

**STAR CITY SCHOOL DISTRICT
2014-2015**

**STAR CITY MIDDLE SCHOOL STUDENT HANDBOOK
And
PARENT RESOURCE GUIDE**



ADMINISTRATION

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Policies in this handbook were approved by the Star City School Board on July 22, 2014.

Each student will receive a copy of this handbook and will be required to sign a statement of receipt.

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ACADEMIC DISHONESTY (Cheating)

A student may not cheat on tests or other work, nor will a student aid other students in cheating. A student that is cheating or aids another student in cheating will not be given any points for the assignment/test; however, the student cheating along with the student being assisted will be given another opportunity to show understanding of the content or concepts with a maximum of 70% of the total points possible on the assignment/test.

ACADEMIC IMPROVEMENT PLANS

An academic improvement plan (AIP) will be written for any student that does not score proficient on the Arkansas Benchmark Exam. The AIP will outline a remediation plan for the student in the areas of weakness. The student will be required to participate in this remediation plan or be subject to retention in school.

ACADEMIC SUPPORT

Students who miss instructional time due to various reasons (i.e. restroom breaks, going to gym or field house, etc.) may be assigned at the discretion of the teacher to Academic Support to make up for the missed instructional time and to complete any missing assignments.

ALTERING GRADES

Any student who knowingly or purposely alters or duplicates a report card will be subject to disciplinary action.

ALTERNATIVE LEARNING ENVIRONMENT

As required by ACA 6-18-508, the Star City School District provides an alternative learning environment. The ALE will have rules and procedures in addition to the student handbook.

The mission of the Alternative Learning Environment is to offer educational choices, encourage and support the development of students whose educational needs are not met by traditional programs. The primary goals of the program are to help students develop and maintain the skills they need to function successfully in school and in society. Assignment of students to the ALE is not subject to appeal or review to the Star City School District Board of Directors.

Some characteristics which may indicate a need for placement in the alternative learning environment:

1. Below grade level
2. Retained one or more times from grades 1-8
3. Recurring absences
4. Disruptive behavior
5. Personal or family problems or situation
6. In transition to or from residential programs

ANIMALS

Animals will not be brought to school without permission of the Principal. Animals are not allowed on the bus at any time. Classroom pets must be kept in appropriate case/containers and are not to be handled by students.

ARRIVAL TIME

The school day is from 7:56 a.m. to 3:30 p.m. Students arriving at school after 8:00 a.m. must be checked in by their parent/guardian or have a note from their parent/guardian explaining why they are late.

ASSEMBLIES

Assemblies are regularly scheduled part of the curriculum and are designed to be educational as well as entertaining experiences. They provide one of the few opportunities in school to learn formal audience behavior. Regardless of the type of program, courtesy demands that the student body be respectful and appreciative. In live entertainment, unlike radio, television, or movies, the performers are very conscious of their audience. Talking whispering, whistling, stamping of feet and booing are discourteous. Yelling is appropriate only at pep assemblies.

1. Do not take books or coats to the assembly unless instructed otherwise.
2. Proceed to the assembly area quietly and promptly. Find your seat quickly.
3. When the person in charge asks for your attention, give it to them immediately.
4. Be courteous to the performers and to your neighbors. Do not use an interval of applause or the short time between numbers to start conversation.
5. Applaud in keeping with the occasion. Applause should be generous and courteous.
6. Do not leave the assembly until dismissed.

BICYCLES AND MOTORCYCLES

Bicycles and motorcycles will be parked at the bike rack and left until school is dismissed. Irresponsible riding will result in losing permission to ride your bike to school.

CAFETERIA (MEAL) PAYMENT AND CHARGES

Lunches will be paid daily at the point of service (or in any amount in advance). For example, a parent may prefer to pay for a week's or a month's worth of lunches in advance. Our system will account for this payment, and your child will be served accordingly.

No charges for lunches will be allowed after the fifth accumulated charge. Following the fifth accumulated charge the student will be provided up to five alternative lunches. If the account is not brought current by the fifth alternative lunch, a FINS will be filed.

CHECKING OUT

Students will not be able to check out of school with a note or phone call, except under extenuating circumstances that have been cleared with the principal. The student's parent or guardian should come to school in person to check out their son/daughter, or provide a list to the school of the persons authorized to check out their child(ren). If the parent or guardian is aware several days in advance, they may come in and designate a time and date in the future when the student may leave school. A picture identification may be required to check out a student.

Star City Middle School is a closed campus. Students will not be allowed to check out just for lunch.

CHEERLEADER REQUIREMENTS

Cheerleaders are a very important part of the athletic program. They have a great deal to do with the spirit and sportsmanship of all athletic events and should take this responsibility seriously.

1. Must have been enrolled in the Star City School District to be eligible to try out
2. A candidate for junior or senior cheerleading must have made a minimum 2.5 GPA in the fall term in order to try out in the following spring term. They must not have over 3 disciplinary referrals for that school year. A candidate must not have been assigned any days of in-school suspension or out of school suspension for that school year. Three tardies (3) during one semester, in an individual class, as recorded in that teacher's grade book, will count as one referral.
3. Candidate must sign with the sponsor by the designated date.
4. Candidates must try out before a panel of judges whose scores will count as 75% of the candidate's score.
5. Candidates will be rated by the cheerleading sponsor for their squad during clinic week. This will count as 25% of the candidate's score.
6. Cheerleaders are expected to attend regular practice sessions in the summer and attend summer cheerleading camp.
7. Cheerleaders are expected to purchase their own camp clothes, shoes, tights, wind suits and socks.
8. Cheerleaders are expected to attend ALL games and to properly conduct themselves in such a manner that will reflect well upon them-selves and their school.
9. If any replacements have to be made due to someone moving away, etc., it will have to be done by the last school day of the school year the election was held.
10. Candidates must have a physical examination. Those students involved in athletics who have already received a physical for the year will not have to get an additional examination.

CHILD ABUSE (ACT 214 OF 1999) AND ACT-28 (SB 17) COUNSELORS ACCESS TO CHILD ABUSE REPORTS

Any teacher, school official, school counselor, social worker, or day care center worker who has reasonable cause to suspect that a child has been subjected to maltreatment or that a child has died as a result of maltreatment or observes a child subjected to conditions or circumstances which would reasonably result in maltreatment shall immediately notify the area child abuse hotline.

Certified Counselors in public schools are added to the list of persons to whom child abuse records may be disclosed. Counselors must treat disclosed information as confidential. Effective 7/3/89 (Instructional Services).

Any school employee is legally responsible to report child abuse and/or neglect to the proper authorities.

CLASS CHANGES

Changes should be made during the first (7) school days of the semester. No changes will be made after this time, unless there are extenuating circumstances.

CLASS OFFICERS

Students will be chosen to serve as a class officer by the guidelines set forth by their grade-level sponsors. Officers will be chosen early in the school year.

CLUBS AND ORGANIZATIONS

Star City Middle School has established numerous social, sport and academic activities to promote initiative, leadership, school spirit and pride in its students. All students are encouraged to participate in the various clubs and organizations and to truly get involved in their school life and what is happening. Membership in extra-curricular activities and/or school sponsored clubs requires consent to random drug testing.

Officers of the various organizations will be chosen early in the school year.

CONFERENCES

Conferences may be initiated by either the parent or the teacher. Parents will be notified if a conference is necessary. Parents must call the school office and make an appointment for a conference. Teachers shall conference with parents once each semester. More frequent communication will be required for students not performing at grade level.

DEBTS

All debts must be paid by the end of the school year in which they were incurred.

DISCIPLINE FOR STUDENTS WITH DISABILITIES

1. Students with disabilities who engage in misbehavior are subject to normal school disciplinary rules and procedures so long as such treatment does not abridge the right to free appropriate public education.
2. The individualized education plan (IEP) team for a student with disabilities should consider whether particular discipline procedures should be adopted for that student and included in IEP.
3. Students with disabilities may be excluded from school only in emergencies and only for the duration of the emergency. In no case should a disabled student be excluded for more than ten days in a school year without review of the student's IEP committee.
4. After an emergency suspension is imposed on a student with disabilities an immediate meeting of the student's IEP team should be held to determine the cause and effect of the suspension with a view toward assessing the effectiveness and appropriateness of the student's placement and toward minimizing the harm resulting from the suspension.
5. The suspended student should be offered alternate educational programming for the duration of the exclusion.
6. Sandra Lanehart is the designated grievance officer for Section 504.

DRINK MACHINES

Drink machines are available for students after the last class of the school day. Bus students do not have this privilege since drinking is not allowed while riding a bus. Students that are being picked up by parents or relatives, and students that are walking home may use the drink machines after school.

DUE PROCESS

1. Prior to any suspensions, the school principal or his/her designee, shall advise the pupil in question of the particular misconduct of which he or she is accused, as well as the basis for such accusation.
2. The pupil shall be given an opportunity at that time to explain his/her version of the facts to the school principal or his/her designee.
3. Written notice of suspension and the reason(s) for the suspension shall be given to the parents(s) of the pupil.
4. Any parent(s) tutor or legal guardian of a pupil suspended shall have the right to appeal to the Superintendent of schools.

EMERGENCY DRILLS

Fire Drills: Intermittent high pitched horn over the intercom

Storm Drills: One continuous, warble tone (doorbell)

Earthquake Drill: Announcement over intercom

Teachers will give students instructions on what action to take. If evacuation of building is necessary, students will follow the routes posted in each classroom. Drills will take place periodically.

FOOD/LUNCH DELIVERY

In an effort to provide a learning environment that is both secure and one with minimum interruptions, **delivery of food by outside sources (i.e. vendors) is not allowed** with exception to principal approved class or organizational parties/workshops.

Parents/Guardians may bring lunch for their student at the appropriate lunch time. **Classroom instruction will not be interrupted for the delivery of a lunch or snack.** **Lunches shall be left in the office with the student's name on it for a student to pick up.**

Students may bring a lunch prepared outside of the cafeteria, but it is against State Law for any of this food to be shared with other students.

If a student forgets to bring his/her lunch, he/she will need to eat in the cafeteria.

During lunch period, students are to eat their food in the cafeteria only.

Students needing a snack for medical reasons should bring the snack to school with them. These will be eaten at times designated by the nurse. **Snacks may not be delivered to the school by a vendor.**

GRADING

Nine weeks and semester grades will be calculated by using percentages and any percentage .50 or higher will be rounded to the next whole number. Assignment value for grades entered in grade book are 25% for classroom and homework assignments and 75% for all assessments.

Summative assessments will be administered at the end of each quarter.

The following grades are used by teachers:

Grade A-Superior.....	90-100
Grade B-Above Average.....	80-89
Grade C-Average.....	70-79
Grade D-Below Average.....	60-69
Grade F-Failing.....	59 & Below

"I" means incomplete work and is used when a student failed to complete work by the time of recording.

SCMS will send out written reports to parents and guardians on their children's academic progress every 4 ½ weeks. The district will schedule Parent Visitation once a semester. Teachers shall conference with parents once each semester.

Additionally, the school provides parents an online grade book service. This application allows parents to view their student's grades and attendance in a real-time atmosphere. By using the student's id number and the password assigned by the school, a parent is able to view their child's current information, as well as, information from previous marking periods. Parents are encouraged to utilize this service to monitor their child's progress.

GUIDANCE

Guidance is a developmental program. Guidance is in the area of affective education and emphasizes self-growth and emotional well-being. Building of self-concepts, getting along with others and understanding of feelings are some of the most important concepts built upon, beginning with the elementary school child and working through the high school senior.

Guidance services are in three areas: Consultation, counseling, and coordinating. Counseling is the heart of the guidance program. On the secondary level, much time is spent in helping the student in choosing careers or furthering their education. Grades can be improved, study skills increased, and personal crisis worked through by the use of the guidance program.

HALLWAY TRAFFIC

Running, crowding, shoving, pushing, pulling, striking others, loud talking and the like are not permitted in the corridors, classrooms, restrooms, etc. In using the hallways, pupils are asked to pass always to the right. There will be no loitering in the halls.

HOMEWORK & TESTING POLICY

It is recognized by the Star City School District that students greatly benefit from properly structured and targeted homework assignments. We further recognize that homework should be assigned on a regular basis in all academic subject areas and that it should be relevant to what is taking place in class.

Because homework is essential for the student to master the skills necessary in each discipline and a certain amount of independent work is necessary at each level, the following guidelines are to be followed regarding homework:

1. Homework should be a gradual and progressive experience for all students.
2. Grade and achievement level should be considered before assigning homework.
3. Homework should not be assigned on material not previously taught.
4. Homework should not be given in such extensive amounts as to put unnecessary burdens on family life or recreation.
5. Time should be allowed in class for practice.
6. Student work should always be evaluated and students shall receive feedback.
7. Failure to complete or turn in homework will result in parental contact by the teacher and a reduction in point value at a rate of 5% per day up to 3 days at which time the assigning teacher will make an academic discipline referral to the principal's office.
8. Students who have failed to turn in homework after a three day period will be assigned Academic Support. Students will remain in that placement until missed work is completed. Point value deductions will continue at the rate of 5% per day.

Students are required to take summative exams at the end of each quarter. If a student cannot be at school the day quarter tests are given, he/she may be allowed to make up the tests. The test/tests must be taken on the date or dates designated by the teacher or administration. Vacations should not be scheduled during the time when summative assessments are being given.

HONOR GRADUATE CRITERIA

1. Honor graduates will be classified on three levels based upon grade point average as follows:
 - a. Summa Cum Laude (or Highest Honors) – 4.0 or higher
 - b. Magna Cum Laude (or High Honors) – 3.75-3.999
 - c. Cum Laude (or Honors) – 3.50-3.7499
2. For honor graduate designation, in addition to meeting GPA requirements students must complete all Smart Core requirements as well as additional advanced classes to be phased in over a four year period. These requirements beyond the Smart Core are as follows:
 - a. For the 2013-2014 school year, students must pass a minimum of 3 AP classes and at least one year of foreign language classes.

Transfer Policy

Transfer students may be eligible for honor graduate and class rank status only if the transfer is from an accredited school and the student has met the requirement regarding the number of AP courses and curriculum set forth in the honor graduate requirements by the Star City School District. Star City High School will accept all weighted AP, IP, and IB credits from other accredited schools. Transfer students must be enrolled in Star City School District on the beginning day of school of their senior year to be eligible to be a graduation speaker.

AP and Pre-AP Course Drop Policy

1. Following the fifth week of the first quarter, any student wishing to drop an AP/Pre-AP class must meet with the principal, counselor, AP instructor and AP coordinator to identify academic reasons for wishing to drop the course.
2. There will be a four week waiting period following these meetings, during which the student must continue to participate in the AP/Pre-AP course.

3. During this four week waiting period, the student and AP/Pre-AP instructor must document efforts to improve coursework. This may include extra tutoring sessions, study aids, and time with the AP/Pre-AP instructor, etc. If the student has not made efforts to improve class performance, the student will not be allowed to drop.
4. If at the end of the four week period the student has satisfied all requirements but still is not making satisfactory progress, the student will be removed from the class with the approval of the principal and AP coordinator. If there is no corresponding course, the student must stay in the class until the semester is over.
5. No students will be allowed to drop an AP/Pre-AP course until the first nine week grading period has ended and all requirements are met.
6. At the discretion of the AP committee (AP/Pre-AP instructor, AP coordinator, principal, counselor) a student may be recommended for removal from the course if it becomes evident the student cannot be successful.

HONOR ROLL/MERIT LIST

SCMS recognizes the academically talented student each nine weeks grading period and each semester with an Honor Roll and Merit List published in the local paper. Grades in semester courses will be used to figure Honor Roll and Merit List. Classes that rotate on a daily or 9 weeks rotation will not be figured into the average. Students on the honor roll must have a 3.5 to 4.0 average on their report card for a nine weeks period. For a student to qualify for the merit list they must have a 3.0 to 3.49 average.

STUDENT INSURANCE PROGRAM

Officials of your school have completed arrangements for a School Insurance Plan for the school year. It is hoped all students will avail themselves of this protection. The master policy will be on file with school authorities. Benefits provided by the policy will be described in materials sent to the parents.

JUNIOR BETA CLUB

To be eligible for Jr. Beta Club, a student must:

1. Be a second semester seventh grader or above.
2. Have a 3.0 (B) semester grade in core courses (English, math, science, social studies).
3. Have no more than 2 office referrals in the qualifying semester and no in-school or out of school suspensions during the qualifying semester.

After becoming a Beta Club member, the students' grades and discipline records will be reviewed each grading period. Students who do not meet the grade requirements will be placed on probation and will not be allowed to participate in club activities. If the student does not raise his/her grades by the next grading period, he/she will be dropped from the club. If the student does raise his/her grades, he/she will return to being an active club member.

A student placed in in-school suspension or out of school suspension will be removed from the Star City Middle School chapter of the Beta Club for that school year. Student's request to be readmitted must be made in writing to the sponsor for him/her to be considered for readmission the following year. Students who receive two disciplinary referrals in a semester will be placed on discipline probation for the remainder of that semester. A third referral will result in being removed from the Star City Middle School Junior Beta Club for that semester. Student's request to be readmitted must be made in writing to the sponsor for him/her to be considered for readmission the following semester.

MAKE-UP WORK

Students who miss school due to an absence shall be allowed to make-up the work they missed during their absence. It is the school district's desire that students take the responsibility of arranging for all make-up work with his/her teacher(s). Failure by the student to take this responsibility will result in the teacher(s) communicating the time frame for make-up work. Students will be allowed one day for each day absent to make-up work unless other arrangements are made with an individual teacher. Failure to meet this time-line will result in a deduction of point value of 5% per day up to three days at which time an academic referral will be made to the principal's office. The student will be assigned Academic Support until the assignments are complete. A 5% deduction will continue until make-up work is complete.

PARENTAL INVOLVEMENT

We believe that a partnership must exist between our parents and our school. We promote positive communication between the school and our students' homes. The school provides a variety of opportunities for parents to be involved in activities supporting our school. We believe teachers have a responsibility to provide the needed

framework for parents to nurture their child's formal instruction at home. It is our goal to provide an atmosphere where parents are able to express their views and to assist in problem solving. We want parents to understand that we view them as joint policy and decision makers and plan to emphasize their roles as advocates.

The Title I Parental Involvement Committee, consisting of teachers, administrators, parents, and community members, met to develop the following list of services and activities to promote parental involvement and provide additional support for student learning:

1. School staff will use a variety of communication strategies to provide additional information to parents and to increase parental involvement in supporting classroom instruction.

- The school will distribute handouts to parents. It includes parenting tips relating to school achievement such as homework tips, organizational skills, and study skills.
- The school will create a Web site to house school information. Also, parents can access their child's grades using a PIN number they receive at the beginning of the school year. Parents may use e-mail to communicate with members of the school staff.
- The school will provide daily organizational planners to each student to assist with communication with parents about daily educational objectives and homework expectations.
- 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 4 ½ weeks with information regarding their child's academic progress and upcoming classroom and school events.
- The school will offer parents an opportunity each year (Annual Report to Public) to learn about the school's approach to school improvement and ask questions.
- The school will send brochures home with students, post notices in school facilities and public buildings, use multiple technology resources, and provide information through local newspapers about parent workshops and/or meetings.
- The school will use the student handbook, school Web site, signage at the school entrance, and parent orientation meetings about the Schoolwide Title I Plan and how to get a copy upon request.

2. The school will hold parent meetings, conferences, and activities regularly throughout the year to increase parental involvement and build staff and parent capacity to engage in these types of efforts.

- These meetings will include parent-training sessions to help parents understand how to enhance their child's education.
- The meetings will be held at various times during the day or evening to better accommodate parents.
- 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.
- Teachers will hold conferences individually with parents of children in their classrooms. 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. An Academic Improvement Plan will be developed for students scoring below proficient. 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 explanations of homework and grading procedures.
- The school will work with Jimmy Brown Elementary School to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities through a handout. In addition to the handout, the school will host an orientation night for parents and students to help with the transition. Parents will have the opportunity to meet the new teachers at the beginning of the school year.
- The school will engage parents in the following types of roles and activities to increase their involvement and support for student learning:

- Book fair helpers
- Award's day presentations
- S.T.E.M. night and activities
- Field day volunteers
- Family learning nights
- Parent education workshops
- Orientation presentations
- Open house
- Band and Choir concerts
- Various committees

3. The school will provide information to parents about volunteer opportunities.

- The school will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during orientation of parents.

4. The school will work with parents to create a School–Parent–Student Compact.

- School staff, parents, and students will develop a school–parent–student compact. This compact will outline how parents, school staff, and students 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 academic standards.

5. The school will provide an opportunity for parents to engage in decision–making processes in regarding the school's Title I, Part A program.

- The school will involve parents on school improvement planning committees.
- The school will engage parents in decisions about the allocation of its Title I, Part A funds for parental involvement.

6. The school will provide a parent resource center 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.

7. The school will engage parents in an evaluation of parental involvement efforts.

- 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. Collecting evidence through the use of surveys about satisfaction with programs and the school's efforts to increase parental involvement will be a part of the evaluation.

PETITIONS

All petitions shall be free of obscenities, libelous statements and personal attack and shall be within the bounds of reasonable conduct. Students signing such petitions shall be free from recrimination and retribution from members of the staff and administration.

Petitions will be turned in to the principal's office to be forwarded to the superintendent's office for a response.

PLAYGROUND RULES

1. Stay in designated areas:

MORNING:

- a. 6th grade-south side of main building
- b. 7th and 8th grades-north side of main building

LUNCH RECESS:

- a. 6th grade-south side of main building
- b. 7th and 8th grades-south side of main building

2. Obey directions of duty personnel at all times

3. Any playground items brought to school must be approved through the office. Items such as baseball bats, skateboards, etc. will not be permitted.

During inclement weather, students are to report to the hallways of the Middle School before school.

RESTROOMS

The breaks between class periods are to be used for a student's restroom needs. Students will be allowed to use the restrooms in their classrooms according to classroom rules. Public restrooms will be used as directed or by permission from a teacher or the office staff. A student is not to leave class without permission and go to the restroom unless there is an emergency. Students who must miss learning opportunities for out of classroom restroom use will be required to make-up the missed learning opportunity by attending 15 minutes of Academic Support. Failure by a student to attend Academic Support will result in disciplinary action.

RETENTION, PROGRESS AND PROMOTION POLICY

Students in grades 6-8 must pass three core subjects (math, English, science, social studies) to be eligible for promotion. Students that qualify under PL 94-142 and Act 504 must meet the terms of their Individual Education Plans to be eligible for promotion.

SCHOOL TRIPS

School trips are as much a part of our school as regular everyday courses. Misbehavior on these trips will result in the same type of discipline as if you were on campus.

STUDENT COUNCIL

The student council, representing the student body, serves as a forum for free expression of student opinion and a channel of cooperation between faculty and students. Realizing that final decisions of any matters must have approval of the administration, the council shall make no attempt to be a governing body.

Students interested in running for office will sign up during the spring semester (April-May) for the upcoming school year. The election will be held at the beginning of the school year (August-September). The council will be elected from the 7th grade students. It will be made up of a president, vice president, and secretary. Representatives for the upcoming year will also sign up or be nominated and then elected at the same time as follows: 2 from the 5th grade, 3 from the 6th grade and 3 from the 7th grade.

The council offers valuable training to the youth of SCMS by giving them actual experience in proper government participation.

To be eligible to serve as a Student Council member, a student must:

1. Have a 1st semester grade average of C in each of the four required core courses.
2. Have no more than 2 office referrals in a semester and no in-school suspensions.

After nominations are completed or closed, grades and conduct grades will be reviewed to determine eligibility for running for office. Eligible candidates will be placed on the ballot for president, vice president, and secretary. At the conclusion of that election, all eligible students not elected to one of these offices will automatically be placed on the ballot for representative. The election for representatives will be held last.

SUMMATIVE ASSESSMENTS

A quarterly assessment will be given in every course at the end of each 9 weeks.

TELEPHONE

Students will not use the office phone for personal calls except in an emergency and with staff permission. In the event a student receives a call, he/she will be called out of class only in the case of an emergency. **DAILY MESSAGES FOR STUDENTS MUST BE MADE ONLY IN CASES OF EMERGENCY.**

TEXTBOOKS

The school furnishes textbooks to each student. These must be used for five years; therefore, it is necessary that students take good care of their books. Students will be responsible for any lost or damaged books. Books damaged or lost while in the custody of the student will be paid for by the student to whom the book belongs. The cost of the book will be the price of a new book regardless of the age or condition of that lost book.

WITHDRAWAL FROM SCHOOL

Students should check-out in the school office and get their withdrawal form. All fees need to be paid on the day the student withdraws. All books must be turned in before withdrawing.

DISCIPLINE POLICY

INTRODUCTION AND PURPOSE

The Star City School District Board of Education, administration, and staff are committed to maintaining a school climate in which all students can learn and one which ensures the safety and welfare of everyone in the school environment.

Discipline will work toward developing behavior skills necessary for a successful, productive life because rules are required for order when many people work together in one environment. Disciplinary measures are intended not to be punishment but actions to help students understand obligations to themselves and others in the school setting and the role of the law, rules, and Board policies in meeting these obligations.

A student may be suspended or expelled for immorality, refractory conduct, insubordination, infectious disease, habitual uncleanliness, or other conduct that would tend to impair the discipline of the school or harm the other pupils, regardless of whether the student's conduct occurs on or off campus and during or between school terms and regardless of whether or not a specific prohibition of the conduct is contained in this Student Handbook.

Students who are suspended or expelled from school may not attend athletic events, etc., in which Star City Middle School is a participant at home or away.

Below are detailed activities that are considered infractions of proper school conduct and will subject the student to discipline. These three categories of offenses and discipline are given:

Minor Offenses: First level of discipline problems

Consequences: Lunch time detention hall

Major Offenses: These are more serious offenses

Consequences: After-school detention hall, in-school suspension (ISS), or out of school suspension (OSS)

Criminal Offenses: These offenses will normally involve reporting to law enforcement officials and out of school suspensions (longer time period than normal) and/or expulsion.

When behavior threatens the security and well order of the school, progressive discipline is not necessary.

Even though the District may list disciplinary actions in a progression from less to more severe, the administrator may choose the most severe action based on the severity of the infraction. Consequences may range from a reprimand to expulsion. Consequences will be determined by the nature and severity of the offense.

Buses - Policies for Students Riding School Buses.

1. Be at the bus stop at the scheduled time. Stand back at least ten (10) feet from the bus stop and wait until the bus comes to a complete stop. Approach the bus once the door has opened. Do not play on the highway or road. If you miss the bus, do not attempt to hitch-hike a ride or walk to school.
2. Students should try to be on the right side of the road to load the bus when possible. If you have to cross the road to load, wait until the bus comes to a complete stop, the door opens, and the driver signals for you to proceed.
3. Students cannot ride any bus except their own, visitors are not allowed except in a case of emergency. All emergency permission must be secured from the office.
4. Students loading the bus should do so in an orderly and safe fashion.
5. While riding the bus, students are under the supervision of the bus driver and must obey the driver at all times. The driver will make seat assignments and has the option to change a student's seating at any time.
6. Students are expected to conduct themselves in a manner that does not distract the driver or disturb the other riders on the bus. Students are to be reasonable quiet and keep their hands and feet to themselves.
7. No sharp objects of any type are allowed on the bus. No type of weapons, explosives, or any type of animal may be on a bus.
8. No EATING, DRINKING, GUM CHEWING, or TOBACCO PRODUCTS will be allowed on a school bus at any time.
9. Students must stay seated while the bus is in motion. ACT 1744 of 2001 mandates that students are to remain seated while the bus is moving.
10. Students are not to put their hands, arms, head, or any other body part out a bus window.
11. Students are not to yell out the bus window while on the bus.

12. Students are to keep the aisle of the bus clear of books, bags, coats, etc. Do not rest your feet in the aisle at any time.
13. Students are not to deface the school bus or any school property. Students are not to tamper with any of the safety devices, such as door latches, fire extinguishers, first aid kit, etc.
14. Students will only be dropped off at their regular stop. Do not ask the driver for any exceptions.
15. When the students exit the bus it must be done in a safe and orderly manner. Students who must cross the road after unloading must go to a point up from the bus where the driver can clearly see them. Then wait for a signal from the driver or student patrol to safely cross the road.
16. Students are never to return to the roadway to retrieve items or check their mail boxes while the bus is in the area.
17. Students will be permitted to use cell phones on the bus if used for texting only. Bus drivers and school officials may restrict any and all cell phone use or privileges at any time.
18. Students will be permitted to use iPods, MP3 players, etc. on buses as long as ear buds are in use by the listener.
19. This is not intended to cover all the “dos” and “don’ts”. These guidelines are set to ensure the safety of students, driver and general public. The driver may find it necessary to interpret these policies in light of his/her own needs.

IT SHOULD BE REGARDED AS A PRIVILEGE TO RIDE TO SCHOOL ON A BUS.

Failure to abide by these policies will result in punishment by one of the following:

First Offense	Reprimand and/or One to Three (1-3) days suspension from the bus
Second Offense	One to Three (1-3) days suspension from the bus
Third Offense	Three to Five (3-5) days suspension from the bus
Fourth Offense	Ten (10) day suspension from the bus
Fifth Offense	Suspended from the bus for the remainder of the semester or for not less than thirty (30) school days.

Bus penalties for students who qualify under PL 94-142 will be as follows:

First Offense	Reprimand
Second Offense	Referral to the counselor
Third Offense	One to Three (1-3) days suspension from the bus
Fourth Offense	Three to Five (3-5) days suspension from the bus
Fifth Offense	Ten (10) day suspension from the bus
Sixth Offense	Suspended from the bus for the remainder of the semester or for not less than thirty (30) school days.

Cafeteria Behavior. The cafeteria must be kept neat and clean in order for breakfast and/or lunch to be pleasant. Every student must do his/her part to clean up after eating. The following rules must be observed:

1. Take cafeteria trays to the disposal window after eating.
2. Breaking into the lines or saving places in the line is unfair to the other students and is not allowed.
3. Excessive noise in the cafeteria creates an uncomfortable atmosphere and will not be tolerated.
4. Students will not be allowed to take food or drink out of the cafeteria.
5. Students are under the supervision of the cafeteria duty personnel.
6. Throwing food will not be tolerated.
7. Students are not to use or have visible brushes, combs, or any hair products in the cafeteria.

Penalty will include one of the following:

- A. Reprimand
- B. Time Out
- C. Detention Hall
- D. In-school suspension

Dress and Grooming. Students will appear at school clothed and groomed in an appropriate manner which is dictated by principles of personal hygiene. It is recognized that the choice of attire and grooming are matters of expression and subject to fashion and current fads; nevertheless, the school board expects that good grooming shall be stressed at all times. Any article of clothing or manner of hair style which is determined by the building administrators to materially and substantially interfere with the educational process is prohibited, but not limited to

those expressions which are obscene, profane, pornographic, representative of a clear and present danger or illegal behavior, dress that is demeaning others in racial, religious, or sexist or advocating pain, death, suicide, or the use of drugs, alcohol, tobacco, or gang affiliation.

1. No clothing will be allowed that results in immodesty (ex. Skirt or shorts too short, midriff exposed).
2. All students must wear shoes at all times for health and safety reasons.
3. Male's shirts must have sleeves.
4. Hats, caps, or any other head covering will not be permitted to be worn in the building.
5. Pants must be the proper size and worn at the waist. NO SAGGING!
6. Students are not to wear sunglasses inside the building.
7. Students are not to wear clothing representing a gang affiliation.
8. Bandanas are not allowed on campus.
9. Students are not permitted to wear clothing or footwear that is intended as sleepwear.
10. No type of combs, brushes, or hair picks will be allowed to be kept in a student's hair during the school day.
11. No bandanas are allowed on campus at any time.

Students will not be allowed to attend class unless they are in compliance with the dress code. Any dress code violation inside the classroom will be punished through a referral to the office. Students dress must be in compliance during all school activities. Students may be sent home to change the inappropriate clothing.

Penalties for dress code violations will include:

1 st offense	Reprimand/correct dress code infraction
2 nd offense	1 day of after-school detention
3 rd offense	2 days of after-school detention
4 th offense	3 days of after-school detention

MINOR OFFENSES

A minor offense is the least severe offense and first level of offenses and discipline. These kinds of behaviors often occur in a classroom setting or of mild violation and, if so, are usually handled by teachers or their designee through the classroom assertive discipline plan (see classroom assertive discipline plan). Minor offenses will be handled by the teacher and students will be assigned lunch time detention as consequences.

Consequences for classroom misbehavior under the assertive discipline plan:

1 st classroom write-up or referral	1 day of lunch time detention hall
2 nd classroom write-up or referral	2 days of lunch time detention hall
3 rd classroom write-up or referral	3 days of lunch time detention hall

If these minor behaviors occur outside the classroom setting, the student will be referred to the principal. The consequences for minor misbehaviors that occur outside the classroom that are not addressed specifically in this handbook will be the following:

1 st Minor Offense	Reprimand
2 nd Minor Offense	1 day of after-school detention
3 rd Minor Offense	3 days of after-school detention
4 th Minor Offense	5 days of after-school detention

Other possible actions that could occur in addition to the other disciplinary action:

- a. Confiscation with return of property
- b. Referred to the counselor
- c. Restitution
- d. Parent Conference
- e. Temporary loss of privileges

Classroom Assertive Discipline Plan

Assertive Discipline utilizes a tiered system. After a student has been warned one time, the student will receive a classroom consequence on the second time, and finally a lunch time referral for the third offense. All classroom referrals will be sent to the office at the end of the class period for recording purposes. This system works as follows in the classroom:

1st offense: Student will have their name put on the board to warn the student of their inappropriate behavior.
2nd offense: Classroom consequence (ex. Refocus area etc.)
3rd offense: Student will receive a classroom referral for noon-time detention. Teacher will contact parents by phone, cell phone, email, or note to inform the parent of the student's inappropriate behavior and what needs to be corrected.

Cell Phones and Electronic Communication Devices. Students who use school issued cell phones and/or computers for non-school purposes, except as permitted by district policy or administrative regulation, shall be subject to discipline, up to and including suspension or expulsion. Students are allowed to use or have out cell phones or other similar communication devices for texting purposes before school, after school and during the students' lunch time (outside time only). Talking on a cell phone, listening, ringing, checking the time, taking pictures, etc. will not be allowed at any time during the school day (7:56a.m-3:30p.m.) unless permission is given to the student from school personnel. During instructional time (including intervention period) phones may not be used for any reason (including talking on a cell phone, listening, ringing, text messaging, checking the time, taking pictures, etc.) unless permission is given from school personnel. At no time should student use a cell phone during a test.

Due to test security reasons the administration of high stakes testing (Benchmark, Explore, etc.), students are prohibited to have phones in their immediate possession during test administration. Violation of this policy will result in immediate confiscation of the phone and the student will be assigned 3 days of In School Suspension. Further action may be taken by the testing company in addition to the action of SCMS.

Students bring these devices to school at their own risk. Star City School District faculty and staff members are not responsible for any damaged, missing, or stolen cell phones. If a student has a cell phone or other electronic device stolen or damaged, the school will not utilize administrative time to investigate the incident nor will the school take any financial responsibility for the cell phone or cell phone charges.

Computer Unauthorized Access or Use. A student shall not access, modify, erase, send messages, or in any way use software or hardware that violates school policy or disrupts instruction.

Disruptive Behavior. Students will not engage in any kind of behavior that disrupts the educational process. These behaviors may include, but not be limited to, the following: loudness, inattention, inappropriate language, gestures, making noises, talking when teacher is teaching, and minor disrespectful behaviors toward teachers, etc.

Food and Soft Drink Consumption. For cleanliness, health, and sanitation, food and drinks will not be consumed in the building except in the cafeteria without special permission from the teacher—usually on special occasions. Eating candy or food, chewing gum or drinking soft drinks is not permitted in the buildings. Bottled drinks, other than water, are not to be brought into the building. Water must be in a clear container. Drinks not in clear containers or other than water will be confiscated.

Students are prohibited from selling candy/food to other students on campus.

Forgery or Falsification of Information. Students shall not falsify signature or information on official school records.

Failure to Attend Academic Support or Focus. It is the goal of SCMS to ensure that all students learn at high levels. Academic Support and/or Academic Focus will be assigned when additional support is warranted. Attendance is mandatory when support has been assigned. Failure to attend this necessary support will not be tolerated.

Failure to Follow Instructions. Students shall follow reasonable instructions from teachers, administrators, substitute teachers, bus drivers, and any other authorized school employee and shall follow all school rules.

Gum Chewing Students will not be allowed to chew gum on campus at any time.

Language (Mildly Inappropriate). A student will not use inappropriate language in school or at any school activity. **Mildly** inappropriate language may be handled in the classroom through assertive discipline; however, profane or obscene language moves this rule to a major offense.

Littering Classroom, Building or Campus. All school personnel shall exhibit good citizenship by caring for the environment both inside and out. Students shall not litter the building or the campus.

Note Writing. Students shall not write or pass notes or pictures in the classroom.

Sleeping in class. Students are to be awake and attentive in class.

Tardiness. A student is tardy if he/she is not in the room and in his/her seat when the tardy bell rings. **A student arriving at school late must be checked in by a parent/guardian or have a note signed by a parent/guardian explaining why he/she is tardy.** A student who is checking into school 20 minutes or less will be counted tardy and sent to class. A student who is more than 20 minutes late will be marked absent and remain in the office until the next class period. (See district 4.9)

Tossing objects in the classroom. A student is never to toss anything in the classroom.

Major Offenses

Major offenses are considered more severe offenses and discipline. These offenses will be handled by an administrator and include, but may not be limited to, the following:

Primary Actions

- a. Detention (after-school)
- b. In School Suspension
- c. Out of School Suspension
- d. Out of School Suspension w/recommendation for expulsion

Other Possible Actions

- a. Confiscation without return of property
- b. Referred to the counselor
- c. Restitution
- d. Parent Conference
- e. Loss of Privileges
- f. Legal Action

Academic Dishonesty. A student may not cheat on tests or other work, nor will a student aid other student in cheating.

1 st Offense	1 day of after-school detention
2 nd Offense	3 days of after-school detention
3 rd Offense	5 days of after-school detention

Alarms-False. A student shall not start a story of a fire, bombing, bomb threat, or other catastrophe when the student knows the story to be untrue. If injury results to any person as a result of the false alarm, the student will be reported to legal authorities.

1 st Offense	Out of School Suspension
2 nd Offense	10 days of suspension with recommendation for expulsion

Detention Hall-Skipping After-School Detention Hall. Detention hall meets for 30 minutes after-school Monday-Friday. Students shall bring study materials to detention hall and will remain the full time for full credit.

1 st Offense	Add 1 additional day of after-school detention
2 nd Offense	Add 2 additional days of after-school detention
3 rd Offense	Detention will be cancelled and in-school suspension will be added

Bullying. Students shall not bully, i.e. injure or threaten another student. 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 causes or creates a clear and present danger. See pg. 58 for further explanation or definition.

Consequences may range from a minimum of 1 day of ISS to a maximum of 10 days of in school suspension with recommendation for expulsion.

Failure to Provide Identification. Students shall not refuse to give identification or give false identification when identity is requested.

- 1st Offense 1 days of in-school suspension
- 2nd Offense 3 days of in-school suspension
- 3rd Offense Out of School Suspension

Fighting. Fighting by students at SCMS will not be tolerated. Students who engage in fights will automatically be placed in In School Suspension or Out of School Suspension. Consequences will range from a minimal of In School Suspension to a maximal of Out of School Suspension with recommendation of expulsion. Fighting that threatens the security and the order of the school may result in law authorities being contacted.

Students who double team another student may result in ten (ten) day suspension with recommendation for expulsion.

The number of fighting offenses are cumulative for the entire school year.

Fireworks Possession or Use on School Campus. No student shall possess, use or threaten to use any fireworks capable of inflicting bodily injury in school or at a school-sponsored event.

- 1st Offense 3 days of in-school suspension
- 2nd Offense 5 days of in-school suspension
- 3rd Offense Out of school suspension

Gambling. Students shall not gamble while on school property or school buses or at school-sponsored activities. Cards, dominoes, dice, etc., are not allowed unless used as an instructional tool.

- 1st Offense 3 days of after-school detention
- 2nd Offense 5 days of after-school detention
- 3rd Offense 5 days of in school suspension

Gangs and Gang Activity. Gangs, secret societies, or other similar groups, whether organized in the community or in other setting, are prohibited on the school grounds and campus and at any school-sponsored activity. Gang-related activity—whether genuine or a pretense—that is identified by school officials will result disciplinary action.

Students who are arrested for gang-related offenses, regardless of where the offense may have occurred **may be expelled for the remainder of the term, for the remainder of the school year, for one calendar year** or permanently, depending on the circumstances of the arrest. Gang-related activities include but are not limited to such activities as wearing apparel associated with gangs, displaying gang insignia, gangs, intimidation, and threats.

Consequences can range from a minimum of 3 days in-school suspension to a maximum of 10 days OSS with recommendation for expulsion at the discretion of administrator.

Harassment: Students will not be allowed to belittle or put down other students by calling names, teasing, or playing pranks on one another.

- 1st offense: 3 days after school detention hall
- 2nd offense: 5 days after school detention hall
- 3rd offense: 3 days in school suspension

Hazing. A student shall not haze or aid in the hazing of another student.

- 1st Offense 3 days of in-school suspension
- 2nd Offense 5 days of in-school suspension
- 3rd Offense Out of School Suspension

Hitting in the Private Areas. A student shall not punch, pinch, slap, kick, and/or knee students in the private areas of the body.

- 1st Offense 3 days of in-school suspension
- 2nd Offense 5 days of in-school suspension
- 3rd Offense Out of School Suspension

Inappropriate Physical Contact: Students shall keep all hands feet and other objects to themselves. Students shall not slap, pinch, kick, punch, or engage in any type of inappropriate contact. Students that engage in this type of activity will be punished at the discretion of the principal or assistant principal. Consequences range from a minimum of after school detention hall to 10 days out of school suspension with recommendation for expulsion.

Inciting to Fight. Any student that encourages, promotes, or provokes another student to fight other students will be punished.

- 1st Offense 5 days of after-school detention
- 2nd Offense 5 days of in school suspension
- 3rd Offense Out of School Suspension

Indecent Exposure. A student shall not expose his or her body or another student's body in any way, in a public place or in a public view, or under any circumstance knowing the conduct is likely to cause alarm or affront. Sagging or unbuttoned clothing may be considered indecent exposure if extreme.

Consequences can range from a minimum of in-school suspension to a maximum of out of school suspension with recommendation for expulsion.

Insubordination. Insubordination is the total failure to follow a command or instruction from a staff member (Direct insubordination is verbally refusing.) Consequences for insubordination range from a minimum to a maximum of 3 days in school suspension to out of school suspension.

Exposing another Student. A student shall not expose another student's under garments in any way in a public place or in public view or under any circumstance knowing the conduct is likely to cause alarm or affront. Pulling another student's clothing in a way to expose the under garments will not be tolerated. Disciplinary action will be taken if underclothing is exposed at all. More severe disciplinary action will be taken if the under garments are exposed in a bodily "private" area.

Consequences can range from a minimum of in-school suspension to a maximum of out of school suspension with recommendation for expulsion.

Failure to Follow Instructions Outside of Classroom. A student shall follow a command or instruction given by a staff member.

- 1st Offense 3 days of after-school detention
- 2nd Offense 5 days of after-school detention
- 3rd Offense 5 days of in school suspension
- 4th Offense Out of School Suspension

Insubordination. Insubordination is the total failure to follow a command or instruction from a staff member (Direct insubordination). Consequences for insubordination range from a minimum of 3 days ISS to a maximum of 10 days in school suspension.

- 1st Offense: 3 days of in school suspension
- 2nd Offense: 5 days of in school suspension
- 3rd Offense: 10 days of in school suspension

Language (Major inappropriate) – See Profanity

Laser Pointers. No student will possess a handheld laser pointer.

1 st Offense	3 days of after-school detention and confiscate laser
2 nd Offense	5 days of after-school detention
3 rd Offense	5 days of in school suspension
4 th Offense	Out of School Suspension

Leaving Campus. Students in SCMS are closely supervised. Once a student comes to school by bus, car, walking, etc., he or she is not to leave school without permission from a parent or guardian or school personnel.

1 st Offense	5 days of in school suspension
2 nd Offense	8 days of in school suspension
3 rd Offense	Out of School Suspension

Loitering by Suspended with expulsion recommendation or Expelled Student. No suspended or expelled student shall linger on school grounds or within 100 feet of the school without permission of the school administrator, nor shall a student go on school district property for consequence: contract law enforcement.

Medications. 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. 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. Each person present shall sign a form verifying the quantity of medication. Any student that is in possession of any medication without the proper paper work in the nurse's office will be subject to the following consequences.

Possession of nonprescription medication (over the counter medications)

- 1st offense: 1 day out of school suspension
- 2nd offense: 5 days out of school suspension
- 3rd offense: 10 days out of school suspension with recommendation for expulsion

Distributing nonprescription medication (over the counter medications)

- 1st offense: 3 days out of school suspension
- 2nd offense: 10 days out of school suspension with recommendation for expulsion

Possession of prescription drugs

Consequence may range from 5 days out of school suspension to 10 days out of school suspension with recommendation for expulsion

Distributing prescription drugs

Consequence may range from 10 days out of school suspension to 10 days out of school suspension with recommendation for expulsion

Music/Media Players. Students will not use iPod/MP3 players, radios, tape/CD players, tapes, etc., during instructional time or within the building without special permission. When being used before school, after school or at recess, ear buds must be utilized or used.

1 st Offense	1 day of after-school detention
2 nd Offense	3 days of after-school detention
3 rd Offense	5 days of after-school detention

Not in Assigned Area. Students should report to the appropriate locations directed by their schedule and/or staff member.

1 st Offense	3 days of after-school detention
2 nd Offense	5 days of after-school detention
3 rd Offense	3 days In School Suspension
4 th Offense	Out of School Suspension

911 Prank – Illegal Use of 911. Students will not call 911 as a prank. This type of behavior carries with it a fine.

1 st Offense	10 days of Out of School Suspension
2 nd Offense	10 days of suspension with recommendation for expulsion

Possession/Use of Paging Devices (Beepers) and/or Other Electronic Communication Devices.

Cell phones and iPods will not be allowed in hallways when students are transporting to and from classes. All other electronic communication devices will not be allowed on school campus, school buses and during school hours. Consequences are listed below for misuse of any electronic communication device.

1 st Offense	3 days of after-school detention
2 nd Offense	5 days of after-school detention
3 rd Offense	1 day of in school suspension
Additional Offenses	3 days of in school suspension

Profanity, Lewdness, or Obscene Gestures, Verbal Harassment. A student will not use profane, violent, vulgar, abusive, or insulting language or gestures at any time.

1 st Offense	3 days of after-school detention
2 nd Offense	5 days of after-school detention
3 rd Offense	5 days of in school suspension
4 th Offense	Out of School Suspension

Threatening, Insulting, Obscene Gestures or Abusive Language to a School Employee. Any student who uses profanity, violent, vulgar, or abusive language or obscene gestures directly to a school employee will be suspended for 10 days with recommendation for expulsion.

Public Display of Affection. Public display of affection is inappropriate in a school environment. Students will not hold hands, embrace, kiss, etc., in school or at any school-sponsored event.

1 st Offense	1 day of after-school detention
2 nd Offense	3 days of after-school detention
3 rd Offense	5 days of after-school detention
4 th Offense	In School Suspension

Selling on campus. Students are prohibited from selling candy/food or other items to students on campus.

1 st Offense	1 day of after-school detention
2 nd Offense	3 days of after-school detention
3 rd Offense	5 days of after-school detention
4 th Offense	In School Suspension

Sexual Harassment or other Sexual Misconduct. A student shall not touch self or other students in a sexually suggestive or offensive manner or behave in any way that causes alarm to others. Sexual harassment refers to behavior that is not welcome, that is personally offensive, that debilitates student morale, and that, therefore, interferes with the educational process of its victims.

Verbal:

1 st Offense	5 days of after-school detention
2 nd Offense	3 days in school suspension
3 rd Offense	5 days of in school suspension
4 th Offense	Out of School Suspension

Physical:

1 st Offense	1-3 days of in school suspension
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- 2nd Offense 3-5 days of out of school suspension
- 3rd Offense 10 days of suspension with recommendation for expulsion

Sexually Explicit Material. Students may not 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.

- 1st Offense 3 days of in school suspension
- 2nd Offense 5 days of in school suspension
- 3rd Offense Out of School Suspension

Smoking and Smokeless Tobacco. Students may not smoke, have possession of any tobacco products, tobacco related substances, smoking paraphernalia (matches, lighters, etc.) on school property, including school buses, at any time.

- 1st Offense 5 days of after-school detention
- 2nd Offense 3 days of in school suspension
- 3rd Offense 5 days of in school suspension
- 4th Offense 10 days of in school suspension

Theft-Misdemeanor. Students shall not take or possess property that belongs to others.

- 1st Offense 3 days of in school suspension
- 2nd Offense 5 days of in school suspension
- 3rd Offense Out of School Suspension

Threatening Behavior. Students shall not threaten another student.

- 1st Offense 3 days of in school suspension
- 2nd Offense 5 days of in school suspension
- 3rd Offense 10 days of in school suspension
- 4th Offense Out of School Suspension

Truancy. Truancy is defined as a student being absent from school without permission of either parent/guardian or school officials. Truancy includes leaving school without permission, skipping any class or study hall, or not reporting to the principal's office after being sent out of the classroom. Consequences will include one of the following and it may also be reported to the appropriate authorities.

- 1st Offense 3 days of in school suspension
- 2nd Offense 5 days of in school suspension
- 3rd Offense 10 days of in school suspension

Behavior Not Covered Above. Star City School District personnel realize that all behaviors cannot possibly be listed and will discipline students for behavior which is disruptive to the educational process even though the behavior may not be specified in written rules.

Habitual Offenders (by semester).

Persistent Disregard for School Rules. A student, who persistently disregards school rules and reasonable efforts have been made to halt this conduct, may be recommended for suspension and expulsion in extreme cases.

Criminal Offenses

The following offenses are criminal acts as defined by Arkansas Law; these acts will be reported to legal authorities.

Whenever the principal or person in charge of a public school has personal knowledge or has received information leading to a reasonable belief that a person has committed or has threatened to commit an act of violence or any crime involving a deadly weapon on school property or while under school supervision, the principal or the person in

charge shall immediately report the incident or threat to the superintendent of the school district and the appropriate local law enforcement agency.

Disciplinary actions for the following items shall include, but not be limited to, the following:

Actions

1. In-School Suspension
2. Out of School Suspension with the Recommendation for Expulsion.
3. Report to law enforcement officials.

Arson. No student will deliberately burn school property.

Assault, Threatened Assault, and Abuse. Assault/Battery in the Second Degree. Act 207 of 1997 stipulates that a person commits battery in the second degree if he/she causes or threatens to cause serious physical injury to any person and he/she intentionally or knowingly causes or threatens to cause physical injury to a student or teacher or other school employee while acting in the course of employment.

A student shall not threaten a fire, bombing, or other catastrophe. Act 1046 of 2001 – this law defines the offense of communicating a death threat concerning a school employee or a student as:

1. Communicating to another person a threat to cause the death of an employee or a student, and
2. The threat involves the use of a firearm or other deadly weapon, and
3. A reasonable person would believe the person intends to carry out the threat and
4. The person making the threat purposely engaged in conducts intended culminate in the commission of the threatened act, and
5. There is a close temporal relationship between the threatened act and the substantial step.

The penalty for communicating a death threat as defined in the law is a Class D Felony. Students are to keep their hands to themselves and treat teachers and fellow students with respect and courtesy. Horseplay and physical teasing as well as shoving, fighting, or threatening others constitute battery and/or assault and are strictly forbidden. All threats of violence or property damage will be taken seriously. Students should be aware that uttering threats cannot only lead to disciplinary action being taken against a student, but it can also lead to serious criminal penalties. Profanity and rude abusive language directed at others are considered abuse, and this is also strictly forbidden. Violation of this policy will result in disciplinary action and may also constitute a criminal offense. By law, local law enforcement must be notified whenever a felony act of violence may have been committed on campus.

Destruction of School Property/ Vandalism. A student shall not purposely and without legal justification destroy or damage any property of another or that belonging to the school district. The parent/guardian shall be responsible for all damages to property caused by his/her child.

Drug/Alcohol Policy Violation. No student shall knowingly possess, use, transmit, offer for sale, or be under the influence of any alcoholic beverage, any narcotic drug, or hallucinogenic drug, etc., while on school property or at any school-sponsored off-campus event. Student can not possess drug paraphernalia. Examples are but not limited to pipes, rolling paper, syringes, clips, and etc. Also, the sale, distribution, or abusive use of prescription, patent, or imitation drugs is not permitted. A trace of drugs/alcohol in one's body is a violation of this policy. The student may be searched where there is a reasonable suspicion that the student may be hiding evidence of wrongdoing.

Explosives/Fireworks Possession or Use. A student will not possess, use, or threat to use any firework or explosive or other such devices capable of inflicting bodily harm.

Firearm Possession or Use. No person in this state shall possess, handle, or transmit a firearm or replica of a firearm upon school property, on a school bus, at a school bus stop, or at a school-sponsored event.

Sexual Abuse or Rape or Sexual Immorality. Students shall not engage in sexual contact or sexual activity with another person on school property or at school-sponsored events.

Terroristic Threatening. Any student who threatens to cause death or serious physical injury or substantial property damage to another student, to a teacher or other school employee will be suspended for ten days and/or recommended for expulsion. The incident will be reported to the proper authorities. Before the student may return to school, a follow-up report from the authorities will be required.

Theft. Students shall not take the property of another person or be in possession of property belonging to another person without that person's permission. If a student steals or is in possession of property belonging to another person who is valued at \$100 or more, that student has committed a Category 3 offense.

Threats-Illegal Emergency Threats-Bomb, 911, Fire, etc. A student shall not threaten a fire, bombing, or other catastrophe.

Verbal Abuse to a School Employee (Act 1565 of 2001). It is unlawful for any person to use profane, violent, vulgar, abusive, or insulting language toward any school employee. A person who violates this policy shall be guilty of a misdemeanor and upon conviction be liable for a fine of not less than one hundred dollars (\$100) or more than one thousand fine hundred dollars (\$1500).

Weapons Besides Firearms. A student shall not possess, use or attempt to use a bladed instrument, knife, razor, razor blade, box cutter, ice pick, brass knuckle, unauthorized tool, chemical deterrent (mace, etc.), or any other dangerous object of no reasonable use to the students at school which may cause bodily harm. This rule may include rocks if thrown at another person to cause harm.

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 to school including a weapon 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. The following procedure will be followed in these situations:

1. The weapon will be secured by an administrator.
2. The incident will be documented as a disciplinary referral with documentation of what consequences the student will incur if he/she possesses a weapon again at school or a school function.
3. The student's parent or guardian will be informed of the incident.
4. A copy of the disciplinary referral will be placed in the student's discipline records and a copy will be mailed to the student's parent or guardian.
5. The confiscated weapon shall be held in the office until the end of the school year at which time 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.

Behavior Not Listed. A student shall not engage in any behavior that violates Arkansas Law in school or at school-sponsored events even though an action may not be listed in this Discipline Policy.

CONSEQUENCES - SCMS

Reprimand

A formal conference with a teacher and/or administrator.

After-school Detention

After-school detention will meet from 3:35 p.m. to 4:05 p.m. each school day. Parents will be notified of after-school detention by a note sent home with the student. After-school detention assignment will begin 48 hours from the time the assignment is made (i.e. a student who gets after-school detention on Monday, he/she begins the assignment on Wednesday after school or if a student gets after-school detention on Thursday, he/she begins the assignment the following Monday after school.) The length of assignment is determined by the principal. If a student fails to report to after-school detention, additional time will be added to his/her assignment and/or the student will be assigned to ISS. A student who creates a problem in after-school detention will be subject to additional disciplinary action at the discretion of the principal. After-school detention will be dismissed promptly at 4:05 p.m. Parents will be responsible for arranging transportation for their student(s) at this time.

Lunch Time Detention

This detention will meet during lunch time, immediately after 4th period. The students will spend the full 30 minutes in a designated room. Lunch will be served to the students in this detention. A student will be provided an opportunity to obtain a "standard meal" at lunch. A standard meal meets all federal nutrition guidelines and will be selected at the discretion of the district. Students may provide their own lunch. Students are expected to bring books to work on assignments. Detention teacher may assign work to students if students do not bring assignments. Students must remain in detention for the full time in order to receive credit for completion. Lunch-time detention will begin the day after the student is written up. The length of the assignment is determined by the teacher. If a student fails to report to lunch-time detention, additional time will be added to his/her assignment. After a student misses 2 consecutive days of lunch time detention, the student will receive an office referral. A student who creates a problem in lunch-time detention, will be subject to additional disciplinary action at the discretion of the detention hall teacher, principal, assistant principal, or dean of students. Lunch time detention will be dismissed promptly when recess bell rings and students will return to regular classroom assignments.

Conflict Contracts

Conflict contracts may be used with students that have been identified as having a severe conflict with another student and the conflict is causing a disruption in the learning environment or has the potential of causing a disruption in the learning environment.

Each student being placed on a conflict contract will meet with the principal, assistant principal, or dean of students where the rules of the conflict contract will be explained. The rules of a conflict contract are as follows:

1. Will not say anything to each other
2. Will not have any physical contact between both parties
3. Will not hang out or spend time in the same area and with the same group of students
4. Will not send messages to the other party of the conflict contract
5. Will not sit together in the cafeteria
6. Will be separated in the classroom
7. Will not say anything about the other party to another student
8. Will not text the other party

After the rules are explained, each student will sign the conflict contract agreeing to their understanding of the rules, their willingness to follow the contract, and their understanding that consequences will follow if the contract is broken.

Consequences for breaking a conflict contract will be left to the discretion of the principal, assistant principal, or the dean of students.

In-School Suspension (ISS)

The Star City District will provide an in-school suspension for students who are identified as requiring such programs to continue their education. This program is provided for students who have been designated by the principal as having difficulty in following the rules set forth in the student handbook. Assignment of students to ISS by school district administration is not subject to appeal or review to Star City School District Board of Directors.

In-school Suspension Guidelines

Parents will be notified by the principal/assistant principal or dean of students with the reasons for ISS classroom placement. In-school Suspension (ISS) assignment will begin on the date set by the administration.

Students that follow the rules for ISS will have the right to return to the regular classroom after the assignment has been completed. The assignment to ISS can and will be extended if the student's conduct warrants it. The determination of a day being accepted as counting as a day served will be determined by the ISS director in accordance with the rules stated. The ISS director will record infractions committed by each student.

Students who refuse to conduct themselves according to the ISS rules will be dismissed from ISS and taken to the principal/assistant principal or dean of students. The student will receive additional disciplinary actions. Any student that is removed from In School Suspension and assigned Out of School Suspension will be required to finish ISS days assigned upon arrival back to school.

Students assigned to ISS will be given the opportunity to complete regular classroom assignments and test given during their absence. ISS staff will coordinate this work with the students and teachers. Work done while in ISS will be graded by the regular classroom teacher and credit given accordingly.

Each day assigned means a full day (8 periods). If the student is absent, that time must be made up.

Students assigned ISS are not allowed to participate in any school activities or to be at the any school function, whether these activities or functions are in or out of town. Students are considered in ISS the day they begin their assignment and until the morning after their assignment ends.

If a student moves to another school district before completing his/her ISS assignment, that student will be required to complete the assignment before returning to and attending regular classes.

If a student fails to complete an ISS assignment during the school year that it was assigned, that student will be required to complete the assignment the following year before returning to regular classroom.

Situations which may occur that are not covered under this policy and the following rules will be decided at the discretion of the principal, assistant principal or dean of students.

Students assigned to ISS must abide by these rules and guidelines:

1. **BRING ALL MATERIALS** that will be needed for learning. If a student fails to bring all text books and adequate school supplies, these materials will be provided by the ISS teacher.
1. **BE SEATED.** When entering the ISS classroom, the student is to go directly to his/her assigned area and be seated. The student is not to leave the area until given permission by the teacher/director.
2. **BEGIN WORK.** Assignments will be provided by the regular classroom teacher. If they are not, the ISS teacher will make assignments. Students are not to wait to be told to start to work. Students who fail to work will receive a warning. Students who refuse to work after receiving a warning will be given an additional day in ISS.
3. **NO TALKING.** When entering the ISS classroom, the student will not make any noise, gesture, or sound that would indicate an attempt to talk to gain the attention of another student. If a student has a question, he/she must raise his/her hand and wait for recognition. All questions must be of an academic nature and relate to the assigned work.
4. **WORK ASSIGNMENTS.** All work assignments must be completed in full to receive full credit.
5. **EACH DAY ASSIGNED MEANS A FULL DAY (8 PERIODS). IF THE STUDENT IS ABSENT, THAT TIME MUST BE MADE UP.**

6. **NO LOITERING.** When students arrive on campus, they are to go directly to the ISS classroom. Students are not to enter other buildings unless accompanied by the ISS director/teacher. Students who violate this rule will be considered **OUT OF THEIR ASSIGNED AREA.**
7. **FOLLOW ALL RULES** that are stated in the Star City High School/Star City Middle School Handbook.
8. **MEALS.** A student will be provided an opportunity to obtain a “standard meal” at breakfast and lunch. A standard meal meets all federal nutrition guidelines and will be at the discretion of the district. Students may provide their own lunch.
9. Parents will be notified by the principal/assistant principal or dean of students with the reasons for ISS classroom placement. In-school suspension (ISS) assignment will begin on the date set by the administration.

Out of School Suspension (OSS)

Parents will be notified by the principal/assistant principal with the reasons for out of school suspension. Out of school suspension assignment will begin on the date set by the administration. When behavior threatens the security and well order of the school, progressive discipline is not necessary. Consequences will be determined by the nature and severity of the offense. Consequences for major offenses that occur on the bus may result in a suspension from the bus and the consequence described in the handbook for that offense.

Any student placed in Out of School Suspension will not be allowed on campus for any reason. Students are expected to complete assignments while suspended. Students will be given additional opportunity to complete assignments during Academic Support. Students will have the same number of days as assigned in the suspension to complete assignments. Example: 3 days of out of school suspension = 3 days to make up work. Failure to make up work in this time frame will result in reduction in percentage of 5% per day. Academic Support time will be assigned until all assignments are complete.

Suspension Return Guidelines

A student returning to school following an out of school suspension must be accompanied by a parent or guardian. Both the student and the parent/guardian must meet with the principal/assistant principal.

DISTRICT POLICIES

4.1 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. A student may use the residential address of a legal guardian, person having legal, lawful control of the student under order of a court, or person standing in loco parentis only if the student resides at the same residential address and if the guardianship or other legal authority is not granted solely for educational needs or school attendance purposes.

The schools of the District shall be open and free through the completion of the secondary program to all persons between the ages of five (5) and twenty one (21) years whose parents, legal guardians, or other persons having lawful control of the person 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.

In order for a person under the age of eighteen (18) years to establish a residence for the purpose of attending the District’s schools 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, the person must actually reside in the District for a primary purpose other than that of school attendance. However, a student previously enrolled in the district who is placed under the legal guardianship of a noncustodial parent living outside the district by a custodial parent on active military duty may continue to attend district schools.² A foster child who was previously enrolled in a District school and who has had a change in placement to a residence outside the District, may continue to remain enrolled in his/her current school unless the presiding court rules otherwise.

Under instances prescribed in A.C.A. § 6-18-203, a child or ward of an employee of the district or of the education coop to which the district belongs may enroll in the district even though the employee and his/her child or ward reside outside the district.

Cross References: Policy 4.40—HOMELESS STUDENTS
 Policy 4.52—STUDENTS WHO ARE FOSTER CHILDREN

Legal References: A.C.A. § 6-4-302
 A.C.A. § 6-18-202
 A.C.A. § 6-18-203
 A.C.A. § 9-28-113

4.2 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 (rubeola) 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.
5. All students entering public school for the first time must have a physical examination by a licensed physician. This physical examination must have occurred within two years prior to or within 90 days after the student's initial enrollment in kindergarten.

A student enrolled in the District who has an immunization exemption may be removed from 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 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 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 other actions requiring 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.

Cross References: 4.1—RESIDENCE REQUIREMENTS
4.4—STUDENT TRANSFERS
4.5—SCHOOL CHOICE
4.34—COMMUNICABLE DISEASES AND PARASITES
4.40—HOMELESS STUDENTS

Legal References: A.C.A. § 6-4-302
A.C.A. § 6-18-201 (c)
A.C.A. § 6-18-207
A.C.A. § 6-18-208
A.C.A. § 6-18-702
A.C.A. § 6-15-504 (f)
A.C.A. § 9-28-113
Plyler v Doe 457 US 202,221 (1982)

4.3 COMPULSORY ATTENDANCE REQUIREMENTS

Every parent, guardian, or other person having custody or charge of any child age five (5) through seventeen (17) years on or before August 1 of that year who resides, as defined by policy (4.1—RESIDENCE REQUIREMENTS), within the District shall enroll and send the child to a District school with the following exceptions.

1. The child is enrolled in private or parochial school.
2. The child is being home-schooled and the conditions of policy (4.6—HOME SCHOOLING) have been met.

3. The child will not be age six (6) on or before August 1 of that particular school year and the parent, guardian, or other person having custody or charge of the child elects not to have him/her attend kindergarten. A kindergarten waiver form prescribed by regulation of the Department of Education must be signed and on file with the District administrative office.
4. The child has received a high school diploma or its equivalent as determined by the State Board of Education.
5. The child is age sixteen (16) or above and is enrolled in a post-secondary vocational-technical institution, a community college, or a two-year or four-year institution of higher education.
6. The child is age sixteen (16) or seventeen (17) and has met the requirements to enroll in an adult education program as defined by
 - A.C.A. § 6-18-201 (b).
 - A.C.A. § 6-18-201
 - A.C.A. § 6-18-207

4.4 STUDENT TRANSFERS

The Star City District shall review and accept or reject requests for transfers, both into and out of the district, on a case by case basis at the July and December regularly scheduled board meetings.

The District may reject a nonresident's application for admission if its acceptance would necessitate the addition of staff or classrooms exceed the capacity of a program, class, grade level, or school building, or cause the District to provide educational services not currently provided in the affected school. The District shall reject applications that would cause it to be out of compliance with applicable laws and regulations regarding desegregation.

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.

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.

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.

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.

A.C.A. § 6-18-316
 A.C.A. § 6-18-510
 A.C.A. § 6-15-504 (f)
 A.C.A. § 9-28-113(b) (4)
 State Board of Education Standards of Accreditation 12.05

4.5 SCHOOL CHOICE **Standard School Choice**

Exemption

By March 31 of each year, the Board shall determine if the District is subject to a desegregation order or mandate of a federal court or agency remedying the effects of past racial segregation. A District that determines it is subject to such an order or mandate may declare an exemption from the provisions of the School Choice Act of 2013 (the Act) codified at A.C.A. § 6-18-1901 et seq. If the District determines it is eligible for an exemption, it will notify the Arkansas Department of Education (ADE) by April 1 whether or not it will declare an exemption from the Act. If the District has previously declared an exemption from the Act and chooses to no longer exercise its exemption option, it shall notify the ADE by April 1 of the District's decision to participate in the school choice provisions of the Act. If the District chooses to exercise its exemption option, it should notify the superintendents of each of its geographically contiguous school districts of its decision. Each decision regarding exemption is binding for one-year from the date the District notifies the ADE of the declaration of exemption.

Definition:

For the purpose of this policy, "sibling" means each of two (2) or more children having a common parent in common by blood, adoption, marriage, or foster care.

School Choice Transfers Out of the District

The District shall date and time stamp all applications for school choice to transfer out of the District as they are received in the District's central office. By August 1, the District shall approve all such applications unless the approval would cause the District to have a net enrollment loss (students transferring out minus those transferring in) of more than three percent (3%) of the previous year's student enrollment. By June 1 of each year, the ADE shall determine and notify the District of the net number of allowable choice transfers. For the purpose of determining the three percent (3%) cap, siblings are counted as one student.

If, prior to August 1, the District receives sufficient copies of requests from its students to transfer to other districts to trigger the three percent (3%) cap, it shall notify each parent from which it has received a school choice application and the district the student applied to transfer to that it has tentatively reached the limitation cap. The District will use confirmations of approved choice applications from receiving districts to make a final determination of which applications it received that exceeded the limitation cap and notify each district that was the recipient of an application to that effect.

Any applications for transfer out of the District that are denied due to the three percent (3%) limitation cap shall be given priority for a choice transfer the following year in the order in which the District received the original applications.

School Choice Transfers Into the District

Capacity Determination and Public Pronouncement

The Board of Directors will adopt a resolution containing the capacity standards the District will use in determining whether to accept or deny a school choice application from another district's resident student. The resolution will contain the acceptance determination criteria identified by academic program, class, grade level, and individual school. The school is not obligated to add any teachers, other staff, or classrooms to accommodate choice applications. In determining the capacity of the District to accept choice applications, the Board of Directors shall consider the probable, locally generated growth in student enrollment based on recent District enrollment history.

The District shall advertise in appropriate broadcast media and either print media or on the Internet to inform students and parents in adjoining districts of the range of possible openings available under the School Choice program. The public pronouncements shall state the application deadline and the requirements and procedures for participation in the program. Such pronouncements shall be made in the spring, but in no case later than April 1.

Application Process

The student's parent shall submit a school choice application on a form approved by the ADE to both the student's resident district and to this district, which must be postmarked or hand delivered on or before the June 1 preceding the fall semester the applicant would begin school in the District. The District shall date and time stamp all applications as they are received in the District's central office. Applications postmarked or hand delivered on or after June 2 will not be accepted. Statutorily, preference is required to be given to siblings (as defined in this policy) of students who are already enrolled in the District. Therefore, siblings whose applications fit the capacity standards approved by the Board of Directors may be approved ahead of an otherwise qualified non-sibling applicant who submitted an earlier application as identified by the application's date and time stamp.

The approval of any application for a choice transfer into the District is potentially limited by the applicant's resident district's statutory limitation of losing no more than three percent (3%) of its past year's student enrollment due to choice. As such, any District approval of a choice application prior to August 1 is provisional pending a determination that the resident district's 3% cap has not been reached.

The Superintendent will consider all properly submitted applications for School Choice. By August 1, the Superintendent shall notify the parent and the student's resident district, in writing, of the decision to accept or reject the application.

Accepted Applications

Applications which fit within the District's stated capacity standards shall be provisionally accepted, in writing, with the notification letter stating:

A reasonable timeline by which the student shall enroll in the District by taking the steps detailed in the letter, including submission of all required documents. If the student fails to enroll within the stated timeline, or if all necessary steps to complete the enrollment are not taken, or examination of the documentation indicates the applicant does not meet the District's stated capacity standards, the acceptance shall be null and void.

Instructions for the renewal procedure for succeeding school years

Students whose applications have been accepted and who have enrolled in the District, are eligible to continue their enrollment until completing his/her secondary education. Continued enrollment is conditioned upon the student meeting applicable statutory and District policy requirements and the renewal procedure for succeeding school years is followed. Any student who has been accepted under choice and who either fails to initially enroll under the timelines and provisions provided in this policy or who chooses to return to his/her resident district voids the transfer and must reapply if, in the future, the student seeks another school choice transfer. A subsequent transfer application will be subject to the capacity standards applicable to the year in which the application is considered by the District.

A present or future sibling, as defined in this policy, of a student who continues enrollment in this District may enroll in the District until the sibling of the transfer student completes his/her secondary education. Applications of siblings of presently enrolled choice students are subject to the provisions of this policy including the capacity standards applicable to the year in which the sibling's application is considered by the District.

Students whose applications have been accepted and who have enrolled in the district shall not be discriminated against on the basis of gender, national origin, race, ethnicity, religion, or disability.

Rejected Applications

The District may reject an application for a transfer into the District under school choice if its acceptance would exceed the capacity standards specified by the Board of Director's resolution. However, the decision to accept or reject an application may not be based on the student's previous academic achievement, athletic or other extracurricular ability, English proficiency level, or previous disciplinary proceedings other than a current expulsion.⁷

An application may be provisionally rejected if it is for an opening that was included in the District's capacity resolution, but was provisionally filled by an earlier applicant. If the provisionally approved applicant subsequently does not enroll in the District, the provisionally rejected applicant could be provisionally approved and would have to meet the acceptance requirements to be eligible to enroll in the district.

Rejection of applications shall be in writing and shall state the reason(s) for the rejection. A student whose application was rejected may request a hearing before the State Board of Education to reconsider the application which must be done, in writing to the State Board within ten (10) days of receiving the rejection letter from the District.

Facilities Distress Choice Applications

There are a few exceptions from the provisions of the rest of this policy that govern choice transfers triggered by facilities distress. Any student attending a school district that has been identified as being in facilities distress may transfer under the provisions of this policy, but with the following four (4) differences.

The receiving district cannot be in facilities distress;

The transfer is only available for the duration of the time the student's resident district remains in distress;

The student is not required to meet the June 1 application deadline; and

The student's resident district is responsible for the cost of transporting the student to this District's school.

Opportunity School Choice

Transfers Into or Within the District

For the purposes of this section of the policy, a "lack of capacity"⁹ is defined as when the receiving school has reached the maximum student-to-teacher ratio allowed under federal or state law, the ADE Rules for the Standards of Accreditation, or other applicable rules. There is a lack of capacity if, as of the date of the application for Opportunity School Choice, ninety-five percent (95%) or more of the seats at the grade level at the nonresident school are filled.

Unless there is a lack of capacity at the District's school or the transfer conflicts with the provisions of a federal desegregation order applicable to the District, a student who is enrolled in or assigned to a school classified by the ADE to be in academic distress is eligible to transfer to the school closest to the student's legal residence that is not in academic distress. The student's parent or guardian, or the student if over the age of eighteen (18), must successfully complete the necessary application process by July 30 preceding the initial year of desired enrollment.

Within thirty (30) days from receipt of an application from a student seeking admission under this section of the policy, the Superintendent shall notify in writing the parent or guardian, or the student if the student is over eighteen (18) years of age, whether the Opportunity School Choice application has been accepted or rejected. The notification shall be sent via First-Class Mail to the address on the application.

If the application is accepted, the notification letter shall state the deadline by which the student must enroll in the receiving school or the transfer will be null and void.

If the District rejects the application, the District shall state in the notification letter the specific reasons for the rejection.10 A parent or guardian, or the student if the student is over eighteen (18) years of age, may appeal the District's decision to deny the application to the State Board of Education. The appeal must be in writing to the State Board of Education via certified mail, return receipt requested, no later than ten (10) calendar days, excluding weekends and legal holidays, after the notice of rejection was received from the District.

A student's enrollment under Opportunity School Choice is irrevocable for the duration of the school year and is renewable until the student completes high school or is beyond the legal age of enrollment. This provision for continuing eligibility under Opportunity Choice does not negate the student's right to apply for transfer to a district other than the student's assigned school or resident district under the Standard Choice provisions of this policy.

The District may, but is not obligated to provide transportation to and from the transferring district.

Transfers out of, or within, the District

If a District school or the District has been classified by the ADE as being in academic distress the District shall timely notify the parent, guardian, or student, if the student is over eighteen (18) years of age, as soon as practicable after the academic distress designation is made of all options available under Opportunity Choice. The District shall offer the parent or guardian, or the student if the student is over eighteen (18) years of age, an opportunity to enroll the student in any public school or school district that has not been classified by the ADE as a public school or school district in academic distress.

Additionally, the District shall request public service announcements to be made over the broadcast media and in the print media at such times and in such a manner as to inform parents or guardians of students in adjoining districts of the availability of the program, the application deadline, and the requirements and procedure for nonresident students to participate in the program.

Legal References: A.C.A. § 6-1-106
 A.C.A. § 6-15-430(b)
 A.C.A. § 6-18-227
 A.C.A. § 6-18-510
 A.C.A. § 6-18-1901 et seq.
 A.C.A. § 6-21-812
 ADE Rules Governing the Guidelines, Procedures and Enforcement of the Arkansas
 Opportunity Public School Choice Act

4.6 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 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.

Legal References: A.C.A. § 6-15-503
 A.C.A. § 6-41-206

4.7 ABSENCES

If any student's Individual Education Program (IEP) or 504 Plan conflicts with this policy, the requirements of the student's IEP or 504 Plan take precedence.

Education is more than the grades students receive in their courses. Important as that is, students' regular attendance at school is essential to their social and cultural development and helps prepare them to accept responsibilities they will face as an adult. Interactions with other students and participation in the instruction within the classroom enrich the learning environment and promote a continuity of instruction which results in higher student achievement.

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.

1. 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.
2. Death or serious illness in their immediate family;
3. Observance of recognized holidays observed by the student's faith;
4. Attendance at an appointment with a government agency;
5. Attendance at a medical appointment;
6. Exceptional circumstances with prior approval of the principal; or
7. Participation in an FFA, FHA, or 4-H sanctioned activity;
8. Participation in the election poll workers program for high school students.

9. Absences granted to allow a student to visit his/her parent or legal guardian who is a member of the military and been called to active duty, is on leave from active duty, or has returned from deployment to a combat zone or combat support posting. The number of additional excused absences shall be at the discretion of the superintendent or designee.
10. 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.

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 7 unexcused absences in a course in a semester 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.

A student's parent, guardian, or persons in loco parentis shall be notified by School Messenger after a student's first unexcused absence.

When a student has 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 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.

Days missed due to out-of-school suspension or expulsion shall be unexcused absences.

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 statute.

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.

Legal References: A.C.A. § 6-4-302
 A.C.A. § 6-18-209
 A.C.A. § 6-18-220
 A.C.A. § 6-18-222
 A.C.A. § 6-18-229
 A.C.A. § 6-18-231

A.C.A. § 6-18-507(g)
A.C.A. § 7-4-116
A.C.A. § 9-28-113(f)
A.C.A. § 27-16-701

4.8 MAKE-UP WORK

Students who miss school due to an absence will 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.
2. Teachers are responsible for providing the missed assignments when asked by a returning student.
3. Students are required to ask for their assignments on their first day back at school or their first class day after their return.
4. 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.
5. Students shall have one class day to make up their work for each class day they are absent.
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.
8. As required/permitted by the student's Individual Education Program or 504 Plan.

Work may not be made up for credit for absences in excess of the number of allowable absences in a semester unless the absences are part of a signed agreement as permitted by policy 4.7—ABSENCES.

Cross Reference: 4.7—ABSENCES

4.9 TARDIES

Promptness is an important character trait that District staff is to encourage 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.

4.10 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. Unless given permission to leave the campus by a school official. Students must sign out/in the office upon their departure.

4.11 EQUAL EDUCATIONAL OPPORTUNITY

No student in the Star City 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.

Inquiries concerning application of this policy may be referred to:

Equity Coordinator: Sandra Lanehart

Address: 206 Cleveland Street, Star City, AR 71667

Phone: 870/628-4237

4.12 STUDENT ORGANIZATIONS/EQUAL ACCESS

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.

Fraternalities, 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.

A.C.A. § 6-5-201 et seq.

A.C.A. § 6-21-201 et seq.

20 U.S.C. 4071 Equal Access Act

Board of Education of the Westside Community Schools v. Mergens, 496 U.S. 226 (1990)

A.C.A. § 6-18-601 et seq.

4.13 PRIVACY OF STUDENTS' RECORDS/ DIRECTORY INFORMATION

Except when a court order regarding a student has been presented to the district to the contrary, all students' education records are available for inspection and copying by the parent of his/her student who is under the age of eighteen (18). At the age of eighteen (18), the right to inspect and copy a student's records transfers to the student. A student's parent or the student, if over the age of 18, requesting to review the student's education records will be allowed to do so within no more than forty five (45) days of the request. The district forwards education records, including disciplinary records, to schools that have requested them and in which the student seeks or intends to enroll, or is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer.

The district shall receive written permission before releasing education records to any agency or individual not authorized by law to receive and/or view the education records without prior parental permission. The District shall maintain a record of requests by such agencies or individuals for access to, and each disclosure of, personally identifiable information (hereinafter "PII") from the education records of each student. Disclosure of education records is authorized by law to school officials with legitimate educational interests. A personal record kept by a school staff member is not considered an education record if it meets the following tests.

- it is in the sole possession of the individual who made it;
- it is used only as a personal memory aid; and
- information contained in it has never been revealed or made available to any other person, except the maker's temporary substitute.

For the purposes of this policy a school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

For the purposes of this policy a school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility, contracted duty, or duty of elected office.

The District discloses PII from an education record to appropriate parties, including parents, in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals. The superintendent or designee shall determine who will have access to and the responsibility for disclosing information in emergency situations.

When deciding whether to release PII in a health or safety emergency, the District may take into account the totality of the circumstances pertaining to a threat to the health or safety of a student or other individuals. If the District determines that there is an articulable and significant threat to the health or safety of a student or other individuals,

it may disclose information from education records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

For purposes of this policy, the Star City School District does not distinguish between a custodial and noncustodial parent, or a non-parent such as a person acting in loco parentis or a foster parent with respect to gaining access to a student's records. Unless a court order restricting such access has been presented to the district to the contrary, the fact of a person's status as parent or guardian, alone, enables that parent or guardian to review and copy his child's records.

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. "Directory information" also includes a student identification (ID) number, user ID, or other unique personal identifier used by a student for purposes of accessing or communicating in electronic systems and a student ID number or other unique personal identifier that is displayed on a student's ID badge, provided the ID cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password or other factor known or possessed only by the authorized user,

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.

The right to opt out of the disclosure of directory information under FERPA does not prevent the District from disclosing or requiring a student to disclose the student's name, identifier, or institutional email address in a class in which the student is enrolled.

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

Legal References: A.C.A. § 9-29-113(b)(6)
20 U.S.C. § 1232g
20 U.S.C. § 7908 (NCLB Section 9528)
34 CFR 99.3, 99.7, 99.31, 99.21, 99.22, 99.30, 99.31, 99.32, 99.33, 99.34, 99.35,
99.36, 99.37, 99.63, 99.64

Cross References: Policy 4.34—Communicable Diseases and Parasites
Policy 5.20—District Web Site
Policy 5.20.1—Web Site Privacy Policy
Policy 5.20F1—Permission to Display Photo of Student on Web Site

4.14 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.

Non-School Publication

School authorities shall review non-school publications prior to their distribution and will bar from distribution those 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 disruption will likely result from the distribution.

Distribution of Literature

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

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 literature;
3. Allow no interference with classes or school activities;
4. Specify times, places, and manner where distribution may and may not occur; and
5. Not inhibit a person's right to accept or reject any literature distributed in accordance with the regulations.

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.

A.C.A. § 6-18-1202, 1203, & 1204
Tinker v. Des Moines ISD, 393 U.S. 503 (1969)
Bethel School District No. 403 v. Fraser, 478 U.S. 675 (1986)
Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)

4.15 CONTACT WITH STUDENTS WHILE AT SCHOOL

CONTACT BY PARENTS

Parents wishing to visit 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.

A.C.A. § 6-18-513

A.C.A. § 9-13-104

A.C.A. § 12-18-609, 610, 613

A.C.A. § 12-18-1001, 1005

4.16 STUDENT VISITORS

Student visitors in the classroom can be disruptive to the educational process. Student visitation is strongly discouraged. Any visitation to the classroom shall be allowed only with the permission of the school principal.

4.17 STUDENT DISCIPLINE

The Star City 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 licensed personnel policy committee shall review the student discipline policies annually and may recommend changes in the policies to the Star City School Board. The Board has the responsibility of determining whether to approve any recommended 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 report to the police any incidents the person has personal knowledge of or has received information leading to a reasonable belief that 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. If the person making the report is not the Superintendent, that person shall also inform the Superintendent of the incident. Additionally, the principal shall inform any school employee or other person who initially reported the incident that a report has been made to the appropriate law enforcement agency. The Superintendent or designee shall inform the Board of Directors of any such report made to law enforcement.

Legal References: A.C.A. § 6-18-502

A.C.A. § 6-17-113

4.18 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 threatening to assault 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 on the school campus during normal school hours) 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. Sharing, diverting, transferring, applying to others (such as needles or lancets), or in any way misusing medication or any medical supplies in their possession;
10. Inappropriate public displays of affection;
11. Cheating, copying, or claiming another person's work to be his/her own;
12. Gambling;
13. Inappropriate student dress;
14. Use of vulgar, profane, or obscene language or gestures;
15. Truancy;
16. Excessive tardiness;
17. Engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, or disability;
18. 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;
19. Hazing, or aiding in the hazing of another student;
20. 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;
21. Sexual harassment; and

22. Bullying.

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.

Legal References: A.C.A. § 6-18-502
 A.C.A. § 6-18-707
 A.C.A. § 6-15-1005
 A.C.A. § 6-21-609
 A.C.A. § 6-18-506
 A.C.A. § 6-18-222
 A.C.A. § 6-5-201
 A.C.A. § 6-18-514

Cross-References:

Prohibited Conduct #1—Policy # 3.17
Prohibited Conduct #2— Policy # 4.20
Prohibited Conduct #3— Policy # 4.21, 4.26
Prohibited Conduct #4— Policy # 4.22
Prohibited Conduct #5— Policy # 4.23
Prohibited Conduct #7—Policy 4.47
Prohibited Conduct #8— Policy # 4.24
Prohibited Conduct #13— Policy # 4.25
Prohibited Conduct #14— Policy # 4.21
Prohibited Conduct # 15— Policy # 4.7
Prohibited Conduct # 16 — Policy # 4.9
Prohibited Conduct # 17— Policy # 4.43
Prohibited Conduct # 19— Policy # 4.12
Prohibited Conduct # 20— Policy # 4.26
Prohibited Conduct # 21—Policy # 4.27
Prohibited Conduct # 22— Policy # 4.43

4.19 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 also 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.

In Arkansas there is no requirement that the district provide bus transportation for any of its students. The Superintendent or his/her designee(s) shall annually establish the routes and may modify them as needed.

A.C.A § 6-19-119 (b)

Ark. Division of Academic Facilities and Transportation Rules Governing Maintenance and Operations of Ark. Public School Buses and Physical Examinations of School Bus Drivers 4.0

4.20 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.

A.C.A 6-18-511

4.21 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.

A.C.A. 6-17-106 (a)

4.22 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 accepted.

A weapon is defined as any firearm, knife, razor, ice pick, dirk, box cutter, numchucks, 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 to school including a weapon 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. 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 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.

Cross Reference: Policy 4.31—EXPULSION

Legal References: A.C.A. § 6-18-502 (c) (2)(A)(B)
A.C.A. § 6-18-507 (e) (1)(2)
A.C.A. § 6-21-608
A.C.A. § 5-4-201

A.C.A. § 5-4-401
A.C.A. § 5-27-210
A.C.A. § 5-73-119(b)(e)(8)(9)(10)
20 USCS § 7151

4.23 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 real property owned or leased by a District school, including school buses owned or leased by the District, 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. Specifically, the prohibition includes any product that is manufactured, distributed, marketed, or sold as e-cigarettes, e-cigars, e-pips, or under any other name or descriptor.

Legal Reference: A.C.A. § 6-21-609

4.24 DRUGS AND ALCOHOL

An orderly and safe school environment that is conducive to promoting student achievement requires a student population free from the harmful 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 Star City 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, or 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 is prohibited.

4.25 STUDENT DRESS AND GROOMING

The Star City 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, and 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.

A.C.A. § 6-18-502(c)(1)

A.C.A. § 6-18-503(c)

4.26 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.

A.C.A. § 6-15-1005(b)(2)

A.C.A. § 5-74-201

4.27 STUDENT SEXUAL HARASSMENT

The Star City 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 that 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.

Title IX of the Education Amendments of 1972, 20 USC 1681, et seq.

A.C.A. 6-15-1005 (b)(1)

4.28 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 any school-sponsored activity, and 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.

A.C.A. 6-18-512

A.C.A. 5-60-122

4.29 INTERNET SAFETY and ELECTRONIC DEVICE USE POLICY

Definition

For the purposes of this policy, "electronic device" means anything that can be used to transmit or capture images, sound, or data.

The District makes electronic device(s) and/or electronic device Internet access available to students, to permit students to perform research and to allow students to learn how to use electronic device technology. Use of district electronic devices is for educational and/or instructional purposes only. Student use of electronic device(s) 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 electronic device use, including email, and that monitoring of student electronic device use is continuous.

No student will be granted Internet access until and unless an Internet and electronic device 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 Internet and electronic device use agreement is incorporated by reference into board policy and is considered part of the student handbook.

Technology Protection Measures

The District is dedicated to protecting students from materials on the Internet or world wide web that are inappropriate, obscene, or otherwise harmful to minors¹; therefore, it is the policy of the District to protect each electronic device with Internet filtering software² that is designed to prevent students from accessing such materials. For purposes of this policy, "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

- (A) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- (B) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
- (C) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Internet Use and Safety

The District is dedicated to ensuring that students are capable of using the Internet in a safe and responsible manner. The District uses technology protection measures to aid in student safety and shall also educate students on appropriate online behavior and Internet use³ including, but not limited to:

interacting with other individuals on social networking websites and in chat rooms;
Cyberbullying awareness; and Cyberbullying response.

Misuse of Internet

The opportunity to use the District's technology to access the Internet is a privilege and not a right. Students who misuse electronic devices or Internet access in any way will face disciplinary action, as specified in the student handbook⁴ and/or Internet safety and electronic device use agreement. Misuse of the Internet includes:

The disabling or bypassing of security procedures, compromising, attempting to compromise, or defeating the district's technology network security or Internet filtering software;

The altering of data without authorization;

Disclosing, using, or disseminating passwords, whether the passwords are the student's own or those of another student/faculty/community member, to other students;

Divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email unless it is a necessary and integral part of the student's academic endeavor. Personally identifying information includes full names, addresses, and phone numbers.

Using electronic devices for any illegal activity, including electronic device hacking and copyright or intellectual property law violations;

Using electronic devices to access or create sexually explicit or pornographic text or graphics;

Using electronic devices to violate any other policy or is contrary to the Internet safety and electronic device use agreement.

Legal References: Children's Internet Protection Act; PL 106-554
FCC Final Rules 11-125 August 11,2011
20 USC 6777
47 USC 254(h)(l)
47 CFR 54.520
47 CFR 520(c)(4)
A.C.A. § 6-21-107
A.C.A. § 6-21-111

4.30 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.

1. the student shall be given written notice or advised orally of the charges against him/her;
2. 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;
3. 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 re-admittance 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.

During the period of their suspension, students serving out-of-school suspensions shall not be permitted on campus except to attend a student/parent/administrator conference.

During the period of their suspension, students serving in-school suspension 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.

Cross Reference: 4.7—ABSENCES
Legal References: A.C.A. § 6-18-507
Goss v Lopez, 419 U.S. 565 (1975)

4.31 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 parents 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 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.

After hearing all testimony and debate on a suspension, expulsion, or appeal, the board of directors may consider its decision in executive session without the presence of anyone other than the board members. At the conclusion of an executive session, the board of directors shall reconvene in public session to vote on the suspension, expulsion, or appeal.

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.

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.² 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.

Cross Reference: Policy 4.22—WEAPONS AND DANGEROUS INSTRUMENTS
A.C.A. § 6-18-507

4.32 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.

A.C.A. § 6-18-513

A.C.A. § 9-13-104

A.C.A. § 12-18-609, 610, 613

A.C.A. § 12-18-1001, 1005

4.33 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. Parking on school property is a privilege which may be denied to a student for any disciplinary violation, at the discretion of the student's building principal.

Students are not permitted to loiter in parking areas and are not to return to their vehicles during the school day 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. The act of a student parking a vehicle on campus is a grant of permission for school or law enforcement authorities to search that vehicle.

4.34 COMMUNICABLE DISEASES AND PARASITES

Students with communicable diseases or with human host parasites that are transmittable in a school environment shall demonstrate respect for other students by not attending school while they are capable of transmitting their condition to others. Students whom the school nurse determines are unwell or unfit for school attendance or who are believed to have a communicable disease or condition will be required to be picked up by their parent or guardian. Specific examples include, but are not limited to: chicken pox, measles, scabies, conjunctivitis (Pink Eye), impetigo/MRSA (Methicillin-resistant Staphylococcus aureus), streptococcal and staphylococcal infections, ringworm, mononucleosis, Hepatitis A, B or C, mumps, vomiting, diarrhea, and fever (100.4 F when taken orally). A student who has been sent home by the school nurse will be subsequently readmitted, at the discretion of the school nurse, when the student is no longer a transmission risk. In some instances, a letter from a health care provider may be required prior to the student being readmitted to the school.

To help control the possible spread of communicable diseases, school personnel shall follow the District's exposure control plan when dealing with any bloodborne, foodborne, and airborne pathogens exposures. Standard precautions shall be followed relating to the handling, disposal, and cleanup of blood and other potentially infectious materials such as all body fluids, secretions and excretions (except sweat).

The District shall maintain a copy of each student's immunization record and a list of individuals with exemptions from immunization which shall be education records as defined in policy 4.13. That policy provides that an education record may be disclosed to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.

A student enrolled in the District who has an immunization exemption may be removed from school at the discretion of the Arkansas Department of Health during an outbreak of the disease for which the student is not vaccinated. The student may not return to the school until the outbreak has been resolved and the student's return to school is approved by the Arkansas Department of Health.

The parents or legal guardians of students found to have live human host parasites that are transmittable in a school environment will be asked to pick their child up at the end of the school day. The parents or legal guardians will be given information concerning the eradication and control of human host parasites. A student may be readmitted after the school nurse or designee has determined the student no longer has live human host parasites that are transmittable in a school environment.

Each school may conduct screenings of students for human host parasites that are transmittable in a school environment as needed. The screenings shall be conducted in a manner that respects the privacy and confidentiality of each student.

Cross References: 4.2—ENTRANCE REQUIREMENTS
4.13—PRIVACY OF STUDENTS' RECORDS/ DIRECTORY INFORMATION

Legal References: A.C.A. § 6-18-702
Arkansas State Board of Health Rules And Regulations Pertaining To Immunization Requirements

4.34 A. HEAD LICE

The following policy is used by the Star City School District to help contain and prevent lice infestation.

1. Screening of students by trained personnel will be left to the discretion of school officials. School personnel should be sensitive to the psychological impact on both the child and parent.
2. Identified students will be removed from the classroom and attempts to contact parents will be made. STUDENTS WILL NOT BE ALLOWED TO RETURN TO SCHOOL UNTIL ITEM #4 HAS BEEN MET.
3. Parent/guardian will be provided with information on treatment. It is the parent/guardian's responsibility to ensure the child is treated before returning to school.
4. A RESPONSIBLE ADULT MUST ACCOMPANY THE STUDENT TO SCHOOL AND REMAIN UNTIL THE STUDENT IS RE-EXAMINED. SCHOOL PERSONNEL WILL RE-EXAMINE THE STUDENT. THERE MUST BE NO SIGNS OF LICE INFESTION (NO NITS/EGGS) BEFORE THE RE-ENTRY IS APPROVED.
5. In case of body lice (scabies) a doctor's clearance will be required before re-entry.

4.35 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.

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

Students taking Schedule II medications 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) shall be allowed to attend school.

Students taking Schedule II medications not included in the previous sentence shall be allowed to bring them to school under the provisions of this policy and shall be permitted to attend and participate in classes only to the extent the student's doctor has specifically authorized such attendance and participation. A doctor's prescription for a student's Schedule II medication is not an authorization. Attendance authorization shall specifically state the degree and potential danger of physical exertion the student is permitted to undertake in the student's classes and extracurricular activities. Without a doctor's written authorization, a student taking Schedule II medications, other than those specifically authorized in this policy, shall not be eligible to attend classes, but shall be eligible for homebound instruction if provided for in their IEP or 504 plans.

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 an 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 an 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 who 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 trained 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.

Legal References: Ark. State Board of Nursing: School Nurse Roles and Responsibilities
Arkansas Department of Education and Arkansas State Board of Nursing Rules Governing the Administration of Glucagon to Arkansas Public School Students Suffering from Type I Diabetes
A.C.A. § 6-18-707
A.C.A. § 6-18-1005(a)(6)
A.C.A. § 17-87-103 (11)

4.36 STUDENT ILLNESS/ACCIDENT

If a student has one or more of the following, attempts to notify the parent/guardian will be made. The student must be picked up from school.

- *Becomes too ill to remain in class
- *Could be contagious to others
- *Temperature of 100 degrees or greater

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 the transportation or 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.

If a student becomes ill at school, he/she should ask the classroom teacher for a pass to report to the health clinic and/or office.

4.37 EMERGENCY DRILLS

All schools in the District shall conduct fire drills at least monthly. Tornado drills shall also be conducted not fewer than three (3) times per year with at least one each in the months of September, January, and February. Students who ride school buses, shall also participate in emergency evacuation drills at least twice each school year.

The District shall annually conduct an active shooter drill and school safety assessment for all District schools in collaboration with local law enforcement and emergency management personnel. Students will be included in the drills to the extent that is developmentally appropriate to the age of both the students and grade configuration of the school.

Drills may be conducted during the instructional day or during non-instructional time periods.

Other types of emergency drills may also be conducted to test the implementation of the District's emergency plans in the event of an earthquake or terrorist attack that might include the use of biological or chemical agents. Students shall be included in the drills to the extent practicable.

Legal References: A.C.A. § 12-13-109
A.C.A. § 6-10-110
A.C.A. § 6-10-121
A.C.A. § 6-15-1302
A.C.A. § 6-15-1303
Ark. Division of Academic Facilities and Transportation Rules Governing Maintenance and Operations of Ark. Public School Buses and Physical Examinations of School Bus Drivers
4.03.1

4.38 PERMANENT RECORDS

Permanent school records, as required by the Arkansas Department of Education, shall be maintained for each student enrolled in the District until the student receives a high school diploma or its equivalent or is beyond the age

of compulsory school attendance. A copy of the student's permanent record shall be provided to the receiving school district within ten (10) school days after the date a request from the receiving school district is received.

4.40 HOMELESS STUDENTS

The Star City School District will afford the same services and educational opportunities to homeless children as are afforded to non-homeless children. The Superintendent or his/her designee shall appoint an appropriate staff person to be the local educational liaison for homeless children and youth whose responsibilities shall include coordinating with the state educational liaison for homeless children and youth to ensure that homeless children are not stigmatized or segregated on the basis of their status as homeless and such other duties as are prescribed by law and this policy.

Notwithstanding Policy 4.1, homeless students living in the district are entitled to enroll in the district's school that non-homeless students who live in the same attendance area are eligible to attend. If there is a question concerning the enrollment of a homeless child due to a conflict with Policy 4.1 or 4.2, the child shall be immediately admitted to the school in which enrollment is sought pending resolution of the dispute. It is the responsibility of the District's local educational liaison for homeless children and youth to carry out the dispute resolution process.

To the extent feasible, the District shall do one of the following according to what is in the best interests of a homeless child. (For the purposes of this policy "school of origin" means the school the child attended when permanently housed or the school in which the child was last enrolled.)

1. continue educating the child who becomes homeless between academic years or during an academic year in their school of origin for the duration of their homelessness;
2. continue educating the child in his/her school of origin who becomes permanently housed during an academic year for the remainder of the academic year; or
3. enroll the homeless child in the school appropriate for the attendance zone where the child lives.

If the District elects to enroll a homeless child in a school other than their school of origin and such action is against the wishes of the child's parent or guardian, the District shall provide the parent or guardian with a written explanation of their reason for so doing which shall include a statement of the parent/guardian's right to appeal.

In any instance where the child is unaccompanied by a parent or guardian, the District's local educational liaison for homeless children and youth shall assist the child in determining his/her place of enrollment. The Liaison shall provide the child with a notice of his/her right to appeal the enrollment decision.

The District shall be responsible for providing transportation for a homeless child, at the request of the parent or guardian (or in the case of an unaccompanied youth, the Liaison), to and from the child's school of origin.*

For the purposes of this policy, students shall be considered homeless if they lack a fixed, regular, and adequate nighttime residence and

(a) are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement;

(b) have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;

(c) are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and includes

(d) are migratory children who are living in circumstances described in clauses (a) through (c).

- Legal References:
- 42 U.S.C. § 11431 et seq.**
 - 42 U.S.C. § 11431 (2)
 - 42 U.S.C. § 11432(g)(1)(H)(I)
 - 42 U.S.C. § 11432 (g)(1)(J)(i), (ii), (iii), (iii)(I), (iii)(II)
 - 42 U.S.C. § 11432 (g)(3)(A), (A)(i), (A)(i)(I), (A)(i)(II), (A)(ii)
 - 42 U.S.C. § 11432 (g)(3)(B)(i), (ii), (iii)
 - 42 U.S.C. § 11432 (g)(3)(C)(i), (ii), (iii)
 - 42 U.S.C. § 11432 (g)(3)(E)(i), (ii), (iii)

42 U.S.C. § 11432 (g)(3)(G)
42 U.S.C. § 11432 (g)(4) (A), (B), (C), (D), (E)
42 U.S.C. § 11434a

4.41 PHYSICAL EXAMINATIONS OR SCREENINGS

The Star City School District may provide from time to time for the administration of physical exams or screenings of its students. The intent of the exams or screenings shall be to detect contagious or infectious diseases or defects in hearing, vision, or other elements of health that would adversely affect the student's ability to achieve to their full potential.

The district shall notify parents, at least annually, of the specific or approximate dates of any non-emergency, invasive physical examination or screening that is:

1. required as a condition of attendance;
2. administered by the school and scheduled by the school in advance; and
3. not necessary to protect the immediate health and safety of the student, or of other students.

For the purposes of this policy, "Invasive Physical Examination" is defined as any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

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 a form provided by the school nurse or by providing certification from a physician that he/she has recently examined the student.

A student may be required to pass a physical exam before being allowed to participate in certain extracurricular activities to help ensure they are physically capable of withstanding the rigors of the activity. It is understood that students who refuse to take such an exam will not be allowed to participate in the desired activity.

The rights provided to parents under this policy transfer to the student when he/she turns 18 years old.

The date for hearing, vision, heights and weights (BMI), will begin approximately the 2nd week of school for designated students. Scoliosis will begin approximately the 1st week of October for designated students.

A.C.A 6-18-701 (b), (c), (f)
20 USC 1232h{NCLB Act of 2001, Part F,
Section 1061(c) (1)(D).
(2)(A)(i)(ii)(B)(C)(iii)(I)(II)(III), (4)(B)(II), (5)(B), (6)(B)(C)}

4.42 STUDENT HANDBOOK

It shall be the policy of the Star City school district that the most recently adopted version of the Student Handbook be incorporated by reference into the policies of this district. In the event that there is a conflict between the student handbook and a general board policy or policies, the more recently adopted language will be considered binding and controlling on the matter provided the parent(s) of the student, or the student if 18 years of age or older have acknowledged receipt of the controlling language.

Principals shall review all changes to student policies and ensure that such changes are provided to students and parents, either in the Handbook or, if changes are made after the handbook is printed, as an addendum to the handbook.

Principals and counselors shall also review Policies 4.45—SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS and the current ADE Standards for Accreditation Rules to ensure that there is no conflict. If a conflict exists, the Principal and/or Counselor shall notify the Superintendent and Curriculum Coordinator immediately, so that corrections may be made and notice of the requirements given to students and parents.

4.43 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:

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.

Copies of this policy shall be available upon request.

Legal Reference: A.C.A. § 6-18-514
 A.C.A. § 5-71-217

4.45 SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASSES OF 2015, 2016, AND 2017 AND THEREAFTER

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.

Administrators, or their designees, shall train newly hired employees, required to be licensed as a condition of their employment, regarding this policy. The district's annual professional development shall include the training required by this paragraph.

GRADUATION REQUIREMENTS

The number of units students must earn to be eligible for high school graduation is to be earned from the categories listed below. A minimum of 22 units is required for graduation for a student participating in either the Smart Core or Core curriculum. In addition to the 22 units required for graduation by the Arkansas Department of Education, the district requires will require the following:

Beginning with the Class of 2016, credits for graduation will increase from 22 to 23 by requiring two digital courses, one-half credit of Career Ready 101 and one-half credit of ACT Prep.

Beginning with the Class of 2017 graduation credit requirements will increase to 26 credits including a fourth science credit and two additional elective credits; the District will award local science credit for 2nd, 3rd, and 4th year Project Lead the Way Biomedical and Engineering Courses. Elective credit may be earned through existing course offerings and/or Virtual Arkansas digital courses.

Digital Learning Courses

The District shall offer one or more digital learning course(s) through one or more District approved provider(s) as either a primary or supplementary method of instruction. The courses may be in a blended learning, online-based, or other technology-based format. In addition to the other graduation requirements contained in this policy, students are required to take at least one (1) digital learning course for credit while in high school.

The additional required units may be taken from any electives offered by the district. There are some distinctions made between Smart Core units and Graduation units. Not all units earned toward graduation necessarily apply to Smart Core requirements.

Beginning with the Class of 2016, one(1) digital course will be required for both SMART CORE AND CORE which shall be one-half (1/2) credit of Career ready 101 and one-half (1/2) credit of ACT Prep.

SMART CORE: Sixteen (16) units

English: four (4) units – 9th, 10th, 11th, and 12th

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

Mathematics: four (4) units (all students under Smart Core must take a mathematics course in grade 11 or 12 and complete Algebra II.)

Algebra I or Algebra A & B* which may be taken in grades 7-8 or 8-9

Geometry or Investigating Geometry or Geometry A & B* which may be taken in grades 8-9 or 9-10

*A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four-unit requirement for the purpose of meeting the graduation requirement, but only serve as one unit each toward fulfilling the Smart Core requirement.

Algebra II

Beyond Algebra II: this can include Pre-Calculus, Calculus, AP Statistics, Algebra III, Advanced Topic and Modeling in Mathematics, Mathematical Applications and Algorithms, Linear Systems and Statistics, or any of several IB or Advanced Placement math courses

(Comparable concurrent credit college courses may be substituted where applicable)

Natural Science: a total of three (3) units with lab experience chosen from

One unit of Biology; and

Two units chosen from the following three categories (there are acceptable options listed by the ADE for each)

Physical Science

Chemistry

Physics or Principles of Technology I & II or PIC Physics.

Beginning 2017, four (4) credits will be required. The District will award local science credit for 2nd, 3rd, and 4th year Project Lead the Way Biomedical and Engineering Courses or any other Arkansas Department of Education Approved science offering.

Social Studies: three (3) units
Civics one-half (½) unit
World History - one unit
American History - one 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

CAREER FOCUS: - Six (6) units for 2015 and 2016. Eight (8) units for 2017 and thereafter.

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.

Beginning 2017, eight (8) credits of career focus electives will be required. Elective credit may be earned through existing course offerings and/or Virtual Arkansas digital courses.

CORE: Sixteen (16) units

English: four (4) units – 9, 10, 11, and 12

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

Beginning 2017, four (4) credits will be required. The District will award local science credit for 2nd, 3rd, and 4th year Project Lead the Way Biomedical and Engineering Courses Or any other available Arkansas Department of Education offerings.

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

CAREER FOCUS: - Six (6) units for 2015 and 2016. Beginning 2017 and thereafter eight (8) elective credits will be required.

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.

Beginning 2017, eight (8) credits of career focus electives will be required. Elective credit may be earned through existing course offerings and/or Virtual Arkansas digital courses.

Cross References:

4.55—STUDENT PROMOTION AND RETENTION

Legal References: Standards of Accreditation 9.03 – 9.03.1.9, 14.02
ADE Guidelines for the Development of Smart Core Curriculum Policy
Smart Core Informed Consent Form
Smart Core Waiver Form

4.46 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 disrupt those students choosing to recite the Pledge.

Students choosing not to recite the Pledge shall not be subject to any comments, retaliation, or disciplinary action.
A.C.A. § 6-16-108

4.47 POSSESSION AND USE OF CELL PHONES AND OTHER ELECTRONIC DEVICES

Students are responsible for conducting themselves in a manner that respects the rights of others. Possession and use of any electronic device, whether district or student owned, that interferes with a positive, orderly classroom environment does not respect the rights of others and is expressly forbidden.

To protect the security of state originated tests that are administered as part of the Arkansas Comprehensive, Testing, Assessment and Accountability Program (ACTAAP), no electronic, device as defined in this policy shall be accessible by a student at any time during test administration unless specifically permitted by a student's IEP or individual health plan. This means that when a student is taking an ACTAAP assessment, the student shall not have his/her electronic device in his/her possession. Any student violating this provision shall be subject to this policy's disciplinary provisions.

As used in this policy, "electronic devices" means anything that can be used to transmit or capture images, sound, or data.

Misuse of electronic devices includes, but is not limited to:

1. Using electronic devices during class time in any manner other than specifically permitted by the classroom instructor;
2. Permitting any audible sound to come from the device when not being used for reason #1 above;
3. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, or wrongfully obtaining test copies or scores;
4. Using the device to take photographs in locker rooms or bathrooms;
5. Creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person.

Use of an electronic device is permitted to the extent it is approved in a student's individualized education program (IEP) or it is needed in an emergency that threatens the safety of students, staff, or other individuals.

Before and after normal school hours, possession of electronic devices is permitted on the school campus. 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.

The student and/or the student's parents or guardians expressly assume any risk associated with students owning or possessing electronic devices. Students misusing electronic devices may have them confiscated. Confiscated devices may be picked up at the school's administration office by the student's parents or guardians. Students have no right of privacy as to the content contained on any electronic devices that have been confiscated.

Students who use a school issued cell phones and/or computers for non-school purposes, except as permitted by the district's Internet/computer use policy, shall be subject to discipline, up to and including suspension or expulsion. Students are forbidden from using school issued cell phones while driving any vehicle at any time. Violation may result in disciplinary action up to and including expulsion.

Legal References: A.C.A. § A.C.A. § 6-18-515
ADE Test Administration Manual

4.48 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.

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.

20 USC 1232(g)

4.49 SPECIAL EDUCATION

The district shall provide a free appropriate public education and necessary related services to all children with disabilities residing within the district, required under the Individuals with Disabilities Education Act (“IDEA”), Section 504 of the Rehabilitation Act of 1973, the Americans With Disabilities Act, and Arkansas Statutes.

It is the intent of the district to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated and provided with appropriate educational services. Students may be disabled within the meaning of Section 504 of the Rehabilitation Act even though they do not require services pursuant to the IDEA.

For students eligible for services under IDEA, the District shall follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities provided in state and federal statutes which govern special education. Implementation of an Individualized Education Program (IEP) in accordance with the IDEA satisfies the district’s obligation to provide a free and appropriate education under Section 504.

The Board directs the superintendent to ensure procedures are in place for the implementation of special education services and that programs are developed to conform to the requirements of state and federal legislation. The superintendent is responsible for appointing a district coordinator for overseeing district fulfillment of its responsibilities regarding handicapped students. Among the coordinator’s responsibilities shall be ensuring district enforcement of the due process rights of handicapped students and their parents.

34 C.F.R. 300 et seq.
42 U.S.C. §12101 et seq. American with Disabilities Act
29 U.S.C. § 794 Rehabilitation Act of 1973, Section 504,
20 U.S.C. §1400 et seq. Individuals with Disabilities Education Act,
P.L. 108-446 The 2004 Reauthorization of the Individuals with Disabilities Act
A.C.A. § 6-41-201 et seq.

4.50 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 building principal.

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

Legal References: Commissioner’s Memo FIN-09-044
7 CFR 210.10(g)

4.52 STUDENTS WHO ARE FOSTER CHILDREN

The District will afford the same services and educational opportunities to foster children that are afforded other children and youth. The District shall work with the Department of Human Services (“DHS”), the ADE, and individuals involved with each foster child to ensure that he/she is able to maintain his/her continuity of educational services to the fullest extent that is practical and reasonable.

The Superintendent or his/her designee shall appoint an appropriate staff person to be the local educational liaison for foster children and youth whose responsibilities shall include ensuring the timely school enrollment of each foster child and assisting foster children who transfer between schools by expediting the transfer of relevant educational records.

The District, working with other individuals and agencies shall, unless the presiding court rules otherwise, ensure that the foster child remains in his/her current school, even if a change in the foster child’s placement results in a residency that is outside the district. In such a situation, the District will work to arrange for transportation to and from school for the foster child to the extent it is reasonable and practical.

Upon notification to the District's foster care liaison by a foster child's caseworker that a foster child's school enrollment is being changed to one of the District's schools, the school receiving the child must immediately enroll him/her. Immediate enrollment is required even if a child lacks the required clothing, academic or medical records, or proof of residency.

A foster child's grades shall not be lowered due to absence from school that is caused by a change in the child's school enrollment, the child's attendance at dependency-neglect court proceedings, or other court-ordered counseling or treatment.

Any course work completed by the foster child prior to a school enrollment change shall be accepted as academic credit so long as the child has satisfactorily completed the appropriate academic placement assessment.

If a foster child was enrolled in a District school immediately prior to completing his/her graduation requirements while detained in a juvenile detention facility or while committed to the Division of Youth Services of DHS, the District shall issue the child a diploma.

Cross References: Policies 4.1—RESIDENCE REQUIREMENTS, 4.2—ENTRANCE REQUIREMENTS, 4.7—ABSENCES

Legal Reference: A.C.A. § 9-28-113

4.53 PLACEMENT OF MULTIPLE BIRTH SIBLINGS

The parent, guardian or other person having charge or custody of multiple birth siblings in grades per-K through 6 may request that the multiple birth siblings are placed in either the same or separate classrooms. The request shall be in writing not later than the 14th calendar day prior to the first day of classes at the beginning of the academic year. The school shall honor the request unless it would require the school to add an additional class to the sibling's grade level. If one parent of multiple birth siblings requests a placement that differs from that of the other parent of the same multiple birth siblings, the school shall determine the appropriate placement of the siblings.

The school may change the classroom placement of one or more of the multiple birth siblings if:

There have been a minimum of 30 instructional days since the start of the school year; and after consulting with each classroom teacher in which the siblings were placed, the school determines the parent's classroom placement request is:

- Detrimental to the educational achievement of one or more of the siblings;
- Disruptive to the siblings' assigned classroom learning environment; or
- Disruptive to the school's educational or disciplinary environment.

If a parent believes the school has not followed the requirements of this policy, the parent may appeal the multiple birth siblings' classroom placement to the Superintendent. The Superintendent's decision regarding the appeal shall be final.

A.C.A. § 6-18-106

4.55 STUDENT PROMOTION AND RETENTION

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. 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 each parent/guardian or 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. If there is doubt concerning the promotion or retention of a student or his/her required retaking of a course, a conference between the building principal, the student's teacher(s), counselor, a 504/special education representative (if applicable), and the student's parents 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 or receipt of course credit, the final decision shall rest with the principal or the principal's designee.

Regardless of the student having earned passing grades, a student who falls under one of the following categories shall be considered for retention or shall not receive credit for the course associated with the assessment. The student:

- does not take the State mandated assessment for the student's grade level or course within the time frame specified by the State;
- takes the State mandated assessment but does not put forth a good faith effort on the assessment as determined by the assessment administrator/proctor.

The Superintendent or designee may wave this provision when the student's failure was due to exceptional or extraordinary circumstances.

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.

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 a 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.

Such remediation shall not require the student to pass a subsequent college and career readiness measurement in order to graduate from high school.

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

In addition to the possibility of retention or withholding of course credit, students who either refuse to sit for a State assessment or attempt to boycott a State assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are originally administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular activity, including school dances, prom, homecoming, senior events, and may be prevented from walking or participating in graduation exercises. The student shall remain ineligible to participate until the student takes the same or a following State mandated assessment, as applicable, or completes the required remediation for the assessment the student failed to put forth a good faith effort on. The Superintendent or designee may wave this paragraph's provisions when the student's failure was due to exceptional or extraordinary circumstances. Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.

Cross References: 3.30—PARENT-TEACHER COMMUNICATION
 4.56—EXTRACURRICULAR ACTIVITIES - SECONDARY SCHOOLS
 4.56.1—EXTRACURRICULAR ACTIVITIES - ELEMENTARY

Legal References: A.C.A. 6-15-433
 A.C.A. § 6-15-2001
 A.C.A. § 6-15-2005
 A.C.A. § 6-15-2009
 ADE Rules Governing the Arkansas Comprehensive Testing, Assessment, and
 Accountability Program and the Academic Distress Program
 ADE Rules Governing Public School End-Of-Course Assessments and Remediation
 Murphy v. State of Ark., 852 F.2d 1039 (8th Cir. 1988)

4.56 EXTRACURRICULAR ACTIVITIES – SECONDARY SCHOOLS

Definitions:

“Academic Courses” are those courses for which class time is scheduled, which can be credited to meet the minimum requirements for graduation, which is taught by a teacher required to have State licensure in the course or is otherwise qualified under Arkansas statute, and has a course content guide which has been approved by the Arkansas Department of Education (ADE). Any of the courses for which concurrent high school credit is earned may be from an institution of higher education recognized by ADE. If a student passes an academic course offered on a block schedule, the course can be counted twice toward meeting the requirement for students to pass four (4) academic courses per semester as required by this policy.

“Extracurricular activities” are defined as: any school sponsored program where students from one or more schools meet, work, perform, practice under supervision outside of regular class time, or are competing for the purpose of receiving an award, rating, recognition, or criticism, or qualification for additional competition. Examples include, but are not limited to, inter/intrascholastic athletics, cheerleading, band, choral, math, or science competitions, field trips, and club activities.

“Field Trips” are when individual students or groups of students are invited to programs or events when there is no competition and the students are not interacting with each other for the purpose of planning, qualifying, or arranging for future programs or for the purpose of receiving recognition.

“Interscholastic Activities” means athletic or non-athletic/academic activities where students compete on a school vs. school basis.

“Intrascholastic Activities” means athletic or non-athletic/academic activities where students compete with students from within the same school.

“Supplemental Improvement Program (SIP)” is an additional instructional opportunity for identified students outside of their regular classroom and meets the criteria outlined in the current Arkansas Activities Association (AAA) Handbook.

Extracurricular Eligibility

The Board believes in providing opportunities for students to participate in extracurricular activities that can help enrich the student’s educational experience. At the same time, the Board believes that a student’s participation in extracurricular activities cannot come at the expense of his/her classroom academic achievement. Interruptions of instructional time in the classroom are to be minimal and absences from class to participate in extracurricular activities shall not exceed 18 per semester per extracurricular activity (tournaments excepted). Additionally, a student’s participation in, and the District’s operation of, extracurricular activities shall be subject to the following policy. All students are eligible for extracurricular activities unless specifically denied eligibility on the basis of criteria outlined in this policy.

Any student who refuses to sit for a State assessment or attempts to boycott a State assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular activity. The student shall remain ineligible to participate until the student takes the same or a following state mandated assessment, as applicable, or completes the required remediation for the assessment the student failed to put forth a good faith effort on. The superintendent or designee may wave this paragraph’s provisions when the student’s failure was due to exceptional or extraordinary circumstances. Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.

Policies may differ from regular classroom policies. These policies will be made known to those students participating in these activities. Some activities may have prerequisites. Students who wish to participate should check these policies in advance.

In an effort to provide a system that ensures learning, the following procedures are part of policy regarding instructional time and potential loss of instructional time by students involved in extra-curricular activities, field trips, or other school related activities causing students to miss instructional time.

Additional Eligibility Requirements for Star City High School Students:

A student "F" list will be generated and provided to staff every Monday morning.

A student who has an "F" will be allowed 15 school days from the generation of the "F" list to improve to a passing grade. If at the end of the 15 day period, he/she still has a failing grade he/she will be prohibited from missing that specific class for extra-curricular activities, field trips, or other school related reasons.

The restrictions on class absences begin and end when reports are generated each Monday. Students who improve to a passing grade will be released for participation.

The same process will be repeated if a student experiences failure again.

A student whose absences exceed 6 (excused and/or unexcused) during a semester cannot miss that specific class for extra-curricular activities, field trips, or other school related reasons.

Additional Eligibility Requirements for Star City Middle School Students:

A student whose absences exceed 6 (excused and/or unexcused) during a semester cannot miss that specific class for extra-curricular activities, field trips, or other school related reasons.

Interscholastic Activities

Each school in the District shall post on its website its schedule of interscholastic activities, including sign-up, tryout, and participation deadlines, at least one semester in advance of those activities. A hard copy of the schedule shall be available upon request.

ACADEMIC REQUIREMENTS: Junior High

A student promoted from the sixth to the seventh grade automatically meets scholarship requirements. A student promoted from the seventh to the eighth grade automatically meets scholarship requirements for the first semester. The second semester eighth-grade student meets the scholarship requirements for junior high if he/she has successfully passed four (4) academic courses the previous semester, three (3) of which shall be in the core curriculum areas specified by ADE's Standards for Accreditation of Arkansas Public Schools.

The first semester ninth-grade student meets the scholarship requirements for junior high if he/she has successfully passed four (4) academic courses the previous semester, three (3) of which shall be in the core curriculum areas specified by ADE's Standards for Accreditation of Arkansas Public Schools.

The second semester ninth-grade student meets the scholarship requirements for junior high if he/she has successfully passed (4) academic courses the previous semester which count toward his/her high school graduation requirements.

Ninth-grade students must meet the requirements of the senior high scholarship rule by the end of the second semester in the ninth grade in order to be eligible to participate the fall semester of their tenth-grade year.

ACADEMIC REQUIREMENTS: Senior High

In order to remain eligible for competitive interscholastic activity, a student must have passed (4) academic courses the previous semester and either:

Have earned a minimum Grade Point Average (GPA) of 2.0 from all academic courses the previous semester; or

If the student has passed four (4) academic courses the previous semester but does not have a 2.0 GPA the student must be enrolled and successfully participating in an SIP to maintain their competitive interscholastic extracurricular eligibility.

STUDENTS WITH AN INDIVIDUAL EDUCATION PROGRAM

In order to be considered eligible to participate in competitive interscholastic activities, students with disabilities must pass at least four (4) courses per semester as required by their individual education program (IEP).

ARKANSAS ACTIVITIES ASSOCIATION

In addition to the foregoing rules, the district shall abide by the rules and regulations of AAA governing interscholastic activities. AAA provides catastrophic insurance coverage for students participating in AAA governed extracurricular activities who are enrolled in school. As a matter of District policy, no student may participate in a AAA governed extracurricular activity unless he or she is enrolled in a district school, to ensure all students are eligible for AAA catastrophic insurance.

Intrascholastic Activities

AAA Governed Activities

Students participating in intrascholastic extracurricular activities that would be governed by AAA if they were to occur between students of different schools shall meet all interscholastic activity eligibility requirements to be eligible to participate in the comparable intrascholastic activity. The District will abide by the AAA Handbook for such activities to ensure District students are not disqualified from participating in interscholastic activities.

Non-AAA Governed Activities

Unless made ineligible by District policies, all students shall be eligible to participate in non-AAA governed intrascholastic extracurricular activities. Intrascholastic activities designed for a particular grade(s) or course(s) shall require the student to be enrolled in the grade(s) or course(s).

Cross References: 4.55—STUDENT PROMOTION AND RETENTION
4.56.1—EXTRACURRICULAR ACTIVITIES - ELEMENTARY

Legal References: State Board of Education Standards for Accreditation 10.05 and 10.06
Arkansas Activities Association Handbook

DRUG TESTING POLICY

MISSION STATEMENT:

The Star City School District recognizes that drug abuse is a significant problem for students, detrimentally affecting overall health, behavior, learning ability, reflexes and development. The Star City School District is determined to help students by providing another option to say, "NO". Drug abuse includes, but is not limited to, the use of illegal drugs, alcohol, and the misuse of legal drugs and medications.

PURPOSE OF A CHEMICAL ABUSE POLICY:

1. To allow the student participants in all activities representing Star City Schools to know that we are concerned about their total wellbeing. We are not interested in prosecuting the students, but instead we are interested in helping students who have problems.
2. To confirm and support Arkansas state law concerning the use of mind and physical altering chemicals.
3. To assist students representing the Star City School District to resist peer pressure that directs them toward the abuse or misuse of chemical substances.
4. To work with parents to assist in keeping their children free from mind and physical altering chemicals.
5. To deter chemical abuse or misuse by students through the use of random drug testing.

DEFINITIONS

Drug: Any substance considered illegal by Arkansas state laws or which is controlled by the US Food & Drug Administration under the Controlled Substance Act unless prescribed by a licensed physician or a person licensed prescriptive authority to the individual taking the substance.

School Year: From the first day of classes in the fall until the last day of classes in the spring.

Summer Programs: Any practices, camps, or activities required in the summer.

Activity Programs:

Football

Cross Country

Tennis

Golf
Basketball
Track
Softball, Baseball
BETA Club
FBLA
Art Club
Drama Club

Robotics Club
Library Club
Math Club
Science Club
Spanish Club
FFA
Fire Marshal
First Priority

Student Council
FCCLA
Rocket Staff
Bulldog Times Staff
Band (not 6th grade)
Cheerleaders
Choir (not 6th grade)
Others as Formed

*Also students who drive on campus to school are subject to this program.

PROCEDURES FOR STUDENTS

Consent: Each student wishing to participate in any activity or to drive a vehicle on campus as well as the students' parents or legal guardian will consent in writing to the Star City School District's random drug testing program. Written consent of this policy is a form provided by the District. No student will be allowed to participate in any activity or to drive on campus absent of such consent. This form is binding for the remainder of the school year unless the District is notified in writing by the student's parent or guardian that the student no longer wishes to participate in activities or does not wish to drive on campus. This notification will also be given to the Coach\Sponsor.

Student Selection: The names of all students who participate in activities or who drive on campus will be collected and sent to the Drug Testing Coordinator. He\She will send those names to the Testing Agency, school principals, and the superintendent of schools. The testing agency will create a computer generated pool of names from which students will be randomly selected for drug testing. All of those involved in this process will take every measure to insure the least intrusive means as possible. In random selection, a student may be selected more than one time in a school year. It is possible for a student to not be selected during a school year, but no student will be tested randomly more than three times per school year.

There will be a 20% selection of names for the month of September and additional 10% selection of names four times during the school year. If a student is absent on the day of the test, he/she will be responsible for providing a urine sample under the supervision of the school nurse at a designated location within 48 hours of the original test date.

Reasonable Suspicion:

Reasonable Suspicion is defined as a reasonable suspicion by a school administrator or a District employee that a student has used, possessed or sold illegal drugs, alcohol on campus or at a school sponsored event. This includes the misuse of prescription medications on campus or at a school sponsored event. Students under the influence of said chemicals will be subject to the consequences of the student handbook.

Students identified under the Reasonable Suspicion clause will be notified along with their parents or legal guardian. They will be required to submit to a drug test at that time. The cost of this test will be the responsibility of the student. Students who refuse to test will be removed from all activities and from driving on campus.

The Reasonable Suspicion Clause only pertains to students in the drug testing program.

Court Documented Positive Drug Test:

Students who are drug tested in the juvenile court system are subject to the same procedures for first, second and third offenses in the Star City School Drug Testing Policy.

Sample Collection:

Representatives of the testing company will collect the urine samples. Samples will be collected at a convenient time of day. All students providing samples will be given the opportunity of doing so in an individual stall with the doors closed.

Testing Agency:

The Star City School District will choose a highly qualified testing agency for the purpose of collecting, processing and maintaining privacy with respect to test results and related matters. Only testing performed by this testing agency will be recognized by the Star City School District.

Prescription Medications:

In a student's sample, the existence of lawfully prescribed medication is not a violation as long as it was taken in accordance with a physician's prescription to that specific student. If the student is taking a prescription medication at the time of the test, he/she should inform the testing coordinator immediately. The student will be asked to provide a doctor's prescription to verify the prescription. If the student fails to provide the verification of the doctor's prescription, he/she will be subject to actions specified by a positive test.

Scope of Tests:

The drug tests will follow Federal Standards. Student's samples will not be screened for any substance other than illegal drugs and alcohol.

Limited Access to Results:

The testing lab will be authorized to report results to the Drug Coordinator and the appropriate principal.

Procedures in Event of a First Positive Test:

Whenever a student's test results indicate the presence of illegal or prescription drugs, the following will occur:

If the prescription medications are prescribed to the student, the positive results will be voided at that time. All others will be deemed positive.

If the sample is positive, a custodial parent or legal guardian will be notified and a meeting will be scheduled with the student, parent/guardian, coordinator, principal, and head coach or sponsor. The Drug Testing Policy procedure will be covered including an explanation of the consequences.

A STUDENT MAY REQUEST A RETEST AT HIS/HER OWN EXPENSE WITHIN A 24 HOUR PERIOD OF A POSITIVE TEST. THE SPECIMEN MUST BE GIVEN AT ONE OF THE DESIGNATED LABS.

The initial urinalysis method is an immunoassay screen. The retest utilizes a gas chromatography/mass confirmation (GC/MC) test. If the retest is negative, the student will be considered to have a negative test result. If the retest is positive, the student will be considered to have positive test result.

No student will be allowed to participate in activity programs without a negative test result.

The student will be encouraged to seek treatment and/or counseling for drug related problems. The Star City School District will not assume any expense incurred for attendance in any drug rehabilitation programs or for any counseling services.

The student will be placed on probation for twenty (20) days. The student under probation will not be allowed to drive on campus, to participate in any competitions, presentations, or activities representing Star City School District, nor may a student dress out for any competition.

After twenty (20) days, the student will be tested again at his/her expense. A written copy of the results will be given to the Drug Coordinator. If the student refuses to take this test, the probation will continue.

If the test is negative, the probation will be lifted.

If the test is positive, the student will not be allowed to drive on campus or participate in any activity for ninety (90) consecutive school days. If the semester or school year ends before this time is completed, the probation will carry into the next semester or school year.

A student may be required to practice or participate in off-season activities at the discretion of the head coach or sponsor provided the student has a medical release from a physician.

This probation will not be responsible for lowering the student's grade. The student will be allowed to obtain grades other than activity performance grades, but it is his/her responsibility to do the required work.

Second Positive Drug Test:

A second positive result within the period of one hundred and eighty days (180) consecutive school days will result in the student being suspended from driving on campus and from participating in any activity programs for a period of ninety (90) consecutive school days.

If the semester or school year ends before this time is completed, the suspension will carry over into the next semester or school year.

The GC/MS test is also an option at the student's expense. Just as in the First Positive Drug Test, to be removed from suspension the test must return as a negative test.

Third Positive Drug Test:

For the third positive result within a period of two consecutive years, the student will be permanently suspended from driving on campus and from participating in any activity program for the remainder of his/her enrollment in the Star City School District. This remains in effect if the student withdraws from school to attend another school and returns and re-enrolls in the Star City School District.

Non-Punitive Nature or Policy:

There will be absolutely no penalty whatsoever as far as academics are concerned in the event of a positive drug test. The results of a drug test pursuant to this policy will not be documented in any students' academic records. Information regarding the results of drug tests will not be given or disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, at which time the student's custodial parent or legal guardian will be notified as soon as possible by the District.

Other Disciplinary Measures:

The Star City School District is not precluded from using other disciplinary measures as outlined in the student handbook dealing with the student discipline policy.

4.56.2 EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR HOME SCHOOLED STUDENTS

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.

Each school in the District shall post on its website its schedule of interscholastic activities, including sign-up, tryout, and participation deadlines, at least one semester in advance of those activities. A hard copy of the schedule shall be available upon request.

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.

To be eligible to try out and participate in interscholastic activities, the student or the parent of a student shall mail or hand deliver the student's request to participate to the student's school's principal before the signup, tryout or participation deadline established for traditional students. Additionally, the student shall demonstrate academic eligibility by obtaining a minimum test score of the 30th percentile or better in the previous 12 months on the Stanford Achievement Test Series, Tenth Edition; another nationally recognized norm-referenced test; or a minimum score on a test approved by the State Board of Education.

A student who meets the requirements for eligibility to participate in an interscholastic activity is required to register for no more than one course³ in the District's school where the student is intending to participate in an interscholastic activity.

The student shall regularly attend the class in which the student is registered beginning no later than the eleventh (11th) day of the semester in which the student's interscholastic activity participation is desired. The

student must attend the practices for the interscholastic activity to the same extent as is required of traditional students.

A home-schooled student 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;
- permission slips, waivers, physical exams; and
- participation or activity fees.

Students who participate in extracurricular or athletic activities under this policy will be transported to and from the 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.

Legal References: A.C.A. § 6-15-509
 Arkansas Activities Association Handbook

5.15 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 4 ½ weeks 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.

Kindergarten:

- O – Outstanding Progress
- S – Satisfactory Progress
- N – Needs to Improve
- U – Unsatisfactory Progress

Students in Grades 1-12, Grading System-Nine weeks and semester grades will be calculated by using percentages and any percentage .50 or higher will be rounded to the next whole number.

The grading scale for all grades 1 – 12 shall be as follows:

- A Superior = 100 – 90
- B Above Average = 89 – 80
- C Average = 79 – 70
- D Below Average (But Passing) = 69-60
- F Failing= 59 and below

“I” means incomplete work and is used when a student has an excused absence. An “I” will become an “F” if the work is not made up in an appropriate time. A student has one day to make up work for every day missed. All work must be made up within twenty days.

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

Regular Classes	AP IB, ADE Honors Courses
A = 4 points	A = 5 points
B = 3 points	B = 4 points
C = 2 points	C = 3 points
D = 1 point	
F = 0 points	

The grade point values for AP 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.

A.C.A. § 6-15-902 State Board of Education: Standards of Accreditation VII
(D)Arkansas Department of Education Rules and Regulations Governing
Uniform Grading Scales for Public Secondary Schools

Star City Middle School Bell Schedule

**Star City Middle School will have 45 minute periods on the following days each week:
Monday, Wednesday, and Friday.**

Academic focus will be available on each Monday, Wednesday, and Friday.

**Star City Middle School will have 49 minute periods on the following days each week:
Tuesday and Thursday.**

M-W-F	6th Grade Bell Schedule	M-W-F	7th and 8th Bell Schedule
Zero Period	7:35-7:56	Zero Period	7:35-7:56
First Bell	7:56	First Bell	7:56
1st period	8:00-8:45	1st period	8:00-8:45
2nd period	8:49-9:34	2nd period	8:49-9:34
3rd period	9:38-10:23	3rd period	9:38-10:23
4th period	10:27-11:00	4th period	10:27-11:12
Lunch	11:00-11:30	Academic Focus	11:15-11:45
Academic Focus	11:33-12:03	Lunch	11:45-12:15
5th period	12:06-1:03	5th period	12:18-1:03
6th period	1:07-1:52	6th period	1:07-1:52
7th period	1:56-2:41	7th period	1:56-2:41
8th period	2:45-3:30	8th period	2:45-3:30

T-TH	6th Grade Bell Schedule	T-TH	7th and 8th Bell Schedule
Zero Period	7:35-7:56	Zero Period	7:35-7:56
First Bell	7:56	First Bell	7:56
1st period	8:00-8:49	1st period	8:00-8:49
2nd period	8:53-9:42	2nd period	8:53-9:42
3rd period	9:46-10:35	3rd period	9:46-10:35
4th period	10:39-11:18	4th period	10:39-11:28
Lunch	11:18-11:48	Lunch	11:28-11:58
5th period	11:52-12:51	5th period	12:02-12:51
6th period	12:55-1:44	6th period	12:55-1:44
7th period	1:48-2:37	7th period	1:48-2:37
8th period	2:41-3:30	8th period	2:41-3:30

SCHOOL CALENDAR

August 18	First Day of School
September 1	Labor Day
November 7	Professional Development (No school)
November 24, 25, 26, 27, 28	Thanksgiving
December 22 – January 2	Christmas Break
January 19	Martin Luther King Holiday
February 16	President's Day Holiday
March 23-27	Spring Break
May 25	Memorial Day
May 27	Last Day for Students (If there are not Inclement weather days)
May 28, 29, and June 1, 2, 3	Inclement weather days (Senate Bill 814)

2014 JUNIOR FOOTBALL SCHEDULE

August 22	Blue/White Game	Home	6:00
August 28	Bauxite Scrimmage	Home	6:00
September 4	Lake Village	Home	7:00
September 11	DeWitt*	Home	7:00
September 18	Crossett*	There	7:00
September 25	Monticello*	There	7:00
October 2	Warren*	Home	7:00
October 9	Hamburg*	There	7:00
October 16	Dumas*	Home	7:00
October 23	Dollarway*	There	7:00

The * indicates conference games.

Star City Middle School

Settings	Self-Expectations	Others Expectations	Environment Expectations	Learning Expectations
All Settings	Be prepared to give your best. Dress, speak and act appropriately. Enter the school with good feelings in your heart. Look after your school.	Keep your hands and feet to yourself. Be considerate. Use good manners and appropriate language. Encourage others to do their best.	Keep the school clean. Keep the school free of vandalism and graffiti.	Be prepared with homework and supplies. Respect others' efforts and contributions. Be a good listener.
Hallways	Walk to the right. Use inside behavior. Keep moving.	Use appropriate voice. Keep hands and feet to yourself. Be aware of space.	Help keep school clear of debris/litter. Enjoy, respect, and appreciate displays and space. Eat and drink elsewhere.	Remember to be quiet in the halls.
Outside	Respect equipment and space. Play safe. Follow expectations.	Respect personal space. Use appropriate language. Practice sportsmanship.	Place litter in the garbage cans. Take care with school property.	Follow instructions and rules. Use observation skills to promote safety. Be positive with classmates.
Assemblies	Remain quiet and still during performances. Respect equipment. Keep your eyes on the speaker.	Clap at the appropriate time. Don't interrupt performances. Keep hands and feet to yourself.	Treat seating appropriately. Use inside behavior. Eat and drink elsewhere.	Use listening skills. Focus on the given task. Use your good manners. Follow seating instructions.
Library and Computer Lab	Work quietly. Explore opportunities appropriately. Respect equipment.	Wait your turn. Put things in their proper place. Follow procedures for use of equipment.	Keep area tidy. Replace the things you use. Eat and drink elsewhere.	Share materials and equipment as needed. Use appropriate research sites. Respect equipment.

Star City Middle School

Settings	Self-Expectations	Others Expectations	Environment Expectations	Learning Expectations
P.E.	Wear appropriate clothing and footwear. Moderate your voice level. Focus on the speaker (listening skills).	Encourage others to do their best. Follow the rules. Share equipment. Learn/follow safety rules.	Use equipment appropriately. Keep it clean. Eat and drink elsewhere. Wear clean gym shoes.	Use your listening skills. Know and practice rules. Pay attention.
Cafeteria	Use inside behavior. Keep your own place in line. Be courteous to all staff and students. Sit appropriately. Keep track of personal belongings.	Wait your turn. Use inside voice. Walk in designated areas for entering and exiting cafeteria. Respect personal space. Follow procedures for getting your tray.	Clean your table area before leaving table. Clean any spills. Push in your chair before leaving. Put trash in garbage cans.	Follow inside behavior rules. Use good manners.
Bus	Travel safely. Sit appropriately.	Demonstrate courteous behavior. Follow driver's rules and instructions.	Care for the bus. Wait in designated areas. Eat and drink elsewhere.	Follow inside behavior rules.

4.13F 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 Star City 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_____

Selecting this option will prohibit the release of directory information to the 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)