

PARAGOULD HIGH SCHOOL

Student Handbook

2025-2026

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Paragould School District
School Calendar
2025-2026

August 4-7th..... Staff Development
August 13th..... First Day of School
September 1st..... Labor Day Holiday
October 10th ..... End of 1st Quarter
October 16th..……..…..……Parent-Teacher Conferences (4:00-7:00 pm)
October 17th…… No School
October 20th .....Staff Development (8:30-3:30pm)
November 24-28th ..... Fall Break
December 1st.....Staff Development (8:30-3:30pm)
December 19th ..... End of 2nd Quarter
December 22-January 2nd..... Winter Break
January 5th ….....Staff Development (8:30-3:30pm)
January 6th.....First Day of Second Semester
January 19th ..... Dr. Martin Luther King, Jr. Holiday
February 12th..... Parent-Teacher Conferences (4:00 - 7:00 PM)
February 13th .....Staff Development (8:30-3:30pm)
February 16th .....(No School) President's Day Holiday
March 13th ..... End of 3rd Quarter
March 23-27th ..... Spring Break
April 3rd .....No School
May 21st ..... End of 4th Quarter
May 22nd ….....Staff Development (8:30-3:30pm)
May 25th……..……Memorial Day Holiday

*If needed, the calendar will be extended beyond May 21st until all make-up days are completed.

Act 1565 of 2001 makes it unlawful for any person to use profane, violent, abusive, or insulting language toward any public school employee during the course of his or her duty.

MISSION STATEMENT

Students will become self-sufficient, life-long learners excelling in the characteristics of compassion, accountability, and respect while finding value and purpose in their lives as productive members of society.

VISION STATEMENT

Student security and success through consistent modeling of accountability, compassion, and rigor.

SECTION I: GENERAL INFORMATION AND REGULATIONS

FREEDOM OF INFORMATION

Schools may disclose, without consent, "directory" information such as student's name, address, telephone number, date and place of birth, and dates of attendance. However, schools must annually inform parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose such information. If you object to such information being disclosed, please notify your principal at once.

SURVEILLANCE POLICY

The school board authorizes the use of video cameras on district property to ensure the health, welfare, and safety of all staff, students, and visitors to district property, and to safeguard district facilities and equipment. Video cameras may be used in locations deemed appropriate by the superintendent or designees. The district shall notify staff and students through student/parent and staff handbooks that video surveillance may occur on district property.

Students or staff in violation of board policies, administrative regulations, building rules, or law shall be subject to appropriate disciplinary action. Others may be referred to law enforcement agencies.

Video recordings may become a part of a student's educational record. The district shall comply with all applicable state and federal laws related to record maintenance and retention.

ANNOUNCEMENTS

Announcements will be emailed daily. Students are responsible for any information provided in these daily announcements.

STUDENT ORGANIZATIONS

No group shall be entitled to use the name of any school within the Paragould School District without having first obtained the consent and accepted the supervision of the principal or teacher designated by the principal. There shall be no secret club within the Paragould School District.

ACTIVITIES AND ORGANIZATIONS

The administration feels that extracurricular activities are an important and integral part of the educational system. An activities program has been developed that allows all students to participate in activities as an extension of the academic program. The following activities and organizations are available for students:

Archery	Art Club	Band
Baseball	Basketball	Broadcasting
Cheerleading	Chess Club	Choir
Color Guard	Cross Country	Dance Team
E-Sports	EAST	Fire Marshals
FBLA	FCA	FFA
Fishing Club	Football	Golf
Homecoming	International Club	Key Club
Leo Club	National Honor Society	Newspaper Staff
Quiz Bowl	ROTC	Rotary Interact
Soccer	Softball	SOUL Club
Student Council	Tennis	Thespians
Track & Field	Volleyball	Wrestling Club
BETA	Bowling	Swimming

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
6. Non-school persons may not direct, conduct, control, or regularly attend activities of student groups

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

Fraternities, sororities, and secret societies are forbidden in the District's schools. Membership to student organizations shall not be by a vote of the organization's members, nor be restricted by the student's race, religion, sex, national origin, or other arbitrary criteria.

APPEARANCE/DRESS CODE

The school board recognizes that among those rights by the people under our constitutional form of government is the freedom to govern one's personal appearance. However, when dress and grooming disrupt the learning process for the individual student, other students, or the learning climate of the school, it becomes a matter subject to disciplinary action. Student dress, grooming, and appearance should be the responsibility of the individual and his or her parents under the following guidelines.

1. Dress and grooming should be neat and in keeping with health and sanitary practices.
2. Students should not wear clothing, hairstyles, or accessories that can be hazardous to them in their educational activities, such as shop, lab work, physical education, art, or vocational courses.
3. Dress and grooming may not disrupt the educational process (including posing a distraction).
4. If a student chooses to participate in any school activity or organization, he/she must conform to the standards set forth by the sponsor or director of the activity or organization. Students in violation of the appearance code of a school-sponsored activity or organization will at minimum not be allowed to participate in that activity until the required standards are met.
5. Students are not allowed to wear the following types of clothing to classes or school activities:
    a. emblems, insignias, badges, or other symbols which distract unreasonably the attention of other students or otherwise cause disruption/interference with the operation of the school
    b. hats, caps, doo rags, bonnets, hoods, or any head covering are prohibited from being worn during school hours.
    c. any article of clothing that advertises, supports the use of, or insinuates the support of the use of any alcoholic beverage, tobacco product, or any other controlled substance
    d. any article of clothing that contains obscene language or pictures or suggestive remarks
    e. sleeveless shirts must be hemmed and come to the edge of the shoulder.
    f. tanks tops or muscle shirts are not permitted
    g. any bare midriff style of shirt or blouse, including cropped tops
    h. boxer, biker shorts, or sleepwear (including bed slippers/house shoes/pajama pants) as outer garments
    i. chains as a part of clothing or attached to clothing or wallets and purses and accessories with spikes
    j. Small studs shall be permitted as facial piercings. Any facial jewelry considered distracting or disruptive will not be allowed.
    k. inappropriate skin art must be covered at all times
    l. no backless blouses that expose the shoulder blades i.e. runner's tops
    m. no coats or jackets knee length or longer
6. The waistband of jeans must be no lower than the top of the hipbone.
7. Students may wear shorts at any time during the school year. However, shorts, skirts, and dresses must be no shorter than 6 inches (or the length of a dollar bill) above the top of the knee
8. Students who attend school dressed in such a manner as to be in violation of the appearance code must rectify the situation. Any class time missed for this reason will be considered an unexcused absence.
9. Blankets are not allowed on school campus.

Consequences:
1st Offense - 1 Day of Detention
2nd Offense – 3 Days of Detention
3rd Offense – 1 Day of ISS

4th Offense - 3 Days of OSS
5th Offense - 1 Day of OSS

Any subsequent offenses will result in long term OSS or possibly expulsion.
ACT 835 STATE OF ARKANSAS 88TH GENERAL ASSEMBLY, 2011 REQUIRES SCHOOL DISTRICTS TO PROHIBIT THE WEARING OF CLOTHING THAT EXPOSES UNDERWEAR OR BUTTOCKS OF ANY STUDENT, OR THE BREAST OF A FEMALE. Exceptions can be made for some provisions of the dress code with the approval of an administrator.

AUTHORIZATION TO SPEND ORGANIZATIONAL FUNDS

Students are not to make purchases for an organization or any school-related activity without the express written consent of the sponsor and the principal. A purchase order must be approved by the principal before a purchase is made.

CHANGE OF ADDRESS/TELEPHONE NUMBER

Any change of address or telephone number should be promptly reported to the principal's office. Parents are requested to keep this information current so that they may be readily contacted if necessary.

BULLETIN BOARDS

Bulletin boards throughout the building are maintained by various departments and organizations. Students are not to mark on or deface any item placed on a bulletin board. No notices or advertising articles should be posted by students unless proper permission is obtained from an administrator.

COUNSELOR

Paragould Secondary Schools offer complete guidance services. The counselors are available to provide counseling services as well as to provide educational and occupational information. The counselors' office hours are from 7:30 until 3:45 each day.

EMERGENCY DRILLS

All schools in the District shall conduct fire drills at least monthly. Tornado drills shall also be conducted at least three times annually. Other types of emergency drills may also be conducted. These may include, but are not limited to:

1. Earthquake
2. Act of terrorism
3. Chemical spill
4. Airplane crash
5. Intruder Drill

Tornado drill instructions are posted in each classroom. Students should be familiar with the procedures and be prepared to act accordingly. Tornado drills are signaled by three short bells.

During an earthquake drill, students should remain where they are. (If outdoors, stay outdoors; if indoors, stay indoors.) Students should seek protection from falling objects by sitting or standing against an inside wall or by seeking cover under a desk or table. An earthquake drill is signaled by 2 short bells.

Fire drills are also posted in each classroom. During a fire drill, students should exit the building as soon as possible and in a safe manner. Students should follow all directions of fire marshals and teachers. Fire drills are signaled by 1 continuous bell.

In the event of a flood drill, the following procedures may be used:

1. The students who drive their own cars and those students who regularly ride to school with another student will be dismissed to leave campus.
2. Students who do not drive or have a regular ride will be dismissed to the gymnasium. They will be transported from campus.

EQUITY

It is the policy of the Paragould School District not to discriminate on the basis of race, sex, or handicap in its educational programs, activities, or employment policies as required by Title IX, Section 601, Civil Rights Act of 1964; Title IX, Section 901, Educational Amendments of 1972: and Section 504 of the Rehabilitation Act of 1973.

LOCKERS AND LOCKS

All lockers and locks are the property of the school. Students must accept financial responsibility for replacement costs of the lock if the lock is missing or damaged. Students will also be responsible for damages to lockers. Lockers should not be defaced in any manner. Students interested in a locker will request one from the Student Services office.

LUNCH PERIOD

All students must remain on campus during the lunch period. The cafeteria provides meals for students, or students may bring their lunches to school. Students may not leave campus during the lunch period to obtain food, and parents are prohibited from delivering food to the campus during the lunch period unless it is necessary for medical reasons. Students are not to call local businesses and ask for delivery of food to the campus during the lunch period, unless approved by the principal in advance. Students are expected to accept the responsibility for making lunch arrangements before arriving on campus in the morning. Students will be allowed to go to specific areas designated by the administration during their lunch period. Students are not to be in the halls or restrooms during their lunch period without permission. Students who fail to properly conduct themselves with cafeteria personnel will have to bring their own lunch or will eat in ISS daily.

Students are encouraged to keep money in their lunch account and are to keep up with their lunch cards. Consequences for violation of Lunch Period procedures: Minimum - Detention; Maximum - Suspension

*** Students who break in the lunch line will serve 3 days lunch detention for first offense. Consequences will be more severe if further violations occur.

The Paragould School District is pleased to announce the district will participate in the Community Eligibility Provision (CEP) during the 2025 - 2026 school year providing meals, regardless of eligibility category, at NO CHARGE for all students enrolled at the following schools: Paragould Primary, Baldwin Elementary, Oak Grove Elementary, Woodrow Wilson Elementary, Oak Grove Middle School, Paragould Junior High School and Paragould High School.

ACCIDENT AND ILLNESS

In the event that a student is involved in an accident or becomes ill at school, parents will be notified and proper medical attention will be given. Parents should furnish the school with the name of a physician and

appropriate phone numbers so that they may be reached during an emergency. If no choice of physician is indicated and immediate attention is needed, the student will be taken to a doctor.

ILLNESS / INJURY / COMMUNICABLE DISEASES AND PARASITES: If a student is sent home by the school nurse (or designee) for any reason, that day will be designated as an **EXCUSED** absence. RE-ADMITTANCE PROCEDURE (HEAD LICE) Upon return the following day, the school nurse (or designee) must clear the student for re-admittance to class. If the school nurse (or designee) determines the student cannot be readmitted to class, the student will be sent home with that day designated as an **UNEXCUSED** absence.

OFFICE HOURS

The assistant principal/principal's offices are open from 7:30-4:00 Monday through Friday.

SCHOOL HOURS

Classes begin at 7:55 a.m. each day. Regular dismissal time is 3:15 p.m. Supervision of students begins at 7:20 a.m. and ends at 3:45 p.m.

TELEPHONE USAGE

Parents should phone students only when absolutely necessary and refrain for calling, texting, or messaging student cell phones. Students will not be called out of class to answer the telephone unless it is an emergency.

A message from the parent, if deemed appropriate, may be taken by the office staff to give to the student at the end of the period/day. Due to educational disruptions, and time and staff constraints, this will only be done in extreme cases. Students are not to use phones in classrooms for any reason. All calls must be made from the assistant principal's or nurse's office. The secretaries in the offices will place the necessary calls for students

TEXTBOOKS

All secondary school textbooks are the property of the school district. Students are issued textbooks and must accept the responsibility for their proper care. Students must replace or pay for damages to textbooks that have been issued in their names, regardless of who was responsible for the damage.

UNAUTHORIZED ASSEMBLY OR PROTEST

Any student who engages in an unauthorized assembly and/or protest is subject to suspension from school and removal from campus.

VEHICLE REGULATIONS

Students who wish to bring cars to school are free to do so provided they obey regulations set by the board of education. These regulations are necessary to help avoid traffic problems and to ensure safety.

1. Students must follow all rules and laws of the state of Arkansas in regard to motor vehicle operation, including the requirement of being a licensed driver.
2. Parents must certify that the student is fully qualified and licensed to drive. Parents must accept full responsibility for all actions and any liability incurred while operating the vehicle. Students must register the vehicle with the Student Services office, show proof of a valid driver's license,

and purchase a parking sticker. Additional stickers may be purchased for multiple cars.

3. Extreme care must be used while driving on campus. The speed limit is 10 miles per hour, 7 days a week.
4. Students must park cars in the assigned area and are not to leave without permission until dismissed from school. Students may not park or drive on unpaved areas, and they must use the designated entrances and exits. Students may not park in the areas designated for school personnel and visitors. Students may not return to the parking lot for any reason without a parking lot pass issued by the office. No student will be allowed in the parking lot during the school day.
5. When a student arrives at school, the student is to leave the car and go to the school building area. No loitering is allowed in the parking area.
6. Students are not to lean on or sit on parked cars.
7. The police may be called for any traffic violations.
8. Students must park in the designated parking spots. No one should park a vehicle in such a manner that it will be a hindrance to traffic on the parking lot or the designated driveways
9. Loud music is prohibited.
10. Vehicles displaying vulgar or offensive writing, inappropriate images, or suggestive accessories will not be permitted on school property.
11. Students who violate any of the regulations set by the school will be subject to disciplinary Actions.
12. Students are to comply with directions and instructions regarding driving and parking on campus. Failure to do so may result in a student losing the privilege to drive on campus for a period of time as determined by the school administration.

BICYCLES/MOTORCYCLES

Students who ride bicycles and motorcycles to school are governed by regulations that are in accordance with the laws of Arkansas in regard to vehicle operation. Students who ride motorcycles must purchase parking stickers from the Student Services office.

1. Motorcycles must be operated within the campus speed limit of 10 m.p.h.
2. Drivers must be qualified and licensed, and parents must assume responsibility and liability for all actions incurred while operating the vehicles.
3. Bicycles and motorcycles must be parked in the designated area and secured for the day.
4. Students are not to remain in the parking area after securing the bicycle or motorcycle, and they may not return to the area until dismissed from school.

VISITORS

Parents wishing to visit their children during the school day shall register first with the office. If there is any question concerning the legal custody of the student, the parent shall present documentation to the principal or his/her designee establishing the parent's custody of the student or legal right of visitation. It shall be the responsibility of the custodial parent to make any visitation restrictions regarding the non-custodial parent known to the principal by presenting a copy of a file-marked court order. Estranged parents may visit their child during school hours with the consent of the custodial parent.

SECTION 2: ATTENDANCE RULES AND REGULATIONS

MANDATORY ATTENDANCE REQUIREMENTS: GRADES 9-12

Students in grades nine through twelve (9-12) are required to schedule and attend at least 360 minutes of regularly scheduled class time daily. Part of this requirement may be met by students taking post-secondary courses. Eligible students' enrollment and attendance at a post-secondary institution shall count toward the required weekly time of school attendance. Each credit hour shall count as three (3) hours of attendance time. This means a three (3) hour course shall count as nine (9) hours of the weekly required time of attendance. The parents and/or guardians of students who are not meeting the attendance requirements will be contacted by the school through either phone, email, or mailed letter. Seniors participating in a flex-schedule may be exempted from the 360-minute requirement.

SENIOR FLEX SCHEDULE

Seniors only can be given permission to opt to a flex schedule that allows for either a late arrival or early release from school campus. In order to be granted permission to opt into a flex schedule, the student must be a senior in good standing, which includes maintaining acceptable attendance and no failing grades. The student must be enrolled in the required classes to graduate and remain in good standing, all class periods must be taken consecutively during the school day, with the exception of extracurricular courses 8th period (athletics, band, etc.). Seniors must fill out a flex schedule form and have administrative permission in order to participate in a flex schedule. Upon entrance and dismissal from campus, the student must go through the main student services office. Any attendance, behavior, or failing grade issues may result in the student being placed back in a full-day schedule. A senior must be enrolled, at minimum, for 3 credit-bearing class periods in the school day.

STUDY HALL

Students may be assigned to a study hall that the student shall be required to attend and participate in for the full period. Such study halls are to be used for the purposes of self-study, lesson preparation, or for organized tutoring which is to take place in the school building.

EXTRACURRICULAR CLASSES

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

COURSE ENROLLMENT OUTSIDE OF THE DISTRICT

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

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

Starting with the PHS graduating class of 2025 and each class following, if a student wishes to take a foreign language class other than what is offered at PHS, (either virtual or in- person) it must be approved by the Principal first.

COLLEGE OR CAREER PLANNING VISITS

Students are allowed to take up to 3 college or career planning visit days total. They can only take these days during their 11th and 12th grade years. The student must bring documentation from the college/school/or employer they were visiting to Student Services within 2 days of the absences for it to be excused. Students are only allowed 3 visits total during these 2 years of high school.

MAKE-UP WORK

It is the responsibility of the student to contact his or her instructors about work missed during an absence. Up to full credit shall be given on all makeup work when the absence is excused. Failure to comply with the requirements of the instructor shall result in failing grades for the time missed. Assignments made in advance will not be considered makeup work and should be submitted promptly.

For all absences, the student will be allowed to make up the work missed. For absences of one or two days, students are expected to complete makeup assignments in the same amount of time that was missed. A school activity is considered to be excused, therefore the same make-up work policy applies when students are out due to a school activity and/or school function.

For absences longer than two days, the student will be allowed twice the time he or she was absent to make up the work if necessary. No makeup work will be allowed after the last working day of the teachers except in emergency situations with prior arrangements made with the principal. Upon returning to school, students are expected to get their missed assignments from their teachers prior to the start of the student's day. This may require the student to arrive early.

CREDIT REVIEW COMMITTEE

The high school Credit Review Committee will consist of, but is not limited to, the following members: the building principal or designee, regular classroom teachers, the counselor, and any special needs personnel as deemed necessary.

CHECK-IN PROCEDURE

Anytime a student arrives at school late they must check-in through the office before reporting to class. This also applies to Vo-Tech students who fail to attend Vo-Tech classes but do show up for classes at PHS.

Students checking out and returning to school on the same day must present a professional note or a parent note upon their return to school in order for that absence to be excused. An administrator may consider extenuating circumstances.

The following day the student must bring a note from a parent/guardian or a physician explaining the time missed the previous day. Failure to do so will result in an unexcused absence.

CHECK-OUT PROCEDURE

No student, having once arrived on campus, will leave the school premises at any time during the day without first receiving permission from the principal's office. Students checking out and returning to school on the same day must upon their return to school present a professional note for that absence to be excused. An administrator may consider extenuating circumstances. No checkouts after 2:20 PM. Students desiring to check out near the end of the school day must check out immediately after 7th period (2:20), and only then if they have followed proper checkout procedures.

Anytime a student needs to leave school early; a note must be presented to the office by first period. The note must have a parent/guardian signature and a valid phone number at which the parent/guardian can be reached. The office will call on all notes to verify permission to leave school. We ask that students limit checking out to only necessary appointments. The parent/guardian may come to school to check a student out. Any student leaving campus without permission will be subject to disciplinary actions according to the consequences set forth by the school administrators.

Students who become ill and desire to leave campus during the school day must complete the following procedure:

1. After obtaining permission from their teacher, they are to contact the nurse and/or assistant principal and inform them of the illness and the need to leave campus.

2. They are to wait in the nurse's office or the assistant principal's office until a parent/guardian has granted permission to check out of school.

ATTENDANCE REQUIREMENT FOR PROM

Students may have no more than 10 absences (excused or unexcused) in a credit bearing class in the Spring Semester in order to be eligible to purchase a prom ticket and attend prom.

PERMISSION TO LEAVE CAMPUS

No student may leave the campus at any time during the school hours without securing a permit from an administrator or their designee, unless under the direct supervision of a teacher, such as a gym class or field trip. If a student is ill and must leave school, he must see the nurse or principal first.

FOOD FROM OUTSIDE SOURCES

Due to security concerns, food from outside sources can only be brought onto campus during lunch if a parent signs in and eats lunch with their child. Food cannot be dropped off, left in the office, exchanged in the parking lot, etc. The Student Services office is much too busy to coordinate meal deliveries. This policy also enables us to better supervise non-student traffic on our campus, therefore enhancing safety for all students. Of course, students may bring their lunch from home.

LOST OR STOLEN ARTICLES

The Paragould School District is not responsible for lost, stolen, or damaged articles, and discourages students from bringing expensive items to school. Bringing any amount of cash above what is absolutely necessary is strongly discouraged also.

TARDIES

Tardies are considered unnecessary and are subject to disciplinary action. Tardies are not excused if caused by a breakdown of private transportation, oversleeping, or missing the school bus. Any student who is tardy to the first period must report to the office before going to class. Students who are tardy to any other class during the day must inform the teacher of the reason for the tardy and accept any disciplinary action the teacher chooses. Students with excessive tardies in one semester will be sent to the administrative office for disciplinary action. The following disciplinary action for tardies will be taken:

Tardies are kept by the semester and are counted by each class period. Detention for 1st period will start with the 4th tardy.

1st tardy - warning
2nd tardy - warning
3rd tardy - detention (1 day)
4th tardy - detention (2 days)
5th tardy - ISS (1 day)
6th tardy - ISS (2 days)
7th tardy - ISS (3 days)
8th tardy - ISS (OSS)

*The first time a student misses detention an extra day will be added.
**If a student misses detention a second time, they will be suspended out-of school for 1 day and will serve their detention when they return.
***Violations of the tardy policy in two or more class periods may result in OSS.
****Excessive tardies to school or to class may result in loss of participation in extracurricular activities and/or semester test exemption privileges.

EXCESSIVE ABSENTEEISM

Students with 10 or more unexcused absences is considered excessive and could result in the loss of a credit in enrolled courses. Saturday detentions may be assigned by school administration for students with excessive absenteeism.

SECTION 3: ACADEMICS

INTERIM REPORTS

Interim reports are issued at the midpoint of each nine-week grading period in order to inform parents of deficiencies or the need for improvement. It is necessary that the causes (ability, attitude, and performance) of this deficiency be understood and the recommendations be followed. Teachers will be given a schedule for the distribution of interims. All interim reports will be available on Home Access Center for parents to view on a specific date announced by the administration. The interim report will be printed for Parent/Teacher Conferences during the school year. Acknowledgment of this report by note, phone call, or appointment is appreciated.

PARENT INVOLVEMENT CONFERENCES

Parents are invited to visit the schools to confer with teachers and principals relative to the instruction of their children. Except for emergencies, parents will be expected to arrange such conferences by appointment in advance. Each teacher has a designated conference period during the regular school day. Classroom visitation, with prior notification, is encouraged. Parent-teacher conferences will be scheduled for all parents at assigned times during the school year.

PARENT INVOLVEMENT PLAN

Paragould High School welcomes parent and family participation in the education of their students. Research has shown that parent involvement results in increased student success, increased parent and teacher satisfaction, and overall improvement in the school climate.

- Paragould High School has a certified parent center coordinator. Sara Dickey works with parents to provide for student needs. She may be contacted by phone at 870-240-2271 or by email at sdickey@paragouldschools.net.
- Seminars are provided to give instruction to parents on how to incorporate appropriate learning activities in the home environment. The school is committed to providing other activities as deemed necessary to help a parent assist in his or her child's learning.
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress.

- The school will provide parents with report cards regarding their child's academic progress at five weeks and at the end of the nine weeks, this information is accessible to parents via Home Access Center (HAC).
- The school will send parents a parent-friendly letter in the first report card that explains their child's test results and standardized test scores.
- A school newsletter for parents and students will include school news, dates of school activities, and additional important information.
- Informative events will be planned for parents and students to attend. The events will give information on how to help students improve academically and how parents may assist in the process.
- The school has an online program for classroom information for each teacher. Pertinent classroom information and homework assignments are both available on the site. Parents can access their child's grades using a PIN number they received at the beginning of the school year. Parents may use email to communicate with members of the school staff or call them on their free period and before and after school.

The first parent-teacher conference will be held in the Fall Semester, and the second one will be scheduled for the Spring Semester. The district public parent informational meeting will be held in the Fall Semester. Parents are invited to visit the school at any time, and they may volunteer in several capacities. Parents are invited to attend and volunteer in all athletic events, band, choir, agriculture, JROTC, and club and class activities. Parents will be trained in the area needed for volunteering.

Parent training will be made available to parents in PHS Library during the Fall Semester. Information will be given on the state-provided databases that contain online educational resources for students in grades K-12. Resources for grades 9-12 will be emphasized. Additional training to assist parents in being a vital part of educating their students will be offered throughout the year on an individual basis or in a group setting as suited to parents' schedules. Parents will be informed of training opportunities via the RAM Channel 27, parent newsletters, email, phone calls, text messages, and school announcements.

The school's parent center has brochures, flyers, magazines, and books on parenting available for checkout. The school handbook is online, and print copies are available upon request. The parent facilitator maintains the collection and honors requests for resources.

- Parents may check out materials, use the computer to check grades, and visit educational websites. Suggestions are requested from parents on how to improve communication between the school and parents.
- The school has distributed in print or web format informational packets that include the school's parental involvement plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents can become involved in their child's education, parental involvement activities, and information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, email, text messages, the school app, and school website).
- To promote and support responsible parenting, the school shall, as funds are available: Purchase parenting books, magazines, and other informative materials regarding responsible parenting

through the school library, advertise the current selection, and give parents the opportunity to borrow the materials for review.

- A parent center is maintained in the school. Parents may visit the parent center at any time. After hours times are available for parents as needed, requested, or planned.
- The school's policy handbook includes the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.
- A certified staff member will serve as the parent facilitator. Sara Dickey is the certified staff member who currently serves in this role.
- Parents complete an informational survey at the beginning of the school year to provide information on how they and the school may coordinate efforts to help students academically.
- The school will use the results of the parent survey to plan parental involvement activities.
- The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental involvement plan evaluation.
- The parent facilitator will host training opportunities for parents to teach them how to use the online school resources so that they may assist their students with class assignments. The school counselors will plan and host a college and career fair for students and parents to learn about college and career opportunities.
- The parent facilitator maintains a list of volunteers generated from parent surveys and patron volunteers who are willing to assist in the school in some capacity.

PARENT NOTIFICATION

Act 1415 of 2005 makes it mandatory for the school district (the principal or principal's designee) to notify, or make a reasonable and good faith effort to notify the parent, guardian or loco parentis listed on the enrollment forms if:

a. the school makes a report to a law enforcement agency concerning student misconduct
b. the school grants law enforcement personnel access to the student
c. the school knows that the student has been taken into custody by law enforcement personnel during the school day or while under school supervision.

If contact cannot be made, attempts to leave a message will be made with day and after-hours phone numbers. Notification is not required if school personnel make a report or file a complaint based on suspected child abuse or if student access is granted to law enforcement personnel for purposes of investigation of suspected child abuse or neglect.

REPORT CARD SCHEDULE

Report cards will be made available via Home Access Center HAC for students and parents every nine weeks. The school will communicate with students and parents the date that the report card will be posted via HAC to see grades and assignments. Report cards can be mailed and sent home at the request of the parent/guardian.

CONCURRENT COLLEGE AND HIGH SCHOOL COURSE CREDIT FOR ANY STUDENT WHO HAS SUCCESSFULLY COMPLETED THE EIGHTH GRADE:

The following rules and regulations will apply to the awarding of concurrent college and high school credit for any student who successfully completed the eighth grade. These regulations implement the provisions of *Act 1097 of 1991 (3rd Ex. Session)*.

1. Any student who has successfully completed the eighth grade in an Arkansas public school shall be eligible to enroll in a publicly supported community college or four-year college or university in accordance with the rules and regulations adopted by the college or university.
2. Any student who has successfully completed the eighth grade who enrolls in and successfully completes a course (s) offered by a college or university shall be entitled to receive both college and high school credit, including credit toward graduation, as outlined in these regulations.
3. The classification of a student as a junior or senior shall be specified by the high school where the student is enrolled.
4. Juniors and seniors must comply with applicable enrollment or graduation requirements of the high school.
5. Three semester hours of college credit taken by any student who has successfully completed the eighth grade at a publicly supported community college or four-year college or university shall be the equivalent of a one-half unit of high school credit.
6. College credit earned at a publicly supported community college or four-year college or university by any student who has successfully completed the eighth grade shall be counted by the high school toward graduation, including credit earned during summer terms.
7. All costs of higher education courses taken as concurrent college credit are the student's responsibility.

DIPLOMAS

A diploma of graduation is given if all requirements are met. A course may be taken only one time for credit and honor points. Grade points are based on grades earned in credit bearing subjects. No grade points are given for athletics, cheerleading, or dance teams. The grade point average is computed by dividing the total grade points earned by the total number of semester courses attempted. A semester grade of A earns 4.0 grade points; B earns 3.0 grade points; C earns 2.0 grade points; D earns 1.0 grade point; F earns 0.0 grade points. A student may repeat a course to improve a grade and the better of the two grades will be counted; however, the lower grade will not be removed from the permanent record.

Seniors are required to meet all obligations before receiving their high school diplomas. These obligations include, but are not limited to fees and fines, any charges, textbooks, uniforms, discipline, testing, library books, and locks.

SELECTION OF COURSES

A great amount of time and effort is devoted to the process of letting students select the courses that they wish to take and construct a master schedule that will permit most students to get these choices. Students are to carefully select courses after conferring with parents, counselors, and teachers during the enrollment periods. Few, if any, reasons for schedule changes should exist when school opens in August.

Any errors made will be corrected as soon as possible by counselors. Parents or students may request course descriptions in the Senior High office.

Students should realize that after they have chosen their courses they are not expected to drop them. If for some unforeseen reason, a student considers dropping a class, the following policy will be in effect:

1. Students will not be allowed to drop any class until the time designated by the principal.
2. Students may not drop a class until the second week of school for SUFFICIENT REASON with no record being made of the course.
3. Schedule change requests must be made in writing and a parent signature is required. The student must meet with his/her counselor to accomplish the change. All requests cannot be granted due to class loads and graduation requirements. Schedule changes after the 2nd week of the semester must have approval from the school administration.
4. In an emergency situation (such as prolonged illness) a student may request a waiver from the principal for this procedure.

SEMESTER EXAM EXEMPTION

Students at Paragould High School may be exempt from semester tests by meeting the following criteria:

- Students must have a "C"average in each class and 3 or fewer absences to be exempt from semester exams
- Students with 5 or more tardies to 1st period or 4 or more tardies to 2nd-8th period class will forfeit their exemption eligibility for each class in which the violations occurred.
- Any student owing lunch charges will not be eligible for semester test exemption.
- A second assignment to ISS will also result in loss of exemption eligibility for all classes.
- Students who have been assigned OSS during the semester will forfeit their exemption eligibility for all of their classes.
- All teachers will participate in and enforce the exemption policy.
- Students who are passing all classes and have perfect attendance.
- A student who owes for a Chromebook and/or a charger will not be exempt
- A Saturday detention assigned as discipline will result in loss of semester test exemption.

REMEDIATION

Students who do not score at the proficient or advanced level on state assessments, classroom assessments, or district assessments may participate in remediation time beginning before school or after school in 1-hour increments or lab class, or during assigned remediation time during the school day.

GRADUATION EXERCISES

To participate in the graduation exercises, the student must be enrolled as a full-time student during the last semester preceding graduation and must have earned the required (22) twenty-two credits for graduation.

EARLY GRADUATION

Paragould High School students may graduate following their 11th-grade year if they meet the following criteria:

1. They are on track to graduate.
2. After their 10th-grade year they have accumulated a GPA of 3.0 and successfully earned the following credits.
    a. 2 credits in English
    b. 2 credits in mathematics
    c. 2 credits in science
    d. 2 credit in social studies
    e. 6 elective credits
3. The students must complete 22 units and fulfill all course requirements. They must state their intent to graduate early, in writing to the principal, prior to the second semester of their eleventh-grade year and successfully complete the following prior to graduation:
    a. 2 college-prep English credits
    b. 1 credit in chemistry
    c. 1 credit in Algebra 2 and 1 credit of math above Algebra 2
    d. 1 credit in World History
    e. 1 credit in American History
4. They have a 95% attendance rate during their high school career. (9th grade through graduation)

The students intending to graduate early will be considered a member of the junior class until they successfully complete the fall semester required course work. At that time they will officially become seniors, will be welcome to participate in the graduation ceremonies, and will be eligible for all senior honors except honor graduate status.

CORRESPONDENCE COURSES

For Paragould High School students the Paragould School District will accept credits toward graduation through correspondence study from an approved university as make-up for a course failed during the school year, provided the student cannot schedule the course at Paragould High School before his/her class graduates.

In like manner, the Paragould School District will accept credits toward graduation through correspondence study from an approved university as make-up units missed due to long-term illnesses. Illnesses must be verified by a doctor’s statement.

COLLEGE BOUND STUDENTS

We strongly recommend to college-bound students a diverse curriculum. In order to receive unconditional acceptance to college: 1 additional math unit, 2 foreign language units and/or a minimum of 3 units in a career concentration.

CONCURRENT CREDIT

As pursuant to the rules and regulations of the Arkansas Department of Education, "any student who has successfully completed the 8th grade" and is enrolled in an Arkansas public school "shall be eligible to enroll in a publicly supported community college, technical college or four-year college or university" in accordance with that institution's rules and regulations. Furthermore, "any public school student in grades 9-12 who enrolls in and successfully completes a course(s) offered by such a college, technical college, university or private institution shall be entitled to receive both high school....and college credit," and have the credit count towards graduation. See your guidance counselor for more information.

VOCATIONAL-TECHNICAL BOUND STUDENTS

At graduation students planning to attend vocational-technical schools should have completed the minimum graduation requirements, vocational courses related to their interest areas, and elective courses related to their vocational interests.

LOCAL CREDITS AND NON-CREDIT CLASSES

Students may not be enrolled in more than 2 periods of non-credit time during the school day. Examples of non-credit classes include, but are not limited to study hall, office worker, student aide, etc. Beginning with the 2016-2017 school year and beyond, local credits will be awarded to each student. Local credits include but are not limited to athletics, physical education, and strength and nutrition. No local credit will be given for study hall or office workers.

HONOR GRADUATES/COURSE OFFERINGS/CREDITS

To be an honor graduate at Paragould High School, a student must:

1. Have been enrolled at Paragould High School both semesters of the senior year and meet all graduation requirements.
2. Maintain a grade point average of at least 3.50
3. Complete one of the three classification requirements below:

Classification:	GPA Req.	AP and/or Concurrent Req.	Foreign Language
Summa Cum Laude	4.00 or higher	7	2
Magna Cum Laude	3.75-3.99	5	1
Cum Laude	3.50-3.74	3	1

VALEDICTORIAN/SALUTATORIAN

The honor student with the highest GPA has fulfilled the requirements for classification of Summa Cum Laude, and who has been enrolled in Paragould High School for his/her entire senior year shall serve as the valedictorian of his/her graduating class.

The honor student with the second-highest GPA has fulfilled the requirements for the classification of

Summa Cum Laude, and who has been enrolled in Paragould High School for his/her entire senior year shall serve as the salutatorian of his/her graduating class.

For purposes of graduation, the class rank will be finalized for seniors at the end of the eighth semester. Class rank is determined by the grade point average. In determining the grade point average, the state four-point system will be followed except for Advanced Placement courses, which will receive the following: A = 5 B = 4 C = 3 D = 2. The following courses qualify for Honor Graduate Status:

- AP Seminar English II
- AP Art
- AP Language & Composition
- AP Literature & Composition
- AP Pre-Calculus
- AP Calculus
- AP Statistics
- College Algebra/Trigonometry
- AP Biology
- AP Chemistry
- AP Physics
- AP Environmental Science
- College Biology/Physical Science
- AP World History
- AP U.S. History
- AP Psychology
- AP Music Theory
- AP Computer Science

Legal Reference: ACA 6-18-512, ACA-6-21-111, A.C.A. § 6-18-101 (a) (1) A.C.A. § 6-18-101 (a) (2) A.C.A. § 6-18-101 (b) Date Adopted: June 16, 2003 Last Revised: August 11th, 2016

ADVANCED PLACEMENT

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

A =100 – 90 B = 89 – 80 C = 79 – 70 D = 69 – 60 F = 59 and below

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

A = 5 points B = 4 points C = 3 points D = 2 point F = 0 points

Students taking AP or International Baccalaureate courses shall receive weighted credit as described in this policy. Any student who takes an AP course will be required to take the AP examination. By state law, it is mandatory to take the AP exam in order to receive weighted credit for the course. Failure to complete all testing requirements can result in the student receiving disciplinary action. Weighted credit shall be given for each grading period during the course of the year, but shall be retroactively removed from a student's grade for any course in which the student fails to take the applicable AP exam. Students who take the AP exam and successfully score a 3, 4, or 5 will be awarded $100.00. Students who do not take the AP exam shall receive the same numeric value for the grade he/she receives in the course as if it were a non-AP course. AP courses shall be taught by teachers who have completed AP training in order for students to receive weighted credit.

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

If a student desires to drop an AP class after the end of the 1st 9 weeks of the school year, the student is responsible for reimbursing/paying for the AP exam that was ordered for them for the AP class they are wanting to drop.

HONOR ROLL

In order to be included on the Honor Roll each quarter, a student must have a "B" (3.00) average on all subjects attempted. Grades of "I" or incomplete will prevent a student from being included on the honor roll.

SECTION 4: DISCIPLINE POLICIES

BUS CONDUCT AND REGULATIONS

It is a privilege and not a right of any student to ride a bus as transportation to or from school. Violation of transportation and safety rules noted below could result in that student losing his/her privilege to ride the bus.

1. The driver of the school bus is responsible for the safety of all students riding the bus. He/She has the same responsibility as a teacher in controlling discipline.
2. The first duty of passengers is to obey the driver's directions promptly and cheerfully.
3. State law requests that students be assigned seats. Students are to sit in their designated seats facing forward and be reasonably quiet and keep the aisles clear at all times. Excessive noises of any kind cannot be tolerated.
4. Be at the bus stop at the scheduled time. Students are to be ready to get on the bus when it stops. Stand back ten feet from the bus stop and wait until the door is opened before moving closer to the bus. Do not play on the highway. School buses will not wait for riders. Riders wait for buses.
5. While loading or unloading, enter or leave the bus orderly and quickly. Going to the mailbox, garbage can, etc., is not permitted.

6. Students are not to put their hands, arms, heads, or bodies out of the windows. No windows, doors, or hatches are to be opened except by permission of the driver.
7. Students will be put off the bus only at the school building in the morning and will be picked up there only in the afternoon. No students will be allowed to get off the bus anywhere in the afternoon except at his regular stop, unless a written statement from the child's parents has been previously approved by the school principal.
8. No objects of any kind shall be thrown on the bus or out the bus windows.
9. Fighting, scuffling, or play activities will not be permitted on any school bus.
10. Only acceptable language will be tolerated. No obscene words, gestures, or signs will be tolerated.
11. No food or drink will be consumed on the bus.
12. Riders are not to tamper with any safety devices such as door latches or fire extinguishers, or write on or damage the school bus or seats.
13. No knives or sharp objects of any kind are allowed on a school bus. Neither firearms, pets nor other living animals will be allowed on a school bus at any time.
14. Students are expected to remove their personal belongings, books, coats, sweaters, etc., when they leave the bus.
15. No large musical instruments or any other item that cannot be placed under a seat will be permitted to be brought on a school bus.
16. Balloons and glass objects will not be permitted on the bus.
17. Complete silence is required at all railroad crossings.
18. Students are required to cross in front of the bus when crossing a roadway, not in the back of the bus.
19. State and federal laws require that the aisle remain clear at all times.
20. Riders who must cross the road after leaving the bus in the afternoon must go to a point on the shoulder of the road ten feet in front of the bus. Cross the highway only after the driver has signaled you to do so. Never walk behind a school bus.
21. Any student who creates a disruption on a school bus will be reported to his/her principal or his/her designee for disciplinary action. Continued misconduct will be grounds for losing all privileges of riding the bus.
22. Bus routes shall be planned to get within one mile of the location of each student if other factors permit. School buses are not required to stop at every door.
23. Bus routes are designed to transport students within their respective school zones. If a student transfers from one school to another, then bus transportation may not be available.
24. Visitors are not allowed on the bus except in the case of an emergency. Permission must be granted by the principal of the school or the superintendent before a visitor may be transported.
25. Late bus students must follow all Bus Study Hall procedures or will be suspended from PSD buses.
26. Students getting off the bus at any place other than his/her regular stop must obtain a pass from the Student Services Office. A signed note or telephone call from a parent/guardian must be received before a pass will be given. Please submit transportation change notes to the Student Services office upon arriving to school. The office will verify the change and provide a bus pass to the student.

CAFETERIA RULES

All students are responsible for their own trays. Trays should not be left on the tables when the students are finished eating. The trays should be taken to the window and given to the dishwasher after the student has disposed of any paper in the trash cans.

When a student spills a drink or tray, they are responsible for cleaning up their own mess. Please ask any cafeteria worker to get a towel or mop, and return these items when finished.

Students should memorize their card number and must punch in their number as they pass the checkout register. Students are to put money on their lunch account before school.

LOITERING

The following actions are considered loitering and constitute a violation of hall and campus rules: 1. Remaining in a parked vehicle or standing in the parking lot after arriving on campus. 2. Remaining in the hall during the lunch period. 3. Remaining in the building after school is out. 4. Hanging out in the parking lot after school is out.

Students are expected to leave their vehicles and go to the designated areas as soon as possible after arriving on campus. Students should not remain in the building during the lunch periods. After obtaining permission from the duty teacher, students may enter the building to use restrooms or to conduct business in the office. Students should then leave the building so that classes that are in session during the lunch period will not be disrupted.

Students should not be on campus after hours unless with a sponsor or attending Saturday detention.

SEXUAL HARASSMENT

Sexual harassment is sex discrimination under Title XI. It is the policy of the Paragould School District to maintain a learning and working environment that is free from sex discrimination, including sexual harassment.

It shall be a violation of this policy for any member of the district staff to harass a student through conduct or communications of a sexual nature as defined below. It shall also be a violation of this policy for students to harass other students through conduct or communications of a sexual nature as defined below.

Unwelcome sexual advances, requests for sexual favors and other inappropriate oral, written, or physical conduct of a sexual nature when made by a member of the school staff to a student or when made by any student to another student constitute sexual harassment when:

A. submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's education;
B. submission to or rejection of such conduct by an individual is used as the basis for academic decisions affecting that individual;
C. such conduct has the purpose or effect of substantially interfering with an individual's academic or professional performance or creating an intimidating, hostile, or offensive academic environment.

Sexual harassment, as defined above, may include but is not limited to the following: verbal harassment or abuse; pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications; suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning one's grades, job, etc.; inappropriate patting or pinching; intentional brushing against a student's or an employee's body; any sexually motivated unwelcome touching.

PROCEDURE:

1. Any person who alleges sex discrimination or sexual harassment by any staff member or student may use the equity complaint form attached. The form should be submitted to the building principal, guidance counselor, or the district equity coordinator. Filing of a complaint or otherwise reporting sexual harassment or sex discrimination will not reflect upon the individual's status nor will it affect future employment, grades, or work assignments. The use of the provided reporting forms is optional.
2. Upon receipt of a report of sexual harassment, the building principal or guidance counselor or other staff member shall immediately notify the equity coordinator. If the report is given verbally, the principal, counselor, or staff member will reduce it to written form within 24 hours and forward it to the equity coordinator. If the complaint involves the building principal or counselor, the complaint may be filed directly with the superintendent or equity coordinator. If the complaint involves the equity coordinator, the complaint may be filed with the superintendent. If the complaint involves the superintendent, the complaint may be filed with the equity coordinator.
3. The equity coordinator shall immediately authorize an investigation, which may be conducted by school officials. A written report of the investigation will be provided to the equity coordinator within 10 school days of the complaint or report of sexual harassment.
4. The investigation may consist of personal interviews with the person filing the complaint, the individual(s) against whom the complaint is filed and others who may have the knowledge of the alleged incident or circumstances surrounding the complaint. In addition, the district may take immediate steps, at its discretion, to protect the person filing the complaint, students, and employees pending the completion of the investigation.
5. The equity coordinator shall make a report to the superintendent within two school days of the completion of the investigation.
6. Upon receipt of a recommendation that the complaint is valid, the district will take appropriate action based on the results of the investigation. If the harasser is a student, disciplinary action may include suspension or expulsion. If the harasser is an employee, disciplinary action may include termination or non-renewal.

The district will discipline any individual who retaliates against any person who reports alleged sexual harassment or who retaliates against any person who testifies, assists, or participates in an investigation proceeding related to a sexual harassment complaint. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

CLASSROOM CONDUCT

Students are to conduct themselves in the proper manner and to follow the directions of the classroom teacher. No disruption to the learning process will be tolerated. Any disruption in the classroom will be subject to disciplinary action.

HALL AND CAMPUS RULES

All pupils are expected to conduct themselves at all times in a manner that contributes to the best interest of the school system and does not infringe upon the rights of others. The following rules have been set forth in order to ensure that the educational process is not disrupted. Disciplinary action for the violation of a rule will occur whether the conduct takes place on the school grounds during the school day, or any school activity or function, or en route to and from school. All school rules are enforced on overnight school trips. Transportation to all off-campus events will be provided by the school district in an approved vehicle. A student must:

1. Follow all instructions of school employees.
2. Not run in areas undesignated for running.
3. Do not scuffle, throw items, litter, or break into lines.
4. Do not loiter in the parking lot.
5. Do not wear hats, caps, or any head covering inside the buildings.
6. Public display of affection (PDA) is not allowed.
7. Display appropriate behavior in any assembly (This includes no talking, no whistling, no yelling to those on stage, no stepping over seats or putting feet on the back of the seats or in the seat, and showing proper respect and attention to those on stage. All electronics should be put away.)
8. Comply with all rules designated in the appearance/dress code.
9. Attend all classes or assemblies as assigned.
10. ALWAYS have a hall pass when in the hall during class time.
11. Conduct himself/herself properly and to follow all directions of the classroom teacher.
12. High School students cannot be in the Junior High building or on the Junior High campus without an appropriate pass. 9th graders visiting the Junior High nurse MUST have a pass from their teacher.

CONDUCT TO AND FROM SCHOOL

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. 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 transportation privileges. Transporting students to and from school who have lost their transportation privileges shall become the responsibility of the student's parent or legal guardian.

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. A student removed from the classroom shall not return until the situation has been reviewed and appropriately addressed in accordance with school policy. Students who refuse to leave the classroom voluntarily will be escorted from the classroom by the school administration. Failure to comply with administration/school employees will result in police intervention.

PERSISTENT RULE BREAKER DISCIPLINE PLAN

1. After a student receives their 5th discipline referral in a school year, the parent will be mailed copy of the Persistent Rule Breaker policy.
2. After a student receives their 6th discipline referral in a school year :
    a. A conference with the student, their parent/legal guardian, and their grade level principal will take place.
    b. The grade level counselor will be notified.
3. After a student receives their 8th discipline referral in a school year :
    a. The student will be suspended from school (OSS) for a period of 3 days.
    b. The student will have a FINS (Family in Need of Services) petition filed against them.
    c. A conference with the student, their parent/legal guardian, and their grade level principal will take place to discuss future disciplinary action.
4. After a student receives their 9th discipline referral in a school year:
    a. The student will be suspended out of school (OSS) for a period of 5 days.
    b. A conference with the student, their parent/legal guardian, and their grade level principal will take place to discuss future disciplinary action.
5. After a student receives their 10th discipline referral in a school year:
    a. The student will be suspended out of school (OSS) for a period of 10 days.
    b. The student may be recommended for expulsion.

MAJOR DISRUPTOR DISCIPLINE PLAN

1. After a student receives their 3rd disciplinary referral for a Major Disruption during the school year:
    a. The student will be suspended from school (OSS) for a period of 3 days.
    b. Upon the student's return to school. A conference with the student, their parent, and their grade level principal will take place.
    c. The student will have a FINS (Family In Need of Services) petition filed against them.

2. After a student receives their 5th disciplinary referral for a Major Disruption during the school year:
    a. The student will be suspended out of school (OSS) for a period of 5 days.
    b. A conference with the student, their parent/legal guardian, and their grade level principal will take place to discuss future disciplinary action.
3. After a student receives their 6th disciplinary referral for a Major Disruption during the school year:
    a. The student will be suspended out of school (OSS) for a period of 10 days.
    b. The student will be recommended for expulsion.

Examples of Major School Disruptions/Discipline Violations:

1. Disrespectful or violent to a school employee
2. Leaving Campus or Truant
3. Drugs/Weapons
4. Fighting or violence
5. Insubordination
6. Bullying

*This is not an all-inclusive list. Other incidents or situations could be deemed to be Major School Disruptions

CORPORAL PUNISHMENT

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

Prior to the administration of corporal punishment, the student receiving corporal punishment shall be given an explanation of the reasons for the punishment and be given an opportunity to refute the charges. All corporal punishment shall be administered privately, i.e. out of sight and hearing of other students, shall not be excessive, or administered with malice, and shall be administered in the presence of another school administrator who shall be a licensed staff member employed by the District.

DISCIPLINARY RECORDS

A student and/or student's parent or guardian may challenge any part of a student's disciplinary record maintained by the school district on the grounds that it is an inaccurate record or that his conduct did not warrant the discipline assessed. The principal will receive any evidence tendered on behalf of the student on the issue and will make such other investigations as he deems necessary. If the record is found to be inaccurate, it will be corrected, or if it is found that the student's conduct did not warrant the discipline assessed, the record will be amended to reflect the finding.

Disciplinary actions will not be entered on the student's permanent record except for expulsions. Individual records shall be treated as confidential and disclosed only with permission of the pupil if he/she is an adult, or by the pupil's parents if the pupil is a minor, or if under court order to public authorities requesting information in the course and scope of their legal duties.

DETENTION

Detention will be used for less serious behavior problems. The school will utilize either lunch detention or Saturday detention. If a student is assigned as Saturday detention, that student will be expected to be at the school by 8:00 am on the day assigned. All Saturday detentions will be served from 8:00am-12:00pm.

DISCIPLINE FOR THE DISABLED

1. Disabled students who engage in misbehavior are subject to normal school disciplinary rules and procedures so long as such treatment does not abridge the right to a free and appropriate public education in accordance with the Individuals with Disabilities Education Act and Public Law (PL) 94 - 142.
2. The individual education plan (IEP) team for a disabled student should consider whether particular disciplinary procedures should be adopted for that student and included in the IEP.
3. Disabled students 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 10 days in a school year.
4. After an emergency suspension is imposed on a disabled student, 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 exclusion.
5. The suspended student should be offered alternate educational programming for the duration of the exclusion.

DUE PROCESS

Prior to any disciplinary action, 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. The pupil will be given an opportunity at that time to explain his/her version of the facts to the school administrator. Written notice of any suspension and the reason(s) for the suspension shall be given or mailed or emailed to the parent(s)/guardian(s) of the pupil.

If a student or parent of a student involved in a disciplinary action wishes to contest a disciplinary ruling, he must state his complaint in writing to the school principal, asking that the ruling be changed. If that fails, an appeal may be made to the superintendent.

GROUP HEARING FOR EXPULSION OR SUSPENSION

When two or more students are charged with violating the same rule and have acted in concert, with the facts being basically the same for all such students, a single hearing may be conducted for them if the board of education believes the following conditions exist:

1. A single hearing will not likely result in confusion
2. No student will have his interest substantially prejudiced by a group hearing. If during the hearing, the board president finds that a student's interest will be substantially prejudiced by the group hearing, a separate hearing may be ordered for that student.

IN-SCHOOL SUSPENSION (ISS)

In-school suspension class is an alternative disciplinary approach which allows the student to remain in school and continue instruction as well as provide corrective actions. Students must follow the following guidelines when assigned to ISS.

1. Students must have appropriate materials with them when they arrive. Students will check HAC and Google classroom for assignments.
2. All school rules and regulations including the school dress code apply to ISS students.
3. ISS must be attended on the date(s) assigned unless prior arrangements have been made with the principal or designee.
4. Students will not be allowed to leave campus during ISS for any reason.
5. Student conduct which may result in ISS assignment is explained on the pages of this handbook that address disciplinary actions.
6. The ISS teacher reserves the right to assign age-appropriate assignments if the student is completed/current with all schoolwork.
7. If a student does not complete their assignments in ISS, additional day(s) may be assigned due to failure to work.
8. Students assigned to ISS will not be permitted to attend/participate in extracurricular activities on school grounds during their ISS time.
9. All personal electronic devices will be turned into a designated area in the ISS room or office, students may retrieve their devices at the end of the school day.

OUT-OF-SCHOOL SUSPENSION (OSS)

Out-of-school suspensions are absences from school imposed by the school administration for noncompliance with school district policy or rules. All out-of-school suspension absences will be unexcused. Students assigned to OSS may attend OSS tutoring as assigned by school administration. If the student does attend and meet the requirements set forth of OSS tutoring, then they will be marked as "present" for those days. If a student is assigned OSS and the school is dismissed due to inclement weather, the student will serve their OSS day(s) when the school is back in regular session.

PUPIL CONDUCT OR BEHAVIOR/SEVERE CLAUSE

All pupils are expected to conduct themselves at all times in a manner that will contribute to the best interest of the school system and not infringe on the rights of others. The following activities are considered improper conduct and will subject the pupil to disciplinary action including, but not linked to, suspension or expulsion from school. Disciplinary action for a violation of the rule will occur whether the conduct takes place on the school grounds, at a school activity, function, or event, or en-route to or from school. Students who are placed in In-School Suspension or Out-of-School Suspension face the possibility of losing the privilege of participating in extracurricular activities (including dances) and/or driving on campus. Students who participate in extracurricular activities may also be held to a higher standard.

Rule 1. Narcotics, alcoholic beverages, and stimulant drugs

A pupil shall not possess, sell, use, transmit, or be under the influence of any narcotic drug, a hallucinogenic drug, amphetamine, barbiturate, marijuana, or any other controlled substance as defined in Act 590 of 1971 of the state of Arkansas as amended, or any beverage containing alcohol or intoxicant of any kind. Controlled substances may be possessed and used by a pupil who has a prescription for the substance, provided the drug remains in the container in which it was obtained from the pharmacist and is distributed by the nurse or designee.

a. Students under the influence, having possession, receiving alcoholic beverages, illegal drugs, controlled substances, prescribed medication, over the counter medications, look-alike substances, drug paraphernalia, or contraband on campus or at any school activity.

Consequence:

1st violation — Minimum: 10 day suspension. Parents/Guardians will be given the option for their child to attend 2 days of Saturday school accompanied by his/her parent/guardian. If the parents/guardians choose for their child to not to participate in Saturday school accompanied by a parent/guardian, then the district will file a police report. If the student is dispensing, selling or buying alcoholic beverages, illegal drugs, controlled substances, prescribed medication, over the counter medications, look-alike substances, drug paraphernalia, or contraband on campus or at any school activity, the student will be suspended for 10 days and the police will be notified. In addition, the student will be recommended for expulsion. Saturday school is not an option for a student dispensing, selling or buying alcoholic beverages, illegal drugs, controlled substances, prescribed medication, over the counter medications, look-alike substances, drug paraphernalia, or contraband on campus or at any school activity.

Maximum: Recommendation for expulsion. The police will be notified.

2nd violation — Recommendation for expulsion. The police will be notified.

a. All prescribed medication and over the counter drugs must be checked in through the nurse's office upon arrival at school.

Consequence:

1st violation - Parent conference.

2nd violation - In - school suspension

b. Students under the influence, having possession, receiving, dispensing, selling, or buying illegal drugs, controlled substances, or prescribed medication on campus or at any school activity.

Consequence:

1st violation, Minimum - 10 day suspension. The police will be notified.

Maximum - Recommendation for expulsion. The police will be notified.
2nd violation, Recommendation for expulsion. The police will be notified.

c. Students under the influence, having possession, receiving, dispensing, selling or buying over-the-counter medications, look-alike substances, drug paraphernalia, inhalants, or contraband on campus or any school activity.

Consequence:
1st violation, Minimum - 10 day suspension. The police will be notified.
Maximum - Recommendation for expulsion. The police will be notified. 2nd violation, Recommendation for expulsion. The police will be notified.

Rule 2. Criminal acts in school

The commission of or participation in criminal acts in school buildings, on school property, or at school-sponsored events by students, is prohibited by school regulation. Disciplinary action will be taken by school authorities against students involved in criminal acts, whether or not criminal charges result. The following activities are among those defined as criminal under the laws of the state of Arkansas. Criminal activities considered under this regulation are not limited to this list.

1. Arson - the intentional setting of a fire
2. Assault and battery - the threat of physical harm to a person
3. Burglary and larceny - stealing of school or personal property
4. Possession of explosives - explosives are not permitted on school property or school-sponsored events.
5. Extortion, blackmail, or coercion - obtaining money or property by violence or threat of violence or by forcing someone to do something against his will by force or threat of force
6. Possession of firearms - firearms are prohibited on school property or at school-sponsored events
7. Larceny - theft
8. Malicious mischief - willful destruction of property
9. Robbery - taking property from an individual by force or threat of force
10. Sale, use, or possession of alcoholic beverages or of illegal drugs
11. Disturbing the peace
    a. by violent abusive, obscene, or profane language addressed to a teacher or student
    b. by threatening to fight, or challenging to fight, or by fighting a teacher or student
    c. by the use of abusive, violent, obscene or profane language whether addressed to a specific party or to the public generally (Abusive language is the use of profane, violent, vulgar, or insulting language toward any person in his presence or hearing, which language in its common acceptation is calculated to arouse or to anger the person to whom it is spoken.)

Consequence: minimum, conference; maximum, expulsion

Rule 3. Weapons, Dangerous Instruments, and Contraband

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.

A weapon is defined as any knife, gun, pistol, revolver, shotgun, BB gun, rifle, pellet gun, razor, ice pick, dirk, box cutter, nunchucks, pepper spray or other noxious sprays, explosive, or any other instrument or substance capable of causing bodily 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 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.

A pupil shall not possess, handle, or transmit a knife, razor, ice pick, explosive, pistol, rifle, shotgun, pellet gun, or any other object that reasonably can be considered a weapon, or any contraband materials. A student may not possess, handle, or store contraband materials while on school property or at school-sponsored events.

Students found to be in possession of a firearm on school property shall be recommended for expulsion for a period of not less than one year. The School Board 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 weapon on school property. Parents or legal guardians shall sign a statement acknowledging that they have read and understood 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 weapons 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 weapon on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understood said laws prior to the student being enrolled in school.

Consequence: minimum, conference; maximum, expulsion

Rule 4. Fighting

Consequence:

1st violation - 5 Days OSS .Parent, student, administrator conference will take place prior to returning to school.

2nd violation - 8 days of OSS. Parent, student, administrator conference will take place prior to returning to school and notification of the police.

3rd violation - 10 days of OSS and recommendation for expulsion

*Any student using a recording device to either record audio or video of a fight on school property is subject to disciplinary action. Any distribution of a recording of a fight may also result in disciplinary action.

*Administrator reserves the right to determine severity of altercation and may recommend to the School Resource Office that charges be filed regardless of the number of violations.

Rule 5. Physical abuse or assault by a student on a school employee, fellow student, or other individual.

A student shall not cause or attempt to cause physical injury or behave in such a way as could reasonably cause physical injury to a school employee, fellow student, or other individuals. Police will be notified.

Consequence: minimum, conference; maximum, expulsion

The consequence will be automatic recommendation for expulsion if the violation involves school personnel.

Rule 6. Damage or destruction to school or student property

A pupil shall not cause or attempt to cause damage to school/student property or steal or attempt to steal school/student property. The school district will attempt to recover damages from the offending student. Parents of any minor under the age of 18 living with the parents may be liable for damages caused by said minor in an amount not in excess of $2,000.00.

Consequence: minimum, conference and replacement; maximum, expulsion and replacement.

Rule 7. Leaves campus, is truant from any class or is out of area without permission from the principal or designee.

Consequence: minimum, conference; maximum, expulsion

Rule 8. Smoking or use of tobacco or products containing tobacco in any form (including, but not limited to, cigarettes, cigars, chewing tobacco, and snuff, vapes, juuls, NJOY, or other vaping products or accessories) in or on any property owned or leased by a District school, including school buses, is prohibited.
Students will not be allowed to smoke or use other tobacco products while on campus. Students may not have tobacco products on their person or in lockers. Students who violate this policy may be subject to legal proceedings in addition to student disciplinary measures.

Consequence:
1st violation - 3 days of ISS, 1 day of Saturday detention and must complete tobacco cessation assignment.
2nd violation -3 days of OSS, and notification of police.
3rd violation - 5 days of OSS, loss of participating/attending extracurricular activities for the remainder of the semester.
4th violation- Recommendation for expulsion

Building administration will determine the dates in which Saturday detentions will be served. Saturday detention dates will be communicated by the administration to the parent/guardian. One day of OSS will be assigned for each Saturday detention not served.

Rule 9. Immorality
A student shall abstain from indecent and immoral acts. This includes the use of pornography in any manner.

Consequence:
1st violation - 3 days of OSS and notification of the police
2nd violation - 5 days of OSS and notification of the police
3rd violation - 10 days of OSS and recommendation for expulsion

Rule 10. Commits any profanity (verbal or nonverbal). This includes, but is not limited to, using "hell" and "damn" as profanity.

Consequence: minimum, conference; maximum, expulsion

Rule 11. Refuses to perform a reasonable consequence of misbehavior as directed by a teacher or administrator.

Consequence: Immediate suspension with parent conference required. The student will not be readmitted to classes until an agreement is reached to complete punishment. Failure to complete punishment as agreed upon during the parent conference will be cause for further suspension.

Rule 12. Fireworks

A student shall not possess, handle, or store firecrackers, smoke bombs, cherry bombs, or any other kind of fireworks that reasonably could be a danger to himself/herself or to other students, that could cause damage to school property or that could be disruptive to the learning climate of the school.

Consequence:

1st violation - ISS

2nd violation - 3 days of OSS

3rd violation - 5 days of OSS

4th violation - Recommendation for expulsion

Rule 13. Gambling

A student shall not participate in any activity which may be termed gambling or wagering where the stakes are money or any other object or objects of value.

Consequence: minimum, conference; maximum, expulsion

Rule 14. Is continually disruptive and shows persistent disregard for hall and campus and classroom rules.

Consequence: Student may be suspended with a recommendation of expulsion

Rule 15. Electronic Devices/Communication Devices

Use Of Personal Electronic Device

Except as permitted by this policy, a student shall not use a personal electronic device during the school day. A student may use a personal electronic device during the school day if:

- The personal electronic device is required by the student's individual education plan (IEP), 504 Plan, or Individual Health Plan for health reasons;
- The use of the personal electronic device is during an emergency as defined by this policy;
- The personal electronic device is issued by the District for the student's use during the school day; or
- The use of the personal electronic device is during a special event during the school day.

"School day" means from the time students are required to be at school until the time students are dismissed from school.

Definitions

"Emergency" means a serious, unexpected, and dangerous situation that requires immediate action, including without limitation:

- An active fire;
- An active tornado or earthquake;
- An active shooter;
- An evacuation of school grounds; or
- A medical emergency

"Personal electronic device" means without limitation a:

- Cellular telephone;
- Paging device;
- Beeper;
- Mobile telephone that offers advanced computing and internet accessibility;
- Digital media player;
- Portable game console;
- Tablet, notebook, or laptop computer;
- Digital camera;
- Digital video or audio recorder;
- Smart watch; and
- Device that can connect and transmit data through Bluetooth technology.

Consequence:

1st Violation - 3 Days of Detention

2nd Violation - 1 Day of ISS

3rd Violation - 3 Days ISS

4th Violation- Any subsequent violation will result in additional disciplinary action(s) including but not limited to detentions, suspensions, and/or expulsion.

*When a student is called to the office regarding a disciplinary incident, the student will place their cell phone in a designated area in the office.

Rule 16. A student shall not engage in behavior that produces situations in which instruction or activities or other students are adversely affected.

Consequence: minimum, conference; maximum, expulsion

Rule 17. Disregard of directions or commands

A pupil shall not fail to comply with reasonable directions or commands of teachers, student teachers, substitute teachers, teacher aides, principals, administrative personnel, superintendents, school bus drivers, school security offices, or other authorized personnel. Students will be considered insubordinate when they refuse to obey any rule or regulation of the school or school district or the reasonable instructions of school district personnel.

Consequence:

1st violation - ISS

2nd violation - 3 days of OSS

3rd violation - 5 days of OSS

4th violation - Recommendation for expulsion from school

Rule 18. Forgery or falsification of general information.

Consequence:

1st violation - ISS;

2nd violation - 3 days of ISS;

3rd violation - 3 days of OSS;

4th violation - Recommendation for expulsion from school.

Rule 19. Cheating on Tests/Plagiarism

Cheating on tests or plagiarism, in any form, is unacceptable. Students are responsible for the ethical use of the words and ideas of others.

Some examples of plagiarism include, but are not limited to, the following:

a. Downloading a paper from a “paper-mill” such as Spark Notes;
b. Using copy-and-paste;
c. Submitting the work of another person;
d. Copying of another’s work or allowing one’s work to be copied;
e. Failure to document everything you borrow- not only direct quotations and paraphrases but also

information and ideas;

f. Using paraphrases and summaries that too closely follow the wording and sentence structure of the original;
g. Neglecting necessary quotation marks, using sources inaccurately, or relying too heavily on one source.
h. Using artificial intelligence.

Consequence:

1st violation - Student receives a zero and must call parent

2nd violation - Student receives a zero and 1 Day of ISS

3rd violation - Student receives a zero, 3 days of OSS.

4th violation - Student receives a zero, 5 Days of OSS

5th violation - Student receives a zero,Recommendation for expulsion

Rule 20. Sleeping in Class/Failure to Work

Consequences:
1st Offense – 3 Days of Detention
2nd Offense – 1 Day of ISS
3rd Offense - 1 Day of OSS
Any subsequent offenses will result in long term OSS or possibly expulsion.

Rule 21. Disruption and Interference with School
No pupil shall:

1. Occupy any school building or property with the intent to deprive others of its use or where the effect thereof is to deprive others of its use.
2. Block the doorway or corridor of any school building or property as to deprive others of access thereof.
3. Prevent or attempt to prevent the convening or continued functioning of any school class, activity, or lawful meeting or assembly on the school campus.
4. Prevent students from attending a class or school activity.
5. Block normal pedestrian or vehicular traffic on the school campus or adjacent grounds unless under the direction of a school administrator.
6. Continuously and intentionally make noise or act in any other manner so as to interfere seriously with the teacher's ability to conduct the class or other school activities.
7. In any other manner by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause the disruption of any lawful process or function of the school or engage in any such conduct for the purpose of causing the disruption or obstruction of any such lawful process or function (including the use of artificial intelligence).
8. Refuse to identify oneself on request of any teacher, principal, superintendent, school bus driver, school security officer, or other school personnel.
9. Encourage other students to violate any rule or school board policy.
10. Students may not use their cell phones to record or make videos of them or of anyone else while at school during school hours without the prior permission of the teacher and/or principal.

a. Students may not use cell phones during a school sponsored event that is inappropriate or violates school rules listed in this handbook or is deemed inappropriate by school officials.
b. Cell phones are not to be out or used in a locker room without permission of the coach/sponsor/ administrator.

Consequence: minimum, conference; maximum, expulsion

COMPLAINTS AND GRIEVANCES

If a student, parent, or legal guardian of a student involved in a disciplinary action wishes to contest a disciplinary ruling, he/she must state a complaint in writing to the school principal, asking that the ruling be changed. If that fails, an appeal may be made to the superintendent.

INTERVIEW OF STUDENTS BY NON-SCHOOL PERSONNEL

State Law requires that Department of Human Services employees, local law enforcement, or agents of the Crimes Against Children Division of the Division of Arkansas State Police, may interview students without a court order for the purpose of investigating suspected child abuse. Act 613 of 2011 prohibits the school from contacting caretakers if they are the suspected offender. If child abuse is not suspected, 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.

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 the social services with a court order signed by a judge. Upon the 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 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 hour telephone number.

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 verbal or physical retaliation.

REPORTING OF VIOLENT CRIMES INVOLVING STUDENTS

When an administrator in charge of a public school has direct knowledge or has received information leading to a reasonable belief that a student enrolled in the public school has committed a felony on school property or while under school supervision or has committed any other crime involving an act of violence against a teacher, school employee, or student, the administrator shall immediately report the incident to the superintendent. The superintendent, or his designee, shall report the incident to the appropriate local law enforcement agency for investigation.

SAFE ENVIRONMENT

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 while on school property or at school functions:

1. Wearing or possessing any clothing, bandanas, jewelry, symbol, or other signs 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.

SCHOOL AND PERSONAL PROPERTY SEARCH

The school administration reserves the right to inspect and search school property and equipment. The principal and their designee shall also search students and their personal property in which the student has a reasonable expectation of privacy, when there is reasonable and individualized suspicion to believe such student or property contains illegal items or other items that are in violation of Board policy or dangerous to the school community. Search may include the use of a metal detecting wand and/or the use of tests for detecting illegal substances and/or contraband.

DRUG DETECTING DOG

A drug detecting dog may be used while on school campus, including school events. This may include periodic drug sweeps of the school grounds, including parking areas. Campus-wide drug sweeps will occur when no students are in the direct vicinity of the searched area. Informational meetings for students and parents regarding the use of a drug detecting dog will be offered, yearly at minimum. If a student's property causes a dog alert and further searching to take place, the student's custodial parent will be notified. Further searches will be conducted by PSD administration only.

BULLYING

Students found to be in violation of this policy, found in the "Student Policies" section, 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, 34 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.

***THE FOLLOWING POLICIES AND MEMORANDUMS OF UNDERSTANDING ARE PLACED IN THIS HANDBOOK FOR YOU TO USE AS A REFERENCE.

PARAGOULD SCHOOL DISTRICT PARENT - STUDENT STATEMENT OF RESPONSIBILITY

The Paragould High School Comprehensive Handbook Agreement Form (CHAF) must be signed and returned to the school within one (1) week after the student receives it. Your signature on the CHAF indicates that you have received the Paragould High School Handbook for student conduct and discipline and although we may not agree with all the regulations we understand that the student must adhere to them while he/she is at school or in attendance at school-sponsored activities. In the event that we are not entirely certain of some aspects of school policy, we will contact the principal for clarification within one (1) week after receipt of that policy.

Act 1565 of 2001 makes it unlawful for any person to use profane, violent, vulgar, abusive, or insulting language toward any public school employee during the course of his or her duty.

DRUG TESTING POLICY GENERAL AUTHORIZATION FORM A

I have received the contents of the Paragould School District drug testing policy. I hereby agree to accept and abide by the policies, standards, rules and regulations set forth by Paragould School District Board of Education and the sponsors for the activity in which I participate and/or for parking privileges on campus and at school-sponsored events.

I authorize Paragould School District to conduct a breath scan or a urinalysis to test for drugs and/or alcohol use. I also authorize Paragould School District to conduct random tests during the current school year. I authorize the release of information concerning the results of such a test to the Paragould School District and to the parents and /or guardians of the student.

This consent is in accordance with the provisions of the Family Education Right to Privacy Act.

PARAGOULD SCHOOL DISTRICT
Acceptable Use Policy (AUP) Authorization Form

I understand that technology access is designed for educational, professional, and managerial purposes. I will abide by the stated terms and conditions set forth in the AUP. It is further understood that violations of the regulations are unethical and may constitute disciplinary actions including revocation of access to technology, termination of employment, and/or legal actions in the case of criminal activities. The Paragould School District will monitor or log all network activity with or without notice, including email and all web site communications, and therefore, users should have no reasonable expectation of privacy in the use of these resources.

CONSENT AND RELEASE AGREEMENT FOR PUBLICATIONS, VIDEO, AND INTERNET

Students who attend Paragould High School are occasionally asked to be a part of school and/or district publicity, publications, and/or public relations activities. In order to guarantee student privacy and ensure your agreement for your student to participate, please sign this form and return it.

INFORMATION RELEASE AGREEMENT

Student and Parent/Guardian release to Paragould School District the student's name (for example - honor roll), picture, art, written work, voice, verbal statements, portraits (video or still) and consent to their use by schools or PSD. The name, picture, art, written work, voice, verbal statements, and/or portraits (video or still) shall only be used for public relations, public information, school or district promotion, publicity, and instruction. Student and Parent/Guardian understand and agree that:

- No monetary consideration shall be paid;
- Consent and release have been given without coercion or duress;
- This agreement is binding upon heirs and/or future legal representatives;
- The photo, video, or student statements may be used in subsequent years;
- If the Student and Parent/Guardian wish to rescind this agreement, they may do so at any time with written notice.

MEDICATION ADMINISTRATION CONSENT

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 $_{36}$ dosage, frequency, and instructions for the administration of the medication (including times). Additional information accompanying the medication shall state the purpose of the medication, its possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings.

INFORMATION RELEASE TO MILITARY RECRUITERS AND COLLEGES

Dear Parent or Guardian,

You may opt-out of releasing your child's information, name, address, and telephone number, to military recruiters and/or institutions of higher education that request this information. If you do not consent to the disclosure of this information, you must indicate such on the Comprehensive Handbook Agreement Form your child will bring home the first day of attendance. If you change your mind at a later date you can contact the school and request disclosure of information.

PRIVATELY OWNED ELECTRONIC DEVICES ON SCHOOL PREMISES

The Paragould School District is committed to supporting ethically responsible use of computers and network resources. All employees or persons connecting to district technology are responsible for its proper use. By accessing and using technology, users acknowledge that inappropriate use is prohibited and will result in disciplinary action as outlined in Acceptable Use Policy (AUP). The Paragould School District will monitor or log all network activity, email, all web site communications and inspect all storage devices with or without notice. Therefore, users should have no expectation of privacy in the use of technology resources on school premises.

Before personal computers, electronic devices such as PDAs, MP3 players, cell phones, etc. can be connected to the network or hardware, they must be checked and approved by the District Technology Department. All Acceptable Use Policies (AUP) requirements must be followed, in addition to the requirements listed in this document. Liability Issues:

- Legal license is required for all software.
- District insurance will not cover expenses associated with loss/destruction of electronic devices
- District Approved Virus Software must be running and up-to-date on all electronic devices
- Financial restitution will be required when due care is not followed and the infrastructure is harmed
- Network issues:
    - Approved network card required before connection to system
    - Approved IP address must be obtained from PSD Tech Support

PRIVATELY OWNED ELECTRONIC DEVICES ON SCHOOL PREMISES AUTHORIZATION FORM
I will abide by the stated terms and conditions set forth in the terms for use of a personal computer or electronic devices on school premises. It is further understood that liability for loss or destruction of personal property is not covered by school insurance. Furthermore, it is understood that financial restitution will be required when due care is not followed and the school infrastructure is harmed.

**NO SHEETS SHOULD BE TORN OUT OF THIS HANDBOOK. PLEASE SIGN AND RETURN THE COMPREHENSIVE HANDBOOK AGREEMENT FORM YOUR STUDENT WILL BE GIVEN ON THEIR FIRST DAY OF ATTENDANCE.