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ADAIR PTO MEETINGS

Times and Dates TBA

The mission of the Adair PTO is the threefold:

1. To support and speak on behalf of children and in the schools, in the community a before governmental bodies and other organizations that make decisions affecting children;
2. To assist parents in developing the skills they need to raise their children;
3. to encourage parents and public involvement in the public schools of this nation.

We invite you to come to any of our meetings listed below. There is a place for everyone. You can make a difference for ALL children.

ADAIR SCHOOLS REQUIRES 25 CREDITS

Core curriculum test our criterion-referenced test that measures student attainment of skills established in the Oklahoma Academic Standards Assessment will be taken in grades 6 through 8, 11 and the ACT at the high school level. The ACT will be administered through the state department of education in the spring to all current juniors. In addition to the ACT, the juniors will be given a science test based on the OAS curriculum along with a US History and Science test. The ACT will be counted as a national test also and can be used for college entrance requirements.

Local school district testing requirements may exceed state requirements. In addition to the test listed above, the national assessment of educational progress (NAEP) is periodically administered to a demographically representative sample of Oklahoma students in grades 4, 8, and 12.

Contact: office of accountability and assessment, State Department of Education, (405) 521-3341.

Adair High School operates on a seven-period day. The number of credits required to graduate will be dependent on the student's individual education program.
Students completing eight (8) semesters of classroom work in grades 9-12 at Adair Public Schools will be required to successfully complete twenty-five (25) credits.
Students may have ½ credit waived for each semester completed at the area vo-tech. Also ½ credit may be waived for each semester completed at a school offering six-period days.

Students participating in concurrent enrollment are on a six-period day. For concurrent students, a high school student cannot be enrolled in more than 18 credit hours. Each high school class is considered 3 credits.

High school students, grades 9-12, are working on requirements for high school graduation. These requirements are spelled out by use of the terms CREDITS. The term "credits" is used in Adair records.

Passing where in a whole year the subject will produce (1) credit.

HB 1378 requires CPR and defibrillator training to be given one time to a student between 9th and 12th grade. This training will be given as part of any class or curriculum. (Effective 11/1/14)

Grad Requirements- COLLEGE/CAREER 25 Credits	Okla. Promise Requirements 2.5 GPA Required	Certificate of Distinction 3.25 GPA Requires	Honor Class Top 10% of Class Val & Sal Req.
4 credits Required English I English I I English III English IV	4 credits Required English I English I I English III English IV	4 credits Required English I English I I English III English IV	3 ½ credits Req. by 7 semester English I English I I English III English IV
3 credits Required Algebra I Algebra II Geometry Intermed. Algebra	3 credits Required Algebra I Algebra II Geometry Trig/Calculus Math Analysis Statistics	4 credits Required Algebra I Algebra II – req. Geometry – req. Trig/Calculus Math Analysis Statistics	3 ½ credits Req. by 7 semester Algebra I Algebra II Geometry 1 more adv math
3 credits Required Biology Physical science Chemistry Physics Botany Anatomy Physiology Biology II Env. Science	3 credits Required Biology Physical science Chemistry Physics Botany Anatomy Physiology Env. Science Biology II (must be a district certified lab science)	3 credits Required Biology Physical science Chemistry – req. Physics – req. Botany Anatomy Zoology Physiology Biology II ½ unit of technology req.	3 ½ credits Req. by 7 semester Biology Physical science Chemistry Physics Botany Anatomy Zoology Physiology Chemistry one unit of technology by 7 semester

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3 credits Required **World History** **American History** **Government** **Oklahoma History** **Geography** **World Geography** **Economics** **Psychology** **Sociology** **1 Fine Arts Req.** **1 Financial Literacy**	**3 credits Required** **World History** **American History – req.** **Government** **Oklahoma History** **Geography** **World Geography** **Economics** ***1 Fine Arts Req.*** ***<u>2 units</u>* Computer Tech.** **or** **2 units Foreign Language** ***1 additional req. from above*** **1 Financial Literacy** ***1 Fine Arts Req.***	**3 credits Required** **World History (½-1 unit)** **American History** **Government** **Oklahoma History** **Geography** **World Geography** **Economics** **Psychology** ***1 Fine Arts Req.*** **1 Financial Literacy** **1 Computer Technology Credit**	**3 credits Req. by 7 semester** **World History** **American History** **Government** **Oklahoma History** **Geography** **World Geog/Cultures** **Economics** **Psychology** **Sociology** **1 Fine Arts** **2 units of Foreign Language or Computer Courses Req.** **1 Financial Literacy**

Core Plan

4- English English I, English II, English III, English IV
3 Math Alg 1 (req.) Geometry, Intermediate Alg, Algebra II, Algebra III
3 Science Gen Phys Science (req), Biology I (req), Environmental Science, Anat & Phys, Biology II, Chemistry, Physics
3 History Ok Hist ½ req Gov't ½ req US History req, Cultural Geography, World

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Cultures, Modern History, Geography, World History, Economics
1 Art Art I, Art II, Music App, Vocal, Instrumental Music, Ag Leadership/Communications
Financial Literacy ½ credit required
1 Computer Technology Computer Science, Business Computers, Computer Programing, Computer Tech **10 Elective Credits, Minimum of 25 credits**

Student Sig./Date _____ Date/Initial for updates _____

GRADUATION REQUIREMENTS 2030 AND BEYOND

4 ENGLISH English I, English II, English III, English IV
4 Math **Algebra I (req.), Geometry, Algebra II, Algebra III, Trigonometry/Calculus*, Statistics*, College Algebra from RSU, Intermediate Algebra**
3 Science **General Physical Science (req.), Biology I (req.), Chemistry, Physics, Biology II, Anatomy/Physiology, Environmental Science**
3 History **OK History ½ req., Government ½ req., US History (req.) Cultural Geography, World History, Modern History, Economics, American Fed Gov't from RSU, US History from RSU, Psychology form RSU**
6 Career Pathway Units **Must align with Individual ICAP** **Pathway Credits include but not limited to:** **ART I, ART II, Vocal, Band** **Computer Science, Business Computer, Computer Programming, Computer Tech, Agri Science, Ani Scie, AG Com, AG Power, FACS, Interior Design, Human Growth, Interpersonal Studies, Lifetime Wellness, Speech, Humanities, Cinema (concurrent), Health**
5 Electives
ICAP Service/Work Based Learning

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Total 25 credits required

Other Requirements for 2026 and beyond

½ Credit Financial Literacy, Naturalization Test, CPR Training, FAFSA or FAFSA Waiver, Junior Year CCRA Science and US History Test, Jr Year School ACT test

ADAIR WARRIOR FIGHT SONG

Onward Warriors
Onward Warriors
Fight right down that line
Keep the ball away from_____(opponent)
Touchdown sure this time.

Go, …Go
Go, Go, Go. Go, Go
Go, …Go
Go, Go, Go, Go, Go

Onward Warriors
Onward Warriors
Fight, Fight for your staying
Fight warriors, Fight, Fight, Fight,
We'll win this game
Hey!

ALCOHOL-DRUGS-TOBACCO

The possession or use of alcohol, tobacco products including vapes or pouches or illicit drugs is unlawful. Possession, use or students under the influence of alcohol or illicit drugs will not be tolerated at school or any school sponsored activities. Including but not limited to vapes, dab pens, or pouches of any kind.

ATTENDANCE, ABSENT & MAKEUP WORK

The school law provides that all boys and girls between the ages of 6 and 18 must attend school unless physically or mentally handicapped or unless they have finished high school. The principal will check all absences and if necessary, file a case against the parent or guardian of any child who is habitually absent. In order for a student to receive a passing grade, he must be in attendance 90% (9 absences) of the semester. All absences will be counted unexcused for the purpose of figuring the 90% rule. All work missed during absences may be made up. For each day absent the student will be allowed one more

day than the number of days absent to make up work missed. A student who has not been in attendance 90% of the grading and has not made up the work missed may receive an "F".

All students are allowed (9) absences. Absences in excess of 9 and up to 12 must be made up. Absences must be made up at Saturday school. Saturday school will be held on three (3) of the last four (4) Saturdays in each semester. Saturday school will start at 8:00 AM. and will end at 12:00 PM. The date in which a student is to serve Saturday school will be assigned by the building principal. Failure to attend Saturday school will result in an "F"/No Credit for that semester.

ABSENT

When a student has been absent upon their return to school they will need to turn in their doctor's note to the office to document their reason for absence. It is recommended that a parent or guardian notify/call the school when a student is absent.

If the absence is necessitated due to illness requiring doctor's care the student should bring documented proof.

Awards

Certificates will be presented to students with one or more years of perfect attendance. Perfect attendance will be determined by the attendance registrar.

BAND GRADING POLICY

Each 9 weeks you will receive a grading policy like this one. It shows all things required from you. You have the full 9 weeks to "pass off" all scales, and music. You must command individually to "pass off" for me, either before rehearsals, during lunch, or after school on Fridays. When you play for me, it will either be accepted, or denied, depending on the level of play. Each 9 weeks the music will be more difficult, and scales challenging. The following is a breakdown of your grade. You will always know your grade in band.

SCALES	(6 major-Concert Eb, Bb, F, C, Ab and Db one octave, chromatic one octave)	14 points
MUSIC	marching band music	16 points

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ATTENDANCE	attending all performances and rehearsals	15 points
PARTICIPATION	contributing productively to the program	55 points

	SCALES	MUSIC	ATTEN.	PART.	TOTAL
Week 1					
Week 2					
Week 3					
Week 4					
Week 5					
Week 6					
Week 7					
Week 8					
Week 9					

You may replay any scale at any time to increase your score. They are worth 2 points each. You may also replay your music at any time. Please do not wait until the last minute to “pass off” your material. The earlier you do it, the better off you are. If you have any questions, please feel free to call me at any time.

BUILDING HOURS

The building will be open each school day at 8:00 AM. sharp. School begins at 8:30 AM. Students should not report to school prior to 8:00 unless they are under the supervision of a teacher. All students will be gone from the building by 4:00. Students will not be in the school buildings on weekends except by permission of the school official.

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BULLETIN BOARDS AND ANNOUNCEMENTS

All postings on hall bulletin boards must be cleared through the principal. All postings on room bulletin boards will be cleared through the teacher. Announcement forms must be turned into the principal's office for approval. Social media posts will be approved through the principal's office.

VISITORS

No visitor will be permitted unless approved by the principal and teachers in advance of classes. Unless authorized in writing by the administration all visitors must check in the office upon arrival to receive visitors passes.

BULLYING

As used in the Schools Bullying Prevention Act, "harassment, intimidation, and bullying" means any gesture, written or verbal expression, or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Harassment, intimidation, and bowling include, but are not limited to, a gesture written, verbal, or physical act such behaviors specifically prohibited.Bullying documentation forms are available in office. Bullying forms are available from the principal and are to be filled out for proper investigation.

BUSES

A fleet of well-maintained school buses is provided for the transportation of all students living in school district I-2. Students have a responsibility in keeping these buses safe, clean, and attractive. The following rules should be observed at all times:

1. Please be on time for bus stops. Your bus pickup time should not vary over 5 minutes each day.
2. Students are to always pass in front of the bus, never behind it.
3. At no time, either on regular bus routes or on a trip will the use of tobacco (including vapes), drugs or alcohol be permitted on buses or will glass or metal containers of any kind be allowed on the bus.
4. For your own safety and protection, the students are required to refrain from scuffling and should keep all parts of the body inside the bus at all times.

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5. Every student should help to make the buses as safe as possible. This means keeping noise to a minimum so that the driver may focus his whole attention on driving the bus.
6. If a student lives at the end of a leg off a route, a turnaround must be furnished. No buses will go beyond the last pickup to turn around.
7. Bus routes will not enter private property unless the road is maintained by the county.
8. Students are required to cooperate with the driver in all matters. Lack of cooperation may result in removal from the bus.
9. Students are only allowed to ride their designated route bus.

CARE OF MONEY AND VALUABLES

When something is lost or stolen at school, it is often because the owner has been careless or unwise in taking care of the article. A student caught taking another person's property will be punished. It is the responsibility of each student to care for and protect his/her own property.

The following rules should be followed concerning money, jewelry, and other valuables.

1. If money or valuables are not locked up, it will be considered the owner's loss and his/her own fault.
2. Do not bring excess money to school, bring only what you will need and no more.
3. Report all losses to the office promptly.
4. Do not leave money or valuables in unlocked lockers in the hallway or in the locker rooms.
5. Do not leave money or valuables lying around unattended in the gym or anyplace else.
6. Do not leave money or valuables or clothing in the dressing rooms.
7. Be extra careful not to leave rings or other valuables in the bathroom after washing hands.
8. Adair public schools are not responsible for the loss of any wireless communication devices.
9. Lockers need to be used for your school items books, chromebook, backpack, etc.

CELL PHONES & PED'S

PED (PERSONAL ELECTRONIC DEVICES)

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It is the policy of the Adair Board of Education that no student will be allowed to possess or use a cell phone or PED during the instructional day. Devices must be kept in a student vehicle, left at home, or placed in a school-designated area (secured in the site office). If students bring their cell phones to school, they are to take their cell phones or PEDs to their site's designated secure location.

This policy is in effect from the time a student arrives at school until the completion of the instructional day. This prohibition includes all emergencies unless the student is directed to use a cell phone or PED by a school employee or other official. Due to the potential disruption a cell phone or PED (Personal Electronic Device) may cause to the instructional environment the disciplinary actions outlined below will be strictly enforced.

1st VIOLATION:

1. Confiscate phone OR ped.
2. The student will serve one (1) day of in-school detention

2nd VIOLATION:

1. Confiscate phone OR ped.
2. The student will serve three (3) days of In-School-Detention

3rd VIOLATION:

1. Confiscate phone OR ped.
2. The student will serve six (6) days of In-School-Detention

SUBSEQUENT VIOLATIONS:

1. Confiscate phone or ped.
2. Out-of-School suspension.

CLOSED CAMPUS

Adair Schools has a closed campus policy. Upon arriving on campus, students are not permitted to leave walking or in a vehicle under any circumstances without permission from the principal's office. Any student leaving campus without permission will face disciplinary action deemed necessary by the principal.

COLLEGE PREPARATORY/WORK READY CURRICULUM FOR HIGH SCHOOL GRADUATION

(Title 70 Oklahoma Statutes *§ 11-103. 6. Achieving Classroom Excellence Act 2005)*

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Detailed here is the college-preparatory/work ready curriculum for high school graduation required of all students in order to receive a diploma from a public high school accredited by the State Board of Education. However, upon written approval of the parent or legal guardian to opt out of these requirements, students may enroll in the core curriculum for high school graduation also provided in state law. (See requirements, right.)

ENGLISH (4 UNITS)

To include Grammar, Composition, literature, or any English course approved for college admission requirements;

MATHEMATICS (3 UNITS)

Limited to Algebra 1, Algebra 2, Geometry, Trigonometry, Math Analysis, Calculus, Statistics, or any mathematics course with content and/or rigor above Algebra 1 and approved for college admissions requirements;

[Beginning with students entering 9th grade in the 2008-2009 school year, 3 units of Mathematics must be taken in Grades 9-12, in addition to any of the courses listed above that were taken prior to Grade 9.]

LABORATORY SCIENCE (3 UNITS)

Limited to Biology, Chemistry, Physics, or any laboratory science course with content and/or rigor to above Biology and approved for college admission requirements;

HISTORY AND CITIZENSHIP SKILLS (3 UNITS)

To include 1 American History, ½ United States Government, ½ Oklahoma History, Government, Geography, Economics, Civics, or non-Western culture and approved for college admissions requirements;

FOREIGN OR NON-ENGLISH LANGUAGE OR COMPUTER TECH (2 UNITS)

To include 2 units of the same for or non-English language OR 2 units of computer technology approved for college admission requirements, whether taught at a high school or a technology center school, including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing courses;

1 ADDITIONAL UNIT SELECTED FROM THE COURSES LISTED ABOVE or career and technology education courses Approved for College Admissions Requirements;

FINE ARTS OR SPEECH (1 UNIT OR COMPETENCIES)

Fine arts, such as music, art, or drama,

beginning with students entering the 9th grade in 2008-2009, every student shall demonstrate mastery of the state academic content standards in the following subject areas in order to graduate from a public high school with a standard diploma. (70 O.S. *§* 1210.523)

1. Algebra 1
2. English II: and
3. Two of the following five:
   a. Algebra II,

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b. Biology I,
c. English III,
d. Geometry, and
e. United States History

PERSONAL FINANCIAL LITERACY

In order to graduate from a public high school accredited by the State Board of Education, students shall fulfill the requirements for a personal financial literacy component during Grades 10 through 12.

Personal Financial Literacy education shall include, but is not limited to, the following 14 areas of instruction: understanding interest, credit card debt, and online commerce: right and responsibilities of renting or buying a home; savings and investing, planning for retirement; bankruptcy; banking and financial services; balancing a checkbook; understanding loans and borrowing money, including predatory lending and payday loans; understanding insurance; identity fraud and theft; charitable giving; understanding the financial impact and consequences of gambling; earning an income; and understanding state and federal taxes-to meet graduation requirements, local school district options may include courses taken by concurrent enrollment, Advanced Placement or correspondence, or courses bearing different titles. School district shall strongly encourage students to complete 2 units of sets of competencies or foreign languages as part of the core curriculum for high school graduation. Local school district requirements may exceed state graduation requirements.

CORE CURRICULUM

(For Those Opting Out of the College Preparatory/Work Ready Curriculum)

(Title 70 O.S. § 11-103. 6 and State Board of Education regulations)

LANGUAGE ARTS

(4 units or sets of competencies)

1 grammar and composition, and 3 which may include, but are not limited to the following courses: American Literature, English Literature, World Literature, advanced English courses, or other English courses with content and/or rigor equal to or above grammar and composition.

MATHEMATICS

(3 units or sets of competencies)

1 Algebra I or Algebra I taught in a contextual methodology, into which may include, but are not limited to the following courses: Algebra II, Geometry or Geometry taught in a contextual methodology, Trigonometry, math analysis or Pre-Calculus, Calculus, Statistics and/or probability, Intermediate Algebra I; contextual Mathematics courses which enhance technology preparation whether taught at a (1) comprehensive high school, or (2) technology center school when taken in the 11th or 12th grade, taught by a

certified teacher, and approved by the State Board of Education and the independent district Board of Education; mathematics courses taught at a technology center school by a teacher certified in the secondary subject area when taken in the 11th or 12th grade upon approval of the State Board of Education and the independent school district Board of Education; or other mathematics courses which content and/or rigor equal to or above Algebra I. Courses with content and/or rigor equal to or above algebra I. Students entering 9th grade will be required to take 3 units of mathematics in Grades 9-12, in addition to any of the courses listed above that were taken prior to grade 9. (Ex. Alg 1 taken in 8th grade).

SCIENCE
(3 units or sets of competencies)

1 Biology I were Biology I taught in a contextual methodology, and to any areas of life, physical, or earth science or technology which may include, but are not limited to the following courses: Chemistry I, physics, Biology II, Chemistry II, Physical Science, Earth Science, Botany, Zoology, Physiology, Astronomy, applied Biology/Chemistry, Applied Physics, Principles of Technology, qualified agricultural education courses (including but not limited To Horticultural, Plant and Soil Science, Natural Resources and Environmental Science, and Animal Science); contextual science courses which enhance technology preparation whether taught at a (1) comprehensive high school, or (2) technology center when taken in the 11th grade or 12th grade, taught by a certified teacher, and approved by the State Board of Education and the independent district Board of Education; science courses taught at a technology center school by a certified teacher in the secondary subject areas when taken in the 11th or 12th grade upon approval of the State Board of Education and the independent district Board of Education; or other science courses with content and/or rigor equal to or above biology I.

SOCIAL STUDIES
(3 units or sets of competencies)

1 United States History,
½ to 1 United States Government,
½ Oklahoma History, and
½ to 1 which may include, but are not limited to the following courses: World History, Geography, Economics, Anthropology, or other social studies courses with content and/or rigor equal to or above United States History, United States Government, and Oklahoma History.

THE ARTS
(1 unit or sets of competencies)

Which may include, but are not limited to courses and visual arts and general music.

NATURALIZATION TEST

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Students will be required to take a naturalization test and pass with a 60% before they graduate.

8 ELECTIVES
(25 units or sets of competencies)

In order to graduate from a public high school accredited by the State Board of Education with a standard diploma, students may enroll in the core curriculum for high school graduation upon written approval of the parent or legal guardian.

CONCURRENT ENROLLMENT

Eleventh and twelfth grade students have the opportunity to be enrolled concurrently in high school and college courses. Certain college classes may be taken as a substitute or replacement classes for the local graduation requirements as set forth by the local school board. Such classes taken for placement will be computed in the cumulative GPA of the students. One semester of concurrent class is a particular replacement or substitute class that will equal (one) one-half of a local credit. (Example: 3 hours of Freshman Composition or one semester with equal to ½ of the local credit).
~~Adopted October 10, 2005~~

CONCURRENT STUDENT STANDARD

It is the student's responsibility to enroll, maintain passing grades, fill out required paperwork to apply for fee waivers, pay fees, notify the high school office if a class is dropped, and inform the counselor or the principal of any college/concurrent issues. The school will offer support and guidance. It is required for students to participate in periodic grade checks administered by a school counselor. Concurrent students are responsible for their own transportation to and from their classes.

CONDUCT AT SCHOOL SPONSORED ACTIVITIES

A student attending night activities is expected to conduct himself/herself as he/she would during the school day. These activities are school sponsored and a student is under control of the school. If student conduct is deemed inappropriate by the administration, a student's privilege to attend extra-curricular activities may be taken away. Inappropriate

behavior can include, but is not limited to the following: Attire or the lack thereof, disturbing other patrons or guessed, PDA, abusive language, profanity or unsportsmanlike conduct.

CORPORAL PUNISHMENT

Corporal punishment may be used in Adair Public Schools as authorized by the Schools Laws of Oklahoma whenever the administrator determines that such action is necessary to enforce school discipline, OK 70-6-114; OK 21-843; OK 21-643 (4). **It is the parent's responsibility to file with the principal each year directions to the use of corporal punishment.**

DAMAGE TO SCHOOL PROPERTY

Students are expected to respect all school property at all times. Any student who defaces public property shall be compelled to reimburse the Board of Education for the amount of damage. Other disciplinary actions may be taken.

DETENTION

School time missed because of being tardy will be made up at a rate determined by the principal. Failure to report to the assigned detention area will result in additional disciplinary action. In order to handle disciplinary problems which do not warrant suspension, in-house detention is provided to give the students an alternative. When assigned to in-house detention the student must report to the detention room on time and bring school materials to work on. A student must report to the detention room or face a suspension. **This class is created to avoid some suspensions: but if the student does not comply with the detention rule, they will face suspension. In addition, in-school detention will count toward absences for exemption purposes only.**

DISCIPLINE

If a student finds that teachers are not all alike in their discipline, values, and determination of grades, he has learned a valuable lesson about life. Teachers are not all alike and neither are the many people with whom the student will come into contact with in the years ahead. A willingness to cooperate with teachers and classmates will make our school a better place. Try the following suggestions to ensure success in the year ahead:

1. Attend school regularly.
2. Practice good sportsmanship as a participant or spectator.
3. Observe the property rights of others.
4. Be courteous and polite at all times.

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5. Give yourself a chance; do the best you can.
6. Observe the school regulations because they are set up for your well-being.

DISCIPLINE POLICY

Pursuant to 70 O.S. 6-114 as amended by the Oklahoma Legislature, the Adair Board of Education has adopted the following policy, for the control and discipline of all children attending Adair schools. The parent or guardian of every child attending this school shall be notified of the adoption of this policy and they may receive a copy of the policy if they request it.

In response to the legislative call, Adair Public Schools has drafted a Discipline Action Schedule. This action schedule was formulated with input from administrators, students, teachers and parents from the Adair District. The intent of this schedule is to divide students with a definition of the limit of acceptable behavior, and to equip school personnel for their disciplinary responsibilities.

Nothing in this discipline schedule shall be construed to deny the student's right to fair and orderly hearings, appeals, counsel and due process in cases which may end in suspension or expulsion.

The principal shall have the authority to enforce other reasonable disciplinary actions which they find warranted by situations not covered in the disciplinary action schedule.

EMERGENCY PROCEDURES

These procedures are to be followed but always remember to **STOP AND EVALUATE THE SITUATION.** Do this because every situation can and will be different.

These calls will come over the intercom:

This is a building lockdown!

A. Stay calm
B. Teachers must lock and close all doors, no one in or out of any door.
C. Carry on your classroom as normal until instructed differently.
D. Things should remain this way until a clear call is given by an administrator.

This is a building lockdown

Follow the same procedures as above.

INTRUDER DRILL

There is an intruder/a dangerous situation/a weapon or weapons on campus. All human safety is at risk.

A. Call 911
B. Protect and fight or flight to protect students and all victims.
C. Get away from the situation.

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D. If an announcement can be made it will be made. Location of action and possibly where to go.
E. This will be an emergency. Do what you need to do to protect yourself.

PLAYGROUND EVACUATION
(An air horn sounding for (10) seconds)

A. Teachers should send all students into the building using the nearest entrance.
B. Students should go directly to their next class without stopping anywhere. (Middle school students go directly to homeroom)
C. Teachers should seat students in the floor away from the doors and windows
D. Remain calm

ALL EVACUATIONS FROM THE BUILDINGS
(Announcements to evacuate will come over the intercom)

A. **RAILROAD DISASTER -** Teachers should lead their students to the football fields using the exit that would be used in a fire drill.
B. **ALL OTHER EVACUATIONS -** Teachers should lead their students to the baseball and softball fields using the same fire exits.

TEACHERS ARE TO ALWAYS TAKE THEIR CLASS ROSTERS TO CHECK ROLL

EXAMINATIONS AND GRADE CARDS

All final exams will be given during the last week of school, and not before, unless approved by the principal. Grade cards will be given out one week following examinations. Grade cards must be taken home and shown to parents. It will not be necessary to return grade cards to school.

Grade and attendance log-ins

All students are provided with student grades, attendance, lunch room record, email and email login. Parents are assigned a grades' login through our student information system as well. If you need that login please contact the office to request one.

EXIT OUTCOMES

1. A positive self-image which includes social, emotional, physical and intellectual well-being.
2. Develop skills in reading, writing, speaking and listening.

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3. Learning how to respect and get along with people who think, dress and act differently.
4. Higher problem-solving and decision-making skills.
5. Literacy through all content areas.
6. Develop a desire for learning now and in the future.
7. Appreciate culture and beauty in the world.

EXPULSIONS

Any student who repeats a serious infraction of school rules may face possible expulsion from Adair Public Schools. A student may be suspended or expelled from school when it has been established his or her conduct and behavior is not in compliance with:

A. Oklahoma statutory prohibitions such as:
    1. Dangerous weapons and dangerous substances act.
    2. Secret societies.
    3. Removal of school property.
    4. Truancy.
    5. Violation of school regulations.
    6. Immorality.
B. Local school board policies, procedures and regulations.
C. Administrative rules and regulations.
D. The student conduct code.
E. Other conditions that may require expulsion from school attendance:
    1. A student suffering from a contagious room anxious disease.
    2. A student whose physical or mental disability is such as to cause his or her attendance to be detrimental to the welfare of other students.

Extra Curricular Activities, Sponsors, and Mission Statements Offered at Adair Schools

ART CLUB – Brett Swofford- to enhance knowledge and understanding of visual art through activities and field trips.

SCIENCE CLUB – to enhance knowledge and understanding of science disciplines through activities and field trips.

CHEERLEADING – Ginger Birkenfeld- to be a source of encouragement and spirit to the school's athletic program.

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FCCLA – Robin DeLozier - to promote personal growth and leadership development through family and consumer sciences education.

FFA – Devin DeLozier and Tanner Taylor - to prepare students for successful careers and a lifetime of them forms choices in global agriculture.

FCA–Beth Shrader -student led religious fellowship.

BAND – Richard Newhart and Bruce Roberts to enhance knowledge and understanding of instrumental music 70s competitions in a group setting.

YEARBOOK – Cassidy Frailey- to introduce students to the world of publishing, by engaging students through organizing materials, photography and activities important for creating a school yearbook.

ATHLETICS – Football - Brady Bradbury Basketball - Adam Klucevsek - Travis Cannady, Baseball - Chase Knott, Track - Scott Winfield - Brady Bradbury, Softball - Chase Knott, Cross Country - Scott Winfield, Statement for Athletics: To provide student athlete with an opportunity to compete successfully in athletic program that is an integral part of their educational experience.

STUDENT COUNCIL –- to promote attitudes of good scholarship, to create and maintain a friendly and cooperative understanding among students, faculty and the community.

EXTRACURRICULAR ACTIVITIES

It is well established that students who participate in extracurricular activities have a responsibility to serve as role models for other students. Each student has the opportunity to join and become active in extracurricular activities but participation is not a fundamental First Amendment right; rather: it is a privilege. This means that students who participate are subject to various rules that the sponsors deem appropriate.

FIRE AND TORNADO ALARMS

FIRE: The alarm for a fire will be a continuous sounding of the fire alarm, or an air horn.
When the fire alarm is given, all students should follow their teacher and walk single file out the designated exit and 100 feet from the building.
When a fire drill is held, a return-to-class signal will be an announcement over the intercom.
TORNADO: The alarm for a tornado will be a siren sound through the intercom system and an announcement.
When a tornado alarm is given, all students should follow their teacher and walk single file to the designated safe place.
When a tornado drill is held, the return-to-class signal will be an “all clear” intercom announcement. Anyone turning in a false fire or tornado alarm, whether on purpose or

accidentally, will be placed on controlled supervision for three days for the first offense. A second offense will result in a more severe punishment. The punishment may include suspension or expulsion.

GRADING SYSTEM

A-90-100	C-70-79	D-60-69
B-80-89		F-Below 60

1. All semester grades are recorded in permanent records.
2. If grades are recorded.
3. Incomplete (I) grades will automatically become (F) grades if not made up within 2 weeks. More makeup time may be granted from the office in special situations and in agreement with the teacher.

GRIEVANCE PROCEDURES SEX DISCRIMINATION/HARASSMENT

In accordance with the policy of the Board of Education, the following regulations govern the processing of student sexual-harassment grievances in this school district.

1. Any student of this school district who wishes to follow sexual harassment treatments against another student or an employee of the district shall file a written audio recorded complaint with the superintendent, principal, or counselor. The administrator or counselor taking the complaint will document the time, place, complaint, and incident and immediately forward the complaint to the grievance committee. The grievance committee will appoint an investigator to investigate the grievance. The grievance shall set forth the circumstances of the incident and the identity of the student (S) or employee (S) involved.
2. The superintendent, or appointed investigator, will initiate an investigation of the incident and will protect the confidentiality of the grievant.
3. Investigation shall be completed within 10 working days of the filing of the grievance. Results of the investigation, along with recommendations and suggestions, shall be shared with the grievant, unless it violates another student's confidentiality.
4. If the grievant believes the issues are not resolved after considering the recommendations and suggestions of the superintendent or the investigating administrator, the grievant may request a hearing by the grievance committee.
5. Upon receiving a request for a hearing, the grievance committee shall schedule a hearing to occur with them 5 working days from the date of the request.

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6. Both the grievant and the person against whom the complaint was made (respondent) may be represented by legal counsel at the hearing.
7. Within 10 working days of the hearing, the grievance committee shall furnish a written report of its findings and recommendations to both the grievant and the respondent while maintaining confidentiality. The title IX coordinator or investigator will report to the Board of Education.
8. The superintendent will, within 5 working days of the receipt of the grievance committee's report, act upon the recommendations of the committee or furnish a written report to the grievance explaining why the recommendations will not be implemented.
9. Upon receipt of the superintendent's report the grievance may file a written appeal with the Board of Education. The Board of Education will, within five working days from the date the appeal was received, review the report and affirm, overrule, or modify the decision of the grievance committee.

HALL CONDUCT

Adair students are to conduct themselves in an appropriate manner at all times. Yelling and playing around the hallway is prohibited. Glass or plastic containers brought in from off the school grounds are allowed only in common areas during lunch and before school. Clear containers with clear liquid only in hallways between classes.

HALL PASSES

Students are not permitted in the halls during class. Unless they are accompanied by a teacher or have a hall pass from an authorized staff member. Students who are found in the halls without passes will be subject to disciplinary action.

HARASSMENT

It is in the policy of the school district that harassment of students by other students, personnel, or the public will not be tolerated. This policy is in effect while the students are on school grounds, and school transportation, or attending school-sponsored activities and while away from school grounds if the misconduct directly affects the good order, patient management, and welfare of the school district.
Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of the climate of hostility or intimidation; or the use of language, conduct, or symbols in such manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Harassment

includes but is not limited to harassment on the basis of race, sex, creed, color, national origin, religion, marital status or disability.

Harassment set forth above may include, but is not limited to, the following:

1. Verbal, physical or written harassment or abuse;
2. Repeated remarks of a demeaning nature;
3. Implied or explicit threats concerning one's grades, achievements, etc.;
4. Demeaning jokes, stories or activities directed to the student
5. Unwelcome physical contact.
6. Cyber or multimedia.
7. Any antisemitic behavior-verbal, written, physical, or digital-will not be tolerated.

The superintendent shall develop procedures providing for:

1. Prompt investigation of allegations of harassment;
2. The expeditious correction of the conditions causing such harassment;
3. Establishment of adequate measures to provide confidentiality in the complaint process;
4. Initiation of appropriate corrective action;
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process for the provisions of this policy are disseminated in writing annually to all staff and students.

HAZARDOUS ITEMS

No hazardous items, including but not limited to weapons, knives, laser pointers, fireworks, skateboards, roller blades, skate shoes or heelys are not permitted.

HAZING

Any type of hazing as it pertains to school clubs, school organizations or any activities associated with the Adair Schools is strictly prohibited.

HEALTH SERVICES

If the services of a nurse are necessary, students will have access to the school nurse who is located in the elementary school building, all medicines will be administered from that office. All medicines, both prescription and non-prescription need to be checked in with the nurse. Each prescription medicine has a protocol that must be followed. This is handled through the nurse's office only.

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HONOR SOCIETY

Oklahoma Honor Society

The upper 10% of the senior high school will be nominated for membership in the Oklahoma high school honor society. Grade points will be figured the same way as the valedictorian and salutatorian.

The purpose of these organizations is to promote high scholastic standards of Adair High School. This is based on semester work. (Grades 9-12).

HONORS PROGRAM REQUIREMENTS FOR ACADEMIC AWARD WINNERS (Val & Sal)

In accordance with the policy of the Board of Education, the following regulations shall govern the selection of students for honors recognition. Students will be selected from each graduation class for the award of valedictorian and salutatorian for you. Valedictorian honors will be awarded to the student or students having the highest grade point average and who have met all of the following requirements. Salutatorian honors will be awarded to the student or students having the second-highest grade point average and who have met all of the following requirements. Students qualifying for the top 10% must fulfill the same requirements.

1. A minimum of four complete semesters of work in grades 9 through 12 must be completed in the Adair school system. If a senior has been announced to be valedictorian or salutatorian but does not complete the final semester or does not meet graduation requirements, the award will be rescinded and given to the next student having properly met the necessary requirements. Grade averages will be based on the first 7 semesters of grades 9 through 12.
2. Students must have completed 3-1/2 credits of math, by the end of their first 7 semesters (only Calculus, Trigonometry, Math Analysis, Statistics, Algebra I, Algebra II, Algebra III and Geometry credits will be counted).
3. Students must have completed 3-1/2 credits of science by the end of their first 7 semesters (only Physics, Chemistry, Biology, Physical Science, Anatomy and Physiology, Zoology, Botany and Environmental Sciences will be counted).
4. Students must have completed 3-1/2 credits of English by the end of their first 7 semesters (no substitutions).
5. Students must have completed one unit of computer classes by the end of their first 7 semesters.
6. All class rankings and averages used for valedictorian and salutatorian will be calculated using the grades from the students first 7 semesters of work in grades

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9 through 12. Upon request of the student, parent or educator, a student will be given the opportunity to demonstrate proficiency in one or more areas of the core curriculum. Students demonstrating proficiency in a core curriculum area will be given credit for the learning and will be given the opportunity to advance to the next level of study in the appropriate curriculum area. The opportunity assessment will be provided in September and again in April of the same school year. A student must sign up for the test in the principal's office at least 2 weeks prior to the testing date. Proficiency based promotion will be year.

INFRACTIONS

Level	Infraction Description	1st Violation Actions (Codes)	2nd Violation Actions (Codes)	3rd Violation Actions (Codes)
Level I	Unexcused tardiness	1, 2, 3, 5	1, 2, 3, 5, 15	5, 6, 10, 15, 19
Level I	Disruption of class	1, 5, 6, 15, 16	2, 6, 15, 16	4, 6, 10, 15, 16
Level I	Misbehavior at school	1, 5, 6, 15, 16	2, 3, 6, 15, 16	4, 6, 10, 15, 16
Level I	Lunchroom misconduct	1, 5, 6, 15, 16	2, 3, 6, 15, 16	3, 4, 6, 10, 15, 16
Level I	Tobacco use/possession (incl. pouches)	1, 2, 6, 14, 15, 16	2, 6, 8, 14, 15, 16	2, 6, 8, 10, 14, 15, 16
Level I	Improper use of cars	1, 8, 13, 15	In	4, 6, 8, 10, 13, 15, 16
Level I	Non-participation in class	1, 2, 4, 15	1, 2, 4, 5, 6, 12, 15, 16, 17	1, 2, 4, 5, 6, 10, 12, 14, 15, 17
Level I	Cell phone (without permission)	1, 14, 2, 15	2, 14, 15, 18	2, 10, 14, 15, 18
Level II	Cutting classes	1, 2, 4, 6, 10, 15, 16	2, 4, 6, 10, 15, 16	4, 6, 10, 15, 16
Level II	Leaving school without permission	1, 2, 4, 6, 8, 10, 15, 16	2, 4, 6, 8, 10, 15, 16	4, 6, 8, 10, 15, 16
Level II	Truancy	1, 2, 4, 5, 6, 10, 15, 16	2, 4, 5, 6, 8, 9, 10, 15, 16	4, 5, 6, 8, 9, 10, 15, 16
Level II	Bus misconduct	1, 3, 6, 8, 12, 15, 16	2, 3, 4, 6, 8, 12, 15, 16	2, 3, 4, 6, 8, 10, 12, 15, 16
Level II	Failure to serve disciplinary action	1, 2, 4, 6, 10, 15, 16	2, 4, 6, 9, 10, 15, 16	4, 6, 9, 10, 15, 16
Level III	Theft	2, 6, 7, 8, 10, 12, 14, 15, 16	4, 6, 7, 8, 10, 11, 12, 14, 15, 16	7, 8, 9, 10, 11, 12, 14
Level III	Assault, hazing, harassment, threats	2, 6, 8, 10, 12, 15, 16	4, 6, 8, 12, 15, 16	11, 15
Level III	Fighting	1, 5, 6, 10, 12, 15, 16	2, 5, 6, 8, 10, 15, 16	4, 6, 10, 11, 15, 16
Level III	Destruction of property	2, 3, 6, 7, 8, 10, 15, 16	3, 4, 6, 7, 8, 9, 10, 11, 12, 15, 16	7, 8, 11, 12, 15, 16
Level III	Drugs, alcohol, or obscene material	2, 4, 8, 9, 10, 11, 12, 15	4, 8, 9, 10, 11, 12, 15	4, 7, 8, 10, 11, 12, 15, 18, 20
Level III	Unauthorized building access / vandalism	2, 3, 4, 5, 7, 8, 10, 11, 12, 15, 18, 20	2, 3, 4, 7, 8, 10, 11, 12, 15, 18, 20	N/A (Refer to Level III Gen)

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Level IV	Possession of deadly weapon	2, 6, 7, 8, 10, 12, 14, 15, 16	4, 6, 7, 8, 10, 11, 12, 14, 15, 16	7, 8, 9, 10, 11, 12, 15

Action Codes	
Code	**Disciplinary Action / Consequence Description**
1	Warn students (oral)
2	Advise parents
3	Removed from class or activity (temporary or permanent)
4	Parental conference
5	In-school detention (noon)
6	After-school detention
7	Financial restitution
8	Involve law enforcement
9	Refer to other social agencies
10	Suspension
11	Expulsion
12	Any other disciplinary action deemed appropriate under the circumstances
13	Deny driving privileges (temporary or permanent)
14	Confiscate materials involved
15	In-school detention (during class)
16	Corporal punishment
17	After school tutoring
18	Parents retrieval

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19	Detention
20	Removal from graduation exercises

LOCKERS

Each student will be assigned a hallway locker for the keeping of books, school supplies, backpacks, chromebooks and clothing. Lockers are expected to be kept neat at all times. Inspections may be made by school officials. No item considered dangerous by the administration may be in the lockers and will be removed if found there. This includes glass or any other object that may be potentially dangerous. Oklahoma State law permits inspection of student lockers, at the discretion of local school officials. Students attending at Adair Public Schools should not expect privacy of the contents of their locker, desks, or other school property. **No Backpacks will be allowed in classrooms**, commons area or hallways. All students will be provided a locker without a lock. A lock can be requested if wanted by the student.

MEDICATION

All prescription and over-the-counter medications must be turned in to the school nurse for distribution. Any student and possession of stated medications will be in non-compliance and subject to disciplinary actions.

MIDDLE SCHOOL RETENTION POLICY

The purpose of retaining a student is to better prepare that student in the subject areas in which a student will be required to earn credit at the high school level.

I. **Absenteeism**
The student who is not in attendance and a class 90% of the day's school is in session will receive an F for that class for the semester. Because of medical reasons, exceptions can be made. The exceptions must be based on a doctor's statement submitted to the principal's office. It is the responsibility of the student to obtain a doctor's certificate showing the reason for confinement.

II. **Academics**
Those students failing two academic subjects for the year open by averaging the two semester grades to arrive at the year average) may be retained. The academic subjects at the middle school or Language arts (includes Spelling and English), Math, Science, Social Studies, Reading and Health.

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Any student that does not meet the absentee or academic requirements of the school district will be recommended for retention. If the student's parents/guardians do not agree with the recommendation for retention, they may appeal to a placement committee. The committee will consist of the following:

Recommending teacher;
A teacher from the next higher grade level;
A teacher from the previous year (whenever possible);
The Principal;
A school counselor

The committee will meet with parents or guardians to discuss the student's progress. The committee will then vote to uphold or reject the recommendation. If dissatisfied with the recommendation, the parents/guardians may appeal to the superintendent and finally to the Board of Education. The decision of the Board of Education will be final.

MISSION STATEMENT

EVERYONE LEARNS
Exit Outcomes

1. A positive self image which includes social, emotional, physical, and intellectual well-being.
2. Develop skills in reading, writing, speaking, & listening.
3. Learn how to respect and get along with people who think, dress & act differently.
4. Higher problem-solving and decision-making skills.
5. Literacy through all content areas.
6. Develop a desire for learning now and in the future.
7. Appreciate culture and beauty in the world.

OBJECTIVES OF ADAIR HIGH SCHOOL

In order to achieve a high degree of success, an individual or organization must establish certain objectives. These objectives serve both as a guide and as goals to work for. The following are the objectives at Adair High School and shall serve this purpose.

1. Develop pride in work and a feeling of self-worth.
2. Develop good character and self-respect.
3. Develop a desire for learning now and in the future.
4. Gain information needed to make job selections.
5. Learn how to examine and use information.
6. Develop skills to enter a specific field of work.
7. Understand practice democratic ideas and ideals.
8. Learn how to be a good manager of money, property and resources.

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9. Learn how to respect and get along with people, think, dress and act differently.
10. Gain a general education.
11. Learn how to respect and get along with people with whom we work and live.
12. Appreciate culture and beauty in the world.
13. Develop skills in reading, writing, speaking and listening.
14. Understand and practice the skills of family living.
15. Practice and understand the ideals of health and safety.
16. Learn about and try to understand the changes that take place in the world.
17. Learn how to be a citizen.
18. Learn how to use leisure time.

PARENT/TEACHER CONFERENCES

Teachers in the Adair School system are given a daily planning period. Parents are encouraged to meet with teachers during their regular schedule planning. Anytime there is concern with their child's education.

In addition, there are four days set aside for teacher/parent conferences during the present school year. We hope this will provide each parent with an ample opportunity to solve any problem related to the education of their child.

PARENTAL INVOLVEMENT POLICY

The Parental involvement policy of Adair Public Schools will:

- Involve parents in the planning process of all educational programs, review and improvement.
- Provide assistance to parents in understanding national goals, state content standards, state performance standards, assessments and information related to the education of their children;
- Provide information concerning adult literacy parental training;
- Educate teachers and other staff in the value of parental contributions and how to work with parents as it rental partners;
- Coordinate and integrate parental involvement programs with other programs when appropriate;
- Work with community-based organizations and businesses in parental involvement activities;
- Ensure that information concerning school programs available in the language used in the home;
- Arrange meetings at a variety of times to maximize opportunities to meet with parents and involve parents in the evaluations to design new strategies for parental involvement. **(Approved April 13, 1998).**

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PARTICIPATION IN GRADUATION EXERCISES

It is the policy of the Board of Education that students lacking the necessary number of credits for graduation or for the required subject courses for graduation may be permitted to participate in the graduation exercises. In order to do so, students must be no more than one credit short of the required number to graduate. Parents of students who lack credits will be advised of this policy no later than January 20 of the student's senior year. Grades from online courses must be received by the high school principal's office at least one day before the graduation date.

Cross reference: Policy EIED, Graduation Requirements

PERMIT TO LEAVE SCHOOL

A student who leaves the school at any time during the day must check out at the office with the permission of the principal. If he/she returns before school is dismissed, he must check in at the office. In case a student is ill or injured and is unable to come to the office, he should have someone notify the office at once. Any student leaving the school without checking out will be considered for truancy.

POLICY ON DRIVING TO NORTHEAST TECH & Concurrent Students

STUDENTS driving to Northeast Tech or concurrent enrollment must HAVE IN THE SCHOOL OFFICE A COPY OF THEIR LICENSE, INSURANCE VERIFICATION, AND A NOTARIZED PARENTAL RELEASE FORM, STUDENTS NOT DRIVING A VEHICLE TO NORTHEAST TECH ARE REQUIRED TO RIDE THE BUS, RIDING WITH OTHER STUDENT DRIVERS IS NOT ALLOWED UNDER ANY CIRCUMSTANCES.

PRINCIPAL'S HONOR ROLL

Adair students that maintain a semester grade point average of 3.0 will be placed on the Principal's Honor Roll. This will be figured at the end of each semester.

PROFICIENCY BASED PROMOTION

Upon request of the student, parent or educator, a student will be given the opportunity to demonstrate proficiency in one or more areas of the core curriculum.

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Students demonstrating proficiency in a core curriculum area will be given credit for the learning and will be given the opportunity to advance to the next level of study in the tested program curriculum area.

The opportunity assessment will be provided in September and again in April of the same school year. A student must sign up for the test in the principal's office at least 2 weeks prior to the testing date. Proficiency based promotion will be offered twice a year.

SATURDAY SCHOOL

Saturday school begins at 8:00 AM and ends at 12:00 PM and will be held on three (3) of the last four (4) Saturdays in each semester. No being late or leaving early. If this happens, it is just like not attending. Students are responsible for getting the work missed for the 10th through 12th absences and bring it to Saturday School. Work completed during Saturday School is to be turned in to the teacher in charge. NO FOOD OR DRINK WILL BE ALLOWED SATURDAY SCHOOL. If a student has 10 absences, they must attend the first Saturday School day. If there are 11 absences, attendance is required at the first and second Saturday Schools. For 12 absences, the student must attend all three dates.

SCHEDULE CHANGES AND DROPPING COURSES

After final enrollment a student will not be permitted to change his schedule or drop a course without approval of the principal. Changes will not be allowed for minor reasons. Changes will be approved when the counselor, the parent and the principal feel that such changes will be in the best interest of the student's educational objectives. Students who desire a schedule change should make their requests to the counselor. **No student may drop a subject and take up another after the 2nd week of a semester** without consent of the principal.

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SCHOOL CALENDAR 2026-2027 SCHOOL YEAR

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SCHOOL PHILOSOPHY - ADAIR HIGH SCHOOL

We are committed to faith in the worth, dignity and potential of each individual human being regardless of differences in mental, economic or social status in order that we may establish an atmosphere in which each student:

1. Will grow and develop to his maximum; mentally, physically, socially.
2. Will develop self-direction and responsibility to live his own life; not ours, in order to meet a changing world.
3. Is made to feel at ease and accepted.
4. May become a productive citizen in our democracy.
5. Will cherish his rights and his privileges as a free American and will respect the rights and privileges of others, for this is the foundation upon which our Democratic society is built.
6. May develop his own philosophy and moral values which are consistent with society.
7. May develop his own initiative and creativity.
8. May select a self-satisfying vocation (the school furnishing) necessary vocational experiences and assistance and self-evaluation.
9. May develop worthy vocations.
10. Will live harmoniously with other people.

SCHOOL RELEASE TIME

Students must be eligible in order to participate in school release time: field trips, athletic events, ag trips, FACS contests, organizations shall hold their activities requiring absences from regular classwork to ten (10) per year. Students participating in state-sponsored activities, contests, tournaments, etc. Will not have those days counted against the total (10). Sponsors of the various activities must provide a list to the principal's office one week prior to the contest. NOTE: students are not permitted to drive a vehicle or ride with transportation of their own choosing to school sponsored activities in which they are going to dissipate, unless approved by the principal.

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SEMESTER EXAMINATION EXEMPTION

In accordance with the policy of the Board of Education, the following regulations shall govern exemptions from semester examinations:

1. All classes, solid and activities, shall carry equal status as to the exemption of students from semester examinations.
2. Basic exemption factor on semester examinations only:

Scholarship	Absences
A	3
B	2
C	1

3. Other factors:
   a. School-sponsored activities will not be counted as absences.
   b. Both excused, unexcused absences, in school detention and out of school suspension days will count.
   c. If a student has served in-school detention they will not be exempt.
   d. Exemptions will be determined by the individual teachers but, in order to be exempt from any class, the student must meet grade and attendance requirements in all classes. If one test must be taken, all must be taken.
   e. **The Teacher's grade book will determine grade**. Attendance for exemption will be by principal. If an error in attendance occurs, the principal will be the final authority.
   f. An exempted student may take semester exams to improve his/her semester grades.
   g. Students must be enrolled in Adair Schools the entire semester to be eligible for exemption at the end of the semester.
   h. Note: 3 tardies equal one absence.

SENIOR PRANKS

So called "senior pranks" are not acceptable and will not be tolerated or condoned by the school board, administration, or staff. Any action that involves unauthorized access to school facilities and defacing of school property is not acceptable. Any student taking part in such activities will be subject to disciplinary action deemed necessary by the administration which may include but not limited to removal from graduation exercises, suspension, and school detention, or other actions. Violation of this policy may include

involvement of the police and charges filed in connection with the actions of the participants.

SEXUAL HARASSMENT OF STUDENTS

The policy of this school district forbids discrimination against, harassment of, any student on the basis of sex. Adair Board of Education will not tolerate sexual harassment by any of its employees are student. This policy applies to all students and employees including non-employee volunteers who work is subject to the control of school personnel. Policy DA applies to sexual harassment of employees.

1. **Sexual Harassment**
   For the purpose of this policy, a sexual harassment includes:
   A. Verbal or physical sexual advances, including subtle pressure for sexual activity; touching, pinching, patting, or brushing against; comments regarding physical or personality characteristics of a sexual nature; and sexually-oriented “kidding”, “teasing”, double meanings, and jokes.
   B. Demeaning comments about a girl’s ability to excel in a class historically littered “always” subject, privately talking to a student about sexual matters, hugging or touching a student inappropriately may constitute sexual harassment.
   C. Writing graffiti which names a student or otherwise identified as a student is potentially slanderous and constitute sexual harassment. Graffiti of any kind will not be tolerated on school property. The superintendent is directed to cause any graffiti or unauthorized writings to be removed immediately.
   D. Any of the aforementioned conduct which effectively deprives a student of access to educational opportunities or and if it’s provided by the school.

2. Specific Prohibitions

   A. Administrators and Supervisors
      1. It is sexual harassment for an administrator, supervisor, support employee, or teacher to use his or her authority to solicit sexual favors or attentions from students.
      2. Administrators, supervisors, support personnel, or teachers who either engage in sexual harassment of students or tolerate such conduct by other employees shall be subject to sanctions, and describe the low.
      3. The school district is not concerned with the “off-duty” conduct of school personnel unless the conduct has or will have a negative impact on the educational process of the school. Any romantic or sexual affiliation between school personnel and students, including students who have reached the age of maturity (18 years of age), will have a negative impact on the educational process and shall constitute a violation of school policy. Such violations may result in suspension of the student in

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suspension or termination for the employee. Any sexual affiliation between teacher and students.

3. Report, Investigation, and Sanctions

A. It is the express policy of the Board of Education to student victims of sexual harassment to come forward with such claims. This may be done through the sexual discrimination grievance policy. The office of civil rights relies on the school administrator's judgment and common sense in meeting the requirements of the federal law.
   1. Students who feel that administrators, supervisors, some court personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions, or have their parents were these conditions, to the appropriate administrator teacher. If the student's immediate administrator or teacher is an alleged offending person, a report will be made to the next higher level of administration supervising or to any responsible adult person.
   2. Every attempt will be made to maintain confidentiality; however, absolute confidentiality cannot be guaranteed because of due process concerns which arise in sexual harassment investigations. No reprisals or retaliation will be allowed to occur as a result of the good-faith reporting of charges of sexual harassment.

B. In determining whether alleged conduct constitute sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The superintendent has a responsibility of investigating and resolving complaints of sexual harassment.

C. Any employee found to have engaged in sexual harassment student shall be subject to sanctions, including, but not limited to morning, suspension, or termination subject to applicable procedural and due process requirements.

D. Any student found to have engaged in sexual harassment of other students shall be subject to sanctions, in looting, but not limited to warning, suspension, or termination subject to applicable procedure and due process requirements.

E. Special effort will be made to apprise district administrators, teachers, and counselors of their obligation to receive student alliance of sexual harassment, document such complaints, and forward them to the grievance committee.

REFERENCE: Title VII of the Civil Rights Act of 1964
42 U.S.C. 2000e-2
29 C.F.R. 1604.1, et seq.

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STUDENT AIDES

Being a student aide can be a productive and learning experience. If the student desires to be an aide, they should apply through their counselor. Being an aide carries a responsibility as being enrolled in a class. The student must be on time to leave their assignment to make their next class. Only 12th grade students will be considered for an aide. No student will be an aide for more than one year. Final placement of aides will be approved by the building principal.

STUDENT CONDUCT DRESS CODE

In accordance with the intention of the Board of Education that a formal approach to education be taken by the students of Adair Public Schools, the following dress and grooming code is established.

Students attending Adair Middle and High Schools are encouraged to dress appropriately and neatly. Generally, male and female students are affected by the similar rules of dress and grooming.

1. Shoes shall be worn at all times.
2. Sunglasses shall be worn outside only.
3. Clothing and face coverings which depict, (either actual or implied), profanity, alcohol, drugs, tobacco, the occult, sex, nudity, or body parts is prohibited.
4. Tank tops or sleeveless shirts must have a 2" SHOULDER STRAP and must not have deep underarms, or necklines. Open back shirts are not allowed and off the shoulder shirts are not permitted with out a 2" shoulder strap tank worn under.
5. Midriff blouses, midriff skirts, spandex, athletic girdles, or yoga pants are not appropriate clothing. Unless there is a cover that meets the guidelines for rule #11. Leggings are not pants, the trunk must be covered. No shorts.
6. Any clothing and/or face covering that is offensive toward a particular race or group is disruptive and shall not be worn.
7. See-through (transparent) apparel, clothing with holes, (all holes must be patched), and shorts are prohibited. NO HOLES IN JEANS. Need patches or leggings to cover skin.
8. Hats, caps, bandanas, or hoods may not be worn in the building.
9. Pants will be worn on the waistline. NO sagging.
10. Disruption and/or intimidation caused by the wearing of any type of clothing/jewelry or by the writing or gestures of signs identified associated with gains is prohibited.
11. The length of skirts must be fingertips with arms straight down at sides, any split skirts must be seen as a dress, having flared legs and resembling a skirt.

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12. Clothing must cover everything when a student is sitting at a desk or raising a hand to answer questions. We don't want to see your skin or undergarments.
13. Pajamas are not to be worn at school.
14. All offensive tattoos are to be covered.
15. Costumes are not allowed to be worn at school unless associated with dress up days approved by the office. This includes masks, wigs, ears, animal garb, capes etc.
16. Violation of the dress code may result in the student being sent home to change which will result in an unexcused absence. Repeated violations may result in further disciplinary actions.

STUDENT DRIVING

Students with a valid driver's license are allowed to drive to school, the responsibility of driving safely and carefully should be important to all student drivers. Students caught driving carelessly or irresponsibly will not be allowed to park on school grounds and or the local police may be notified.

STUDENT DRUG TESTING PROGRAM FOR EXTRA CURRICULAR ACTIVITIES

Each student in grades 9-12 that participates in the following activities, Band, FFA, Colorguard, Winterguard, FCCLA, Academic Team, Athletics, Cheerleading, Vocal Music, and Student Council is required to participate in this program. A copy of the entire policy will be distributed to each student and the parent or guardian must sign a consent waiver, participation in school sponsored extracurricular activities is a privilege and those students who participate are respected by the student body and are expected to hold themselves as good examples of conduct, sportsmanship, and training. The forms will be provided online through Rank One.

STUDENT PARKING

All students will park in the parking lot straight north of the high school building, and should bring all materials needed for the school day into the building upon arrival. Permission must be given by the office to go back to the parking lot during school hours. Selected seniors will be able to park in the West lot with the principal's approval. Once students arrive on campus, they must exit their vehicle and enter the building. Sitting in vehicles is prohibited. They are not allowed to leave campus without parent permission. Students will not be allowed to have stickers which depict, (either actual or implied), profanity, alcohol, drugs, tobacco, the occult, sex, nudity, or body parts is prohibited.

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STUDENT SCHOOL EXPENSES

Textbooks are free; however, some expenses may be incurred for classroom supplies for personal use. Other expenses the student may encounter are paying for lost, abused, or neglected textbooks, library fines, school pictures, graduation costs, intentional or unintentional destruction of property and items of similar nature. Adair High School is now a 1 to 1 school, assigning each student with a chromebook. The initial cost to the student is a $25 user fee.

SUPERINTENDENT'S HONOR ROLL

Adair students that maintain a semester grade point average of 4.0 will be placed on the superintendent's honor roll. This will be figured at the end of each semester.

SUSPENSION

Suspension is used as a form of discipline when the action done by the student is considered serious or is a repeated infraction of school rules.

Maximum time of suspension according to Oklahoma school law is the remainder of the current semester, plus the next semester. All suspensions may be appealed through established channels.

TARDIES

A student is considered tardy to class if he/she is not in his/her classroom when the tardy bell rings. A student who reports to class after the bell rings may be sent to the office for a tardy slip. (Tardies may be considered truant.) The student with unexcused tardies may be assigned detention. The student who does not comply with the detention rule will face suspension. Three unexcused tardies equal one absence. Students that are tardy to first hour will be given AM detention. A student who leaves at the end of any class period early, will be counted tardy for attendance purposes. Example: student checks out at 3:00 pm three or more times. This will count as an absence just like if they are late. They will also serve an after school detention or noon detention for 3 early checkouts.

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TELEPHONE CALLS

The office telephone was installed primarily to aid in carrying on school business. Persons calling a student in class will be asked to leave a number or a message for the student, except in emergencies. The student may then return the call between classes. Emergency calls are only permitted on the office phones. Students may use their cell phone to make a call. Students needing to do so need to make the call in the office.

TEXTBOOK

Free textbooks will be furnished to each student. The book should be well cared for by the students and checked in at withdrawal or at the end of the course. Lost, defaced, or torn-up books must be paid for by the students. Students are asked not to damage their textbooks by carrying pencils, excessive paper, etc. In their textbooks.

TIME SCHEDULE

1st hour 8:30 - 9:20
2nd hour 9:24 – 10:18
3rd hour 10:22 – 11:12
4th hour 11:16-12:11
Lunch
5th hour 12:36 - 1:27
6th hour 1:31 - 2:25
7th hour 2:29 – 3:25

UNEXCUSED ABSENCES

All absences over nine (9) will be unexcused. A doctor's note is needed to keep a child from failing due to illness. We encourage students to bring a note from the doctor any time there is an appointment. This will help satisfy requirements in case there is an extended illness during the semester.

UNEXPECTED CLOSING OF SCHOOL

In case it would be necessary after students have gone home to close school the next day because of weather or some other emergency, Television Station Channels 2, 6, and 8 will be notified. Messages will be posted using the SchoolWay App, Remind and other social media avenues that become available, also.

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WARRIOR CODE

I am respectful.

I am responsible.

I am safe.

I am prepared.

We are here to learn: therefore, I will do nothing to keep the teacher from teaching, and anyone, myself included, from learning.

I will cooperate with all school people.

I will respect myself, others and the environment.

By acting in this way I am capable, connecting, and contributing.

WITHDRAWAL FROM SCHOOL

When a student must withdraw from Adair School during the school term, he will report to the office on the morning of the day he leaves. There the student will receive a withdrawal form which will be taken to each of his teachers for “clearance”: (1) Has checked in all assigned equipment. (2) No makeup work. (3) Fines are paid. (4) Release of student records signed by a parent. The withdrawal form will then be returned to the office for official release. Students going to another school will take with them a copy of their withdrawal form which gives grades earned to date and current period.

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