsel. Both the district administration and School Board also may be represented by legal counsel. The hearing shall be conducted in open session of the Board unless the parent, or student if age 18 or older, requests that the hearing be conducted in executive session. Any action taken by the Board shall be in open session.

During the hearing, the Superintendent, or designee, or representative will present evidence, including the calling of witnesses that gave rise to the recommendation of expulsion. The student, or his/her representative, may then present evidence including statements from persons with personal knowledge of the events or circumstances relevant to the charges against the student. Formal cross-examination will not be permitted. However, any member of the Board, the Superintendent, or designee, the student, or his/her representative may question anyone making a statement and/or the student. The presiding officer shall decide questions concerning the appropriateness or relevance of any questions asked during the hearing.

Except as permitted by policy 4.22, the Superintendent shall recommend the expulsion of any student for a period of not less than one (1) year for possession of any firearm prohibited on school campus by law. The Superintendent shall, however, have the discretion to modify the expulsion recommendation for a student on a case-by-case basis. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a weapons policy violation shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

The Superintendent and the Board of Education shall complete the expulsion process of any student that was initiated because the student possessed a firearm or other prohibited weapon on school property regardless of the enrollment status of the student.

Loitering by Students Suspended from School. Students suspended or expelled from school are prohibited from being in any school building or on any school grounds during the time of their suspension or expulsion unless a prearranged conference has been scheduled through the principal or his/her designee.
ATTENDANCE
State law requires that school age children shall attend school in accordance with Board of Education policies and individual school procedures. Students who are absent from school should be aware of the following guidelines:

Regular attendance is necessary if students are to reach their full potential. The Ozark School District believes that it is the responsibility of parents to ensure that their children are in school. It is reasonable to assume that children will be ill from time to time, but it is not reasonable to assume that they will need to miss school more than twelve times during the semester. Therefore, students may not be promoted or receive credit if they exceed twelve absences without extenuating circumstances. Extenuating circumstances include prolonged illness, hospitalization, or other reasons determined by the principal.

COMPULSORY ATTENDANCE REQUIREMENTS. Every parent, guardian, or other person having custody or charge of any child age five (5) through seventeen (17) years of age shall cause such child to attend school in accordance with the law. Absences due to prolonged illness, hospitalization, or other reasons determined by the principal shall be excused.

STUDENT TRANSFERS
The Ozark School District shall review and accept or reject requests for transfers, both into and out of the district, at the June, August, and December, and board meetings on a case by case basis.

Any student transferring from a school accredited by the Department of Education to a school in this district shall be placed into the same grade the student would have been in had the student remained at the former school.

Unexcused Absences
Absences not defined above or not having an accompanying note from the parent or legal guardian granting such absences is of a chronic or recurring nature, is medically documented, and approved by the principal.

A. The student’s illness or when attendance could jeopardize the health of other students.
B. Death or serious illness in their immediate family;
C. Observance of recognized holidays observed by the student’s faith;
D. Attendance at an appointment with a government agency;
E. Attendance at a medical appointment;
F. Exceptional circumstances with prior approval of the principal;
G. Participation in an FFA, FHA, or 4-H sanctioned activity;
H. Participation in the election poll workers program for high school students.
I. Absences granted, at the Superintendent's discretion, to seventeen (17) year-old students who join the Arkansas National Guard while in eleventh grade to complete basic combat training between grades eleven (11) and (12).

Students who serve as pages for a member of the General Assembly shall be considered on instructional assignment and shall not be considered absent from school for the day the student is serving as a page.

It is the Arkansas General Assembly’s intention that students having excessive absences be given assistance in obtaining credit for their courses. Excessive absences may, however, be the basis for the denial of course credit, promotion, or graduation.

The Board of Education reserves the right, after a hearing before the Board, not to allow any person who has been expelled from another district to enroll as a student until the time of the person’s expulsion has expired.

Except as otherwise required or permitted by law, the responsibility for transportation of any nonresident student admitted to a school in this District shall be borne by the student or the student’s parents. The District and the resident district may enter into a written agreement with the student or student’s parents to provide transportation to or from the District, or both.

Excused Absences
Excused absences are those where the student was on official school business or when the absence was due to one of the following reasons and the student brings a written statement to the principal or designee upon his/her return to school from the parent or legal guardian stating such reason. A written statement presented for an absence having occurred more than five (5) school days prior to its presentation will not be accepted.

A. The student’s illness or when attendance could jeopardize the health of other students. A maximum of six (6) such days are allowed per semester unless the condition(s) causing such absences is of a chronic or recurring nature, is medically documented, and approved by the principal.
B. Death or serious illness in their immediate family;
C. Observance of recognized holidays observed by the student’s faith;
D. Attendance at an appointment with a government agency;
E. Attendance at a medical appointment;
F. Exceptional circumstances with prior approval of the principal;
G. Participation in an FFA, FHA, or 4-H sanctioned activity;
H. Participation in the election poll workers program for high school students.
I. Absences granted, at the Superintendent's discretion, to seventeen (17) year-old students who join the Arkansas National Guard while in eleventh grade to complete basic combat training between grades eleven (11) and (12).

Any student transferring from home school or a school that is not accredited by the Department of Education to a District school shall be evaluated by District staff to determine the student’s appropriate grade placement.

Students who serve as pages for a member of the General Assembly shall be considered on instructional assignment and shall not be considered absent from school for the day the student is serving as a page.

It is the Arkansas General Assembly’s intention that students having excessive absences be given assistance in obtaining credit for their courses. Excessive absences may, however, be the basis for the denial of course credit, promotion, or graduation.

Unexcused Absences
Absences not defined above or not having an accompanying note from the parent or legal guardian, presented in the timeline required by this policy, shall be considered as unexcused absences. Students with six (6) unexcused absences in a course in a semester shall not receive credit for that course. At the discretion of the principal after consultation with persons having knowledge of the circumstances of the unexcused absences, the student may be denied promotion or graduation. Excessive absences shall not be a reason for expulsion or dismissal of a student.

When a student has three (3) unexcused absences, his/her parents, guardians, or persons in loco parentis shall be notified. Notification shall be by telephone by the end of the school day in which such absence occurred or by regular mail with a return address sent no later than the following school day.
Whenever a student exceeds six (6) unexcused absences in a semester, the District shall notify the prosecuting authority and the parent, guardian, or persons in loco parentis shall be subject to a civil penalty as prescribed by law.

At any time prior to when a student exceeds the number of unexcused absences permitted by this policy, the student, or his/her parent, guardian, or person in loco parentis may petition the school or district’s administration for special arrangements to address the student’s unexcused absences. If formal arrangements are granted, they shall be formalized into a written agreement which will include the conditions of the agreement and the consequences for failing to fulfill the agreement’s requirements. The agreement shall be signed by the student, the student’s parent, guardian, or person in loco parentis, and the school or district administrator or designee.

Students who attend in-school suspension shall not be counted absent for those days.

**Tardies:** Promptness is an important character trait that District staffs are encouraged to model and help develop in our schools’ students. At the same time, promptness is the responsibility of each student. Students who are late to class show a disregard for both the teacher and their classmates which compromises potential student achievement. A tardy is an absence from part of a class period without written permission from school personnel.

Tardies will be accounted for by individual teachers. Beginning with the 4th tardy, in school suspension, or out of school suspension will be assigned. For students that drive to school and are tardy 11th period, driving privileges will be lost for 2 days on the 4th tardy. This will increase by 2 days for each succeeding tardy.

Seniors must attend all day unless his/her parent has signed a waiver deeming financial hardship will exist if the senior is not allowed to leave school early to work. In such cases the senior must attend a minimum of 5 periods unless enrolled in JAG, thus allowing the student to attend a minimum of 4 periods. No students will have more than one “study hall” or activity period. 8th graders – 11th graders must attend school all day.

It is the Arkansas General Assembly’s intention that students having excessive absences due to illness, accident, or other unavoidable reason be given assistance in obtaining credit for their courses. Therefore, at any time prior to when a student exceeds the number of allowable absences (unless unable to do so due to unforeseen circumstances), the student, or his/her parent, guardian, or person in loco parentis may petition the school or district’s administration for special arrangements to address the student’s absences. If formal arrangements are rationed, they shall be formalized into a written agreement which will include the conditions of the agreement and the consequences for failing to fulfill the agreement’s requirements. The agreement shall be signed by the student, the student’s parent, guardian, or person in loco parentis, and the school or district administrator or designee. Unless a student’s excessive absence is due to an unforeseen circumstance, the District will not accept a doctor’s note for a student’s excessive absence.

The District shall notify the Department of Finance and Administration whenever a student fourteen (14) years of age or older is no longer in school. The Department of Finance and Administration is required to suspend the former student’s operator’s license unless he/she meets certain requirements specified in the code. Applicants for an instruction permit or for a driver’s license by persons less than eighteen (18) years old on October 1 of any year are required to provide proof of a high school diploma or enrollment and regular attendance in an adult education program or a public, private, or parochial school prior to receiving an instruction permit. To be issued a driver’s license, a student enrolled in school shall present proof of a “C” average for the previous semester or similar equivalent grading period for which grades are reported as part of the student’s permanent record.

**Make-Up Work Policy**

Students who miss school due to an excused absence shall be allowed to make up the work they missed during their absence under the following rules.

1. Students are responsible for asking the teachers of the classes they missed what assignments they need to make up. Teachers are responsible for providing the missed assignments when asked by a returning student.
2. Students are required to ask for their assignments on their first day back at school or their first class day after their return.
3. Make-up tests are to be rescheduled at the discretion of the teacher, but must be aligned with the schedule of the missed work to be made up.
4. Students shall have one class day to make up their work for each class day they are absent.
5. Make-up work which is not turned in within the make-up schedule for that assignment shall receive a zero unless prior arrangements have been made with the teacher.
6. Students are responsible for turning in their make-up work without the teacher having to ask for it.
7. Students who are absent on the day their make-up work is due must turn in their work the day they return to school whether or not the class for which the work is due meets the day of their return.

**SEARCH, SEIZURE, AND INTERROGATIONS**

The District respects the rights of its students against arbitrary intrusion of their person and property. At the same time, it is the responsibility of school officials to protect the health, safety, and welfare of all students enrolled in the District in order to promote an environment conducive to student learning. The Superintendent, principals, and their designees have the right to inspect and search school property and equipment. They may also search students and their personal property in which the student has a reasonable expectation of privacy, when there is reasonable suspicion to believe such student or property contains illegal items or other items in violation of Board policy or dangerous to the school community. School authorities may seize evidence found in the search and disciplinary action may be taken. Evidence found which appears to be in violation of the law shall be reported to the appropriate authority.

School property shall include, but not be limited to, lockers, desks, and parking lots, as well as personal effects left there by students. When possible, prior notice will be given and the student will be allowed to be present along with an adult witness, however, searches may be done at any time with or without notice or the student’s consent. A personal search must not be excessively intrusive in light of the age and sex of the student and the nature of the infraction. The Superintendent, principals, and their designees may request the assistance of law enforcement officials to help conduct searches. Such searches may include the use of specially trained dogs. A school official of the same sex shall conduct personal searches with an adult witness of the same sex present.

State Law requires that Department of Human Services employees, local law enforcement, or agents of the Crimes Against Children Division of the Department of Arkansas State Police, may interview students without a court order for the purpose of investigating suspected child abuse. In instances where the interviewers deem it necessary, they may exercise a “72-hour hold” without first obtaining a court order. Other questioning of students by non-school personnel shall be granted only with a court order directing such questioning, with permission of the parents of a student (or the student if above eighteen [18] years of age), or in response to a subpoena or arrest warrant.
If the District makes a report to any law enforcement agency concerning student misconduct or if access to a student is granted to a law enforcement agency due to a court order, the principal or the principal’s designee shall make a good faith effort to contact the student’s parent, legal guardian, or other person having lawful control by court order, or person acting in loco parentis on student enrollment forms. The principal or the principal’s designee shall not attempt to make such contact if presented documentation by the investigator that notification is prohibited because a parent, guardian, custodian, or person standing in loco parentis is named as an alleged offender of the suspected child maltreatment. This exception applies only to interview requests made by a law enforcement officer, an investigator of the Crimes Against Children Division of the Department of Arkansas State Police, or an investigator or employee of the Department of Human Services.

In instances other than those related to cases of suspected child abuse, principals must release a student to either a police officer who presents a subpoena for the student, or a warrant for arrest, or to an agent of state social services or an agent of a court with jurisdiction over a child with a court order signed by a judge. Upon release of the student, the principal or designee shall give the student’s parent, legal guardian, or other person having lawful control by court order, or person acting in loco parentis notice that the student has been taken into custody by law enforcement personnel or a state’s social services agency. If the principal or designee is unable to reach the parent, he or she shall make a reasonable, good faith effort to get a message to the parent to call the principal or designee, and leave both a day and an after-hours telephone number.

**STANDARDS OF CONDUCT**

All students are expected to conduct themselves in a manner that will contribute to the best interest of the school and not infringe on the rights of others. School staff members have authority, and the responsibility to take customary and reasonable measures to maintain proper control and discipline among students placed under their care and supervision. Such measures may include the use of reasonable force in the exercise of lawful authority to restrain or correct students and maintain order.

A student who is well informed concerning his/her rights and responsibilities and the standards of behavior expected should not require disciplinary action. For the information of all students, however, infractions to avoid and recommended disciplinary actions are presented as follows.

**STUDENT DISCIPLINE AND INFRACTIONS TO AVOID**

The Ozark Board of Education has a responsibility to protect the health, safety, and welfare of the District’s students and employees. To help maintain a safe environment conducive to high student achievement, the Board establishes policies necessary to regulate student behavior to promote an orderly school environment that is respectful of the rights of others and ensures the uniform enforcement of student discipline. Students are responsible for their conduct that occurs: at any time on the school grounds; off school grounds at a school sponsored function, activity, or event; going to and from school or a school activity.

The District’s administrators may also take disciplinary action against a student for off-campus conduct occurring at any time that would have a detrimental impact on school discipline, the educational environment, or the welfare of the students and/or staff. A student who has committed a criminal act while off campus and whose presence on campus could cause a substantial disruption to school or endanger the welfare of other students or staff is subject to disciplinary action up to and including expulsion. Such acts could include, but are not limited to a felony or an act that would be considered a felony if committed by an adult, an assault or battery, drug law violations, or sexual misconduct of a serious nature. Any disciplinary action pursued by the District shall be in accordance with the student’s appropriate due process rights.

The District’s personnel policy committee shall review the student discipline policies annually and may recommend changes in the policies to the Ozark School Board. The Board shall approve any changes to student discipline policies.

The District’s student discipline policies shall be distributed to each student during the first week of school each year and to new students upon their enrollment. Each student’s parent or legal guardian shall sign and return to the school an acknowledgement form documenting that they have received the policies.

It is required by law that the principal or the person in charge reports to the police any incidents where a person has committed or threatened to commit an act of violence or any crime involving a deadly weapon on school property or while under school supervision.

The following activities are considered improper conduct and will subject the student to disciplinary action, including, but not limited to, suspension or expulsion from school, and/or notification of law enforcement officials. The violation of a rule will occur whether the conduct takes place on the school grounds, off the school grounds at a school supervised activity, function, or event, or en route to and from school.

Below each rule is a standardized list of disciplinary actions to be taken. Normally, this list will be adhered to in numerical order after each occurrence. However, the administration may exercise more extreme action in more severe situations or in situations in which a student has been involved in other rule infractions. Corporal punishment may be used for any of the following infractions in accordance with the corporal punishment policy. School rules listed under standards of conduct have been placed into six groups. The rules covered under each group have been clearly stated and in most cases will carry the same penalty as any other rule in the group.

Anyone in violation of school discipline policies may receive disciplinary action ranging from a minimum of a verbal reprimand to a maximum of expulsion and criminal prosecution.

**CORPORAL PUNISHMENT.** The Ozark School Board authorizes the use of corporal punishment to be administered in accordance with this policy by the Superintendent or his/her designated staff members who are required to have a state-issued certificate as a condition of their employment.

Prior to the administration of corporal punishment, the student receiving the corporal punishment shall be given an explanation of the reasons for the punishment and be given an opportunity to refute the charges.

All corporal punishment shall be administered privately, i.e. out of the sight and hearing of other students, and shall be administered in the presence of another certified staff member as a witness, shall not be excessive, or administered with malice.

Anyone in violation of school discipline policies may receive disciplinary action ranging from a minimum of a verbal reprimand to a maximum of expulsion and/or criminal prosecution. (See page 28 for specifics concerning corporal punishment).

**VIDEO SURVEILLANCE AND OTHER STUDENT MONITORING.** The Board of Directors has a responsibility to maintain discipline, protect the safety, security, and welfare of its students, staff, and visitors while at the same time safeguarding district facilities, vehicles, and equipment. As part of fulfilling this responsibility, the board authorizes the use of video/audio surveillance cameras, automatic identification technology, data compilation devices, and technology capable of tracking the physical location of district equipment, students, and/or personnel.

The placement of video/audio surveillance cameras shall be based on the presumption and belief that students, staff and visitors have no reasonable expectation of privacy anywhere on or near school property, facilities, vehicles, or equipment, with the exception of places such as rest rooms or dressing areas where an expectation of bodily privacy is reasonable and customary.

Signs shall be posted on campus buildings and in district vehicles to notify students, staff, and visitors that video cameras may be in use. Parents and students shall also be notified through the student handbook that cameras may be in use in school buildings, on school grounds and in school vehicles. Students will be held responsible for any violations of school discipline rules caught by the cameras and other technologies authorized in this policy.
The district shall retain copies of video recordings until they are erased, which may be accomplished by either deletion or copying over with a new recording. Other than video recordings being retained under the provisions of this policy's following paragraph, the district's video recordings may be erased any time greater than 10 after they were created.

Videos, automatic identification, or data compilations containing evidence of a violation of student conduct rules and/or state or federal law shall be retained until the issue of the misconduct is no longer subject to review or appeal as determined by board policy or student handbook; any release or viewing of such records shall be in accordance with current law.

Students who vandalize, damage, disable, or render inoperable (temporarily or permanently) surveillance cameras and equipment, automatic identification, or data compilation devices shall be subject to appropriate disciplinary action and referral to appropriate law enforcement authorities.

**PROHIBITED CONDUCT**

Students and staff require a safe and orderly learning environment that is conducive to high student achievement. Certain student behaviors are unacceptable in such an environment and are hereby prohibited by the Board. Prohibited behaviors include, but shall not be limited to the following.

1. Disrespect for school employees and failing to comply with their reasonable directions or otherwise demonstrating insubordination;
2. Disruptive behavior that interferes with orderly school operations;
3. Willfully and intentionally assaulting or physically abusing any student or school employee;
4. Possession of any weapon that can reasonably be considered capable of causing bodily harm to another individual;
5. Possession or use of tobacco in any form on any property owned or leased by any public school;
6. Willfully or intentionally damaging, destroying, or stealing school property;
7. Possession of any paging device, beeper, or similar electronic communication devices, cameras, MP 3 players, I pods, and other portable music devices on the school campus during normal school hours (unless stored in silent mode in the student's locker or vehicle) unless specifically exempted by the administration for health or other compelling reasons;
8. Possession, selling, distributing, or being under the influence of an alcoholic beverage, any illegal drug, unauthorized inhalants, or the inappropriate use or sharing of prescription or over the counter drugs, or other intoxicants, or anything represented to be a drug;
9. Inappropriate public displays of affection;
10. Cheating, copying, or claiming another person's work to be his/her own;
11. Gambling;
12. Inappropriate student dress;
13. Use of vulgar, profane, or obscene language or gestures;
14. Truancy;
15. Excessive tardiness;
16. Engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, or disability;
17. Possess, view, distribute or electronically transmit sexually explicit or vulgar images or representations, whether electronically, on a data storage device, or in hard copy form;
18. Hazing, or aiding in the hazing of another student;
19. Gangs or gang-related activities, including belonging to secret societies of any kind, are forbidden on school property. Gang insignias, clothing, “throwing signs” or other gestures associated with gangs are prohibited;
20. Sexual harassment; and

The Board directs each school in the District to develop implementation regulations for prohibited student conduct consistent with applicable Board policy, State and Federal laws, and judicial decisions.

**GROUP I INFRINGEMENTS**

**DRUGS AND ALCOHOL** An orderly and safe school environment that is conducive to promoting student achievement requires a student population free from the deleterious effects of alcohol and drugs. Their use is illegal, disruptive to the educational environment, and diminishes the capacity of students to learn and function properly in our schools.

Therefore, no student in the Ozark School District shall possess, attempt to possess, consume, use, distribute, sell, attempt to sell, give to any person, or be under the influence of any substance as defined in this policy, or what the student represents or believes to be any substance as defined in this policy. This policy applies to any student who: is on or about school property; is in attendance at school or any school sponsored activity; has left the school campus for any reason and returns to the campus; is en route to or from school or any school sponsored activity.

Prohibited substances shall include, but are not limited to, alcohol, any alcoholic beverage, inhalants that alter a student's ability to act, think, or respond, LSD, or any other hallucinogen, marijuana, cocaine, heroin, or any other narcotic drug, PCP, amphetamines, steroids, “designer drugs,” look-alike drugs, or any controlled substance.

Selling, distributing, or attempting to sell or distribute, or using over-the-counter or prescription drugs not in accordance with the recommended dosage is prohibited.

**WEAPONS AND DANGEROUS INSTRUMENTS** No student shall possess a weapon, display what appears to be a weapon, or threaten to use a weapon while in school, on or about school property, before or after school, in attendance at school or any school sponsored activity, en route to or from school or any school sponsored activity, off the school grounds at any school bus stop, or at any school sponsored activity or event. Military personnel, such as ROTC cadets, acting in the course of their official duties are excepted.

A weapon is defined as any knife, firearm, razor, ice pick, dirk, box cutter, nunchucks, pepper spray or other noxious spray, explosive, or any other instrument or substance capable of causing bodily harm. For the purposes of this policy, "firearm" means any device designed, made, or adapted to expel a projectile by the action of an explosive or any device readily convertible to that use.

Possession means having a weapon, as defined in this policy, on the student's body or in an area under his/her control. If, prior to any questioning or search by any school personnel, a student discovers that he/she has accidentally brought a weapon, other than a firearm, to school including a weapon, other than a firearm, that is in a vehicle on school grounds, and the student informs the principal or a staff person immediately, the student will not be considered to be in possession of a
weapon, unless it is a firearm. The weapon shall be confiscated and held in the office until such
time as the student’s parent/legal guardian shall pick up the weapon from the school’s office.
Repeated offenses are unacceptable and shall be grounds for disciplinary action against the
student as otherwise provided for in this policy.

Except as permitted in this policy, students found to be in possession on the school campus of a
firearm shall be recommended for expulsion for a period of not less than one year. The
superintendent shall have the discretion to modify such expulsion recommendation for a student on
a case-by-case basis. Parents or legal guardians of students expelled under this policy shall be
given a copy of the current laws regarding the possibility of parental responsibility for allowing a
child to possess a firearm on school property. Parents or legal guardians shall sign a statement
acknowledging that they have read and understand said laws prior to readmitting the student.
Parents or legal guardians of a student enrolling from another school after the expiration of an
expulsion period for a firearm policy violation shall also be given a copy of the current laws
regarding the possibility of parental responsibility for allowing a child to possess a firearm on school
property. The parents or legal guardians shall sign a statement acknowledging that they have read
and understand said laws prior to the student being enrolled in school.

The mandatory expulsion requirement for possession of a firearm does not apply to a firearm
brought to school for the purpose of participating in activities approved and authorized by the
district that include the use of firearms. Such activities may include ROTC programs, hunting safety
or military education, or before or after-school hunting or rifle clubs. Firearms brought to school for
such purposes shall be brought to the school employee designated to receive such firearms. The
designated employee shall store the firearms in a secure location until they are removed for use in the
approved activity.

The district shall report any student who brings a firearm to school to the criminal justice system or
juvenile delinquency system by notifying local law enforcement.

Treatment of School Personnel. A student shall not willfully and intentionally assault (physically or
verbally), or commit battery on any school employee. (Also see section on cyberbullying of staff on
page 23).

Threats. No student shall threaten to cause death or serious physical injury to another student or
employee or threaten to cause substantial property damage. Ozark Public Schools will adhere to a
“no tolerance” policy concerning threats. This means that there is no such thing as a “teasing” threat of any act of potential violence as far as the school is concerned. Any threats made at
school electronically will be dealt with as if the threat were made verbally towards a student.

GROUP I DISCIPLINARY ACTION

Immediate ten-day suspension from school and possible recommendation for expulsion. The school will notify proper law enforcement authorities if necessary.

The principal, or in the principal’s absence, the principal’s designee, shall make a reasonable, good
faith effort to contact the student’s parent(s) or legal guardians. If the principal or designee is unable
to reach the parent or legal guardian, he or she shall make a reasonable, good faith effort to get a
message to the parent to call either the principal or designee and leave both a day and an after
hour phone number.

GROUP II INFRACTIONS

Indecent Exposure. A student shall not deliberately commit indecent exposure, nor shall a student
make improper sexual advances toward another person at school or at school functions.

Sexual Activity. Sexual activity is prohibited at school, at school events or activities, and on school
property.

STUDENT SEXUAL HARASSMENT. The Ozark School District is committed to having an
academic environment in which all students are treated with respect and dignity. Student
achievement is best attained in an atmosphere of equal educational opportunity that is free of
discrimination. Sexual harassment is a form of discrimination that undermines the integrity of the
educational environment and will not be tolerated.

Believing that prevention is the best policy, the District will periodically inform students and
employees about the nature of sexual harassment, the procedures for registering a complaint, and
the possible redress that is available. The information will stress that the district does not tolerate
sexual harassment and that students can report inappropriate behavior of a sexual nature without
fear of adverse consequences. The information will take into account and be appropriate to the age
of the students.

It shall be a violation of this policy for any student to be subjected to, or to subject another person to,
sexual harassment as defined in this policy. Any student found, after an investigation, to have
engaged in sexual harassment will be subject to disciplinary action up to, and including, expulsion.

Sexual harassment refers to unwelcome sexual advances, requests for sexual favors, or other
personally offensive verbal, visual, or physical conduct of a sexual nature made by someone under
any of the following conditions:

1. Submission to the conduct is made, either explicitly or implicitly, a term or condition of an
   individual’s education;
2. Submission to, or rejection of, such conduct by an individual is used as the basis for
   academic decisions affecting that individual; and/or
3. Such conduct has the purpose or effect of substantially interfering with an individual’s
   academic performance or creates an intimidating, hostile, or offensive academic
   environment.

The terms “intimidating,” “hostile,” and “offensive” include conduct of a sexual nature which has the
effect of humiliation or embarrassment and is sufficiently severe, persistent, or pervasive that it
limits the student’s ability to participate in, or benefit from, an educational program or activity.

Actionable sexual harassment is generally established when an individual is exposed to a pattern of
objectionable behaviors or when a single, serious act is committed. What is, or is not, sexual
harassment will depend upon all of the surrounding circumstances. Depending upon such
circumstances, examples of sexual harassment include, but are not limited to: unwelcome touching;
crude jokes or pictures; discussions of sexual experiences; pressure for sexual activity; intimidation
by words, actions, insults, or name calling; teasing related to sexual characteristics or the belief or
perception that an individual is not conforming to expected gender roles or conduct or is
homosexual, regardless of whether or not the student self-identifies as homosexual; and spreading
rumors related to a person’s alleged sexual activities.

Students who believe they have been subjected to sexual harassment, or parents of a student who
believes their child has been subjected to sexual harassment, are encouraged to file a complaint by
contacting a counselor, teacher, Title IX coordinator, or administrator who will assist them in the
complaint process. Under no circumstances shall a student be required to first report allegations of
sexual harassment to a school contact person if that person is the individual who is accused of the
harassment.

To the extent possible, complaints will be treated in a confidential manner. Limited disclosure may
be necessary in order to complete a thorough investigation. Students who file a complaint of sexual
harassment will not be subject to retaliation or reprisal in any form.

Students who knowingly fabricate allegations of sexual harassment shall be subject to disciplinary
action up to and including expulsion.

Individuals who withhold information, purposely provide inaccurate facts, or otherwise hinder an
investigation of sexual harassment shall be subject to disciplinary action up to and including
expulsion.

GROUP II DISCIPLINARY ACTION

Five (5) days suspension, parent conference, probation, and report to law enforcement if pertinent.
Possible recommendation for expulsion.
GROUP III INFRACTIONS

DISRUPTION OF SCHOOL. No student shall by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause the disruption of any lawful mission, process, or function of the school, or engage in any such conduct for the purpose of causing disruption or obstruction of any lawful mission, process, or function. Nor shall any student encourage any other student to engage in such activities.

Disorderly activities by any student or group of students that adversely affect the school's orderly educational environment shall not be tolerated at any time on school grounds. Teachers may remove from class and send to the principal or principal's designee office a student whose behavior is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to teach the students, the class, or with the ability of the student's classmates to learn. Students who refuse to leave the classroom voluntarily will be escorted from the classroom by the school administration.

TOBACCO AND TOBACCO PRODUCTS. Smoking or use of tobacco or products containing tobacco in any form (including, but not limited to, cigarettes, cigars, chewing tobacco, and snuff) in or on any property owned or leased by a District school, including school buses, is prohibited. Students who violate this policy may be subject to legal proceedings in addition to student disciplinary measures.

With the exception of recognized tobacco cessation products, this policy's prohibition includes any tobacco or nicotine delivery system or product.

STUDENT ASSAULT OR BATTERY. A student shall not threaten, physically abuse, or attempt to physically abuse, or behave in such a way as to be perceived to threaten bodily harm to any other person (student, school employee, or school visitor). Any gestures, vulgar, abusive or insulting language, taunting, threatening, harassing, or intimidating remarks by a student toward another person that threatens their well-being is strictly forbidden. This includes, but is not limited to, fighting, racial, ethnic, religious, or sexual slurs.

Furthermore, it is unlawful, during regular school hours, and in a place where a public school employee is required to be in the course of his or her duties, for any person to address a public school employee using language which, in its common understanding, is calculated to: a) cause a breach of the peace; b) materially and substantially interfere with the operation of the school; c) arouse the person to whom it is addressed to anger, to the extent likely to cause imminent retaliation. Students guilty of such an offense may be subject to legal proceedings in addition to student disciplinary measures.

Electronic Devices. Use and misuse of cell phones has become a serious problem that threatens the ability of the district's schools to properly and efficiently operate the education program. The school board believes it is necessary to restrict student use and possession of cell phone, other electronic communication devices, cameras, MP3 Players, iPods, and other portable music devices so that the opportunity for learning in the district's schools may be enhanced.

For the purpose of this policy, the use of a cell phone or other communication device includes any incoming call, text message, message waiting or any other audible sound coming from the phone or device.

The student and/or the student's parent/guardian expressly assume any risk associated with the student's owning or possessing personal technology equipment.

From the time of the first bell until after the last bell, students are forbidden from using cell phones, any paging devices, beepers, or similar electronic communication devices.

It is preferred that such devices be stored in the student’s locker or vehicle in a silent mode of operation. Exceptions may be made by the building principal or his/her designee for health or other compelling reasons. Before and after normal school hours, possession of such devices is permitted. The use of such devices at school sponsored functions outside the regular school day is permitted to the extent and within the limitations allowed by the event or activity the student is attending. Students using or possessing (other than those devices properly stored in a locker or vehicle) cell phones or other devices after the first bell and before the last bell shall have them confiscated. Confiscated electronic devices may be picked up at the school’s administration office by the student’s parent or guardian (exception: permitted with school personnel permission)

Students who drive on school property are prohibited from using wireless telephones while on school property, or in a school zone:
- during school hours
- when children are present and outside
- except for emergency purposes

Violation of this policy will result in the same punishment for violating all other cell phone policies in this handbook (ACT 37 of 2011), and referral to police when appropriate.

The Bring Your Own Device (BYOD) policy will waive certain portions of the Electronic Devices policy. Please see pages 57-58 for a description of the BYOD policy.

Electronic Device Policy Abuse Punishment

1st Offense: Confiscation; parent must pick up device.
2nd Offense: Confiscation; parent must pick up device and student must receive OSS
3rd Offense: Confiscation; parent must pick up device and student will receive 3 days OSS; student cannot bring device back to school for remainder of school year.

Damage, Destruction, or Theft of School Property. A student shall not willfully or intentionally damage, destroy, or steal school or student property. Parents of any minor student under the age of 18 will be liable for damages caused by said minor.

Theft and Extortion. A student shall not steal or attempt to steal the property of another student or any other person nor shall a student obtain or attempt to obtain something of value from another person either by physical force or threat.

Gangs and Gang Activity. The Board is committed to ensuring a safe school environment conducive to promoting a learning environment where students and staff can excel. An orderly environment cannot exist where unlawful acts occur causing fear, intimidation, or physical harm to students or school staff. Gangs and their activities create such an atmosphere and shall not be allowed on school grounds or at school functions.

The following actions are prohibited by students on school property or at school functions:

1. Wearing or possessing any clothing, bandanas, jewelry, symbol, or other sign associated with membership in, or representative of, any gang;
2. Engaging in any verbal or nonverbal act such as throwing signs, gestures, or handshakes representative of membership in any gang;
3. Recruiting, soliciting, or encouraging any person through duress or intimidation to become or remain a member of any gang; and/or
4. Extorting payment from any individual in return for protection from harm from any gang.

Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion.

Students arrested for gang related activities occurring off school grounds shall be subject to the same disciplinary actions as if they had occurred on school grounds.
GROUP III DISCIPLINARY ACTIONS

1. Confiscation, In School Suspension, corporal punishment, and/or contact parent/guardian. Law enforcement will also be called for any crime on school grounds including fights, theft, etc.

2. Suspension from school of three (3) to ten (10) days, at the discretion of the principal.

3. Suspension from school and/or recommendation for expulsion.

TOBACCO DISCIPLINARY ACTIONS

Any student using tobacco on campus (including the parking lot) will receive a 2 (two) day suspension for the first offense. Any student who is found in possession of tobacco (but not using the tobacco) will be assigned 2 (two) days of in-school suspension.

Any proceeding incidents with tobacco will result in incremental out of school suspension (a second tobacco incident will result in 4 days suspension and 3rd incident will result in a 10 day out of school suspension with a recommendation for expulsion).  

GROUP IV INFRACTIONS

Truancy. A student shall not be absent from school without parent and/or school authorities prior knowledge and consent. After arrival on campus, a student absent from their assigned learning station without permission from school authorities shall be considered as truant.

Disregard of Directions/Commands (Insubordination). All students shall comply with reasonable directions or request of any authorized personnel.

Disorderly Conduct. A student shall not engage in behavior that adversely affects instructional activities or other students.

LASER POINTERS. Students shall not possess any hand held laser pointer while in school; on or about school property, before or after school; in attendance at school or any school-sponsored activity; en route to or from school or any school-sponsored activity; off the school grounds at any school bus stop or at any school-sponsored activity or event. School personnel shall seize any laser pointer from the student possessing it and the student may reclaim it at the close of the school year, or when the student is no longer enrolled in the District.

Profanity, Verbal Abuse, Obscene Gestures. A student shall not use profane, violent, vulgar, abusive, or insulting language at any time nor possess obscene or sexually graphic materials. A student shall not use physical gestures that convey a connotation of obscene or highly disrespectful acts, infringe upon the rights of others, or cause or begin an overt and immediate disruption of the educational process.

Public Display of Affection. Public display of affection (PDA) is not appropriate behavior at school. Failure to comply with the reasonable expectations of the school staff will lead to disciplinary action. Examples of PDA include, but are not limited to, kissing, hugging, etc.

Gambling. A student shall not engage in any game of chance on school premises at any time.

BULLYING. Respect for the dignity of others is a cornerstone of civil society. Bullying creates an atmosphere of fear and intimidation, robs a person of his/her dignity, detracts from the safe environment necessary to promote student learning, and will not be tolerated by the Board of Directors. Students who bully another person shall be held accountable for their actions whether they occur on school equipment or property; off school property at a school sponsored or approved function, activity, or event; going to or from school or a school activity in a school vehicle or school bus; or at designated school bus stops.

A school principal or his or her designee who receives a credible report or complaint of bullying shall promptly investigate the complaint or report and make a record of the investigation and any action taken as a result of the investigation.

Definitions for the purpose of the bullying policy:

Attribute means an actual or perceived personal characteristic including without limitation race, color, religion, ancestry, national origin, socioeconomic status, academic status, disability, gender, gender identity, physical appearance, health condition, or sexual orientation;

Bullying means the intentional harassment, intimidation, humiliation, ridicule, defamation, or threat or incitement of violence by a student against another student or public school employee by a written, verbal, electronic, or physical act that may address an attribute of the other student, public school employee, or person with whom the other student or public school employee is associated and that causes or creates actual or reasonably foreseeable:

• Physical harm to a public school employee or student or damage to the public school employee's or student's property;

• Substantial interference with a student's education or with a public school employee's role in education;

• A hostile educational environment for one (1) or more students or public school employees due to the severity, persistence, or pervasiveness of the act; or

• Substantial disruption of the orderly operation of the school or educational environment;

Electronic act means without limitation a communication or image transmitted by means of an electronic device, including without limitation a telephone, wireless phone or other wireless communications device, computer, or pager that results in the substantial disruption of the orderly operation of the school or educational environment.

Electronic acts of bullying are prohibited whether or not the electronic act originated on school property or with school equipment, if the electronic act is directed specifically at students or school personnel and maliciously intended for the purpose of disrupting school, and has a high likelihood of succeeding in that purpose;

Harassment means a pattern of unwelcome verbal or physical conduct relating to another person's constitutionally or statutorily protected status that causes, or reasonably should be expected to cause, substantial interference with the other's performance in the school environment; and

Substantial disruption means without limitation that any one or more of the following occur as a result of the bullying:

• Necessary cessation of instruction or educational activities;

• Inability of students or educational staff to focus on learning or function as an educational unit because of a hostile environment;

• Severe or repetitive disciplinary measures are needed in the classroom or during educational activities; or

• Exhibition of other behaviors by students or educational staff that substantially interfere with the learning environment.

Cyberbullying of School Employees is expressly prohibited and includes, but is not limited to:

a. Building a fake profile or website of the employee;

b. Posting or encouraging others to post on the Internet private, personal, or sexual information pertaining to a school employee;

c. Posting an original or edited image of the school employee on the Internet;

d. Accessing, altering, or erasing any computer network, computer data program, or computer software, including breaking into a password-protected account or stealing or otherwise accessing passwords of a school employee; making repeated, continuing, or sustained electronic communications, including electronic mail or transmission, to a school employee;

e. Making, or causing to be made, and disseminating an unauthorized copy of data pertaining to a school employee in any form, including without limitation the printed or electronic form of computer data, computer programs, or computer software residing in, communicated by, or produced by a computer or computer network;

f. Signing up a school employee for a pornographic Internet site; or

g. Without authorization of the school employee, signing up a school employee for electronic mailing lists or to receive junk electronic messages and instant messages.
Examples of "Bullying" may also include but are not limited to a pattern of behavior involving one or more of the following:

1. Sarcastic comments "compliments" about another student's personal appearance or actual or perceived attributes,
2. Pointed questions intended to embarrass or humiliate,
3. Mocking, taunting or belittling,
4. Non-verbal threats and/or intimidation such as “fronting” or “chesting” a person,
5. Demeaning humor relating to a student’s race, gender, ethnicity or actual or perceived attributes,
6. Blackmail, extortion, demands for protection money or other involuntary donations or loans,
7. Blocking access to school property or facilities,
8. Deliberate physical contact or injury to person or property,
9. Stealing or hiding books or belongings,
10. Threats of harm to student(s), possessions, or others,
11. Sexual harassment, as governed by policy 4.27, is also a form of bullying, and/or
12. Teasing or name-calling based on the belief or perception that an individual is not conforming to expected gender roles (Example: "Slut") or conduct or is homosexual, regardless of whether the student self-identifies as homosexual (Examples: "You are so gay." “Fag” "Queer").

Students are encouraged to report behavior they consider to be bullying, including a single action which if allowed to continue would constitute bullying, to their teacher or the building principal. The report may be made anonymously. Teachers and other school employees who have witnessed, or are reliably informed that, a student has been a victim of behavior they consider to be bullying, including a single action which if allowed to continue would constitute bullying, shall report the incident(s) to the principal. Parents or legal guardians may submit written reports of incidents they feel constitute bullying, or if allowed to continue would constitute bullying, to the principal. The principal shall be responsible for investigating the incident(s) to determine if disciplinary action is warranted.

The person or persons reporting behavior they consider to be bullying shall not be subject to retaliation or reprisal in any form.

Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion. In determining the appropriate disciplinary action, consideration may be given to other violations of the student handbook which may have simultaneously occurred.

Notice of what constitutes bullying, the District's prohibition against bullying, and the consequences for students who bully shall be conspicuously posted in every classroom, cafeteria, restroom, gymnasium, auditorium, and school bus. Parents, students, school volunteers, and employees shall be given copies of the notice.

GROUP IV DISCIPLINARY ACTION

(Insubordination will result in immediate 2 days out of school suspension, and any further accounts of insubordination will result in 10 days of OSS and recommendation for expulsion).

1. Corporal punishment. Any student wishing to issue such an action shall complete a written statement of the nature of the action. The student shall present the written statement to the principal in the presence of the student. The principal shall recommend any disciplinary action which is appropriate.
2. Three (3) days of out of school suspension and parent conference.
3. Five (5) days of out of school suspension, parent conference, and probate. Suspension from school and recommendation for expulsion.

GROUP V INFRACTIONS

STUDENT DRESS AND GROOMING

The Ozark Board of Education recognizes that dress can be a matter of personal taste and preference. At the same time, the District has a responsibility to promote an environment conducive to student learning. This requires limitations to student dress and grooming that could be disruptive to the educational process because they are immodest, disruptive, unsanitary, unsafe, could cause property damage, or are offensive to common standards of decency.

Students are prohibited from wearing, while on the school grounds during the school day and at school-sponsored events, clothing that exposes underwear, buttocks, or the breast of a female. This prohibition does not apply, however to a costume or uniform worn by a student while participating in a school-sponsored activity or event.

The Superintendent shall establish student dress codes for the District’s schools, to be included in the student handbook, and are consistent with the above criteria.

Examples of inappropriate apparel include any clothing without sleeves (with the exception of athletic uniforms, PE uniforms or cheerleader uniforms during times that this type of clothing might be necessary such as ball games, practice, PE classes, ETC.) Inappropriate clothing includes transparent or see-through apparel, clothes with patches or lettering that are controversial, provocative, obscene, suggestive that advertise drugs or alcohol, strapless blouses, halter tops, bare midriffs, bare backs or spandex like shorts or tops. Short or dresses/skirts should be at least as long as the end of the fingertips held to the side. Shoes must be worn at all times.

Clothes are to be worn as the manufacturer intended — example both overall straps should be fastened, clothes should not be worn wrong side out (unless part of a spirit week or other school event) No hats allowed on campus or in buildings without special permission from the principal. No holes in pants above the accepted level for shorts and skirts. No sleep pants or pajamas.

GROUP V DISCIPLINARY ACTION

1. First offense – student will receive out of school suspension until they can return wearing attire that does not violate this law.
2. Second and following offenses, the student (after returning in the proper attire) will receive in-school suspension for the remainder of the day or days considering how many times the policy is violated up to 3 days.
3. After a third offense, the student will receive out of school suspension for ten (10) days with recommendation for expulsion.

(Act 835 of 2011)

GROUP VI INFRACTIONS

STUDENTS’ VEHICLES. A student who has presented a valid driver’s license and proof of insurance to the appropriate office personnel, may drive his/her vehicle to school. Vehicles driven to school shall be parked in the area designated for student parking in your assigned parking spot. Students are not permitted to loiter in parking areas and are not to return to their vehicles for any reason unless given permission to do so by school personnel.

Students are not permitted to loiter in parking areas and are not to return to their vehicles for any reason unless given permission to do so by school personnel.

It is understood that there is no expectation of privacy in vehicles in parking areas. Drivers of vehicles parked on a school campus will be held accountable for illegal substances or any other item prohibited by District policy found in their vehicle. Any student parking a vehicle on campus is granting permission for school or law enforcement authorities to search that vehicle.

GROUP VI DISCIPLINARY ACTION

1. Loss of parking privileges for 3 days
2. Loss of parking privileges for two (2) weeks and contact parent.
3. Loss of parking privileges for four (4) weeks and contact parent.
4. Loss of parking privileges for remainder of the year.

Cafeteria Use. Students shall comply with the following requests when going to the cafeteria and when using the cafeteria facilities:

- Walk.
- Do not cut in line.
• Leave your area free of trash when you leave the table to take your tray, glass, and utensils to the tray receiving area.
• Display good manners and appropriate behavior.

SCHOOL LUNCH SUBSTITUTIONS. The district only provides substitute meal components on menus to accommodate students with handicapping conditions meeting the definition of a disability as defined in USDA regulations. A parent/guardian wishing to request such a dietary accommodation must submit a Certification of Disability for Special Dietary Needs Form completed by a licensed physician to the district’s Food Service Director.

The district will not prepare meals outside the normal menu to accommodate a family’s religious or personal health beliefs.

FOOD SERVICE PREPAYMENT. The district does not offer credit for food items purchased in the school cafeteria; payment for such items is due at the time the food items are received. Parents or students choosing to do so may pay weekly or monthly in advance for students’ meals.

Hall Conduct. Students are responsible for appropriate behavior in the hallways at all times. The following are examples of conduct to be avoided:
• General Horseplay
• Leaving trash in the hallways.
• Congregating in groups and/or blocking the flow of traffic, especially at the intersections.

CONDUCT TO AND FROM SCHOOL AND TRANSPORTATION ELIGIBILITY

Students are subject to the same rules of conduct while traveling to and from school as they are while on school grounds. Appropriate disciplinary actions may be taken against commuting students who violate student code of conduct rules.

The preceding paragraph applies to student conduct while on school buses. Students shall be instructed in safe riding practices. The driver of a school bus shall not operate the school bus until every passenger is seated. Disciplinary measures for problems related to bus behavior shall include suspension or expulsion from school, or suspending or terminating the student’s bus transportation privileges. Transporting students to and from school who have lost their bus transportation privileges shall become the responsibility of the student’s parent or legal guardian.

Students are eligible to receive district bus transportation if they don’t violate bus rules and lose the privilege of riding the bus.

1. The bus drivers are responsible for the order and discipline on their buses. They will work closely with the building principals to maintain proper conduct for the safety of the students.
2. Buses will stop only at scheduled stops that have been selected for safety and convenience. Children should be transported to school or home, and they are to get off the bus only at their designated stops. If a student needs to ride a different bus, the parent or guardian should send a note or contact the bus garage or school office.
3. Whenever a bus is used for school activities, the teacher in charge of that group is responsible for the behavior of the students during the trip.
4. The following are to be used for guidelines for student conduct while riding the bus:
   • Be at the bus stop five minutes before the bus is scheduled to arrive.
   • Wait for your bus in a safe place off the roadway.
   • Enter the bus in an orderly manner and remain in your assigned seat.
   • Follow the instruction of your school bus driver at all times.
   • Keep your head and arms inside the bus at all times.
   • Keep aisles clear at all times.
   • Remain quiet and orderly; be courteous to your driver and fellow passengers.
   • Wait for the driver’s signal before crossing the road.
   • Always cross at least ten feet in front of the bus.
   • Never crawl under the school bus.

Failure to follow these guidelines will result in disciplinary measure as prescribed in the handbook for the various infractions, but could result in suspension from riding the bus from 1 day up to suspension from bus riding privileges for up to an entire school year.

Students who have been suspended from school cannot ride the bus until the day they are due back in school. Once students have gotten on the bus, they will stay on that bus until they arrive at their school.

CONTACT WITH STUDENTS WHILE AT SCHOOL

CONTACT BY PARENTS

Parents wishing to speak to their children during the school day shall register first with the office.

CONTACT BY NON-CUSTODIAL PARENTS

If there is any question concerning the legal custody of the student, the custodial parent shall present documentation to the principal or his/her designee establishing the parent’s custody of the student. It shall be the responsibility of the custodial parent to make any court ordered “no contact” or other restrictions regarding the non-custodial parent known to the principal by presenting a copy of a file-marked court order. Without such a court order on file, the school will release the child to either of his/her parents. Non-custodial parents who file with the principal a date-stamped copy of current court orders granting visitation may eat lunch, volunteer in their child’s classroom, or otherwise have contact with their child during school hours and the prior approval of the school’s principal. Such contact is subject to the limitations outlined in Policy 4.16, Policy 6.5, and any other policies that may apply.

Unless prior arrangements have been made with the school’s principal, Arkansas law provides that the transfer of a child between his/her custodial parent and non-custodial parent, when both parents are present, shall not take place on the school’s property on normal school days during normal hours of school operation.

CONTACT BY LAW ENFORCEMENT, SOCIAL SERVICES, OR BY COURT ORDER

State Law requires that Department of Human Services employees, local law enforcement, or agents of the Crimes Against Children Division of the Department of Arkansas State Police, may interview students without a court order for the purpose of investigating suspected child abuse. In instances where the interviewers deem it necessary, they may exercise a “72-hour hold” without first obtaining a court order. Other questioning of students by non-school personnel shall be granted only with a court order directing such questioning, with permission of the parents of a student (or the student if above eighteen [18] years of age), or in response to a subpoena or arrest warrant.

If the District makes a report to any law enforcement agency concerning student misconduct or if access to a student is granted to a law enforcement agency due to a court order, the principal or the principal’s designee shall make a good faith effort to contact the student’s parent, legal guardian, or other person having lawful control by court order, or person acting in loco parentis identified on student enrollment forms. The principal or the principal’s designee shall not attempt to make such contact if presented documentation by the investigator that notification is prohibited because a parent, guardian, custodian, or person standing in loco parentis is named as an alleged offender of the suspected child maltreatment. This exception applies only to interview requests made by a law enforcement officer, an investigator of the Crimes Against Children Division of the Department of Arkansas State Police, or an investigator or employee of the Department of Human Services.

In instances other than those related to cases of suspected child abuse, principals must release a student to either a police officer who presents a subpoena for the student, or a warrant for arrest, or to an agent of state social services or an agent of a court with jurisdiction over a child with a court order signed by a judge. Upon release of the student, the principal or designee shall give the student’s parent, legal guardian, or other person having lawful control by court order, or person...
acting in loco parentis notice that the student has been taken into custody by law enforcement personnel or a state's social services agency. If the principal or designee is unable to reach the parent, he or she shall make a reasonable, good faith effort to get a message to the parent to call the principal or designee, and leave both a day and an after-hours telephone number.

Closed Campus All schools in the District shall operate closed campuses. Students are required to stay on campus from their arrival until dismissal at the end of the regular school day. Students may be given permission to leave the campus by a school official and must sign out in the office upon their departure.

Signing Out/In Any student that leaves campus before the school day ends must have parent/guardian sign them out in the office. Students arriving late or returning to campus must sign in at the office.

Student Visitors The board strongly believes that the purpose of school is for learning. Social visitors, generally, disrupt the classroom and interfere with learning that should be taking place. Therefore, visiting with students at school is strongly discouraged, unless approved by the principal and scheduled in advance. This includes visits made by former students, friends, and/or relatives of teachers or students. Any visitation to the classroom shall be allowed only with the permission of the school principal and all visitors must first register at the office.

Persistent Disregard for School Rules A student who persists in acts of misconduct after reasonable efforts have been made by the school to secure the student's adherence to the established rules shall be recommended for expulsion.

Efforts toward behavior modification will be prior to recommendation for expulsion except when very serious offenses have been committed.

Discipline for Handicapped Students The Ozark School District will discipline students with disabilities in the same manner the district disciplines other students unless the Individual Education Plan (IEP) requires alternative actions.

CORPORAL PUNISHMENT

Corporal punishment may be administered to students, by certified personnel, in the presence of a school administrator, or his/her designee.

- It may be administered only for cause.
- It will not be administered in the presence of other students.
- It will not be administered with malice, with anger, or in excess. Students will receive no more than three (3) licks with a wooden paddle.
- Before corporal punishment is administered, the student shall be advised of the reason for his/her punishment in the presence of the witness. The student shall be given an opportunity to state their position if he/she claims innocence. (School officials are not required to hold formal hearings prior to corporal punishment.)
- If a student refuses to choose a punishment, In School Suspension or Out Of School Suspension will be assigned by the principal or the principal’s designee.
- The principal shall be notified and a written report will be filed in the office on the day of the incident.

COMMUNICABLE DISEASES AND PARASITES

Students with communicable diseases or with parasites shall demonstrate respect for other students by not attending school while they are contagious. In some instances, a letter from a health care provider may be required prior to the student being readmitted to the school.

The parents or legal guardians of students found to have live lice or nits will be asked to pick their child up at school. The parents or legal guardians will be given information concerning the eradication and control of head lice. Before students may be readmitted following an absence due to head lice, the school nurse or designee shall examine the student to make sure they are free of any lice or nits.

Each school may conduct screenings of students for head lice as needed. The screenings shall be conducted in a manner that respects the confidentiality of each student.

COMPLAINTS AND GRIEVANCES

If a person has a complaint or grievance concerning a policy or staff member of the Ozark School District, the following procedure shall be followed:

1. An individual who feels that he/she has a grievance should present the matter orally or in writing to the individual staff member. A conference should be scheduled between the parties.
2. If an individual feels the complaint or grievance is unresolved after the first step, the person may request a meeting with the building principal.
3. If an individual feels the complaint or grievance is unresolved after the second step, the person may request a meeting with the Superintendent.

IN SCHOOL SUSPENSION

In school suspension (ISS) is the removal of a student from his/her regular class and placement in the student detention center for a period of time determined by the principal or his/her designee. It is intended as a disciplinary consequence in lieu of paddling or suspension from school. Students assigned to in school suspension will not be counted absent from school and will be given credit for work done while serving in school suspension. Students assigned to in school suspension will report to the student detention center with all required school materials upon arrival at school and do the work assigned by their regular classroom teacher as well as work assigned by ISS instructor (ie Daily essay and copy of ISS rules). Any profane language in work assigned or violation of school rules while in ISS will result in immediate out of school suspension. Failure to work on given assignments will result in additional days or out of school suspension. Students will not be allowed to talk, sleep, eat snacks, or disturb class in any manner. They will have two scheduled restroom breaks, one in the morning and another in the afternoon. Students assigned to In SchoolSuspension will eat lunch from 10:40-11:10 am. They will each sit at an individual table and not communicate with others in the cafeteria. They will not have access to chip, drink, or candy machines at school, and food or drinks are not allowed in the student detention center. If a student assigned to in school suspension is checked out of school early, the time missed in ISS must be made up when the student returns to school. A student assigned to ISS will not be allowed to participate in concerts, assemblies, athletic events, dances, extracurricular activities, etc on the days assigned to ISS, unless approved by the principal. Students who fail to comply with the rules for in school suspension will be subject to other disciplinary action. Students assigned to ISS will complete the ISS attendance and assignments before returning to school. A student who agrees to ISS cannot change his/her mind to take OSS instead. If you are suspended from ISS, you will complete the ISS assignment before returning to school.

EMERGENCY SUSPENSION OF A STUDENT FROM CLASS BY TEACHER

A teacher may dismiss any pupil from class. The teacher shall, when feasible, accompany the student to the office of the principal and shall, as soon as practical, file with the principal a written statement of the reason or reasons for the pupil’s dismissal from class. The principal or his designee shall determine whether to reinstate the pupil in class, reassign them, or take other disciplinary action.

BEHAVIOR NOT CONSIDERED IN STATED POLICIES

The Ozark School District reserves the right to pursue legal or disciplinary action for behavior which is subversive to good order and discipline in the schools even though such behavior may not be specified in the preceding written rules.
Hillbilly Pride Runs Deep!
(1st four letters in the OHS alphabet: HPRD)

SCHOOL COLORS:......................................Purple and Gold
SCHOOL EMBLEM:.......................................The Hillbilly

ALMA MATER
Our own dear Ozark High School, hail to thee.
We love thy morals high,
The purple, gold, and the standards you set,
All pointing to the sky!
Thy bonds of friendship and of loyalty,
Will keep us true till we die.
Standards always fair, ever shine like jewels rare,
Our Alma Mater, Ozark High!

(It is requested by the Ozark High School Student Council, that every Hillbilly student be prepared to sing the first stanza of the Alma Mater whenever necessary)

Thy name we love and never cease to cheer.
O Alma Mater dear,
Here we sing and our tribute we bring.
Loud let the echoes ring.
We love thy walls, thy campus and thy halls.
Honor to us ever calls.
From our high school dear,
Comes to us through all the years, Our Alma Mater High.

GRADING

Parents or guardians shall be kept informed concerning the progress of their student. Parent-teacher conferences are encouraged and may be requested by parents, guardians, or teachers. If the progress of a student is unsatisfactory in a subject, the teacher shall attempt to schedule a parent-teacher conference. In the conference, the teacher shall explain the reasons for difficulties and shall develop, cooperatively with the parents, a plan for remediation which may enhance the probability of the student succeeding. The school shall also send timely progress reports and issue grades for each nine-week grading period to keep parents/guardians informed of their student's progress.

The evaluation of each student’s performance on a regular basis serves to give the parents/guardians, students, and the school necessary information to help effect academic improvement. Students’ grades shall reflect only the extent to which a student has achieved the expressed educational objectives of the course.

The grades of a child in foster care shall not be lowered due to an absence from school due to:
(1) A change in the child's school enrollment;
(2) The child's attendance at a dependency-neglect court proceeding; or
(3) The child's attendance at court-ordered counseling or treatment.

The grading scale for all schools in the district shall be as follows.

\[
\begin{array}{|c|c|c|c|c|}
\hline
\text{Grade} & \text{Points} \\
\hline
\text{A} & 100 - 90 \\
\text{B} & 89 - 80 \\
\text{C} & 79 - 70 \\
\text{D} & 69-60 \\
\hline
\end{array}
\]

F = 59 and below

For the purpose of determining grade point averages, the numeric value of each letter grade shall be

\[
\begin{array}{|c|}
\hline
\text{Grade} & \text{Points} \\
\hline
\text{A} & 4 points \\
\text{B} & 3 points \\
\text{C} & 2 points \\
\text{D} & 1 point \\
\text{F} & 0 points \\
\hline
\end{array}
\]

The grade point values for Advanced Placement (AP), International Baccalaureate (IB), and approved honor courses shall be one point greater than for regular courses with the exception that an F shall still be worth 0 points.

The final grades of students who transfer in for part of a semester will be determined by blending the grades earned in the district with those earned outside the district. Each final grade will be the sum of the percentage of days in the grading period transferred from outside the district times the transferred grade from outside the district plus the percentage of days in the grading period while in the district times the grade earned in the district.

For example: The grading period had 40 days. A student transferred in with a grade of 83% earned in 10 days at the previous school. The student had a grade of 75% in our district’s school earned in the remaining 30 days of the grading period. 10 days is 25% of 40 days while 30 days is 75% of 40 days. Thus the final grade would be \( .25 (83) + .75 (73) = 75.5\% \).

ADVANCED PLACEMENT, INTERNATIONAL BACCALAUREATE, and HONORS COURSES

Students in grades 7-12 who take advanced placement courses, International Baccalaureate courses, or honors or concurrent credit college courses approved for weighted credit by the Arkansas Department of Education shall be graded according to the following schedule.

\[
\begin{array}{|c|c|c|}
\hline
\text{Grade} & \text{Points} \\
\hline
\text{A} & 100 - 90 \\
\text{B} & 89 - 80 \\
\text{C} & 79 - 70 \\
\text{D} & 69-60 \\
\hline
\end{array}
\]

F = 59 and below

For the purpose of determining grade point averages, the numeric value of each letter grade shall be

\[
\begin{array}{|c|}
\hline
\text{Grade} & \text{Points} \\
\hline
\text{A} & 5 points \\
\text{B} & 4 points \\
\text{C} & 3 points \\
\text{D} & 2 point \\
\text{F} & 0 points \\
\hline
\end{array}
\]

For a student to be eligible to receive weighted credit for an AP, or IB course, the student's course must have been taught by an Arkansas licensed teacher who has received the appropriate training required by Arkansas statute and ADE Rule or, for an AP teacher, is in the process of completing an Additional Training Plan.

Additionally, for students taking AP or International Baccalaureate courses to receive weighted credit they must take the applicable AP or IB examination after completing the entire course. Credit shall be given for each grading period during the course of the year, but shall be retroactively removed from a student’s grade for any course in which the student fails to take the applicable AP exam. Students who do not take the AP exam shall receive the same numeric value for the grade he/she receives in the course as if it were a non-AP course.
“Honors Courses” are those courses that have been approved by a Department of Education Committee as honors courses. Honors courses must stress higher order learning and be offered in addition to curriculum offerings required by the Standards for Accreditation, Arkansas Public Schools.

Students who transfer into the district will be given weighted credit for the Advanced Placement courses, International Baccalaureate courses, honors courses approved by the Arkansas Department of Education, and concurrent college courses taken for weighted credit at his/her previous school(s) according to the preceding scale.

Progress Reports and Report Cards: Progress reports will be given to students after 4 ½ weeks of each 9-12 grading period.

Report Cards will be given to students following each grading period, but they are not mailed unless student bring a self addressed stamped envelope.

Participation in Extracurricular Activities. Students must meet eligibility requirements established by the Arkansas Activities Association. If a student is absent from school for part of a day or all day they may not participate in a school activity unless permission is granted by the principal.

HOMEWORK
Homework is considered to be part of the educational program of the District. Assignments shall be an extension of the teaching/learning experience that promotes the student’s educational development. As an extension of the classroom, homework must be planned and organized and should be viewed by the students as purposeful.

Teachers should be aware of the potential problem students may have completing assignments from both teachers and vary the amount of homework they give from day to day.

Parents shall be notified of this policy at the beginning of each school year.

Academic Improvement Plan
In compliance with Act 35 of 2003, the Ozark School District will notify parents and/or guardians through the School Handbook and available conferences of students that will be participating in Academic Improvement Plans. The Academic Improvement Plan shall describe the parent’s role and responsibilities as well as the consequences for the student’s failure to participate in the plan. Academic Improvement Plans are for students who fail to achieve at the proficient level on the state mandated criterion referenced test. Failure to participate with AIP may result in not receiving credit.

ACADEMIC INFORMATION CONCERNING ATTENDANCE REQUIREMENTS FOR STUDENTS IN GRADES 9 – 12:

Students in grades nine through twelve (9-12) are required to schedule and attend at least 350 minutes of regularly scheduled class time daily. Part of this requirement may be met by students taking post-secondary courses. Eligible students’ enrollment and attendance at a post-secondary institution shall count toward the required weekly time of school attendance. Each credit hour shall count as three (3) hours of attendance time. This means a three (3) hour course shall count as nine (9) hours of the weekly required time of attendance.

Entrance Requirements: To enroll in a school in the District, the child must be a resident of the District as defined in District policy (4.1—RESIDENCE REQUIREMENTS), meet the criteria outlined in policy 4.40—HOMELESS STUDENTS or in policy 4.52—STUDENTS WHO ARE FOSTER CHILDREN, be accepted as a transfer student under the provisions of policy 4.4, or participate under a school choice option and submit the required paperwork as required by the choice option.

Students may enter kindergarten if they will attain the age of five (5) on or before August 1 of the year in which they are seeking initial enrollment. Any student who has been enrolled in a state-accredited or state-approved kindergarten program in another state for at least sixty (60) days, who will become five (5) years old during the year in which he/she is enrolled in kindergarten, and who meets the basic residency requirement for school attendance may be enrolled in kindergarten upon written request to the District.

Any child who will be six (6) years of age on or before October 1 of the school year of enrollment and who has not completed a state-accredited kindergarten program shall be evaluated by the district and may be placed in the first grade if the results of the evaluation justify placement in the first grade and the child’s parent or legal guardian agrees with placement in the first grade; otherwise the child shall be placed in kindergarten.

Any child may enter first grade in a District school if the child will attain the age of six (6) years during the school year in which the child is seeking enrollment and the child has successfully completed a kindergarten program in a public school in Arkansas.

Any child who has been enrolled in the first grade in a state-accredited or state-approved elementary school in another state for a period of at least sixty (60) days, who will become age six (6) years during the school year in which he/she is enrolled in grade one (1), and who meets the basic residency requirements for school attendance may be enrolled in the first grade.

Students who move into the District from an accredited school shall be assigned to the same grade as they were attending in their previous school (mid-year transfers) or as they would have been assigned in their previous school. Home-schooled students shall be evaluated by the District to determine their appropriate grade placement.

The district shall make no attempt to ascertain the immigration status, legal or illegal, of any student or his/her parent or legal guardian presenting for enrollment.

Prior to the child’s admission to a District school:

1. The parent, guardian, or other responsible person shall furnish the child’s social security number, or if they request, the district will assign the child a nine (9) digit number designated by the department of education.

2. The parent, guardian, or other responsible person shall provide the district with one (1) of the following documents indicating the child’s age:
   a. A birth certificate;
   b. A statement by the local registrar or a county recorder certifying the child’s date of birth;
   c. An attested baptismal certificate;
   d. A passport;
   e. An affidavit of the date and place of birth by the child’s parent or guardian;
   f. United States military identification; or
   g. Previous school records.

3. The parent, guardian, or other responsible person shall indicate on school registration forms whether the child has been expelled from school in any other school district or is a party to an expulsion proceeding. The Board of Education reserves the right, after a hearing before the Board, not to allow any person who has been expelled from another school district to enroll as a student until the time of the person’s expulsion has expired.

4. The child shall be age appropriately immunized from poliomyelitis, diphtheria, tetanus, pertussis, red (rubella) measles, rubella, and other diseases as designated by the State Board of Health, or have an exemption issued by the Arkansas Department of Health. Proof of immunization shall be by a certificate of a licensed physician or a public health department acknowledging the immunization. Exemptions are also possible on an annual basis for religious reasons from the Arkansas Department of Health. To continue such exemptions, they must be renewed at the beginning of each school year. A child enrolling in a district school and living in the household of a person on active military duty has 30 days to receive his/her initial required immunizations and 12 months to be up to date on the required immunizations for the student’s age.
A student enrolled in the District who has an immunization exemption may be removed from the school during an outbreak of the disease for which the student is not vaccinated at the discretion of the Arkansas Department of Health. The student may not return to the school until the outbreak has been resolved and the student’s return to the school is approved by the Arkansas Department of Health.

Uniformed Services Member’s Children
For the purposes of this policy, “active duty members of the uniformed services” includes members of the National Guard and Reserve on active duty, 5 orders pursuant to 10 U.S.C. Section 1209 and 1211; “uniformed services” means the Army, Navy, Air Force, Marine Corps, Coast Guard as well as the Commissioned Corps of the National Oceanic and Atmospheric Administration, and Public Health Services; “veteran” means: a person who served in the uniformed services and who was discharged or released there from under conditions other than dishonorable.

This policy applies to children of: active duty members of the uniformed services; members or veterans of the uniformed services who are severely injured and medically discharged or retired for a period of one (1) year after medical discharge or retirement; and members of the uniformed services who die on active duty or as a result of injuries sustained on active duty for a period of one (1) year after death.

An eligible child as defined in this policy shall:
1. be allowed to continue his/her enrollment at the grade level commensurate with his/her grade level he/she was in at the time of transition from his/her previous school, regardless of age;
2. be eligible for enrollment in the next highest grade level, regardless of age if the student has satisfactorily completed the prerequisite grade level in his/her previous school;
3. enter the District’s school on the validated level from his/her previous accredited school when transferring into the District after the start of the school year;
4. be enrolled in courses and programs the same as or similar to the ones the student was enrolled in his/her previous school to extent that space is available. This does not prohibit the District from performing subsequent evaluations to ensure appropriate placement and continued enrollment of the student in the courses and/or programs;
5. be provided services comparable to those the student with disabilities received in his/her previous school based on his/her previous Individualized Education Program (IEP). This does not preclude the District school from performing subsequent evaluations to ensure appropriate placement of the student;
6. make reasonable accommodations and modifications to address the needs of an incoming student with disabilities, subject to an existing 504 or Title II Plan, necessary to provide the student with equal access to education. This does not preclude the District school from performing subsequent evaluations to ensure appropriate placement of the student;
7. be enrolled by an individual who has been given the special power of attorney for the student’s guardianship. The individual shall have the power to take all actions required by parental participation and/or consent;
8. be eligible to continue attending District schools if he/she has been placed under the legal guardianship of a noncustodial parent living outside the district by a custodial parent on active military duty.

Study Halls. Students may be assigned to no more than one (1) class period each day for a study hall that the student shall be required to attend and participate in for the full period. Such study halls are to be used for the purposes of self-study or for organized tutoring which is to take place in the school building.

Extracurricular Classes. Students may be assigned to no more than one (1) class period each day for organized and scheduled student extracurricular classes that the student shall be required to attend and participate in for the full period. Extracurricular classes related to a seasonal activity shall meet for an entire semester whether or not the season ends prior to the end of the semester. Students must attend and participate in the class for the entire semester in order to receive credit for the course. For the purpose of this policy, extracurricular classes is defined as school sponsored activities which are not an Arkansas Department of Education approved course counting toward graduation requirements or classes that have not been approved by the Arkansas Department of Education for academic credit. Such classes may include special interest, fine arts, technical, scholastic, intramural, and interscholastic opportunities.

Course Enrollment Outside of District. Enrollment and attendance in vocational-educational training courses, college courses, school work programs, and other department-sanctioned educational programs may be used to satisfy the student attendance requirement even if the programs are not located at the public schools. Attendance in such alternative programs must be pre-approved by the school’s administration. The district shall strive to assign students who have been dropped from a course of study or removed from a school work program job during the semester into another placement or course of study. In the instances where a subsequent placement is unable to be made, the district may grant a waiver for the student for the duration of the semester in which the placement is unable to be made.

In rare instances, students may be granted waivers from the mandatory attendance requirement if they would experience proven financial hardships if required to attend a full day of school. For the purpose of this policy, proven financial hardships is defined as harm or suffering caused by a student’s inability to obtain or provide basic life necessities of food, clothing, and shelter for the student or the student’s family. The superintendent shall have the authority to grant such a waiver, on a case-by-case basis, only when convinced the student meets the definition of proven financial hardships.

SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS
All students are required to participate in the Smart Core curriculum unless their parents or guardians, or the students if they are 18 years of age or older, sign a Smart Core Waiver Form to not participate. While Smart Core is the default option, both a Smart Core Informed Consent Form and a Smart Core Waiver Form will be sent home with students prior to their enrolling in seventh grade, or when a 7-12 grade student enrolls in the district for the first time and there is not a signed form in the student’s permanent record. Parents must sign one of the forms and return it to the school so it can be placed in the students’ permanent records. This policy is to be included in student handbooks for grades 6-12 and both students and parents must sign an acknowledgement they have received the policy. Those students not participating in the Smart Core curriculum will be required to fulfill the Core curriculum or the requirements of their IEP (when applicable) to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians prior to the time they are required to sign the consent forms.

While there are similarities between the two curriculums, following the Core curriculum may not qualify students for some scholarships and admission to certain colleges could be jeopardized. Students initially choosing the Core curriculum may subsequently change to the Smart Core curriculum providing they would be able to complete the required course of study by the end of their senior year. Students wishing to change their choice of curriculums must consult with their counselor to determine the feasibility of changing.

This policy, the Smart Core curriculum, and the courses necessary for graduation shall be reviewed by staff, students, and parents at least every other year to determine if changes need to be made to better serve the needs of the district’s students. The superintendent, or his/her designee, shall select the composition of the review panel.

Sufficient information relating to Smart Core and the district’s graduation requirements shall be communicated to parents and students to ensure their informed understanding of each. This may be accomplished through any or all of the following means:

• Inclusion in the student handbook of the Smart Core curriculum and graduation requirements;
• Discussion of the Smart Core curriculum and graduation requirements at the school’s annual public meeting, PTA meetings, or a meeting held specifically for the purpose of informing the public on this matter;
• Discussions held by the school’s counselors with students and their parents; and/or
• Distribution of a newsletter(s) to parents or guardians of the district’s students.
Beginning with the class of 2017 one additional credit of Computer Business Applications is required.

CORE: Sixteen (16) units

English: four (4) units – 9, 10, 11, and 12 (a senior may take Comp I & II in place of SR English)

Oral Communications: one-half (1/2) unit

Mathematics: four (4) units
- Algebra or its equivalent* - 1 unit
- Geometry or its equivalent* - 1 unit
- All math units must build on the base of algebra and geometry knowledge and skills.
- (Comparable concurrent credit college courses may be substituted where applicable)

*A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four (4) unit requirement.

Science: three (3) units
- at least one (1) unit of biology or its equivalent
- one (1) unit of a physical science

Social Studies: three (3) units
- Civics one-half (1/2) unit
- World history, one (1) unit
- American History, one (1) unit

Physical Education: one-half (1/2) unit
Note: While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (1/2) unit

Economics – one half (½) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.

Fine Arts: one-half (1/2) unit

Beginning with the class of 2017 one additional credit of Computer Business Applications is required.

CORE: Sixteen (16) units

English: four (4) units – 9, 10, 11, and 12 (a senior may take Comp I & II in place of SR English)

Oral Communications: one-half (1/2) unit

Mathematics: four (4) units
- Algebra or its equivalent* - 1 unit
- Geometry or its equivalent* - 1 unit
- All math units must build on the base of algebra and geometry knowledge and skills.
- (Comparable concurrent credit college courses may be substituted where applicable)

*A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four (4) unit requirement.

Science: three (3) units
- at least one (1) unit of biology or its equivalent
- one (1) unit of a physical science

Social Studies: three (3) units
- Civics one-half (1/2) unit
- World history, one (1) unit

Fine Arts: one-half (1/2) unit
• American History, one (1) unit

Physical Education: one-half (1/2) unit
Note: While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (1/2) unit

Economics – one half (1/2) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.

Fine Arts: one-half (1/2) unit

Beginning with the class of 2017 one additional credit of Computer business Applications is required.

CAREER FOCUS: - Six (6) units

All career focus unit requirements shall be established through guidance and counseling based on the student’s contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.

The Core and career focus units must total at least twenty-two (22) units to graduate. Additionally, the district requires 2 units for a total of 24 units to graduate which may be taken from any electives offered by the district.

Classification of Students:

Freshman-successfully completed the 8th grade
Sophomore-completed at least 3 ½ credits (or English I and another unit from the math/science/social studies curriculum).
Junior-completed at least 8 credits in two years.
Seniors-must be enrolled in enough courses to meet graduation requirements.

Advanced Placement Courses. Advanced Placement (AP) courses taught at OHS include AP English, AP Biology and AP Calculus, and AP World Geography.

Advanced Placement English. If class size dictates, the English department will use this policy for determining honor students.

Students with an “A” average in 9th grade Honors/Advanced Placement English (or previous year 10th or 11th) will be selected first. Students with a “B” average will be considered according to their ranking (average) and room availability. Students in regular English will be considered with an “A” average and room availability. Only seniors are eligible for AP English.

Advanced Placement Biology
Students who have an “A” in Biology I and Chemistry I will be considered first. Students with a “B” in Biology I and Chemistry I will be considered next along with room availability. Only seniors are eligible for AP Biology.

Advanced Placement Calculus
Students with an “A” average in Geometry Honors or Geometry B, Algebra II, and Advanced Math/Trig will be considered first. Students with a “B” average in Geometry Honors or Geometry B, Algebra II, and Advanced Math/Trig will be considered next and room availability.

On 2 and 3, teacher recommendation based on percentage, motivation, and behavior will be included.

Schedule Changes. Changes in student schedules may be made within the first week of each semester. Any schedule change after the first week of a semester must be approved by the principal or the principal’s designee.

Auditing a Course. Students may elect to audit an Honor course for no credit with the following restrictions:

The student must be performing below 70% work in the course. The decision can only be made during the immediate two weeks following the beginning of a semester, subject to disciplinary measures for insubordination. Required courses may not be audited.

Repeating a Course. Students repeating a course will have both grades recorded for purpose of class rank and computing grade point average. However, the student will only receive one course credit toward graduation. The only exception to the above is Algebra 1 taken in 8th grade. The course may be repeated in grades 9 or 10 and replace the 8th grade course entirely.

CONCURRENT CREDIT

A ninth through twelfth grade student who successfully completes a college course(s) from an institution approved by the Arkansas Department of Education shall be given credit toward high school grades and graduation at the rate of one high school credit for each three (3) semester hours of college credit. Unless approved by the school’s principal, prior to enrolling for the course, the concurrent credit shall be applied toward the student’s graduation requirements as an elective.

A student who takes a three-semester hour remedial/developmental education course, as permitted by the ADE Rules Governing Concurrent College and High School Credit, shall be the equivalent of one-half unit of credit for a high school career focus elective. The remedial/developmental education course cannot be used to meet the core subject area/unit requirements in English and mathematics.

Participation in the concurrent high school and college credit program must be documented by a written agreement between:

• The District’s student, and his or her parent(s) or guardian(s) if the public school student is under the age of eighteen (18);
• The District; and
• The publicly supported community college, technical college, four-year college or university, or private institution the student attends to take the concurrent credit course.

Students will retain credit earned through the concurrent credit program which was applied toward a course required for high school graduation from a previously attended, accredited, public school.

Outside Credits. College and technical school courses will count as elective credits for graduation purposes. A three hour college or technical course counts as 1 high school unit. For any outside course to count as a required graduation credit, it must be approved by the principal before the class begins. Outside courses (other than those recognized in the handbook as Honors Courses) are not honors courses, regardless of course title.

Correspondence Courses. Correspondence courses through an approved school may also be used as elective credits. For any course to count as a required credit for graduation it must be approved by the principal before enrollment in the course. Students currently enrolled in grades 9-12 but have not completed graduation requirements may be granted permission by the principal to exceed the one credit limit.
Petitions. A petition may not be circulated in a school building without prior approval of the superintendent of schools and the building principal. For additional information on distribution of publications refer to the students rights, responsibilities and limitations section of the student handbook.

Student Discipline Policy. Ozark School District will develop and update yearly written student discipline policies in compliance with the guidelines established by the Department of Education. The discipline policies will be written in the school’s student handbook, and the handbook will be adopted by a vote of the Board of Education. The principal will be responsible for distributing the student handbook and keeping written documentation of student and parent receipt of the handbook.

School Insurance. The Ozark School District provides a supplemental insurance policy for students. Supplemental insurance will pay after and above what the student’s regular insurance will pay. Supplemental insurance may not cover the entire cost of medical bills. The Ozark School District assumes no liability whatsoever beyond the limits of the insurance policy.

Counting Outside Credits
College and Technical School courses will count as an elective credit for graduation purposes. A 3 hour college or technical course counts as 1 high school unit. For any outside course to count as a required graduation credit, it must be approved by the principal before the class begins.

Correspondence courses through an approved school may also be used as an elective credit. For any course to count as a required graduation credit, it must be approved by the principal before enrollment in the course. Students currently enrolled in grades 9-12 are limited to one unit of correspondence course credit. Individuals that have attended grades 9-12 but have not completed graduation requirements may be granted permission by the principal to exceed the one credit limit.

Physical Education Credit: may be obtained by the following means:
1. Take the approved physical education course.
2. Be in athletics or cheerleading an entire year in grades 9-12, during the school day.
3. Be in athletics after school for an entire year and meet all requirements as established by the coach. Sports which meet only a portion of a semester do not alone meet this requirement but may in combination with other sports satisfy this requirement. The decision of the principal in regard to any situation is final. (2 & 3 must meet requirements as established by state PE standards).

Math and Science School Seniors - Act 1326 of 1997:
Students who attended school at the Ozark School District prior to acceptance to the Arkansas School for Mathematics and Sciences may elect to participate in graduation activities the year they graduate, including prom and all graduation activities.

Students attending the Math and Science school will be sent a questionnaire at the beginning of their fourth year of high school in which they are to indicate which activities they plan to attend. The questionnaire will be sent to the last address of record in school district records. Failure to return the questionnaire by October 1 will constitute a waiver of the election to participate in any activities.

Math and Science students will be responsible for the costs of these activities to the same extent as Ozark students, and agree by participating to abide by the Student Handbook of the Ozark school district at these functions. Math and Science students who violate provisions of the Student Handbook at senior activities may be barred from attending one or more future events upon recommendation of the senior high school principal, subject to appeal to the superintendent, whose decision shall be final.

Math and Science students who participate in the graduation ceremony are not eligible to be recognized as valedictorian or salutatorian, but upon presentation of an official transcript from the Math and Science School by May 1 will be recognized as honor graduates if appropriate and based on the criteria of the Ozark School District for honor graduates. Math and Science students who choose to participate in graduation ceremonies will not receive diplomas issued by the Ozark School District, but will instead be presented with certificates of recognition.

HONORS AND AP COURSES
* To be an Honor Graduate (beginning with the Class of 2014, all classes prior will be seven) you must take a minimum ten courses from the following list and graduate with a minimum of 3.30 GPA (on a 4.0 GPA scale)

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>English II(H)</td>
<td>Pre AP Chemistry I</td>
</tr>
<tr>
<td>Pre AP English (Jrs only)</td>
<td>AP Chemistry</td>
</tr>
<tr>
<td>AP English IV</td>
<td>Physics</td>
</tr>
<tr>
<td>College Composition I &amp; 2</td>
<td>Pre AP Freshmen English</td>
</tr>
<tr>
<td>College Algebra/Trigonometry</td>
<td>AP American History</td>
</tr>
<tr>
<td>Global Studies</td>
<td>Pre AP Geometry (Freshmen only)</td>
</tr>
<tr>
<td>Pre AP World History</td>
<td>English I (H)</td>
</tr>
<tr>
<td>Advanced Math</td>
<td>AP Geography</td>
</tr>
<tr>
<td>AP Calculus</td>
<td>Oral Communication II</td>
</tr>
<tr>
<td>Pre AP Pre Cal/Trig</td>
<td>Computer Programming</td>
</tr>
</tbody>
</table>

College Days: Seniors are allowed two days to visit college campuses. Campus visits must be prearranged through the counselor’s office with the permission of the school. These days may not be taken during 9 week or semester test week. The first college day during the spring semester will not count against semester test exemptions if the student followed the above guidelines in making the visit.

Graduation Ceremonies. Students will conform to the reasonable request of school officials regarding dress and decorum for graduation ceremonies. No senior will be allowed to walk the line who is more than one unit from graduation. Salutatorian and Valedictorian will be designated by a wide yellow sash. Honor Graduates will be designated by yellow tassels. All other graduates will be designated by purple tassels.

The only cords to be worn at the ceremony will be those that recognize academic achievement such as Beta Club or National Honor Society.

Exchange Students. Exchange students will not be included for the purpose of class rank and honor graduates.

Early Graduation. Students may petition the Board of Education for early graduation following the second year of high school (tenth grade year) if certain criteria are met. The student must have at least 14 credits at the end of their second year of high school and have not failed any core course in math, science, English, or social studies. The student must petition the Board before the beginning of the third year of high school. The student may participate in graduation exercises and other senior activities with the upcoming senior class. The student may be an honor graduate but may not be the valedictorian or salutatorian. The student may only obtain senior English through the school curriculum and must enroll either in college or correspondence courses to obtain the remaining credit or credits for graduation.

For students that decide to graduate after the end of their third year of high school (eleventh grade year) but want to complete requirements before the beginning of their fourth year of high school, they must notify the principal in writing before the end of their third year in high school. These students must have 21 or more credits and lack only English IV. The senior English credit may only be fulfilled by correspondence courses approved by Ozark Public Schools and Ozark must be allowed to proctor all exams. These students may participate only in graduation exercises. They may be honor graduates but not valedictorian or salutatorian. All other senior activities are not available to these students. Should the student chose to not walk at Graduation, the diploma will be awarded when all requirements are met, if allowed by state law. If the student chooses to walk in Graduation, the diploma will be held until that time.
STUDENT PUBLICATIONS AND THE DISTRIBUTION OF LITERATURE

Student Publications

All publications that are supported financially by the school or by use of school facilities, or are produced in conjunction with a class shall be considered school-sponsored publications. School publications do not provide a forum for public expression. Such publications, as well as the content of student expression in school-sponsored activities, shall be subject to the editorial control of the District’s administration whose actions shall be reasonably related to legitimate pedagogical concerns and adhere to the following limitations.

1. Advertising may be accepted for publications that does not condone or promote products that are inappropriate for the age and maturity of the audience or that endorses such things as tobacco, alcohol, or drugs.

2. Publications may be regulated to prohibit writings which are, in the opinion of the appropriate teacher and/or administrator, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.

3. Publications may be regulated to refuse to publish material which might reasonably be perceived to advocate drug or alcohol use, irresponsible sex, or conduct otherwise inconsistent with the shared values of a civilized social order, or to associate the school with any position other than neutrality on matters of political controversy.

4. Prohibited publications include:
   a. Those that are obscene as to minors;
   b. Those that are libelous or slanderous, including material containing defamatory falsehoods about public figures or governmental officials, which are made with knowledge of their falsity or reckless disregard of the truth;
   c. Those that constitute an unwarranted invasion of privacy as defined by state law,
   d. Publications that suggest or urge the commission of unlawful acts on the school premises;
   e. Publications which suggest or urge the violation of lawful school regulations;
   f. Hate literature that scurrilously attacks ethnic, religious, or racial groups.

Student Publications on School Web Pages

Student publications that are displayed on school web pages shall follow the same guidelines as listed above plus they shall

1. Not contain any non-educational advertisements. Additionally, student web publications shall;

2. Adhere to the restrictions regarding use of Directory Information as prescribed in Policy 4.13 including not using a student’s photograph when associated with the student’s name unless written permission has been received from the student’s parent or student if over the age of 18.

3. State that the views expressed are not necessarily those of the School Board or the employees of the district.

Student Distribution of Nonschool Literature, Publications, and Materials

A student or group of students who distribute ten (10) or fewer copies of the same nonschool literature, publications, or materials (hereinafter “nonschool materials”), shall do so in a time, place, and manner that does not cause a substantial disruption of the orderly education environment. A student or group of students wishing to distribute more than ten (10) copies of nonschool materials shall have school authorities review their nonschool materials at least three (3) school days in advance of their desired time of dissemination. School authorities shall review the nonschool materials, prior to their distribution and will bar from distribution those nonschool materials that are obscene, libelous, pervasively indecent, or advertise unlawful products or services. Material may also be barred from distribution if there is evidence that reasonably supports a forecast that a substantial disruption of the orderly operation of the school or educational environment will likely result from the distribution. Concerns related to any denial of distribution by the principal shall be heard by the superintendent, whose decision shall be final.

The school principal or designee shall establish reasonable regulations governing the time, place, and manner of student distribution of nonschool materials.

The regulations shall:

1. Be narrowly drawn to promote orderly administration of school activities by preventing disruption and may not be designed to stifle expression;

2. Be uniformly applied to all forms of nonschool materials;

3. Allow no interference with classes or school activities;

4. Specify times, places, and manner where distribution may and may not occur;

5. Not inhibit a person’s right to accept or reject any literature distributed in accordance with the regulations.

6. Students shall be responsible for the removal of excess literature that is left at the distribution point for more than 30 days.

The Superintendent, along with the student publications advisors, shall develop administrative regulations for the implementation of this policy. The regulations shall include definitions of terms and timelines for the review of materials.

Wellness Policy

The health and physical well being of Ozark School District students directly affects their ability to learn. The School Board believes that it is necessary to strive to create a culture in our schools that consistently promotes good nutrition and physical activity.

The problem of obesity and inactivity is a public health issue. The responsibility for addressing the problem lies not only with the schools and the Department of Education, but with parents and the community. Therefore, the District shall enlist the support of the larger community to find solutions, which improve the health and physical activity of our students.

Goals:

- In its efforts to improve the school nutrition environment, promote student health and reduce childhood obesity, the District will adhere to the Arkansas Rules Governing Nutrition and Physical Activity Standards in Arkansas Public Schools. Adhering to these Rules will include, but is not limited to District efforts to:
  - Appoint a district school health coordinator who shall be responsible for ensuring that each school fulfills the requirements of this policy.
  - Implement a grade appropriate nutrition education program that will develop an awareness of and appreciation for nutrition and physical activity throughout the curriculum.
  - Enforce existing physical education requirements and engage students in healthy levels of vigorous physical activity.
• Strive to improve the quality of physical education curricula and increase the training of physical education teachers.
• Follow the Arkansas Physical Education and Health Education Frameworks in grades K-12.
• Not use food or beverages as rewards for academic, classroom or sports performances.
• Ensure that drinking water is available without charge to all students.
• Establish class schedules and bus routes that don’t directly or indirectly restrict meal access.
• Provide students with ample time to eat their meals in pleasant cafeteria and dining areas.
• Establish no more than nine (9) school wide events which permit exceptions to the food and beverage limitations established by Rule. The schedule of the events shall be by school and approved by the principal. Parents have the right to send food of their choosing to school with their choosing. Food sent to school for events, parties etc. must be commercially made.
  • Abide by the current allowable food and beverage portion standards.
• Meet or exceed the more stringent of Arkansas’ or the US Dept of Agriculture’s Nutrition Standards for reimbursable meals and a la carte foods served in the cafeteria.
• Restrict access to vended foods, competitive foods and foods of minimal nutritional value(FMVN) as required by law and Rule.
• Conform new and/or renewed vending contracts to the content restrictions contained in the Rules and reduce district dependence of profits from the sale of FMVN.
• Provide professional development to all district staff on the topics of nutrition an/or physical activity.
• Utilize the School Health Index available from the Center for Disease Control (CDC) to assess how well the district is doing at implementing this wellness policy and at promoting a healthy environment for its students.

Advisory Committee:
To enhance the District’s efforts to improve the health of students, a School Nutrition and Physical Activity Advisory Committee (SNPAAC) shall be formed. It shall be structured in a way that ensures age-appropriate recommendations are made which correlate to our Districts grade configurations. The SNPAAC shall have the powers and responsibilities delegated to it by statute and Rule.

Home Schooling
Parents or legal guardians desiring to provide a home school for their children must give written notice to the Superintendent of their intent to do so and sign a waiver acknowledging that the State of Arkansas is not liable for the education of their children during the time the parents choose to home school. Notice shall be given:

1. At the beginning of each school year, but no later than August 15;
2. By December 15 for parents who decide to start home schooling at the beginning of the spring semester; or
3. Fourteen (14) calendar days prior to withdrawing the child (provided the student is not currently under disciplinary action for violation of any written school policy, including, but not limited to, excessive unexcused absences) and at the beginning of each school year thereafter.

The parents or legal guardians shall deliver written notice in person to the Superintendent the first time such notice is given and the notice must include:

1. The name, date of birth, grade level, and the name and address of the school last attended, if any;
2. The location of the home school;
3. The basic core curriculum to be offered;

4. The proposed schedule of instruction; and
5. The qualifications of the parent-teacher.

To aid the District in providing a free and appropriate public education to students in need of special education services, the parents or legal guardians home-schooling their children shall provide information which might indicate the need for special education services.

EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR HOME SCHOOLED STUDENTS

Home-schooled students whose parents or guardians are legal residents of the school district will be permitted to pursue participation in an interscholastic activity in the student's resident school zone2 as permitted by this policy. Although not guaranteed participation in an interscholastic activity home-school students who meet the provisions of this policy, AAA Rules, and applicable Arkansas statutes shall have an equal opportunity to try out and participate in an interscholastic activities without discrimination.

The District shall abide by this policy and by the rules contained in the Arkansas Activities Association (AAA) Handbook governing interscholastic activity participation of students who are home-schooled. Areas of eligibility criteria, such as a student's age and semesters of eligibility, are the same for home-schooled and traditional students and are governed by the current AAA Handbook.

Home-schooled student means a student legally enrolled in an Arkansas home school and who meets or has met the criteria for being a home-schooled student, as established by A.C.A. 6-15-503.

Interscholastic activity means an activity between schools subject to regulations of the Arkansas Activities Association that is outside the regular curriculum of the school district, such as an athletic activity, fine arts program, or a special interest group or club.

The parent of any student wishing to participate in an interscholastic activity shall mail or hand deliver a completed application form 5.19.2F to his/her child's school's principal before the signup, tryout or participation deadline established for traditional students. The Superintendent shall approve those applications which meet the enrollment application requirements identified in this policy and AAA Rules and shall deny those that don't meet the requirements.

Approved applications shall apply only for the semester3 in which the student enrolls in the student's resident school zone. The student shall regularly attend the class in which the student is enrolled beginning no later than the eleventh (11) day of the semester in which the student's interscholastic activity participation is desired. If the student's desired interscholastic activity begins prior to the first day of the semester in which the student is enrolled, to maintain eligibility, the student must attend the practices for the interscholastic activity to the same extent as is required of traditional students.

A home-schooled student whose application has been approved; who has met the try out criteria; and who has been selected to participate in the interscholastic activity shall meet the following criteria that also apply to traditional students enrolled in the school:

• standards of behavior and codes of conduct;
• attend the practices for the interscholastic activity to the same extent as is required of traditional students;
• required drug testing; 4
• permission slips, waivers, physical exams; and
• participation or activity fees.
A student whose application for eligibility to participate in an interscholastic activity is accepted is required to enroll in no more than one course5 in the District's school where the student is intending to participate in an interscholastic activity.6 Home-schooled students shall meet the same enrollment criteria as are required for traditional students in policies 4.1—RESIDENCE REQUIREMENTS and 4.2—ENTRANCE REQUIREMENTS and the parent or guardian's shall sign a form acknowledging receipt and understanding of the school's student handbook and to be bound by the applicable portions thereof.

If the student's desired interscholastic activity is associated with a specific class or course that meets during the school-day that the traditional students of the district are required to take, the home-schooled student shall take the required class or course to be eligible for the interscholastic activity.

If the student's desired interscholastic activity is not associated with a specific class or course that meets during the school-day, to be eligible to participate in the student's desired interscholastic activity, the home-schooled student shall enroll in a class or course that is age and grade appropriate for the student.

Students who participate in extracurricular or athletic activities under this policy will be transported to and from interscholastic activities on the same basis as other students are transported.

A student who withdraws from an Arkansas Activities Association member school to be home-schooled shall not participate in an interscholastic activity in the resident school district for a minimum of three hundred sixty-five days after the student withdraws from the member school. (See back of handbook for Letter of Intent to Participate, page 71)

**HOMECOMING ROYALTY SELECTION GUIDELINES**
(Appplies to Ozark High School only)
The football/basketball teams (depending on which season) will nominate six sophomore, six junior, and eight senior girls to be members of the homecoming court.

Each class will vote by secret ballot to select their members of the court. Two sophomores, two junior, and four seniors will be selected by receiving the highest numbers of votes.

A second ballot containing the names of the senior court will be made. The entire student body will vote again to select the queen and the runner up will named maid of honor. In the case of a tie, the senior vote count will be used to break the tie.

The student council will be responsible for conducting homecoming elections. The royalty, cheerleaders, and student council will be responsible for decorating and clean up after all homecoming festivities. Failure to participate in cleanup will disqualify a student from future royalty eligibility.

Any student selected to be a member of a royalty will not be eligible for consideration for another royalty until her senior year. A student cannot be in both football and basketball royalty in the same school year.

**SELECTION OF VALEDICTORIAN AND SALUTATORIAN**
The honor graduate with the highest grade point average, on a 4.0 scale, at the end of the eighth semester will be named Valedictorian. The graduate with the second highest G.P.A. will be named Salutatorian.

**Student Organizations Equal Access/Non-Hazing Policy**
Non-curriculum-related secondary school student organizations wishing to conduct meetings on school premises during non-instructional time shall not be denied equal access on the basis of the religious, political, philosophical, or other content of the speech at such meetings. Such meetings must meet the following criteria.

1. The meeting is to be voluntary and student initiated;
2. There is no sponsorship of the meeting by the school, the government, or its agents or employees;
3. The meeting must occur during non-instructional time;
4. Employees or agents of the school are present at religious meetings only in a non-participatory capacity;
5. The meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school; and
6. Non-school persons may not direct, conduct, control, or regularly attend activities of student groups.

All meetings held on school premises must be scheduled and approved by the principal. The school, its agents, and employees retain the authority to maintain order and discipline, to protect the well-being of students and faculty, and to assure that attendance of students at meetings is voluntary.

Fraternities, sororities, and secret societies are forbidden in the District’s schools. Membership to student organizations shall not be by a vote of the organization’s members, nor be restricted by the student’s race, religion, sex, national origin, or other arbitrary criteria. Hazing, as defined by law, is forbidden in connection with initiation into, or affiliation with, any student organization, extracurricular activity or sport program.

**EMERGENCY DRILLS**
All schools in the District shall conduct fire drills at least monthly. Tornado drills shall also be conducted not fewer than four (4) times per year with at least one each in the months of September, October, January, and February. Students who ride school buses, shall also participate in emergency evacuation drills at least twice each school year.

Other types of emergency drills may also be conducted. These may include, but are not limited to:

1. Earthquake;
2. Act of terrorism;
3. Chemical spill;
4. Airplane crash;
5. Other severe weather

**STUDENT ILLNESS/ACCIDENT**
If a student becomes too ill to remain in class and/or could be contagious to other students, the principal or designee will attempt to notify the student’s parent or legal guardian. The student will remain in the school’s health room or a place where he/she can be supervised until the end of the school day or until the parent/legal guardian can check the student out of school.

If a student becomes seriously ill or is injured while at school and the parent/legal guardian cannot be contacted, the failure to make such contact shall not unreasonably delay the school’s expeditious transport of the student to an appropriate medical care facility. The school assumes no responsibility for treatment of the student. When available, current, and applicable, the student’s emergency contact numbers and medical information will be utilized. Parents are strongly encouraged to keep this information up to date.

**PHYSICAL EXAMINATIONS OR SCREENINGS.**
The district conducts routine health screenings such as hearing, vision, and scoliosis due to the importance these health factors play in the ability of a student to succeed in school. The intent of the exams or screenings is to detect defects in hearing, vision, or other elements of health that would adversely affect the student’s ability to achieve to his/her full potential.

The rights provided to parents under this policy transfer to the student when he/she turns 18 years old.
Except in instances where a student is suspected of having a contagious or infectious disease, parents shall have the right to opt their student out of the exams or screenings by using form 4.41F or by providing certification from a physician that he/she has recently examined the student.

**OBJECTION TO PHYSICAL EXAMINATIONS OR SCREENINGS**

I, the undersigned, being a parent or guardian of a student, or a student eighteen (18) years of age or older, hereby note my objection to the physical examination or screening of the student named below.

Physical examination or screening being objected to:

- Vision test
- Hearing test
- Scoliosis test
- Other, please specify

Comments:

________________________________________________________________________

________________________________________

Name of student (Printed)

________________________________________

Signature of parent (or student, if 18 or older)

Date form was filed (To be filled in by office personnel)

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**STUDENT MEDICATIONS**

Prior to the administration of any medication to any student under the age of eighteen (18), written parental consent is required. The consent form shall include authorization to administer the medication and relieve the Board and its employees of civil liability for damages or injuries resulting from the administration of medication to students in accordance with this policy. All signed medication consent forms are to be maintained by the school nurse.

Unless authorized to self-administer, students are not allowed to carry any medications, including over-the-counter medications or any perceived health remedy not regulated by the US Food and Drug Administration, while at school. The parent or legal guardian shall bring the student's medication to the school nurse. The student may bring the medication if accompanied by a written authorization from the parent or legal guardian. When medications are brought to the school nurse, the nurse shall document, in the presence of the parent, the quantity of the medication(s). If the medications are brought by a student, the school nurse shall ask another school employee to verify, in the presence of the student the quantity of the medication(s). Each person present shall sign a form verifying the quantity of the medication(s).

Medications, including those for self-medication, must be in the original container and be properly labeled with the student's name, the ordering provider's name, the name of the medication, the dosage, frequency, and instructions for the administration of the medication (including times). Additional information accompanying the medication shall state the purpose for the medication, its possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings. Schedule II medications that are permitted by this policy to be brought to school shall be stored in a double locked cabinet.

Students with an individualized health plan (IHP) may be given over-the-counter medications to the extent giving such medications are included in the student's IHP.

The only Schedule II medications that shall be allowed to be brought to the school are methylphenidate (e.g., Ritalin or closely related medications as determined by the school nurse), dextroamphetamine (Dexedrine), and amphetamine sulfate (e.g., Adderall or closely related medications as determined by the school nurse).

For the student's safety, no student will be allowed to attend school if the student is currently taking any other Schedule II medication than permitted by this policy. Students who are taking Schedule II medications which are not allowed to be brought to school shall be eligible for homebound instruction if provided for in their IEP or 504 plans.2

The district's supervising registered nurse shall be responsible for creating both on campus and off campus procedures for administering medications.

Students who have written permission from their parent or guardian and a licensed health care practitioner to self-administer either a rescue inhaler or auto-injectable epinephrine, or both and who have a current consent form on file shall be allowed to carry and self-administer such medication while in school, at an on-site school sponsored activity, while traveling to or from school, or at an off-site school sponsored activity. Students are prohibited from sharing, transferring, or in any way diverting his/her medications to any other person. The fact that a student with a completed consent form on file is allowed to carry a rescue inhaler or auto-injectable epinephrine, or both does not require him/her to have such on his/her person. The parent or guardian of a student qualifies under this policy to self-carry a rescue inhaler or auto-injectable epinephrine, or both on his/her person shall provide the school with the appropriate medication which shall be immediately available to the student in an emergency.

Students may be administered Glucagon in emergency situations by the school nurse or, in the absence of the school nurse, a trained volunteer school employee designated as a care provider, provided the student has:

1. an IHP developed under Section 504 of the Rehabilitation Act of 1973 which provides for the administration of Glucagon in emergency situations; and
2. a current, valid consent form on file from their parent or guardian.
Emergency Administration of Epinephrine

The school nurse or other school employees designated by the school nurse as a care provider who have been trained1 and certified by a licensed physician may administer an epinephrine auto-injector in emergency situations to students who have an IHP developed under Section 504 of the Rehabilitation Act of 1973 which provides for the administration of an epinephrine auto-injector in emergency situations.

The parent of a student who has an authorizing IHP, or the student if over the age of eighteen (18), shall annually complete and sign a written consent form provided by the student's school nurse authorizing the nurse or other school employee certified to administer auto-injector epinephrine to the student when the employee believes the student is having a life-threatening anaphylactic reaction.

Students with an order from and a licensed health care provider to self-administer auto-injectable epinephrine and who have written permission from their parent or guardian shall provide the school nurse an epinephrine auto-injector. This epinephrine will be used in the event the school nurse, or other school employee certified to administer auto-injector epinephrine, in good faith professionally believes the student is having a life-threatening anaphylactic reaction and the student is either not self-carrying his/her /epinephrine auto-injector or the nurse is unable to locate it.

The school nurse for each District school shall keep epinephrine auto-injectors on hand that are suitable for the students the school serves. The school nurse or other school employee designated by the school nurse as a care provider who has been trained1 and certified by a licensed physician may administer auto-injector epinephrine to those students who the school nurse, or other school employee certified to administer auto-injector epinephrine, in good faith professionally believes is having a life-threatening anaphylactic reaction.

The school shall not keep outdated medications or any medications past the end of the school year. Parents shall be notified ten (10) days in advance of the school’s intention to dispose of any medication. Medications not picked up by the parents or legal guardians within the ten (10) day period shall be disposed of by the school nurse in accordance with current law and regulations.

Ozark Schools MEDICATION ADMINISTRATION CONSENT FORM

Student’s Name (Please Print) ______________________________

This form is good for school year 2014-2015_____________. This consent form must be updated anytime the student's medication order changes and renewed each year and/or anytime a student changes schools.

Medications, including those for self-administration, must be in the original container and be properly labeled with the student's name, the ordering provider's name, the name of the medication, the dosage, frequency, and instructions for the administration of the medication (including times). Additional information accompanying the medication shall state the purpose for the medication, its possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings.

I hereby authorize the school nurse or his/her designee to administer the following medications to my child.

Name(s) of medication(s) ___________________________________________

Name of physician or dentist (if applicable) ____________________________

Dosage __________________________________________________________

Instructions for administering the medication _________________________

________________________

Other instructions _______________________________________________

________________________

I acknowledge that the District, its Board of Directors, and its employees shall be immune from civil liability for damages resulting from the administration of medications in accordance with this consent form.

Parent or legal guardian signature _________________________________

Date ____________________
MEDICATION SELF-ADMINISTRATION CONSENT FORM

Student’s Name (Please Print)
_______________________________________________________

This form is good for school year 2014-2015__________. This consent form must be updated anytime the student's medication order changes and renewed each year and/or anytime a student changes schools.

The following must be provided for the student to be eligible to self-administer rescue inhalers and/or auto-injectable epinephrine. Eligibility is only valid for this school for the current academic year.

• a written statement from licensed a health-care provider who has prescriptive privileges that he/she has prescribed the rescue inhaler and/or auto-injectable epinephrine for the student and that the student needs to carry the medication on his/her person due to a medical condition;
• the specific medications prescribed for the student;
• an individualized health care plan developed by the prescribing health-care provider containing the treatment plan for managing asthma and/or anaphylaxis episodes of the student and for medication use by the student during school hours; and
• a statement from the prescribing health-care provider that the student possesses the skill and responsibility necessary to use and administer the asthma inhaler and/or auto-injectable epinephrine.

If the school nurse is available, the student shall demonstrate his/her skill level in using the rescue inhalers and/or auto-injectable epinephrine to the nurse.

Rescue inhalers and/or auto-injectable epinephrine for a student's self-administration shall be supplied by the student's parent or guardian and be in the original container properly labeled with the student's name, the ordering provider's name, the name of the medication, the dosage, frequency, and instructions for the administration of the medication (including times). Additional information accompanying the medication shall state the purpose for the medication, its' possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings.

My signature below is an acknowledgment that I understand that the District, its Board of Directors, and its employees shall be immune from civil liability for injury resulting from the self-administration of medications by the student named above.

Parent or legal guardian signature ___________________________________________________
Date _________________

GLUCAGON ADMINISTRATION CONSENT FORM

Student’s Name (Please Print)
_______________________________________________________

This form is good for school year 2014-2015__________. This consent form must be updated anytime the student's medication order changes and renewed each year and/or anytime a student changes schools.

The school has developed a Section 504 plan acknowledging that my child has been diagnosed as suffering from diabetes. The 504 plan authorizes the school nurse or, in the absence of the nurse, trained volunteer district personnel, to administer Glucagon in an emergency situation to my child.

I hereby authorize the school nurse or, in the absence of the nurse, trained volunteer district personnel designated as care providers, to administer Glucagon to my child in an emergency situation. Glucagon shall be supplied to the school nurse by the student’s parent or guardian and be in the original container properly labeled with the student’s name, the ordering provider’s name, the name of the medication, the dosage, frequency, and instructions for the administration of the medication (including times). Additional information accompanying the medication shall state the purpose for the medication, its’ possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings.

I acknowledge that the District, its Board of Directors, its employees, or an agent of the District, including a healthcare professional who trained volunteer school personnel designated as care providers shall not be liable for any damages resulting from his/her actions or inactions in the administration of Glucagon in accordance with this consent form and the 504 plan.

Parent or legal guardian signature ___________________________________________________

Date _________________
EPINEPHRINE EMERGENCY ADMINISTRATION CONSENT FORM

Student's Name (Please Print) ____________________________________________________________

This form is good for school year 2014-2015. This consent form must be updated any time the student’s medication order changes and renewed each year and/or anytime a student changes schools.

My child has an IHP developed under Section 504 of the Rehabilitation Act of 1973 which provides for the administration of epinephrine in emergency situations. I hereby authorize the school nurse or other school employee certified to administer auto-injectable epinephrine in emergency situations when he/she believes my child is having a life-threatening anaphylactic reaction.

The medication must be in the original container and be properly labeled with the student’s name, the ordering provider’s name, the name of the medication, the dosage, frequency, and instructions for the administration of the medication (including times). Additional information accompanying the medication shall state the purpose for the medication, its’ possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings.

Date of physician’s order __________________________________________________________

Circumstances under which Epinephrine may be administered ___________________________

________________________________________________________________________________

Other instructions ________________________________________________________________

I acknowledge that the District, its Board of Directors, and its employees shall be immune from civil liability for damages resulting from the administration of auto-injector epinephrine in accordance with this consent form, District policy, and Arkansas law.

Parent or legal guardian signature ___________________________________________________

Date ____________________________
If there exists a court order which directs that a parent not have access to a student or his records, the parent, guardian, person acting in loco parentis, or an agent of the Department of Human Services must present a file-marked copy of such order to the building principal and the superintendent. The school will make good-faith efforts to act in accordance with such court order, but the failure to do so does not impose legal liability upon the school. The actual responsibility for enforcement of such court orders rests with the parents or guardians, their attorneys and the court which issued the order.

A parent or guardian does not have the right to remove any material from a student’s records, but such parent or guardian may challenge the accuracy of a record. The right to challenge the accuracy of a record does not include the right to dispute a grade, which must be done only through the appropriate teacher and/or administrator, the decision of whom is final. A challenge to the accuracy of material contained in a student’s file must be initiated with the building principal, with an appeal available to the Superintendent or his designee. The challenge shall clearly identify the part of the student’s record the parent wants changed and specify why he/she believes it is inaccurate or misleading. If the school determines not to amend the record as requested, the school will notify the requesting parent or student of the decision and inform them of their right to a hearing regarding the request for amending the record. The parent or eligible student will be provided information regarding the hearing procedure when notified of the right to a hearing.

Unless the parent or guardian of a student (or student, if above the age of eighteen (18)) objects, directory information about a student may be made available to the public, military recruiters, post-secondary educational institutions, prospective employers of those students, as well as school publications such as annual yearbooks and graduation announcements. “Directory information” includes, but is not limited to, a student’s name, address, telephone number, electronic mail address, photograph, date and place of birth, dates of attendance, his/her placement on the honor roll (or the receipt of other types of honors), as well as his/her participation in school clubs and extracurricular activities, among others. If the student participates in inherently public activities (for example, basketball, football, or other interscholastic activities), the publication of such information will be beyond the control of the District. A student’s name and photograph will only be displayed on the district or school’s web page(s) after receiving the written permission from the student’s parent or student if over the age of 18.

The form for objecting to making directory information available is located in the back of the student handbook and must be completed and signed by the parent or age-eligible student and filed with the building principal’s office no later than ten (10) school days after the beginning of each school year or the date the student is enrolled for school. Failure to file an objection by that time is considered a specific grant of permission. The district is required to continue to honor any signed-opt out form for any student no longer in attendance at the district.

Parents and students over the age of 18 who believe the district has failed to comply with the requirements for the lawful release of student records may file a complaint with the U.S. Department of Education at Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, DC 20202

Notes: Districts must annually notify parents or students if over the age of 18 of the provisions of this policy and “…shall effectively notify parents who have a primary or home language other than English.” (34 CFR 99.7(b)(2))

Districts may release directory information (DI) (as presently defined by the district) of former students to the extent there is not a signed prohibition against such release. As the definition of DI changes over time (for example, the addition of email addresses to the definition of DI), districts may release DI according to the current definition. It also applies to the release of information that is now defined as DI for students who left the district prior to 1974, when there was no such thing as DI.

As stated in this policy, once a student turns 18, the rights to his/her educational records transfers to the student. The release of educational records to a parent becomes permissive and not a right. At that point, the school gets to decide if it wants to release educational records to parents. The student, however, doesn’t have the right to object one way or the other. If the parents don’t establish dependency, once the student turns 18, the parents don’t have an absolute right to see their student’s educational records. “Dependency” in this regard is defined according to the IRS; if the student is claimed by either of their parents (regardless of custody issues, or filing jointly or separately) as a dependent, then the rights of the parent once the student turns 18 is as described. Without dependency, the parents have no right to see their student’s educational records once the student turns 18.

**OBJECTION TO PUBLICATION OF DIRECTORY INFORMATION**

(Not to be filed if the parent/student has no objection)

I, the undersigned, being a parent of a student, or a student eighteen (18) years of age or older, hereby note my objection to the disclosure or publication by the Ozark School District of directory information, as defined in Policy No. 4.13 (Privacy of Students’ Records), concerning the student named below. The district is required to continue to honor any signed opt-out form for any student no longer in attendance at the district.

I understand that the participation by the below-named student in any interscholastic activity, including athletics and school clubs, may make the publication of some directory information unavoidable, and the publication of such information in other forms, such as telephone directories, church directories, etc., is not within the control of the District.

I understand that this form must be filed with the office of the appropriate building principal within ten (10) school days from the beginning of the current school year or the date the student is enrolled for school in order for the District to be bound by this objection. Failure to file this form within that time is a specific grant of permission to publish such information.

I object and wish to deny the disclosure or publication of directory information as follows:

- Deny disclosure to military recruiters ______
- Deny disclosure to Institutions of postsecondary education ______
- Deny disclosure to Potential employers ______
- Deny disclosure to all public and school sources ______
- Deny disclosure to all public sources ______

Selecting this option will prohibit the release of directory information to the first three categories listed above along with all other public sources (such as newspapers), AND result in the student’s directory information not being included in the school’s yearbook and other school publications.

- Deny disclosure to all public sources ______

Selecting this option will prohibit the release of directory information to the first three categories listed above along with all other public sources (such as newspapers), but permit the student’s directory information to be included in the school’s yearbook and other school publications.

Name of student (Printed) ____________________________

Signature of parent (or student, if 18 or older) ____________________________

Date form was filed (To be filled in by office personnel)

Note: your district does not have to include the separate options listed on this form, but students do have the right to opt out of either category separately.
**FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

Parents or eligible students (students aged 5-21 eligible for educational services) have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student’s education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions:

- School officials with legitimate educational interest;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connections with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, with a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA.

**COMPUTER USE POLICY**

The Ozark School District makes computers and/or computer Internet access available to students, to permit students to perform research and to allow students to learn how to use computer technology. Use of district computers is for educational and/or instructional purposes only. It is the policy of this school district to equip each computer with Internet filtering software designed to prevent users from accessing material that is harmful to minors.

No student will be granted Internet access until and unless a computer-use agreement, signed by both the student and the parent or legal guardian (if the student is under the age of eighteen [18]) is on file. The current version of the computer use agreement is incorporated by reference into board policy and is considered part of the student handbook.

Student use of computers shall only be as directed or assigned by staff or teachers; students are advised that they enjoy no expectation of privacy in any aspect of their computer use, including email, and that monitoring of student computer use is continuous.

Students must not disable or bypass security procedures, compromise, attempt to compromise, or defeat the district’s technology network security or Internet filtering software, alter data without authorization, or disclose passwords to other students.

Students who misuse district-owned computers or Internet access in any way, including using computers to violate any other policy or contrary to the computer use agreement, or using the computers to access or create sexually explicit or pornographic text or graphics, will face disciplinary action, as specified in the student handbook and/or computer use agreement.

In an effort to help protect student welfare when they navigate the Internet, the district will work to educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.
Ozark Secondary Schools Computer Usage Agreement

STUDENT INTERNET USE AGREEMENT

Student’s Name (Please Print)___________________________________________

Grade Level______________________

School__________________________

Date___________________________

The Ozark School District agrees to allow the student identified above (“Student”) to use the district’s technology to access the Internet under the following terms and conditions:

1. Conditional Privilege: The Student’s use of the district’s access to the Internet is a privilege conditioned on the Student’s abiding to this agreement. No student may use the district’s access to the Internet unless the Student and his/her parent or guardian have read and signed this agreement.

2. Acceptable Use: The Student agrees that he/she will use the District’s Internet access for educational purposes only. In using the Internet, the Student agrees to obey all federal and state laws and regulations. The Student also agrees to abide by any Internet use rules instituted at the Student’s school or class, whether those rules are written or oral.

3. Penalties for Improper Use: If the Student violates this agreement and misuses the Internet, the Student shall be subject to disciplinary action. [Note: A.C.A. § 6-21-107 requires the district to have “…provisions for administration of punishment of students for violations of the policy with stiffer penalties for repeat offenders, and the same shall be incorporated into the district’s written student discipline policy.” You may choose to tailor your punishments to be appropriate to the school’s grade levels.]

4. “Misuse of the District’s access to the Internet” includes, but is not limited to, the following:
   a. using the Internet for other than educational purposes;
   b. gaining intentional access or maintaining access to materials which are “harmful to minors” as defined by Arkansas law;
   c. using the Internet for any illegal activity, including computer hacking and copyright or intellectual property law violations;
   d. making unauthorized copies of computer software;
   e. accessing “chat lines” unless authorized by the instructor for a class activity directly supervised by a staff member;
   f. using abusive or profane language in private messages on the system; or using the system to harass, insult, or verbally attack others;
   g. posting anonymous messages on the system;
   h. using encryption software;
   i. wasteful use of limited resources provided by the school including paper;
   j. causing congestion of the network through lengthy downloads of files;
   k. vandalizing data of another user;
   l. obtaining or sending information which could be used to make destructive devices such as guns, weapons, bombs, explosives, or fireworks;
   m. gaining or attempting to gain unauthorized access to resources or files;
   n. identifying oneself with another person’s name or password or using an account or password of another user without proper authorization;
   o. invading the privacy of individuals;
   p. divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email. Personally identifying information includes full names, address, and phone number;
   q. using the network for financial or commercial gain without district permission;
   r. theft or vandalism of data, equipment, or intellectual property;
   s. attempting to gain access or gaining access to student records, grades, or files;
   t. introducing a virus to, or otherwise improperly tampering with the system;
   u. degrading or disrupting equipment or system performance;
   v. creating a web page or associating a web page with the school or school district without proper authorization;
   w. providing access to the District’s Internet Access to unauthorized individuals;
   x. failing to obey school or classroom Internet use rules; or
   y. taking part in any activity related to Internet use which creates a clear and present danger of the substantial disruption of the orderly operation of the district or any of its schools.
   z. installing or downloading software on district computers without prior approval of technology director or his/her designee.

5. Liability for debts: Students and their cosigners shall be liable for any and all costs (debts) incurred through the student’s use of the computers or the Internet including penalties for copyright violations.

6. No Expectation of Privacy: The Student and parent/guardian signing below agree that if the Student uses the Internet through the District’s access, that the Student waives any right to privacy the Student may have for such use. The Student and the parent/guardian agree that the district may monitor the Student’s use of the District’s Internet Access and may also examine all system activities the Student participates in, including but not limited to e-mail, voice, and video transmissions, to ensure proper use of the system. The District may share such transmissions with the Student’s parents/guardians.

7. No Guarantees: The District will make good faith efforts to protect children from improper or harmful matter which may be on the Internet. At the same time, in signing this agreement, the parent and Student recognize that the District makes no guarantees about preventing improper access to such materials on the part of the Student.

8. Signatures: We, the persons who have signed below, have read this agreement and agree to be bound by the terms and conditions of this agreement.

Student’s Signature: ___________________________________________Date __________

Parent/Legal Guardian Signature: ____________________________________Date_____

(Student Internet Usage Agreement)
BRING YOUR OWN DEVICE

The Ozark School District has adopted a Bring Your Own Device (BYOD) policy for the Ozark High School, Ozark Junior High, and the Ozark Middle School. This policy will allow students to bring many of their own technology devices to school for use in our classrooms. We will now be incorporating the use of such items as laptops, tablets, netbooks and other devices with browsing capabilities for educational purposes only. Similar to other personally owned items, the district is not liable for the loss, damage, misuse, or theft of personally owned devices brought to school.

This notification is to inform and guide you through this new opportunity. Please note that students are never required to bring in outside technology to school. All students will continue to be able to utilize our school equipment. No student will be left out of the instruction process.

Expectations:

1. Students will only use appropriate technology at teachers’ discretions.
2. Students will only use appropriate educational applications on their device (i.e. not games and/or non-school related tasks and functions).
3. Students are not to call, text message, email, or electronically communicate with others from their personal device, including other students, parents, guardians, friends, and family during the school day without Faculty approval.
4. Students are permitted to access only the school’s intranet through school owned devices, not privately owned devices. Privately owned devices may only access the BYOD network for Internet usage.

Students utilizing this opportunity to its fullest capacity within school expectations will find numerous benefits to instruction, resources, completion of assignments and personal organization. Students not following expectations for use of personal devices will face school disciplinary measures and lose the privilege to utilize personal devices in school for a period of time commensurate with the infraction.

ACCEPTABLE STUDENT USE OF PERSONALLY OWNED DEVICES

The School Board adopts this policy in order to maintain a safe and secure environment for students and employees.

A personally owned device shall include all existing and emerging technology devices that can take photographs; record audio or video; input text; upload and download media; and transmit or receive messages or images. Examples of a personally owned device shall include but is not limited to: MP3 players and iPods; iPads, Nooks, Kindles, and other tablet PCs; laptops and netbook computers; personal digital assistants (PDAs); cell phones and smart phones such as BlackBerry, iPhone, or Droid, as well as any device with similar capabilities.

Educational purposes include classroom activities, career development, and communication with experts, homework, and limited high quality self-discovery activities. Students are expected to act responsibly and thoughtfully when using technology resources. Students bear the burden of responsibility to inquire with school administrators and/or teachers when they are unsure of the permissibility of a particular use of technology prior to engaging in the use.

Inappropriate communication includes, but is not limited to, the following: obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language or images typed, posted, or spoken by students; information that could cause damage to an individual or the school community or create the danger of disruption of the academic environment; personal attacks, including prejudicial or discriminatory attacks; harassment (persistently acting in a manner that distresses or annoys another person) or stalking of others; knowingly or recklessly posting false or defamatory information about a person or organization; and communication that promotes the destruction of property, including the acquisition or creation of weapons or other destructive devices. If a student is told to stop sending communications, that student must cease the activity immediately.

Examples of an unacceptable device in this policy shall include but is not limited to gaming devices or consoles, laser pointers, routers, and televisions.

Personally owned devices are permitted for use during the school day for educational purposes and/or in approved locations only.

The District shall not be liable for the loss, damage, misuse, theft of any personally owned device brought to School. The District does not provide any technology support for personal devices.

The District reserves the right to monitor, inspect, copy, and review a personally owned device or file when administration has a reasonable suspicion that a violation has occurred.

Students may not utilize any technology to harass, threaten, demean, humiliate, intimidate, embarrass, or annoy their classmates or others in their community. This is unacceptable student behavior known as cyber bullying and will not be tolerated. Any cyber bullying that is determined to disrupt the safety and/or well-being of the school is subject to disciplinary action. Students must be aware of appropriateness of communications when using district or personally owned devices. Inappropriate communication is prohibited in any public messages, private messages, and material posted online by students.

The Board expressly prohibits use of personally owned devices in locker rooms, restrooms, and nurses offices.

Students are not permitted to use any electronic device to record audio or video media or take pictures of any student or staff member without their permission. The distribution of any unauthorized media may result in discipline including but not limited to suspension, criminal charges, and expulsion.

If allowed to access the Internet via personal wireless plans such as 4G service, students and parents understand that the district does not monitor or control in any way student activities.

All district students shall review this policy and associated technology guidelines before students utilize any school and/or personally owned devices. The District reserves the right to restrict student use of district owned technologies and personally owned devices on school property or at school-sponsored events.
BRING YOUR OWN DEVICE PERMISSION FORM

Any parent who wishes that their child use a personally owned electronic device within the Ozark School District must read and sign this agreement and submit to the classroom teacher. Parents and Students who sign this form agree to the policies stated above as well as:

1. The student takes full responsibility for his or her device and keeps it with him or herself at all times. The school is not responsible for the security of the device.
2. The student is responsible for the proper care of their personal device, including any costs of repair, replacement or any modifications needed to use the device at school.
3. The school reserves the right to inspect a student’s personal device if there is reason to believe that the student has violated Board policies, administrative procedures, school rules or has engaged in other misconduct while using their personal device.
4. Violations of any Board policies, administrative procedures or school rules involving a student’s personally owned device may result in the loss of use of the device in school and/or disciplinary action.
5. The student must comply with teachers’ request to shut down the device or blank/close the screen.
6. The student may not use the devices to record, transmit or post photos or video of a person or persons on campus. Nor can any images or video recorded at school be transmitted or posted at any time without the express permission of a teacher.
7. The Ozark School District gives no warrant and does not provide technology support for BYOD.
8. The student should only use their device to access relevant sites.

DETACH AND RETURN TO THE SCHOOLS OFFICE

Student’s name ____________________________________________
Parent’s name ____________________________________________

I understand and will abide by the above policy and guidelines. I further understand that any violation of the above may result in the loss of network and/or device privileges as well as other disciplinary action.

Student’s Signature __________________________ Date __________

As a parent I understand that my child will be responsible for abiding by the above policy and guidelines. I have read and discussed them with her/him and they understand the responsibility they have in the use of their personal device.

Parent’s Signature __________________________ Date __________
OZARK SCHOOL DISTRICT
CHEMICAL SCREEN TEST POLICY

The Ozark School District recognizes that chemical abuse or misuse is a significant health problem for students, detrimentally affecting overall health, behavior, learning ability, reflexes, and the total development of each individual. The Ozark Board of Education is determined to help students by providing another option for them to say “No”. Chemical abuse includes, but is not limited to, the use of illegal drugs, alcohol, and the misuse of the legal drugs and medications.

Purpose of a Chemical Abuse Policy:
1. To allow the students of Ozark Schools to know that the school is concerned about their total well-being. The School District is interested in helping the students who may be having problems.
2. To emphasize concerns for the health of students in areas of safety while they are participating in activities as well as the long-term physical and emotional effects of chemical use on their health.
3. To confirm and support state law which restrict the use of such mood-altering chemicals.
4. To assist students of Ozark Schools to resist the peer pressure that directs them toward the abuse or misuse of chemical substances.
5. To establish standards of conduct for students of Ozark Schools who are considered leaders among their peers.
6. To work cooperatively with parents by assisting them in keeping their children free from mood-altering chemicals.
7. To assist students who need to be referred for assistance or evaluation regarding their use of illegal drugs.
8. To deter chemical abuse or misuse by all students through the use of random drug testing.

Scope
The provisions of this policy apply to students in Ozark Schools in grades seven through twelve. No students will be allowed to participate in school activities (any activity outside the regular curriculum) or park on campus until the consent form has been signed by both student and custodial parent/legal guardian and returned to the principal. Positive screening results are considered cumulative and follow the student for the duration of enrollment in Ozark School District.

Definition
Illegal Drugs are defined as any substance, including alcohol, considered illegal by Arkansas Statutes or which the Food and Drug Administration control unless prescribed by a licensed physician.

Prescription Medication
The existence of lawfully prescribed medication in the student’s sample is not a violation of this policy when taken in accordance with a physician’s recommendation or prescription to a specific student. Some over-the-counter medications may have similarities to unlawful drugs when tested. Students who are taking prescription medication may provide a copy of the prescription or a counter medications may have similarities to unlawful drugs when tested. Students who are taking prescription medication may provide a copy of the prescription or a doctor’s verification in a sealed envelope to school personnel at the time the sample is collected. The specific name of over-the-counter medication should also be disclosed to the school official. Students who refuse to provide verification and test positive will be subject to the actions specified in this policy for “positive test”.

Consent Form
Students and parents/guardians will be strongly encouraged to sign a consent form to the random testing. The form must be co-signed by the student’s custodial parent/legal guardian. No student will be allowed to participate in any school activity (any activity outside the regular curriculum) or park on school district property until the consent form has been signed by both student and custodial parent/legal guardian and returned to the principal. Consent forms for students participating in fall sports or extracurricular activities must be signed prior to physical examinations. All other students must sign the consent form during the first two weeks of school. Students moving into the district during the school year must sign the consent form during the first two weeks of enrollment. No student will be allowed to sign the consent form after these dates.

While students are in school, they will be subject to random selection for testing. Particular days will be selected for testing. If a student is selected for testing but is absent on the day, he/she will be tested on the next test date. The number of names drawn will be no less than (2%) nor greater than (15%) of the students in grades seven through twelve. A urine analysis will be the method utilized to test for the presence of chemicals in the body. All students selected must report to the designated testing site.

Testing Agency
The district will choose a qualified agency for the purpose of processing samples and maintaining privacy with respect to test results and related matters.

Cost
The cost of the test to be given during random selection will be paid by the district. Any test administered to a student to regain eligibility will be at the district’s expense.

Refusal to Consent to Testing
Students not consenting to be tested (in the random pool) are allowed to join clubs or organizations but are not allowed to attend after school meetings, participate in any activities, or park on campus.

Refusal to Submit to Testing
Any participant who refused to submit to random drug testing and/or retesting is considered having tested positive.

Testing Procedure
All test results from the laboratory will be communicated to the superintendent or designee. All urine specimens will be taken at a designated restroom. Any student who is requested to provide a urine specimen will be directed to the collection site where the student will complete the necessary forms. Students who test positive will be required to sign additional consent forms.

The following precautions will be taken, as appropriate, at the collection site:
1. The examinee will be positively identified.
2. The observer will ask the individual to remove any unnecessary outer garments (i.e., coat, jacket, etc.) that might conceal items or substances that could be used to tamper with or alter the urine specimen. All personal belongings (i.e., purse, backpack, etc.) must remain with the outer garments. The observer will note any unusual behavior or appearance.
3. The student will not be outside of the presence of the observer and not have access to faucets, soap dispensers, or cleaning agents until after the specimen has been provided and sealed.
4. The student will be allowed to provide the specimen in a stall or other partitioned area that allows for individual privacy. After the specimen has been provided, the student should leave the stall.
5. At the collection site, toilet bluing agents will be placed in the toilet tanks whenever possible. No other source of water will be available in the enclosure where urination occurs.
6. If a student fails to provide the necessary amount of urine for valid specimen, the student will be given reasonable amounts of water for drinking and extra time to produce an adequate sample. During this time the student will remain in the vicinity of the collection area and under the observation of the district staff.
7. Immediately after collection, the observer will check the temperature of the specimen and inspect the specimen for color and signs of contaminants.
8. Both the observer and student being tested will keep the specimen in view at all times prior to its being sealed and labeled.

Analysis Process
Testing protocol for chemical screen involves on-site collection of urine samples and immediate delivery to a SAMSHA certified laboratory for testing and GC/MS confirmation if needed with results provided to the school superintendent or his designee. Alcohol testing will be performed by a breath sample with confirmation if needed. The confirmation will be 15 minutes after the initial breath sample.

Results and Notification
Test results will be reported to the superintendent or his designee. All reports will be in writing. All specimens testing negative on the initial test or negative on the confirmation test will be reported as negative. Only specimens confirmed as positive will be reported as positive for a specific drug(s).

Records
The superintendent or his designee in a separate, locked file will maintain all records concerning chemical abuse testing. The records will not be kept in a student’s regular file. Only the superintendent or his designee will have access to the files. The files on each student will be destroyed upon graduation or two years after termination of enrollment. A student and the student’s custodial parents, legal guardians may obtain a copy of his chemical abuse upon written request.

First Positive Test
Upon receipt of a positive test result for any student, a custodial parent or legal guardian will be notified and a meeting will be scheduled with the superintendent or his designee, the student, the custodial parent or legal guardian, the student’s principal, the student’s head coach or sponsor.

Counseling/rehabilitation for the student will be strongly recommended for the student who tests positive. A referral/resource list will be made available to the student and parent/legal guardian. Any counseling/rehabilitation service costs will be the responsibility for the student and/or parent. The student will be placed on probation for thirty days. If there are not thirty days left in the school year, the thirty-day period will carry forward to the following school year. During the probation time, the student will not be allowed to participate and/or attend any curricular or extracurricular activities held on the Ozark Public School campuses or under the control of the Ozark School District which occur outside the regular academic school day as defined in each school’s handbook. The student may not drive or park on campus.

Students participating in a sport or activity that requires a physical must have doctor’s approval to continue practicing during the probationary period. In order to regain eligibility after the thirty-day probationary period, the student must be tested again at the district’s expense and a written copy of the results will be given to the superintendent or his designee. If the test is negative, the probation will be lifted. If the test is positive, the student will not be allowed to participate in or attend extracurricular activities or park on campus for one calendar year. A positive retest at the end of thirty-day probation period will be considered a second positive test. Exception: A student must be retested on day thirty-one. However, certain chemicals that take more than thirty days to leave the student’s system will be considered differently if a doctor’s written opinion details said residual effects of that particular substance.

Second Positive Test
For the second positive test, the student will not be allowed to participate in or attend extracurricular activities or park on campus for one calendar year from the date of the 2nd positive test. To regain eligibility for participation in activities, a student must have a negative Chemical Screening Test. This will be administered by the district’s chemical screening company and at the district’s expense.

Third Positive Test
For the third positive test, the student will be permanently suspended from participating in or attending any activity program and parking on campus for the remainder of his enrollment with the school. A third positive screen could come from third positive test from the random pool or a result of a re-screen at the end of a probation period.

Unusual Circumstances
Any student under probation for a positive test may not avoid the consequences by transferring to another school or home schooling during the time of probation. A student who transfers during the probationary period will have his/her time put on hold at the point of departure from the Ozark Schools and resume upon his/her return. For example, if a student under a 30 day probation leaves after 15 days served and returns to the Ozark Schools at some later date, he/she will still have 15 days of probation remaining.

Nature of Policy
No student will be penalized academically for testing positive for illegal drugs or alcohol as a result of the random drug test. The results of any drug test pursuant to this policy will not be documented in any student’s academic records.

Other Disciplinary Measures
The district, by accepting this policy is not precluded from utilizing other disciplinary measures set forth in the student handbook and this policy does not preclude the district from taking disciplinary procedure and resulting action when founded upon reasonable belief and suspicion that a student has participated in drug-related activities.

Counseling/rehabilitation is recommended for the student who tests positive. Any counseling/rehabilitation service cost will be the responsibility to the parent/guardian. The following are some agencies that provide counseling/rehabilitation services. In supplying the list, the Ozark School Board, its agents, or employees take no responsibility in the selection of which agency the parent decides to use. The final decision to seek counseling for the student and the cost of counseling/rehabilitation shall be the responsibility of the parent/guardian.

RESIDENCE REQUIREMENTS
Definitions:

“Reside” means to be physically present and to maintain a permanent place of abode for an average of no fewer than four (4) calendar days and nights per week for a primary purpose other than school attendance.

“Resident” means a student whose parents, legal guardians, persons having legal, lawful control of the student under order of a court, or persons standing in loco parentis reside in the school district.

“Residential address” means the physical location where the student’s parents, legal guardians, persons having legal, lawful control of the student under order of a court, or persons standing in loco parentis reside in the school district.

“Residential address” means the physical location where the student’s parents, legal guardians, persons having legal, lawful control of the student under order of a court, or persons standing in loco parentis reside in the school district.

“Residence” means to be physically present and to maintain a permanent place of abode for an average of no fewer than four (4) calendar days and nights per week for a primary purpose other than school attendance.

Any person eighteen (18) years of age or older may establish a residence separate and apart from his or her parents or guardians for school attendance purposes.

In order for a person under the age of eighteen (18) years to establish a residence separate and apart from his or her parents, guardians, or other persons having lawful control of him or her under an order of a court reside within the District1 and to all persons between those ages who have been legally transferred to the District for educational purposes.

Any person eighteen (18) years of age or older may establish a residence separate and apart from his or her parents or guardians for school attendance purposes.

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Any person eighteen (18) years of age or older may establish a residence separate and apart from his or her parents or guardians for school attendance purposes.
PROMOTION/RETENTION/COURSE CREDIT FOR 9-12 SCHOOLS

A disservice is done to students through social promotion and is prohibited by state law. The district shall, at a minimum, evaluate each student annually in an effort to help each student who is not performing at grade level. Each school in the Ozark School District shall include in the student handbook, the criteria for promotion of students to the next grade as well as the criteria for being required to retake a course, if applicable. Parents or guardians shall be kept informed concerning the progress of their student(s). Notice of a student’s possible retention or required retaking of a course shall be included with the student’s grades sent home to the parent/guardian of the student if 18 or older. Parent-teacher conferences are encouraged and may be held as necessary in an effort to improve a student’s academic success.

Promotion or retention of students, or their required retaking of a course shall be primarily based on the following criteria. Freshman—successfully completed the 8th grade Sophomore—completed at least 3 1/2 credits (or English I and another unit from the math/science/social studies curriculum). Junior—completed at least 8 credits in two years. Seniors—must be enrolled in enough courses to meet graduation requirements. If there is doubt concerning the promotion or retention of a student, or their required retaking of a course, a conference between the parents/guardians, teachers, other pertinent personnel, and principal shall be held before a final decision is made. The conference shall be held at a time and place that best accommodates those participating in the conference. The school shall document participation or non-participation in required conferences. If the conference attendees fail to agree concerning the student’s placement, the final decision to promote or retain shall rest with the principal or his/her designee.

Students who do not score proficient or above on their grade level Benchmark Exams shall be required to participate in an Academic Improvement Plan (AIP). Each AIP shall be developed by school personnel and the student’s parents and shall be designed to assist the student in attaining the expected achievement level. The AIP shall also state the parent’s role as well as the consequences for the student’s failure to participate in the plan, which shall include the student’s retention in their present grade.1

All students must successfully pass all end-of-course (EOC) assessments they are required to take, unless exempted by the student’s individualized education program (IEP). To receive academic credit on his/her transcript in a course requiring a student to take an EOC assessment, the student must either receive a passing score on the initial assessment or successfully participate in the remediation program identified in his/her Individualized Academic Improvement Plan (IAIP) which shall focus on the areas in which the student failed to meet the necessary passing score. Additionally, the lack of credit could jeopardize the student’s grade promotion or classification.

To the extent required by the State Board of Education, students in grade eleven (11) and below who do not meet the required score on a college and career readiness measurement shall participate in the remediation activities prescribed in his/her IAIP which may include additional opportunities to retake the measurement.

Promotion/retention or graduation of students with an Individual Educational Plan (IEP) shall be based on their successful attainment of the goals set forth in their IEP.

ARKANSAS ACTIVITIES ASSOCIATION

In addition to the foregoing rules, the district shall abide by the rules and regulations of the Arkansas Activities Association (AAA) governing interscholastic activities. AAA provides catastrophic insurance coverage for students participating in extracurricular activities who are enrolled in school. As a matter of District policy, no student may participate in an extracurricular activity unless he or she is enrolled in a district school, to ensure all students are eligible for AAA catastrophic insurance.
OZARK JUNIOR HIGH SCHOOL  
Parental Involvement Plan

DISTRICT:  
Ozark School District  

SCHOOL IMPROVEMENT STATUS

GRADE LEVELS  
8,9

PARENT INVOLVEMENT COORDINATOR  
Brenda Beard

SCHOOLWIDE TITLE I  
Yes

PERCENT OF FREE AND REDUCED LUNCH  
52.2%

PARENTAL INVOLVEMENT COMMITTEE MEMBERS
  Brenda Beard, Parent Facilitator
  Jerrold Burns, Principal
  Taunya Parsons, District Parental Involvement Coordinator
  Ashley Culver, Parent
  Kristie Trotter, Parent
  Jerri Emrick, Teacher
  Chris McCain, Special Education Teacher

1. List various communication strategies used in your school to provide additional information to parents and to increase parental involvement in supporting classroom instruction.

- The school Web site houses classroom Web sites for each teacher. Homework assignments and pertinent classroom information is available on classroom Web sites. Also, parents can access their child’s grades using a PIN number they received at the beginning of the school year. Parents may e-mail to communicate with members of the school staff.
- Teachers will routinely contact parents on an individual basis to communicate about their child’s progress.
- The school will provide to parents reports/report cards every four weeks with information regarding their child’s academic progress and upcoming classroom and school events.

2. List the proposed parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parental involvement and build staff and parent capacity to engage in these types of efforts. (Must include the 2 state mandated parent/teacher conferences each year.)

- Parent/Teacher conferences will be held twice each year. One in September and one in March.
- The school will hold an orientation for parents at each grade level to inform them about the school's participation in the Title I program and to encourage parents to be involved with reviewing and revising of the School’s Title I Plan.
- Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanation of homework and grading procedures.

3. How will your school provide information to parents about volunteer opportunities?

- Provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: the use of and access to the Department of Education website tools for parents, and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education. Information for parents will be posted on the school website.

- (Staff Development) The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two (2) hours of professional development for teachers and administrators on a 4 year rotation cycle designed to enhance the understand of effective parental involvement strategies. The District will provide training for parental involvement strategies for both teachers and administrators.

- The school will provide opportunities for parents and community members to support the instructional program through such programs as special friends.

- The school will work with Ozark Middle School to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The school will host special orientation programs for parents and students to help with the transition. Parents will have the opportunity to meet the new teachers before the beginning of the new school year.

4. How will your school work with parents to create a School-Parent-Compact?

- School staff, parents, and students have developed a school-parent-student compact. This compact outlines how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state’s high academic standards. (See pages: 8-10)

5. How will your school provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school’s Title I, Part A Program?

- The school will involve parents on school improvement planning committees.

- To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.

- The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school.

- The school will engage parents in decision making about the allocation of its Title I, Part A funds for parental involvement.

6. How will your school provide resources for parents?

- Parents may check out materials, use the computer to check grades, and visit educational Web sites. Parents will be encouraged to view the Title I Plan located in the parent resource center or media center on website.

- The school will distribute Informational packets each year that includes information on where to find the school’s parental involvement plan on the school’s website, survey for volunteer interests, recommended roles for parents/teachers/students and school, suggestions of ways parents can become involved in their child’s education, and information about the system that will be used to allow parents and teachers to communicate (Edline, notes, phone calls, e-mail...).
• To promote and support responsible parenting, the school shall, as funds are available: Purchase parenting books, magazines, and other informative materials regarding responsible parenting through the school library, advertise the current selection, and give parents the opportunity to borrow the materials for review. 
  • Include in the school’s policy handbook the school’s process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.
  • The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator. Brenda Beard has been designated as the OJHS parent facilitator.

7. How will your school engage parents in the evaluation of your parental involvement efforts?

• The school will engage parents in the annual evaluation of the Title I, Part A Program’s parental involvement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents and school staff. The Title I committee, made up of teachers, parents and school staff, will determine the effectiveness of the parental involvement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school’s efforts to increase parental involvement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in number of parents participating in workshops and meetings; (2) specific needs of parents; (3) effectiveness of specific strategies; and (4) engagement of parents in activities to support student academic growth.

8. How will your school use the parent interest surveys to select, plan and implement parental involvement activities that will be offered throughout the year?

• Sponsor seminars to inform the parents of high school students about how to be involved in the decisions affecting course selection, career planning, and preparation for postsecondary opportunities.
  • The school will ask parents to fill out a parent interest survey at registration or at the beginning of each school year to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically.
  • The school will use the results of the parent interest survey to be used to plan the parental involvement activities for the year.
  • The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental involvement plan evaluation.

9. When will your school plan the Annual Title I Meeting that must be conducted separately? (It CANNOT be held in conjunction with any other meetings or activities.)

• For each Title I, Part A School, an Annual Title I Meeting must be conducted.
  The school will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program. This annual Title I meeting will be held each Fall.
  The school will hold their annual Title I meeting separate from any other meetings or activities to ensure that they have ample time to provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. The district will conduct an Annual Title I meeting on October 21, 2013 at 5:45 in the administration building.

Ozark Junior High School
Parent Compact

Each school receiving funds under Title I, Part A, of the Elementary and Secondary Education Act (ESEA) must develop a written school-parent involvement policy jointly with parents for all children participating in Title I, Part A, activities, services, and programs. That compact is part of the school’s written parental involvement policy developed by the school and parents under Section 1118(b) of the ESEA. The compact must outline how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state’s high standards.

(1.) The school will incorporate the school-parent compact as a component of its School Parental Involvement Policy:

Part 1. General Expectations

Ozark Junior High School will:

(1) Convene an annual meeting to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school’s participation in Title I and to explain the requirements of Title I, and the right of the parents to be involved;

(2) Offer a flexible number of meetings.

(3) Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school’s Title I program, including the planning, review, and improvement of the school parental involvement policy and the joint development of the school wide program plan.

(4) Provide parents of participating children:

(A) timely information about Title I programs;

(B) a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet; and

(C) if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible; and

(5) If the school wide program is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

Part 2. Shared Responsibilities for High Student Academic Achievement

Each school receiving funds under Title I, Part A, of the Elementary and Secondary Education Act (ESEA) must develop a written school-parent compact jointly with parents for all children participating in Title I, Part A, activities, services, and programs. That compact is part of the school’s written parental involvement policy developed by the school and parents under Section 1118(b) of the ESEA. The compact must outline how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state’s high standards.

Ozark Junior High School jointly developed this parental involvement policy in consultation with school personnel, community members, and parents. This policy shall be made available to the local community by school web page.
Ozark Junior High School – Parent Compact

Ozark Junior High School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the state’s student academic achievement standards.

2. Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child’s achievement. Specifically, those conferences will be held:
   • Parent-Teacher conferences will be held twice yearly, during the months of September and March.

3. Provide parents with frequent reports on their children’s progress. Specifically, the school will provide reports as follows:
   • Edline will be used to provide updated progress reports and access to grades
   • Progress reports will be sent home every mid-term. Required parent signature for students who are working below grade level standards.

4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:
   • Edline will provide access to teacher by way of e-mail
   • Parent-Teacher conferences will be held twice a year
   • Parents and teachers have ready access to telephones to communicate during school hours
   • Appointments can be made to visit with teachers by calling the school. Appointments are set during the teacher’s prep period or after school.

5. Provide parents opportunities to volunteer and participate in their child’s class, and to observe classroom activities, as follows:
   • Parents are encouraged to be presenters to students as guest speakers for classes
   • Parents are encouraged to attend assemblies and school activities

Additional Required School Responsibilities:

1. Involve parents in the planning, review, and improvement of the school’s parental involvement policy, in an organized, ongoing, and timely way.

2. Involve parents in the joint development of any school wide program plan, in an organized, ongoing, and timely way.

3. Hold an annual meeting to inform parents of the school’s participation in Title I, Part A programs, and to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a convenient time to parents so that as many parents as possible are able to attend. The school will invite to this meeting all parents of children participating in Title I, Part A programs and will encourage them to attend.

4. Provide information to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.

5. Provide to parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school’s curriculum, the forms of academic assessment used to measure children’s progress, and the proficiency levels students are expected to meet.

6. On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.

7. Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.

Parent Responsibilities

We, as parents, will support our children’s learning in the following ways:

• Monitoring attendance.
• Making sure that homework is completed.
• Monitoring amount of television their children watch.
• Volunteering in my child’s classroom.
• Participating, as appropriate, in decisions relating to my children’s education.
• Promoting positive use of my child’s extracurricular time.

Staying informed about my child’s education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.

School __________________________  Parent(s) __________________________  Student __________________________

Date ____________  Date ____________  Date ____________

(PLEASE NOTE THAT SIGNATURES ARE NOT REQUIRED)
Part 3. BUILDING CAPACITY FOR INVOLVEMENT

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, Ozark Junior High School shall provide assistance to parents of children served by Ozark Junior High School in a timely manner

1. shall provide assistance to parents of children served by Ozark Junior High School as appropriate, in understanding such topics as the state's academic content standards and state academic achievement standards, state and local academic assessments; also monitor a child's progress and work with educators to improve the achievement of their children;
   • Edline will be used to monitor progress
   • State assessments reports are sent home and assistance for understanding is provided.
   • Conferences are held on an as need basis for student behavior and academic progress.

2. shall provide materials and training to help parents work with their children to improve individual achievement, such as using technology, as appropriate, to foster parental involvement;
   • Informational flyers and pamphlets are provided at the Parent Center
   • Parent Night

3. shall educate teachers, pupil services personnel, principals, and other staff, in the value and utility of contributions of parents; and how to communicate and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school;
   • Making sure that both staff and parents have a voice in the decision making process.

4. shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs such as parent resource centers that encourage and support parents in more fully participating in the education of their children;
   • Parent Resource Center in an easy access, central location
   • Books available to take home

5. shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format that is practicable and in a language that parents can understand;
   • When necessary, translated information is made available to parents

6. may pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;

7. may arrange school meetings at a variety of times

8. may adopt and implement model approaches to improving parental involvement;

9. may develop appropriate roles for community-based organizations and businesses in parent involvement activities.
   • Weekly radio announcement given by superintendent.
   • Daily lunch announcement on radio station
   • School Calendar printed by Bank of the Ozark and distributed to all students in the district.

10. shall provide such other reasonable support for parental involvement activities under this section as parents may request.

Part 4. ACCESSIBILITY

Ozark Junior High School, to the extent practicable, shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, in a format that is practicable and in a language that parents can understand.

Ozark High School
Parental Involvement Plan
(Ozark High School is NOT a Title I School)

Communication Strategies Used by OHS to Provide Parental Information and to Increase Parental Involvement in Supporting Classroom Instruction

- Edline. http://www.edline.net/pages/Ozark_High_School The OHS Edline page provides school news, a calendar of school activities, and parenting tips related to school achievement such as homework tips, organizational skills, and study skills.
- School Involvement Pamphlets can be obtained in the principal's office or from the Parental Involvement Coordinator (Brenda Shaffer) which explain how parents can become involved.
- Classroom Websites can be found on the OHS website http://www.edline.net/pages/Ozark_High_School
- Which allows parents to access their child's grades using a PIN number they can obtain from the school counselor (Cindy Kramer 479-667-4116 Ext. 4017). Pertinent information regarding assignments and other classroom needs can also be obtained in this fashion.
- Grade Reports are available every 4 ½ weeks in the form of Progress Reports or Report Cards.
- Parent Teacher Conferences are scheduled on the following dates: August 19 (Open House); September 19 (P/T Conferences); and March 20 (P/T Conferences).
- Student Handbooks are distributed on the first day of school with information covering OHS policies and regulations.

Parent Meetings, Conferences, and Activities Regularly Scheduled Throughout the School Year to Encourage and Increase Parental Involvement

- Ozark High School Open House August 19, 2013 from 4:30-7:30 PM
- Fall Parent Teacher Conferences (8-12) September 19, 2013 from 2:00-7:00 PM
- Spring Parent Teacher Conferences (K-12) March 20, 2014 from 2:00-7:00 PM
- Email Addresses for OHS Faculty and Staff can be found at the following web address: http://www.edline.net/pages/Ozark_High_School/Our_Staff
- It is the responsibility of all teachers to make contact (through telephone, email, or face to face) with each student who is assigned to them during the school year.
- Volunteering If you are interested in volunteering please contact the OHS Principal’s office 479-667-4116 or contact the Parental Involvement Coordinator (Brenda Shaffer) at 479-667-4116 Ext. 4113

Training and Information for Parents About Volunteer Opportunities

- OHS provides opportunities for parents and community members to support instructional programs through the OHS Academic Booster Club, OHS Athletic Booster Club, and OHS Band Booster Club.
- OHS works with all schools in the district to provide smooth transition from one school to the next by raising parent awareness of procedures and related activities.
- OHS provides instruction to a parent or volunteer on incorporating developmentally appropriate learning activities in the home environment.
OHS requires that all teachers attend two (2) hours of professional development designed to enhance the understanding of effective parental involvement strategies; the OHS administrator attends three (3) hours of professional development designed to enhance understanding of effective parental involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

**OHS School-Parent-Compact**

The Ozark High School School-Parent-Compact is attached to this document. It was developed by teachers, administrators, parents, and volunteers and outlines how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state’s high academic standards. Stakeholders have signed the compact.

**Resources for Parents**

- Parents may check out materials, use the OHS Library Computers to check grades, and visit educational Web sites.
- Informational packets which involve the school’s parental involvement plan are available at Open House (August 19).
- Parenting books, magazines, and other material are available in the OHS Library for parents to check out or utilize.
- Parental responsibility is defined on Page 7 of the Ozark High School Student Handbook concerning the steps a parent should take to report a concern.
- Brenda Shaffer is the Parental Involvement Coordinator of OHS.

**Parental Interest Surveys and Planning**

- OHS asks parents to complete a parent interest survey at registration or at the beginning of school year to gather information from parents concerning the activities they feel will be the most beneficial in the efforts to support their child, academically.
- OHS uses the results of the parent interest survey to plan parental involvement activities for the upcoming year.
- OHS will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental involvement plan evaluation.
- OHS sponsors seminars to inform the parents of high school students about how to be involved in the decisions affecting course selection, career planning, and preparation for post-secondary opportunities.

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**OZARK**

Secondary Schools

Grades 8-12

Student Handbook

2014-2015