COSSATOT RIVER SCHOOL DISTRICT

High School



Student Handbook
2018 – 2019

It shall be the policy of the Cossatot River School District that the most recently adopted version of the Student Handbook be incorporated by reference into the policies of the district. In the event that there is a conflict between the student handbook and a general board policy or policies, and the student handbook is more recently adopted than the general board policy, the student handbook will be considered binding and controlling on the matter.

Board Adopted July 12, 2018

ADMINISTRATION

Jim Tankersley	Superintendent	870-385-7101
Dewayne Taylor	CRHS Principal	870-387-4200
Judy Joiner	VES Principal	870-387-6923
Jana Richardson	WES Principal	870-385-2346
Gene Strode	UES/UHS Principal	870-583-2141
Mickey Ford	CRHS Asst. Principal	870-387-4200

BOARD OF EDUCATION

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SIGNATURE PAGE

To: Parents, Guardians and Students

Please read the information contained in this student handbook.

The student discipline, homework, attendance, and drug free policies are included in the handbook. By signing this form you certify that you have received a copy of the handbook including the discipline, homework, attendance, and drug free policies.

In regards to the drug free policy, you are aware that the unlawful manufacture, distribution, sale, dispensation, possession or use of alcohol or a controlled substance on Cossatot River School property, or at school-related activities/events is prohibited. By signing this form you also certify that you are aware of the consequences of any violation of this policy. Any student in violation of this policy will be subject to discipline up to and including expulsion and that when the situation warrants the superintendent shall communicate all available information promptly to proper law enforcement agency (ies) and offer the full cooperation of the Cossatot River School District.

Parents who are disruptive at any school function could be charged with disorderly conduct and banned from all school functions for one full calendar year.

If you have suggestions or comments concerning this handbook, please feel free to call the school or include them on this sheet.

I have received the policies and information contained in the Student Handbook.

_____
Parent's Signature

_____
Student's Signature

_____
Date

The following pledge is optional.
I, _____, a student at the Cossatot River School District, High School campus pledge that I will not use drugs during my attendance at school or in my leisure time.

Dear Parents,

Queridos Padres,

A copy of the CRSD Elementary School handbook has been given to the
La copia del libro de reglamentos de la escuela primaria de CRSD se le fue entregado al oldest child in the family. It is our desire to have open communication between home nino mayor en la familia. Es nuestro deseo haber una comunicasion entre su casa y la and school. We welcome calls and visits to eliminate misunderstanding. escuela. Sus llamadas y visitas seran vienvenidas para eliminar los malos entendidos Please join us in providing a safe and happy environment where teachers teach and all Por favor unase a nosotros para proveer un ambiente seguro y feliz donde las maestras students can learn without interruptions of disciplinary nature. puedan ensenar y todos los estudiantes puedan aprendar sin interrupsiones de una discliplina natural.

Please fill out the bottom of this form and return it to school. School law, Arkansas Code
Por favor llene la parte de abajo de esta forma y regresela a la escuela. La ley de las Ann. 6-18-502 (Repl. 1993) requires documentation of parents receipt of the school's escuela de Arkansas Code Ann. 6-18-502 (Repl. 1993) requiren los recivos de las disciplinary, grading, and homework policies. documentacion de calificacion tareas y diciplina de la escuela que le han embiado a los padres.

–

PLEASE SIGN AND RETURN
POR FAVOR FIRMELA REGRESELA

Student's
Name_____Teacher_____
Nombre del estudiante Maestra

I have received the CRSD Elementary student handbook which includes the
Yo he recivido el libro de reglamentos de las escuela primaria de CRSD que incluye la disciplinary policy and school safety rules.
disciplina y reglas de seguridad de la escuela.

_____ _____
Parent's Signature/Firma de los Padres Date/Fecha

_____ _____
Student's Signature/ Firma de los estudiante Date/Fecha

Cossatot River Public Schools

Conduct Contract

Category	Examples of Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
A Minor Misconduct	1-Making excessive noise 2-Disturbing, insulting, or harassing other students 3-Public display of affection (PDA) 4-Eating, drinking, chewing gum 5-Using profane or obscene language or gestures 6-Littering 7-Any action that causes disturbances or distractions	Oral/Written Warnings	Up to 5 days in School/Out of School Suspension or Corporal Punishment	Up to 10 days In School/Out of School Suspension or Corporal Punishment	Up to 20 days In School/Out of School Suspension or Corporal Punishment	Suspension or Expulsion
B Serious Infractions	1-Failure to comply (disrespectful, talking back, lying) with teacher or other adult's instruction 2-Horseplay and spitting 3-Throwing objects at, within, or outside of classroom 4-Damange, theft, or pilfering < $100 5-Spraying or application of cologne/fragrances 6-Misuse of electronic devices, cell phones, cameras etc.	Up to 5 days In School/Out of School Suspension or Corporal Punishment	Up to 10 days In School/Out of School Suspension or Corporal Punishment	Up to 20 days In School/Out of School Suspension or Corporal Punishment	Suspension or Expulsion	
C Severe Offenses	1-Full or partial nudity 2-4-Fighting/Assault (or hitting, biting, pushing) 3-Vandalism, damages, or theft > $100	Up to 10 days In School/Out of School Suspension or Corporal Punishment	Up to 20 days In School/Out of School Suspension or Corporal Punishment	Suspension or Expulsion		
D Criminal or Illegal Acts	1-Any action that leads to an accident 2-Possession or use of weapons or other prohibited items (including laser lights) 3-Lewd or indecent acts 4-Possession of illegal substances 5-Threatening or causing injury to another person (bullying and/or harassment)	School suspension /Expulsion Proceedings Initiated Discipline Report Submitted				

1- All rule infractions are cumulative in most cases for the school year. A series of minor infractions may result in serious consequences

2- All misconduct must be evaluated on a case by case basis. The administration reserves the right to escalate the consequences due to the severity, frequency, or previous warnings.

3- Possession of weapons, prohibited items, controlled substance or representations of controlled substances, alcohol, or other serious incidents will be reported to the appropriate authorities and may result in suspension or expulsion from school in addition to loss of privileges

4- Restitution may be required for all damages resulting from student action including but not limited to vandalism, fighting, theft, throwing objects or other damages.

5- All above discipline is at the discretion of the principal.

Parent Signature _____ Date _____

Student Signature _____ Date _____

Cossatot River Public Schools

Bus Conduct Contract

Category	Examples of Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
A Minor Misconduct	1-Boarding or exiting the bus unsafely (includes crossing in front of or behind the bus 2-Standing while bus is in operation or not being properly seated 3-Obstructing an employ seat, door, stairs, or aisle 4-Making excessive noise 5-Disturbing, insulting, or harassing other students 6-Public display of affection (PDA) 7-Eating, drinking, chewing gum 8-Using profane or obscene language or gestures 9-Littering 10-Any action that causes disturbances or distractions	Oral/Written Warnings	Up to 5 day Bus Suspension	Up to 10 day Bus Suspension	Up to 20 day Bus Suspension	Suspension of riding privileges for remaining school year
B Serious Infractions	1-Failure to comply (disrespectful, talking back, lying) with bus driver or other adult's instruction 2-Horseplay and spitting 3-Throwing objects at, within, or out of bus 4-Sticking objects or body parts out of the window/door 5-Damange, theft, or pilfering < $100 6-Spraying or application of cologne/fragrances 7-Misuse of electronic devices, cell phones, cameras etc. 7-Opening the back bus door	Up to 5 day Bus Suspension	Up to 10 day Bus Suspension	Up to 20 day Bus Suspension	Suspension of riding privileges for remaining school year	
C Severe Offenses	1-Full or partial nudity 2-Sitting in driver's seat/tampering with controls or equipment 3-Interfering with driver 4-Fighting/Assault (or hitting, biting, pushing) 5-Vandalism, damages, or theft > $100	Up to 10 day Bus Suspension	Up to 20 day Bus Suspension	Suspension of riding privileges for remaining school year		
D Criminal or Illegal Acts	1-Any action that leads to a bus accident 2-Possession or use of weapons or other prohibited items (including laser lights) 3-Lewd or indecent acts 4-Possession of illegal substances 5-Threatening or causing injury to another person (bullying and/or harassment)	School suspension /Expulsion Proceedings Initiated Discipline Report Submitted				

1- All rule infractions are cumulative in most cases for the school year. A series of minor infractions may result in serious consequences

2- All misconduct must be evaluated on a case by case basis. The administration reserves the right to escalate the consequences due to the severity, frequency, or previous warnings.

3- Possession of weapons, prohibited items, controlled substance or representations of controlled substances, alcohol, or other serious incidents will be reported to the appropriate authorities and may result in suspension or expulsion from school in addition to loss of bus privileges

4- Restitution may be required for all damages resulting from student action including but not limited to vandalism, fighting, theft, throwing objects or other damages.

5- All above discipline is at the discretion of the principal.

Parent Signature_____ Date_____

Student Signature_____ Date_____

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SCHOOL CALENDAR
2018-2019

June 4-5 and August 13……Teacher Professional Development

August 15……. First Day of School

September 3……. Labor Day

October 16……. End of 1st Nine Weeks

October 17……. First Day of 2nd Nine Weeks

October 25……...P/T Conferences

October 26-29……... Fall Break

November 19-23…… ...Thanksgiving Break

December 21……. End of 2nd Nine Weeks

December 24-January 4……... Christmas Break

January 7……. First Day of 3rd Nine Weeks

February 15-18……Winter Break

March 8……...End of 3rd Nine Weeks

March 14……. P/T Conferences

March 18-22……... Spring Break

May 24……... End of 4th Nine Weeks

Cossatot River School District Mission Statement

Cossatot River Schools, in partnership with the community, will help all children believe in themselves, respect others, and experience the joy of learning.

Through effective teaching, ALL children will be given the opportunity to learn in all areas of the school curriculum. EVERY student will be encouraged to become a lifelong learner, so that no child is left behind. ALL school personnel will model behavior that will teach all children to be problem solvers, resolve conflicts successfully, take risks with new ideas, and understand that they can err without judgment.

3.49—TEACHERS' REMOVAL OF STUDENT FROM CLASSROOM

A teacher may remove a student from class whose behavior the teacher has documented to be repeatedly interfering with the teacher's ability to teach the students in the class or whose behavior is so unruly, disruptive or abusive that it interferes with the ability of the student's other classmates to learn. Students who have been removed from their classroom by a teacher shall be sent to the principal's or principal's designee's office for appropriate discipline.

The teacher's principal or the principal's designee may:

1. Place the student into another appropriate classroom;
2. Place the student into in-school suspension;
3. Place the student into the District's alternative learning environment in accordance with Policy 5.26—ALTERNATIVE LEARNING ENVIRONMENTS;
4. Return the student to the class; or
5. Take other appropriate action consistent with the District's student discipline policies and state and federal law.

If a teacher removes a student from class two (2) times during any nine-week grading period, the principal or the principal's designee may not return the student to the teacher's class unless a conference has been held for the purpose of determining the cause of the problem and possible solutions. The conference is to be held with the following individuals present:

1. The principal or the principal's designee;
2. The teacher;
3. The school counselor;
4. The parents, guardians, or persons in loco parentis; and 5. The student, if appropriate.

However, the failure of the parents, guardians, or persons in loco parentis to attend the conference does not prevent any action from being taken as a result of the conference.

Legal References: A.C.A. § 6-18-511

Arkansas Department of Education Guidelines for the Development, Review and Revision of School District Student Discipline and School Safety Policies

School Laws of Arkansas-The public school of any school district in the state shall be open and free through completion of the secondary program to all immunized persons between the ages of five (5) and twenty-one (21) years whose parents or legal guardians are domiciled in the district and to all persons between those ages who have legally transferred to the district for education

purposes.
Pupils within compulsory attendance age shall not be dropped from the rolls of any school in the Cossatot River School District unless they have:

- moved from the district
- deceased
- entered a private or parochial school
- been excluded from school
- been committed to an institution
- been recommended to be dropped by the Superintendent's Office.

4.1—RESIDENCE REQUIREMENTS

Definitions:

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

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

"Residential address" means the physical location where the student's parents, legal guardians, persons having legal, lawful control of the student under order of a court, or persons standing in loco parentis reside. A student may use the residential address of a legal guardian, person having legal, lawful control of the student under order of a court, or person standing in loco parentis only if the student resides at the same residential address and if the guardianship or other legal authority is not granted solely for educational needs or school attendance purposes.

The schools of the District shall be open and free through the completion of the secondary program to all persons between the ages of five (5) and twenty-one (21) years whose parents, legal guardians, or other persons having lawful control of the person under an order of a court reside within the District[1] and to all persons between those ages who have been legally transferred to the District for educational purposes.

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

In order for a person under the age of eighteen (18) years to establish a residence for the purpose of attending the District's schools separate and apart from his or her parents, guardians, or other persons having lawful control of him or her under an order of a court, the person must actually reside in the District for a primary purpose other than that of school attendance. However

student previously enrolled in the district who is placed under the legal guardianship of a noncustodial parent living outside the district by a custodial parent on active military duty may continue to attend district schools.[2] A foster child who was previously enrolled in a District school and who has had a change in placement to a residence outside the District, may continue to remain enrolled in his/her current school unless the presiding court rules otherwise.[3]

Under instances prescribed in A.C.A. § 6-18-203, a child or ward of an employee of the district or of the education coop to which the district belongs may enroll in the district even though the employee and his/her child or ward reside outside the district.[4]

Children whose parent or legal guardian relocates within the state due to a mobilization, deployment, or available military housing while on active duty in or serving in the reserve component of a branch of the United States Armed Forces or National Guard may continue attending school in the school district the children were attending prior to the relocation or attend school in the school district where the children have relocated. A child may complete all remaining school years at the enrolled school district regardless of mobilization, deployment, or military status of the parent or guardian.

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

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

Date Adopted:
Last Revised: 7/27/17

4.2—ENTRANCE REQUIREMENTS

To enroll in a school in the District, the child must be a resident of the District as defined in
District policy (4.1—RESIDENCE REQUIREMENTS), meet the criteria outlined in policy
4.40—HOMELESS STUDENTS or in policy 4.52—STUDENTS WHO ARE FOSTER

CHILDREN, be accepted as a transfer student under the provisions of policy 4.4, or participate under a school choice option and submit the required paperwork as required by the choice option.

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

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

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

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

Students who move into the District from an accredited school shall be assigned to the same grade as they were attending in their previous school (mid-year transfers) or as they would have been assigned in their previous school. Private school students shall be evaluated by the District to determine their appropriate grade placement. Home school students enrolling or re-enrolling as a public school student shall be placed in accordance with policy 4.6—HOME SCHOOLING.

The district shall make no attempt to ascertain the immigration status, legal or illegal, of any student or his/her parent or legal guardian presenting for enrollment.[1]

Prior to the child's admission to a District school:[2]

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

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

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

4. In accordance with Policy 4.57—IMMUNIZATIONS, the child shall be age appropriately immunized or have an exemption issued by the Arkansas Department of Health.

Uniformed Services Member's Children for the purposes of this policy:

"Active duty[4] members of the uniformed services" includes members of the National Guard and Reserve on active duty orders pursuant to 10 U.S.C. Section 1209 and 1211;

"Uniformed services"[4] means the Army, Navy, Air Force, Marine Corps, Coast Guard as well as the Commissioned Corps of the National Oceanic and Atmospheric Administration, and Public Health Services;

"Veteran" means: a person who served in the uniformed services and who was discharged or released there from under conditions other than dishonorable.

"Eligible child" means the children of:

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

An eligible child as defined in this policy shall:

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

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

Legal References: A.C.A. § 6-4-302
A.C.A. § 6-15-504
A.C.A. § 6-18-201 (c)
A.C.A. § 6-18-207
A.C.A. § 6-18-208
A.C.A. § 6-18-510
A.C.A. § 6-18-702

A.C.A. § 9-28-113
Plyler v Doe 457 US 202,221 (1982)

Date Adopted:
Last Revised: 07/27/17

4.3—COMPULSORY ATTENDANCE REQUIREMENTS

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

1. The child is enrolled in private or parochial school.

2. The child is being home-schooled and the conditions of policy (4.6—HOME SCHOOLING) have been met.

3. The child will not be age six (6) on or before August 1 of that particular school year and the parent, guardian, or other person having custody or charge of the child elects not to have him/her attend kindergarten. A kindergarten wavier form prescribed by regulation of the Department of Education must be signed and on file with the District administrative office.

4. The child has received a high school diploma or its equivalent as determined by the State Board of Education.

5. The child is age sixteen (16) or above and is enrolled in a post-secondary vocational technical institution, a community college, or a two-year or four-year institution of higher education.

6. The child is age sixteen (16) or seventeen (17) and has met the requirements to enroll in an adult education program as defined by A.C.A. § 6-18-201 (b).

Legal Reference: A.C.A. § 6-18-201
A.C.A. § 6-18-207

Date Adopted: August 19, 2010 Last Revised:

4.4—STUDENT TRANSFERS

The Cossatot River School District shall review and accept or reject requests for transfers, both into and out of the district, on a case by case basis at the July and December regularly scheduled board meetings.[1]

The District may reject a nonresident's application for admission if its acceptance would necessitate the addition of staff or classrooms, exceed the capacity of a program, class, grade

level, or school building, or cause the District to provide educational services not currently provided in the affected school.[2] The District shall reject applications that would cause it to be out of compliance with applicable laws and regulations regarding desegregation.

Any student transferring from a school accredited by the Department of Education to a school in this district shall be placed into the same grade the student would have been in had the student remained at the former school. Any grades, course credits, and/or promotions received by a student while enrolled in the Division of Youth Services system of education shall be considered transferable in the same manner as those grades, course credits, and promotions from other accredited Arkansas public educational entities.

Any student transferring from a school that is not accredited by the Department of Education to a District school shall be evaluated by District staff to determine the student's appropriate grade placement. A student transferring from home school will be placed in accordance with Policy 4.6—HOME SCHOOLING.

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

Except as otherwise required or permitted by law,[3] the responsibility for transportation of any nonresident student admitted to a school in this District shall be borne by the student or the student's parents. The District and the resident district may enter into a written agreement with the student or student's parents to provide transportation to or from the District, or both.

Cross Reference: 4.6—HOME SCHOOLING

Legal References: A.C.A. § 6-15-504
A.C.A. § 6-18-316
A.C.A. § 6-18-317
A.C.A. § 6-18-510
A.C.A. § 9-28-113(b)(4)
A.C.A. § 9-28-205

Date Adopted:
Last Revised:07/12/18

TRANSFERS FROM NON-ACCREDITED SCHOOLS

Students transferring to the Cossatot River School System in Kindergarten through fourth grade from any school that is not accredited through a state department, will be required to take a state approved achievement test to determine his/her grade level. If scores are below grade level, the

student will enter Cossatot River School System at a lower level that will be determined through the administration and counseling staff of the Cossatot River School District.

INTER-DISTRICT TRANSFER POLICY adopted 4/14/15

PROCEDURES:

I. A completed written request on the District's form must be submitted by the parent. A parent's signature must be on the form. A separate form must be submitted for each child. II. The parent's written request should be given to the home school principal. This principal may visit with the parents about the request. The request will then be forwarded to the receiving principal who will review and approve or disapprove the request based on the following guidelines:

GUIDELINES:

I. Transfers will be considered when space is available.

A) When determining if space is available the receiving principal will consider the following:

1. Time of the year the request is submitted.
2. Lack of space in the "home" and/or 'receiving" school.
3. Ninety percent (90%) capacity in a grade level is a reasonable guide, but should be considered in conjunction with the first two considerations.

II. If space is available, the second criteria to be considered by the receiving principal will be based on the reason for the request as stated by the parent on the District's transfer request form.

III. Acceptable reasons:

A. If the family moved out of their home attendance area within two (2) weeks of the first day of school or during the school year.
B. Family hardship. The request must clearly state the nature and severity of the hardship.
C. Personal. This type of reason should only be a rare occurrence. The home principal will have to agree that such a condition actually exists.
D. Due to rezoning. If the parent wants their child to continue at that school for one
(1) more year until they reach the next level (i.e. Junior or High School).
E. Specific curriculum or instructional opportunities. These may be occasions when the child needs a special service, class, program, etc. that is not available at their home school.

IV. Appeal. Parents may request an appeal hearing if their request for a transfer was denied based on the reason for the request. The appeal will be heard by the home principal, the receiving principal, and a third impartial principal. The Superintendent will select the third principal and will chair the appeal committee.

V. If the transfer is approved at any level, the District may provide transportation, to be decided on a case by case basis, as determined by the Superintendent.

VI. In some cases, the transfer may be approved on a trial basis.

VII. Principals, with the approval of the Superintendent may revoke a transfer due to discipline problems, tardies, lack of attendance, lack of cooperation, etc.

VIII. Participation in competitive Interscholastic Activities. A. Residence Requirement.

1. A student's eligibility for interscholastic activities shall be in the public school district of the parents' residence. There can only be one residence for eligibility. A change in residence consists of a complete and bona fide move from one domicile to another.
2. With multiple junior high and senior high schools and defined attendance zones, the student meets the residence requirement at the school specified by the assignment in the school zone of his/her parent's residence.
3. If a parent or guardian either knowingly or unknowingly provided incorrect information concerning a student's domicile, the student may be declared ineligible for competition with any AAA member school for a period of up to 365 days from the date of the action on ineligibility. B. Recruitment:

1. The Arkansas Activities Association (AAA) and the Cossatot River School District expressly prohibits recruitment of a student by anyone among the AAA member schools. A student transferring or attempting to transfer from one school to another due to recruitment or inducement may be ineligible for interscholastic competition for a period of up to one full year (365 days) from the date of the transfer or attempted transfer.
2. There shall be no recruiting of students. Recruiting includes any manner of influencing of a student or the student's parent(s) to transfer or move to another school attendance area.
3. If a student, parent, or any person contacts a coach or teacher regarding a student transfer, they must be referred to a school administrator
   immediately. A coach or teacher shall refrain from assisting a student to transfer to a different school to participate in interscholastic activities.
4. School employees violating this policy will be subject to disciplinary action up to and including termination.

C. In-District Transfers

1. Students who are approved for an in-district transfer may be eligible to participate in interscholastic activities based on the following

conditions: a. Transfer must be approved prior to Labor Day of the current school year.

b. A student who is approved for a transfer and who has been a member of an athletic team at his/her home school may not participate in the same sport at the receiving school during the current same defined sport season.

D. Parents will acknowledge by signature on the request form that the reason for the request is not based on their child's participation in athletics, band, choir, or other school activities that are regulated by the Arkansas Activities Association (AAA).

IX. The Superintendent may approve or deny any request for transfer.

X. The Superintendent may transfer students from one attendance area to another due to issues including space, staff, programs, etc.

4.5—SCHOOL CHOICE

Standard School Choice

Exemption

The District is under an enforceable desegregation court order/court-approved desegregation plan[1] that explicitly limits the transfer of students between school districts and has submitted the appropriate documentation to the Arkansas Department of Education (ADE).[2] As a result of the desegregation order/desegregation plan[1], the District is exempt from the provisions of the Public School Choice Act of 2015 (Standard School Choice) and the Arkansas Opportunity Public School Choice Act of 2004 (Opportunity School Choice). The District shall notify the superintendents of each of its geographically contiguous school districts of its exemption.[3] The exemption prohibits the District from accepting any school choice applications from students wishing to transfer into or out of the District through standard School Choice or Opportunity School Choice.[4]

Definition

"Sibling" means each of two (2) or more children having a parent in common by blood, adoption, marriage, or foster care.

Transfers into the District

Capacity Determination and Public Pronouncement

The Board of Directors will adopt a resolution containing the capacity standards for the District. The resolution will contain the acceptance determination criteria identified by academic program, class, grade

level, and individual school. The school is not obligated to add any teachers, other staff, or classrooms to accommodate choice applications. The District may only deny a Standard School Choice application if the District has a lack of capacity by the District having reached ninety percent (90%) of the maximum student population in a program, class, grade level, or school building authorized by the Standards or other State/Federal law.[5]

The District shall advertise in appropriate broadcast media and either print media or on the Internet to inform students and parents in adjoining districts of the range of possible openings available under the School Choice program. The public pronouncements shall state the application deadline and the requirements and procedures for participation in the program. Such pronouncements shall be made in the spring, but in no case later than March 1.[6]

Application Process

The student's parent shall submit a school choice application on a form approved by ADE to this District. The transfer application must be postmarked or hand delivered on or before May 1 of the year preceding the fall semester the applicant would begin school in the District. The District shall date and time stamp all applications as they are received in the District's central office. It is the District's responsibility to send a copy of the application that includes the date and time stamp to the student's resident district within ten (10) days of the District receiving the application.[7] Applications postmarked or hand delivered on or after May 2 will not be accepted. Statutorily, preference is required to be given to siblings of students who are already enrolled in the District. Therefore, siblings whose applications fit the capacity standards approved by the Board of Directors may be approved ahead of an otherwise qualified non-sibling applicant who submitted an earlier application as identified by the application's date and time stamp.

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

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

Accepted Applications

Applications which fit within the District's stated capacity standards shall be provisionally accepted, in writing, with the notification letter stating a reasonable timeline by which the student shall enroll in the District by taking the steps detailed in the letter, including submission of all required documents. If the student fails to enroll within the stated timeline, or if all necessary steps to complete the enrollment are not taken, or examination of the documentation indicates the applicant does not meet the District's stated capacity standards, the acceptance shall be null and void.[8]

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

A present or future sibling of a student who continues enrollment in this District may enroll in the District by submitting a Standard School Choice application. Applications of siblings of presently enrolled choice students are subject to the provisions of this policy including the capacity standards applicable to the year in which the sibling's application is considered by the District. A sibling who enrolls in the District through Standard
School Choice is eligible to remain in the District until completing his/her secondary education.

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

Rejected Applications

The District may reject an application for a transfer into the District under Standard School Choice due to a lack of capacity. However, the decision to accept or reject an application may not be based on the student's previous academic achievement, athletic or other extracurricular ability, English proficiency level, or previous disciplinary proceedings other than a current expulsion.[9]

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

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

Any applications that are denied due to the student's resident district reaching the three percent (3%) limitation cap shall be given priority for a choice transfer the following year in the order that the District received the original applications.

Transfers Out of the District

All Standard School Choice applications shall be granted unless the approval would cause the District to have a net enrollment loss (students transferring out minus those transferring in) of more than three percent (3%) of the average daily membership on October 15 of the immediately preceding year. By December 15 of each year, ADE shall determine and notify the District of the net number of allowable choice transfers. Students are not counted for the purpose of determining the three percent (3%) cap if the student transfers from a school or district in:

- Academic Distress or classified as in need of Level 5 Intensive Support under A.C.A. § 6-18-227;
- Facilities Distress under A.C.A. § 6-21-812; or
- Foster Child School Choice under A.C.A. § 6-18-233.

If, prior to July 1, the District receives sufficient copies of requests from other districts for its students to transfer to other districts to trigger the three percent (3%) cap, it shall notify each district the District received Standard School Choice applications from that it has tentatively reached the limitation cap. The District will use confirmations of approved choice applications from receiving districts to make a final determination of which applications it received that exceeded the limitation cap and notify each district that was the recipient of an application to that effect.[10]

When the last successful application requesting to transfer out of the District before the District's three percent (3%) cap was triggered belonged to an individual who was a member of a group of siblings who applied to transfer out of the District. The District shall allow all members of the individual's sibling group to transfer out of the District even though these applications are beyond the District's transfer cap.

Facilities Distress School Choice Applications

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

- The receiving district cannot be in facilities distress;
- The transfer is only available for the duration of the time the student's resident district remains in distress;
- The student is not required to meet the June 1 application deadline; and
- The student's resident district is responsible for the cost of transporting the student to this District's school.

Opportunity School Choice

Transfers into or Within the District[11]

For the purposes of this section of the policy, a "lack of capacity"[12] is defined as when the receiving school has reached the maximum student-to-teacher ratio allowed under federal or state law, the ADE Rules for the Standards of Accreditation, or other applicable rules. There is a lack of capacity if, as of the

date of the application for Opportunity School Choice, ninety-five percent (95%) or more of the seats at the grade level at the nonresident school are filled.

Unless there is a lack of capacity[12] at the District's school or the transfer conflicts with the provisions of a federal desegregation order applicable to the District, a student who is enrolled in or assigned to a school classified by the ADE to be in academic distress or in a district classified by ADE as in need of Level 5 Intensive Support is eligible to transfer to the school closest to the student's legal residence that is not in academic distress or in a district classified as in need of Level 5 Intensive Support. The student's parent or guardian, or the student if over the age of eighteen (18), must successfully complete the necessary application process by July 30 preceding the initial year of desired enrollment.
Within thirty (30) days from receipt of an application from a student seeking admission under this section of the policy, the Superintendent shall notify in writing the parent or guardian, or the student if the student is over eighteen (18) years of age, whether the Opportunity School Choice application has been accepted or rejected. The notification shall be sent via First-Class Mail to the address on the application.

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

If the District rejects the application, the District shall state in the notification letter the specific reasons for the rejection.[13] A parent or guardian, or the student if the student is over eighteen (18) years of age, may appeal the District's decision to deny the application to the State Board of Education. The appeal must be in writing to the State Board of Education via certified mail, return receipt requested, no later than ten (10) calendar days, excluding weekends and legal holidays, after the notice of rejection was received from the District.

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

The District may, but is not obligated to provide transportation to and from the transferring district.[14]

Transfers out of, or within, the District[11]

If a District school has been classified by the ADE as being in academic distress or the District has been classified by ADE as in need of Level 5 Intensive Support, the District shall timely notify the parent, guardian, or student, if the student is over eighteen (18) years of age, as soon as practicable after the academic distress or in need of Level 5 Intensive Support designation is made of all options available under Opportunity School Choice. The District shall offer the parent or guardian, or the student if the student is over eighteen (18) years of age, an opportunity to enroll the student in any public school or school district that has not been classified by the ADE as a public school in academic distress or school district in need of Level 5 Intensive Support.

Additionally, the District shall request public service announcements to be made over the broadcast media and in the print media at such times and in such a manner as to inform parents or guardians of students in adjoining districts of the availability of the program, the application deadline, and the requirements and procedure for nonresident students to participate in the program.[15]

Unsafe School Choice Program

Any student that becomes the victim of a violent criminal offense while in or on the grounds of a District school or who is attending a school classified by ADE as a persistently dangerous public school shall be allowed to attend a safe public school within the District.

Legal References: A.C.A. § 6-1-106
A.C.A. § 6-13-113
A.C.A. § 6-15-2915
A.C.A. § 6-18-227
A.C.A. § 6-18-233
A.C.A. §6-18-320
A.C.A. § 6-18-510
A.C.A. § 6-18-1901 et seq.
A.C.A. § 6-21-812
ADE Rules Governing the Guidelines, Procedures and Enforcement of the Arkansas Opportunity Public School Choice Act

Date Adopted:
Last Revised: 07/12/18

4.5F--SCHOOL CHOICE CAPACITY RESOLUTION

Whereas:

- The Board of Directors of the Cosset River School District has approved by a vote of the Board, the following capacity resolution for school choice applicants for the 17-18 school-year under the provisions of policy 4.5—SCHOOL CHOICE and applicable Arkansas law.

- Applicants, whose applications meet the provisions of policy 4.5—SCHOOL CHOICE, will be sent a provisional acceptance notification letter which will give instructions on the necessary steps and timelines to enroll in the District. Provisional acceptance shall be determined prior to July 1 with a final decision to be made by July1 based on the district's available capacity for each academic program, class, grade level, and individual school.

- Applications that are not received on or before May 1, are to a student's resident district that has declared itself exempt due to an existing desegregation order, or, the acceptance of which would exceed the applicant's resident district's statutory limitation on student transfers out of its district will not be accepted.

- The district reserves to itself the ability to determine, based on an examination of student records obtained from the prior district, and other information, whether any student would require a different class, course or courses, program of instruction, or special services than originally applied for. If such an examination determines that capacity has been reached in the appropriate class, course or program of instruction, or that additional staff would have to be hired for the applicant, the District shall rescind the original provisional acceptance letter and deny the Choice transfer for that student.

- The district reserves to itself the ability to decline to accept under school choice any student whose acceptance would require the district to add additional staff, for any reason.

THEREFORE, let it be resolved that these shall constitute the School Choice openings at the beginning of the School Choice enrollment period for the school-year 17-18.

_____	_____
Board President	Board Secretary
_____	_____
Date	Date

4.5F2--SCHOOL CHOICE PROVISIONAL ACCEPTANCE LETTER

Dear Parent's name,

The application you submitted for student's name has been provisionally accepted. While the school's name looks forward to welcoming student's name as a student, to further the application process and to better assist the district in determining the proper placement of student's name, please submit the information listed below to district or school's address by enter date. Failure to submit the information requested by the date specified shall void and nullify this letter's provisional acceptance. In addition to the information you submit, records may be requested from the student's current district/school, and final acceptance may depend on the content of those records as to appropriate grade placement, program placement or services required. A student who has not previously attended an Arkansas public school or did not attend an Arkansas public school in the previous academic year may be evaluated by the district prior to final acceptance, and the results of that evaluation could impact final acceptance.

1. For students applying to enroll in first grade or higher: a copy of the student's transcript from the school where the student is currently enrolled the student's permanent record, including the original transcript, will be requested from the school immediately following the student's actual enrollment in our district.

2. Proof of the student's age; This can be a 1) birth certificate; 2) A statement by the local registrar or a county recorder certifying the child's date of birth; 3) An attested baptismal certificate; 4) A passport; 5) An affidavit of the date and place of birth by the child's parent or guardian; 6) United States military identification; or 7) Previous school records.

3. The student's health care needs at school.

4. Student's name age appropriate immunization record or an exemption granted for the previous school-year and a statement of whether or not the parent is intending to continue the exemption for the upcoming school year.

After reviewing the submitted documentation, the District will determine if the applicant meets the District's capacity standards and notify you of its decision by insert date. Please note that the acceptance of an application can be reversed if it is determined that the application is in violation of student's name's resident district's limitation cap for available school choice transfers or if the resident district has reached its statutory cap for transfers out of its district.

Respectfully,

Insert name
Insert position/title

4.5F3--SCHOOL CHOICE ACCEPTANCE LETTER

Dear Parent's name,

I am pleased to inform you that the application you submitted for student's name has been accepted pending enrollment of student's name by insert date, however, failure to enroll student's name by this date will render this offer of acceptance null and void.

I look forward to welcoming student's name as part of the school or District's name and/or mascot.

Once your child has enrolled in school with us this coming school-year, student's name will be eligible to continue enrollment in the district until completing high school or is beyond the legal age of enrollment provided the student meets the applicable statutory and District policy requirements all other District students must meet (with the exception of residency in the District) to continue District enrollment. This information is contained in the student handbook.

Please Note: The "insert District's name" has no control over when a student's resident district might reach is statutory limit on allowable transfers out of its district. While we consider it unlikely, there is always the possibility that we could be forced to withdraw this acceptance if the resident district determines it reached its statutory cap for transfers out of its district prior to your student's application date to our District. You will be notified immediately should that rescission of acceptance be necessary. We apologize for this unavoidable uncertainty.

Respectfully,

Insert name
Insert position/title

4.5F4--SCHOOL CHOICE REJECTION LETTER

Dear Parent's name,

I am sorry, but the application you submitted for student's name has been rejected for the following reason(s).

____ Your child's resident district has declared itself exempt from the provisions of the School Choice Law due to it being under an enforceable desegregation order.

____ Your child's resident district has reached it limitation cap for allowable transfers and we cannot accept any additional school choice transfers from that district.

____ Your child does not meet the openings identified for the coming school-year identified in the Board of Directors Resolution adopted on insert date.

The specific reason for rejection is that acceptance would cause the district to have to add:

___ Staff
___ Teachers
___ classroom(s)
___ the insert the name of the program, class, grade level, or school building's capacity

As noted in your original application, you have ten (10) days from receipt of this notice in which to submit a written appeal of this decision to the State Board of Education.

Respectfully,

Insert name
Insert position/title

4.6—HOME SCHOOLING

Enrollment in Home School

Parents or legal guardians desiring to provide a home school for their children shall give written notice to the Superintendent of their intent to home school. The notice shall be given:

1. At the beginning of each school year, but no later than August 15;
2. Fourteen (14) calendar days prior to withdrawing the child (provided the student is not currently under disciplinary action for violation of any written school policy, including, but not limited to, excessive absences) and at the beginning of each school year thereafter; or
3. Within thirty (30) calendar days of the parent or legal guardian establishing residency within the district during the school year.

Written notice of the parent or legal guardian's intent to home school shall be delivered to the Superintendent through any of the following methods:

- Electronically, including without limitation by email; By mail; or
- In person.

The notice shall include:

a. The name, sex, date of birth, grade level, and the name and address of the school last attended, if any;
b. The mailing address and telephone number of the home school;
c. The name of the parent or legal guardian providing the home school;
d. Indicate if the home-schooled student intends to participate in extracurricular activities during the school year;
e. A statement of whether the home-schooled student plans to seek a high school equivalency diploma during the current school year;
f. A statement if the home-school student plans to seek a driver's license during the current school year;
g. A statement that the parent or legal guardian agrees that the parent or legal guardian is responsible for the education of their children during the time the parents or legal guardians choose to home school; and
h. A signature of the parent or legal guardian, which must be notarized if the home-schooled student plans to seek a driver's license during the school year.

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

Enrollment or Re-Enrollment in Public School

A home-schooled student who wishes to enroll or re-enroll in a District school shall submit:

 A transcript listing all courses taken and semester grades from the home school;

- Score of at least the thirtieth percentile on a nationally recognized norm-referenced assessment taken in the past year; and

- A portfolio of indicators of the home-schooled student's academic progress, including without limitation:
  - Curricula used in the home school;
  - Tests taken and lessons completed by the home-schooled student; and
  - Other indicators of the home-schooled student's academic progress.

If a home-schooled student is unable to provide a nationally recognized norm-referenced score, the District may either assess the student using a nationally recognized norm-referenced assessment or waive the requirement for a nationally recognized norm-referenced assessment score.

A home-schooled student who enrolls or re-enrolls in the District will be placed at a grade level and academic course level equivalent to or higher than the home-schooled student's grade level and academic course level in the home school:

1. As indicated by the documentation submitted by the home-schooled student;
2. By mutual agreement between the public school and the home-schooled student's parent or legal guardian; or
3. If the home-schooled student fails to provide the documentation required by this policy, with the exception of the nationally recognized norm-referenced assessment score, the District may have sole authority to determine the home-schooled student's grade placement and course credits. The District will determine the home-schooled student's grade placement and course credits in the same manner the District uses when determining grade placement and course credits for students enrolling or reenrolling in the District who attended another public or private school.

The District shall afford a home-schooled student who enrolls or re-enrolls in a public school the same rights and privileges enjoyed by the District's other students. The District shall not deny a home-schooled student who enrolls or re-enrolls in the District any of the following on the basis of the student having attended a home school:

a. Award of course credits earned in the home school;
b. Placement in the proper grade level and promotion to the next grade level;
c. Participation in any academic or extracurricular activity;
d. Membership in school-sponsored clubs, associations, or organizations;
e. A diploma or graduation, so long as the student has enrolled or re-enrolled in the District to attend classes for at least the nine (9) months immediately prior to graduation; or f. Scholarships.

Legal References: A.C.A. § 6-15-503
A.C.A. § 6-15-504
A.C.A. § 6-41-103

Date Adopted:
Last Revised:07/27/17

4.7—ABSENCES

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

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

Excused Absences

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

1. The student's illness or when attendance could jeopardize the health of other students. A maximum of six (6) such days are allowed per semester unless the condition(s) causing such absences is of a chronic or recurring nature, is medically documented, and approved by the principal. **No more than 6 excused notes from the parents will be accepted per semester.**
2. Death or serious illness in their immediate family;
3. Observance of recognized holidays observed by the student's faith;
4. Attendance at an appointment with a government agency;
5. Attendance at a medical appointment;
6. Exceptional circumstances with prior approval of the principal;
7. Participation in an FFA, FHA, or 4-H sanctioned activity;
8. Participation in the election poll workers program for high school students.
9. Absences granted to allow a student to visit his/her parent or legal guardian who is a member of the military and been called to active duty, is on leave from active duty, or has returned from deployment to a combat zone or combat support posting. The number of additional excused absences shall be at the discretion of the superintendent or designee.
10. Absences granted, at the Superintendent's discretion, to seventeen (17) year-old students who join the Arkansas National Guard while in eleventh grade to complete basic combat training between grades eleven (11) and (12).
11. Absences for students excluded from school by the Arkansas Department of Health during a disease outbreak because the student has an immunization waiver or whose immunizations are not up to date.

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

Unexcused Absences

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

When a student has 3 unexcused absences, his/her parents, guardians, or persons in loco parentis shall be notified[6]. Notification shall be by telephone by the end of the school day in which such absence occurred or by regular mail with a return address sent no later than the following school day.

Whenever a student exceeds 6 unexcused absences in a semester, the District shall notify the prosecuting authority and the parent, guardian, or persons in loco parentis shall be subject to a civil penalty as prescribed by law.

It is the Arkansas General Assembly's intention that students having excessive absences be given assistance in obtaining credit for their courses. Therefore, at any time prior to when a student exceeds the number of unexcused absences permitted by this policy, the student, or his/her parent, guardian, or person in loco parentis may petition the school or district's administration for special arrangements to address the student's unexcused absences. If formal arrangements are granted, they shall be formalized into a written agreement which will include the conditions of the agreement and the consequences for failing to fulfill the agreement's requirements. The agreement shall be signed by the student, the student's parent, guardian, or person in loco parentis, and the school or district administrator or designee.

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

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

The District shall notify the Department of Finance and Administration whenever a student fourteen (14) years of age or older is no longer in school. The Department of Finance and

Administration is required to suspend the former student's operator's license unless he/she meets certain requirements specified in the statute.

Applicants for an instruction permit or for a driver's license by persons less than eighteen (18) years old on October 1 of any year are required to provide proof of a high school diploma or enrollment and regular attendance in an adult education program or a public, private, or parochial school prior to receiving an instruction permit. To be issued a driver's license, a student enrolled in school shall present proof of a "C" average for the previous semester or similar equivalent grading period for which grades are reported as part of the student's permanent record.

Cross References: 4.8—MAKE-UP WORK
4.57—IMMUNIZATIONS
5.11—DIGITAL LEARNING COURSES

Legal References: A.C.A. § 6-4-302
A.C.A. § 6-18-209
A.C.A. § 6-18-220
A.C.A. § 6-18-222
A.C.A. § 6-18-229
A.C.A. § 6-18-231
A.C.A. § 6-18-507(g)
A.C.A. § 6-18-702
A.C.A. § 7-4-116
A.C.A. § 9-28-113(f)
A.C.A. § 27-16-701
Arkansas Department of Education Rules Governing Distance and Digital Learning

Date Adopted:
Last Revised: 07/27/17

COLLEGE DAYS: Seniors will be allowed one (1) day per year for college day without penalty. In order to receive a college day, a student must meet the following requirements: (1) Must be a senior. (2) Must have a signed permission slip from the parent or guardian turned in to the counselor or principal for approval two (2) days prior to the college visit. (3) College day must be pre-approved with the college or institution before scheduling a college day. (4) Upon return back to school, student must have written proof or a statement from the college or institution visited. (5) College day will not be granted on nine-week or semester test days. (6) Assignments due on days for college day must be completed before the absence or turned in

upon the day of return at the teacher's discretion. (7) Tests previously scheduled may be given on a pre-arranged day or the teacher may opt to let the student miss the test day and receive no points for or against his/her record. (8) If a student fails to do the required work, he/she will receive zeros (0) for the missed day. **NOTE** College day is for students who are planning to attend a college or institution of higher learning.

4.8—MAKE-UP WORK

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

1. Students are responsible for asking the teachers of the classes they missed what assignments they need to make up.

2. Teachers are responsible for providing the missed assignments when asked by a returning student.

3. Students are required to ask for their assignments on their first day back at school or their first class day after their return.

4. Make-up tests are to be rescheduled at the discretion of the teacher, but must be aligned with the schedule of the missed work to be made up.

5. Students shall have one class day to make up their work for each class day they are absent.

6. Make-up work which is not turned in within the make-up schedule for that assignment shall receive a zero.

7. Students are responsible for turning in their make-up work without the teacher having to ask for it.

8. Students who are absent on the day their make-up work is due must turn in their work the day they return to school whether or not the class for which the work is due meets the day of their return.

9. As required/permitted by the student's Individual Education Program or 504 Plan.

Work may not be made up for credit for unexcused absences **unless** the unexcused absences are part of a signed agreement as permitted by policy 4.7—ABSENCES. Out-of-school suspensions are unexcused absences

Work missed while a student is expelled from school may not be made up for credit and students shall receive a zero for missed assignments.

In lieu of the timeline above, assignments for students who are excluded from school by the Arkansas Department of Health during a disease outbreak are to be made up as set forth in Policy 4.57—IMMUNIZATIONS.

Cross Reference: 4.7—ABSENCES

4.9—TARDIES

Promptness is an important character trait that District staff is encouraged to model and help develop in our schools' students. At the same time, promptness is the responsibility of each student. Students who are late to class show a disregard for both the teacher and their classmates which compromises potential student achievement. A little late is too late! If a student arrives late to school, he/she must report to the office and sign in and obtain admittance to class. If a student has been detained in the office or by another teacher, he/she must have a note from the detainee or be counted tardy. Tardies are counted as a vital part of the school day. Tardies – A student is considered tardy if he/she is not in class as determined by the teacher when the tardy bell rings. All tardies are cumulative per nine weeks. The 1st offense is a warning; 2nd offense is 1 day of detention. 3rd offense is two days of detention. Fourth offense is two days' detention, AD, and cannot be exempt from semester tests. At five tardies the students will receive one day of ISS, AD, and cannot be exempt from semester tests.

4.10 CLOSED CAMPUS

The CRSD campuses are CLOSED for reasons of safety. Students are not to leave without permission from the office. Elementary, and High school are two different schools and the campuses should be kept separate. Unless given permission to leave the campus by a school official, students must sign out in the office upon their departure. Students from schools outside of the district may not visit during school hours. Thank you for helping your school to create a safer environment for the students.

All parents and visitors must check in at the Principal/Secretary's office when entering the building to ensure the safety of students.

VISITORS MAY NOT GO DIRECTLY TO A CLASSROOM.

Students will be sent for/or called for over the intercom to come to the office. (Visitors may not go to classrooms to get their children.)

- If students are on the playground, they will be sent to the office.
- Teachers will not release students without approval through the office.

4.11—EQUAL EDUCATIONAL OPPORTUNITY

No student in the Cossatot River School District shall, on the grounds of race, color, religion, national origin, sex, sexual orientation, gender identity, age, or disability be excluded from participation in, or denied the benefits of, or subjected to discrimination under any educational program or activity sponsored by the District. The District has a limited open forum granting equal access to the Boy Scouts of America and other youth groups.[1]

Inquiries on non-discrimination may be directed to Jim Tankersley who may be reached at 870-385-7101 ext. 1104.

For further information on notice of non-discrimination or to file a complaint, visit http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm; for the address and phone number of the office that serves your area, or call 1-800-421-3481.

Legal References: A.C.A. § 6-10132
A.C.A. § 6-18-514
28 C.F.R. § 35.106
34 C.F.R. § 100.6

Adopted:
Revised: 07/12/18

4.12—STUDENT ORGANIZATIONS/EQUAL ACCESS

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

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

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

Fraternities, sororities, and secret societies are forbidden in the District's schools. Membership to student organizations shall not be by a vote of the organization's members, nor be restricted by the student's race,

religion, sex, national origin, or other arbitrary criteria. Hazing, as defined by law, is forbidden in connection with initiation into, or affiliation with, any student organization, extracurricular activity or sport program. Students who are convicted of participation in hazing or the failure to report hazing shall be expelled.[1]

Legal References: A.C.A. § 6-5-201 et seq.
A.C.A. § 6-10132
A.C.A. § 6-18-601 et seq.
A.C.A. § 6-21-201 et seq.
20 U.S.C. 4071 Equal Access Act
Board of Education of the Westside Community Schools v. Mergens, 496 U.S. 226 (1990)

Date Adopted:
Last Revised:07/12/18

4.13 - PRIVACY OF STUDENTS' RECORDS/ DIRECTORY INFORMATION

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

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

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

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

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

In addition to releasing PII to school officials without permission, the District may disclose PII from the education records of students in foster care placement to the student's caseworker or to the caseworker's representative without getting prior consent of the parent (or the student if the student is over eighteen (18)). For the District to release the student's PII without getting permission:

- The student must be in foster care;
- The individual to whom the PII will be released must have legal access to the student's case plan; and
- The Arkansas Department of Human Services, or a sub-agency of the Department, must be legally responsible for the care and protection of the student.

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

When deciding whether to release PII in a health or safety emergency, the District may take into account the totality of the circumstances pertaining to a threat to the health or safety of a student or other individuals. If the District determines that there is an articulable and significant threat to the health or safety of a student or other individuals, it may disclose information from education records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.[2]

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

Human Services must present a file-marked copy of such order to the building principal and the superintendent. The school will make good-faith efforts to act in accordance with such court order, but the failure to do so does not impose legal liability upon the school. The actual responsibility for enforcement of such court orders rests with the parents or guardians, their attorneys and the court which issued the order.

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

Unless the parent or guardian of a student (or student, if above the age of eighteen [18]) objects, "directory information" about a student may be made available to the public, military recruiters, post- secondary educational institutions, prospective employers of those students, as well as school publications such as annual yearbooks and graduation announcements. "Directory information" includes, but is not limited to, a student's name, address, telephone number, electronic mail address, photograph, date and place of birth, dates of attendance,[4] his/her placement on the honor roll (or the receipt of other types of honors), as well as his/her participation in school clubs and extracurricular activities, among others. If the student participates in inherently public activities for example, basketball, football, or other interscholastic activities, the publication of such information will be beyond the control of the District. "Directory information" also includes a student identification (ID) number, user ID, or other unique personal identifier used by a student for purposes of accessing or communicating in electronic systems and a student ID number or other unique personal identifier that is displayed on a student's ID badge, provided the ID cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password or other factor known or possessed only by the authorized user. A student's name and photograph will only be displayed on the district or school's web page(s) after receiving the written permission from the student's parent or student if over the age of 18.

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

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

Parents and students over the age of 18 who believe the district has failed to comply with the requirements for the lawful release of student records may file a complaint with the U.S. Department of Education at

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

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

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

OBJECTION TO PUBLICATION OF DIRECTORY INFORMATION

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

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

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

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

Deny disclosure to military recruiter ____

Deny disclosure to Institutions of postsecondary education ____

Deny disclosure to Potential employer ____

Deny disclosure to all public and school sources ____

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

Deny disclosure to all public sources ____

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

_____

Name of student (Printed)

_____

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

_____

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

Note: your district does not have to include the separate options listed on this form, but students do have the right to opt out of either category separately.

4.14—STUDENT PUBLICATIONS AND THE DISTRIBUTION OF LITERATURE

Student Publications All publications that are supported financially by the school or by use of school facilities, or are produced in conjunction with a class shall be considered school sponsored publications. School publications do not provide a forum for public expression. Such publications, as well as the content of student expression in school-sponsored activities, shall be subject to the editorial control of the District's administration whose actions shall be reasonably related to legitimate pedagogical concerns and adhere to the following limitations. 1. Advertising may be accepted for publications that does not condone or promote products that are inappropriate for the age and maturity of the audience or that endorse such things as tobacco, alcohol, or drugs. 2. Publications may be regulated to prohibit writings which are, in the opinion of the appropriate teacher and/or administrator, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences. 3. Publications may be regulated to refuse to publish material which might reasonably be perceived

to advocate drug or alcohol use, irresponsible sex, or conduct otherwise inconsistent with the shared values of a civilized social order, or to associate the school with any position other than neutrality on matters of political controversy. 4. Prohibited publications include: a. Those that are obscene as to minors; b. Those that are libelous or slanderous, including material containing defamatory falsehoods about public figures or governmental officials, which are made with knowledge of their falsity or reckless disregard of the truth; c. Those that constitute an unwarranted invasion of privacy as defined by state law, d. Publications that suggest or urge the commission of unlawful acts on the school premises; e. Publications which suggest or urge the violation of lawful school regulations; f. Hate literature that scurrilously attacks ethnic, religious, or racial groups. Student Publications on School Web Pages Student publications that are displayed on school web pages shall follow the same guidelines as listed above plus they shall 1. Not contain any non-educational advertisements. Additionally, student web publications shall; 2. Adhere to the restrictions regarding use of Directory Information as prescribed in Policy 4.13 including not using a student's photograph when associated with the student's name unless written permission has been received from the student's parent or student if over the age of 18. 3. State that the views expressed are not necessarily those of the School Board or the employees of the district. Student Distribution of Non-school Literature, Publications, and Materials 37 A student or group of students who distribute ten (10) or fewer copies of the same non-school literature, publications, or materials (hereinafter "non-school materials"), shall do so in a time, place, and manner that does not cause a substantial disruption of the orderly education environment. A student or group of students wishing to distribute more than ten (10) copies of non-school materials shall have the principal review their non-school materials at least three (3) school days in advance of their desired time of dissemination. The principal shall review the non-school materials, prior to their distribution and will bar from distribution those non-school materials that are obscene, libelous, pervasively indecent, or advertise unlawful products or services. Material may also be barred from distribution if there is evidence that reasonably supports a forecast that a substantial disruption of the orderly operation of the school or educational environment will likely result from the distribution. Concerns related to any denial of distribution by the principal shall be heard by the superintendent, whose decision shall be final. The school principal or designee shall establish reasonable regulations governing the time, place, and manner of student distribution of non-school materials. The regulations shall: Be narrowly drawn to promote orderly administration of school activities by preventing disruption and may not be designed to stifle expression; Be uniformly applied to all forms of non-school materials; Allow no interference with classes or school activities; Specify times, places, and manner where distribution may and may not occur; and Not inhibit a person's right to accept or reject any literature distributed in accordance with the regulations. The Principal, along with the student publications advisors, shall develop administrative regulations for the implementation of this policy. The regulations shall include definitions of terms and timelines for the review of materials. Students distributing materials without consent on school grounds or at school functions will be subject to disciplinary action.

4.15—CONTACT WITH STUDENTS WHILE AT SCHOOL CONTACT BY PARENTS

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

CONTACT BY NON-CUSTODIAL PARENTS

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

Arkansas law provides that, in order to avoid continuing child custody controversies from involving school personnel and to avoid disruptions to the educational atmosphere in the District's schools, the transfer of a child between his/her custodial parent and non-custodial parent, when both parents are present, shall not take place on the school's property on normal school days during normal hours of school operation. The custodial or non-custodial parent may send to/drop off the student at school to be sent to/picked up by the other parent on predetermined days in accordance with any court order provided by the custodial parent or by a signed agreement between both the custodial and non-custodial parents that was witnessed by the student's building principal.[1] Unless a valid no-contact order has been filed with the student's principal or the principal's designee, district employees shall not become involved in disputes concerning whether or not that parent was supposed to pick up the student on any given day.

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

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

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

Division of the Department of Arkansas State Police, or an investigator or employee of the Department of Human Services.

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

Contact by Professional Licensure Standards Board Investigators

Investigators for the Professional Licensure Standards Board may meet with students during the school day to carry out the investigation of an ethics complaint.

Legal References: A.C.A. § 6-18-513
A.C.A. § 9-13-104
A.C.A. § 12-18-609, 610, 613
A.C.A. § 12-18-1001, 1005

Date Adopted:
Last Revised: 07/27/17

4.16—STUDENT VISITORS

Cross References: Policy 4.15—CONTACT WITH STUDENTS WHILE AT SCHOOL and Policy 6.5—VISITORS TO THE SCHOOLS The board strongly believes that the purpose of school is for learning. Social visitors, generally, disrupt the classroom and interfere with learning that should be taking place. Therefore, visiting with students at school is strongly discouraged, unless approved by the principal and scheduled in advance. This includes visits made by former students, friends, and/or relatives of teachers or students. Any visitation to the classroom shall be allowed only with the permission of the school principal and teacher. All visitors must first register at the office.

4.17—STUDENT DISCIPLINE

The Cossatot River School District Board of Education has a responsibility to protect the health, safety, and welfare of the District's students and employees. To help maintain a safe environment conducive to high student achievement, the Board establishes policies necessary to

regulate student behavior to promote an orderly school environment that is respectful of the rights of others and ensures the uniform enforcement of student discipline. Students are responsible for their conduct that occurs: at any time on the school grounds; off school grounds at a school sponsored function, activity, or event; going to and from school or a school activity.

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

The District's licensed personnel policy committee shall review the student discipline policies annually and may recommend changes in the policies to the Cossatot River School District School Board. The Board has the responsibility of determining whether to approve any recommended changes to student discipline policies.

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

It is required by law that the principal or the person in charge report to the police any incidents the person has personal knowledge of or has received information leading to a reasonable belief that a person has committed or threatened to commit an act of violence or any crime involving a deadly weapon on school property or while under school supervision. If the person making the report is not the Superintendent, that person shall also inform the Superintendent of the incident. Additionally, the principal shall inform any school employee or other person who initially reported the incident that a report has been made to the appropriate law enforcement agency. The Superintendent or designee shall inform the Board of Directors of any such report made to law enforcement.

Legal References: A.C.A. § 6-18-502
A.C.A. § 6-17-113

4.18—PROHIBITED CONDUCT

Students and staff require a safe and orderly learning environment that is conducive to high student achievement. Certain student behaviors are unacceptable in such an environment and are

hereby prohibited by the Board. Prohibited behaviors include, but shall not be limited to the following:

1. Disrespect for school employees and failing to comply with their reasonable directions or otherwise demonstrating insubordination;

2. Disruptive behavior that interferes with orderly school operations;

3. Willfully and intentionally assaulting or threatening to assault or physically abusing any student or school employee;

4. Possession of any weapon that can reasonably be considered capable of causing bodily harm to another individual;

5. Possession or use of tobacco in any form on any property owned or leased by any public school;

6. Willfully or intentionally damaging, destroying, or stealing school property;

7. Possession of any paging device, beeper, or similar electronic communication devices on the school campus during normal school hours unless specifically exempted by the administration for health or other compelling reasons;

8. Possession, selling, distributing, or being under the influence of an alcoholic beverage, any illegal drug, unauthorized inhalants, or the inappropriate use or sharing of prescription or over the counter drugs, or other intoxicants, or anything represented to be a drug;

9. Sharing, diverting, transferring, applying to others (such as needles or lancets), or in any way misusing medication or any medical supplies in their possession;

10. Inappropriate public displays of affection;

11. Cheating, copying, or claiming another person's work to be his/her own;

12. Gambling;

13. Inappropriate student dress;

14. Use of vulgar, profane, or obscene language or gestures;

15. Truancy;

16. Excessive tardiness;

17. Engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, or disability;

18. Possess, view, distribute or electronically transmit sexually explicit or vulgar images or representations, whether electronically, on a data storage device, or in hard copy form;

19. Hazing, or aiding in the hazing of another student;

20. Gangs or gang-related activities, including belonging to secret societies of any kind, are forbidden on school property. Gang insignias, clothing, "throwing signs" or other gestures associated with gangs are prohibited;

21. Sexual harassment;

22. Bullying;

23. Operating a vehicle on school grounds while using a wireless communication device.; and

24. Theft of another individual's personal property.

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

Legal References: A.C.A. § 6-5-201
A.C.A. § 6-15-1005
A.C.A. § 6-18-222
A.C.A. § 6-18-502
A.C.A. § 6-18-506
A.C.A. § 6-18-514
A.C.A. § 6-18-707
A.C.A. § 6-21-609
A.C.A. § 27-51-1602
A.C.A. § 27-51-1603
A.C.A. § 27-51-1609

Date Adopted:
Last Revised:07/12/18

Discipline – The disciplinary consequences will range from a verbal reprimand to a recommendation to the superintendent for expulsion.

The principal at CRSD High School may move from the prescribed punishment when and if necessary.

The Board of Education subscribes to Arkansas School Law, "Discipline - Every teacher shall seek to exercise wholesome discipline in his or her school and endeavor by precept and otherwise to instill and cultivate in the pupil's good morals and gentle manners."

The Board of Education hereby authorized the superintendent and principal to suspend a pupil up to ten days at a time, the limit the law allows, when the penalty seems necessary. Expelling is, by state law, the right and duty of the Board of Education only, when the situation is severe enough. Expelling is for the remainder of the school year. A major infraction of the rules will be reported to the parents.

Disciplinary Procedure for Infractions:
A. Conferences
B. Recess, after school detention or alternative school
C. Corporal punishment (Act 335, 1995)
D. In School Suspension (ISS)
E. Expulsion
The disciplinary measure assigned to each rule infraction will depend upon the severity of the act. Habitual accumulated infractions will result in suspension or expulsion. If corporal punishment is used, it will be administered in accordance with Act 333 of 1995.
Arkansas Statute 80-1516 provides that the directors of a school district may exclude students for immorality, refractory conduct, insubordination, infectious disease, habitual uncleanliness, or other conduct that would lend to impair the discipline of the school or harm the others students.

Classroom Rules -Teachers will send home a copy of the classroom rules at the beginning of the new school year. The school law of Arkansas requires receipt of the discipline policy. **PARENTS MUST SIGN AND RETURN THE SLIP DOCUMENTING RECEIPT OF RULES.**

Student Conduct

- **Disregard of Direction Commands** -- A student shall comply with reasonable directions or commands of all authorized school 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. Minimum penalty for insubordination is an office conference with student and principal--maximum penalty will be suspension from school.

- **Disruption and Interference with School** --No student shall block the doorway or corridor, prevent students from attending a class or school activity; block normal pedestrian or vehicular traffic; use violence, force, noise, coercion, threat intimidation, harassment, fear,

passive resistance or any other conduct intentionally to cause a disruption; refuse to identify himself or herself on request; or encourage other students to violate any rule or school board policy. Minimum penalty will be an office conference with student and principal -- maximum penalty will be expulsion from school.

• **Immorality -** A student shall abstain from indecent and immoral acts. Intimate contact is not appropriate in the school setting. Minimum penalty will be an office conference -- maximum penalty will be expulsion from school.

• **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 or herself or to other students, that could cause damage to school property or that could be disruptive to the learning climate of the school. Minimum penalty will be an office conference, confiscation of materials; warning --maximum penalty will be expulsion from school.

• **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. Minimum penalty will be an office conference and warning--maximum penalty will be suspension from school. **No buying, selling or trading between students at school.**

• **Firearms or Other Weapons** - The possession of any firearm or any facsimile or other weapon is prohibited on Cassatt River School property. This includes firearms in vehicles. (Mandatory expulsion) (Act 567 of 1995) A student shall not possess, handle or transmit a knife, syringe, hypodermic needles, defensive spray, razor, ice pick, explosive, pistol, rifle shotgun, pellet gun or any other facsimile that can be considered a weapon or dangerous instrument. A student shall not possess, handle or store contraband and materials while on school property or at school sponsored events. Minimum penalty will be an office conference and confiscation of materials--maximum penalty will be expulsion from school.

• **Alcoholic Beverages, Drugs, Tobacco**-Using, offering for sale or selling beer, alcoholic beverages or other illicit drugs by students is prohibited on CRSD School property. (Act 104 of 1983 Special Session) Students shall not possess, sell or use tobacco on campus. A student shall not possess, sell, use, transmit, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or other controlled substance, as defined in Act 590 of 1971 of the State of Arkansas, as amended, or beverage containing alcohol or intoxicant of any kind. Students who have prescriptions for controlled substances must take that substance in the container from pharmacy to principal/nurse's office when arriving at school. Minimum penalty will be notification of juvenile officer, parents, law enforcement authorities and suspension of student from school. Maximum penalty will be the same as above with expulsion from school.

• **Gang and gang activities** are prohibited on the school grounds according to Act 1106 of 1997, Maximum penalty 10 days suspension with possible recommendation for expulsion and notification of legal authorities.

Participation in gang activity in school buildings, on school property, or at school sponsored events or activities are prohibited. The following are defined as gang related activities:

1. Verbal, written, or signed gang communication and gang related tattoos.
2. Possession of beepers.
3. Gang recruiting.
4. Gang initiations.
5. A student (boy or girl) will not wear or display emblems, insignia badges, bandannas, toboggans, or other gang related symbols. (Ark. Code Ann. 6-18-603) 6. No clubs may be formed independently of nationally recognized clubs.

4.19—CONDUCT TO AND FROM SCHOOL AND TRANSPORTATION ELIGIBILITY

Legal Reference: A.C.A. § 6-19-119 (b); Ark. Division of Academic Facilities and Transportation Rules Governing Maintenance and Operations of Ark. Public School Buses and Physical Examinations of School Bus Drivers 4.0 Students are subject to the same rules of conduct while traveling to and from school as they are while on school grounds. Appropriate disciplinary actions may be taken against commuting students who violate student code of conduct rules. The preceding paragraph also applies to student conduct while on school buses. Students shall be instructed by the bus driver in safe riding practices. The driver of a school bus shall not operate the school bus until every passenger is seated. Disciplinary measures for problems related to bus behavior shall include suspension or expulsion from school, or suspending or terminating the student's bus transportation privileges. Transporting students to and from school who have lost their bus transportation privileges shall become the responsibility of the student's parent or legal guardian. Rules are established on buses for the safety of all students. The following list of bus rules is not intended to be inclusive of all possible rules: All students will remain seated while the bus is moving Obey the bus driver's direction and follow all school rules No fighting on the bus No tobacco products on the bus Student safety will not be jeopardized by poor conduct of any student Parents will be held financially liable when their child damages a school bus Students are not allowed to ride any other bus other than their own, unless they bring a note from their parents to the principal's office for approval 41

4.20—DISRUPTION OF SCHOOL

Legal Reference: A.C.A. § 6-18-511 No student shall by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause the disruption of any lawful mission, process, or function of the school, or engage in any such conduct for the purpose of causing disruption or obstruction of any lawful mission, process, or function. Nor shall any student encourage any other student to engage in such activities. Disorderly activities by any student or group of students that adversely affect the school's orderly educational environment shall not be tolerated at any time on school grounds. Teachers may remove from class and send to the principal or principal's designee office a student whose behavior is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to teach the students, the class, or with the ability of the student's classmates to learn. Students

who refuse to leave the classroom voluntarily will be escorted from the classroom by the school administration.

4.20.1-CAFETERIA RULES

Nutritional breakfasts and lunches are available at reasonable costs. Students who qualify for free or reduced lunch will also qualify for free or reduced breakfast. All students are expected to conduct themselves properly in the cafeteria. A student may lose his/her privilege of eating in the cafeteria temporarily or indefinitely, according to the severity of the offense(s). The cafeteria rules are as follows: No gum in cafeteria Horseplay, loud noise and loitering is not allowed in the cafeteria

4.21—STUDENT ASSAULT OR BATTERY

Legal Reference: A.C.A. § 6-17-106 (a) 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 44 imminent retaliations. Students guilty of such an offense may be subject to legal proceedings in addition to student disciplinary measures.

4.22—WEAPONS AND DANGEROUS INSTRUMENTS

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

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

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

Except as permitted in this policy, students found to be in possession on the school campus of a firearm shall be recommended for expulsion for a period of not less than one year. The superintendent shall have the discretion to modify such expulsion recommendation for a student on a case-by-case basis. Parents or legal guardians of students expelled under this policy shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a firearm on school property.[32] Parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to readmitting the student. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a firearm policy violation shall also be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a firearm on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

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

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

Cross Reference: Policy 4.31—EXPULSION

Legal References: A.C.A. § 6-18-502 (c) (2)(A)(B)
A.C.A. § 6-18-507 (e) (1)(2)
A.C.A. § 6-21-608
A.C.A. § 5-4-201
A.C.A. § 5-4-401
A.C.A. § 5-27-210
A.C.A. § 5-73-119(b)(e)(8)(9) (10)
A.C.A. § 5-73-133

20 USCS § 7151

4.23—TOBACCO AND TOBACCO PRODUCTS

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

With the exception of recognized tobacco cessation products, this policy's prohibition includes any tobacco or nicotine delivery system or product. Specifically, the prohibition includes any product that is manufactured, distributed, marketed, or sold as e-cigarettes, e-cigars, e-pips, or under any other name or descriptor.

4.24—DRUGS AND ALCOHOL an orderly and safe school environment that is conducive to promoting student achievement requires a student population free from the deleterious effects of alcohol and drugs. Their use is illegal, disruptive to the educational environment, and diminishes the capacity of students to learn and function properly in our schools. Therefore, no student in the Cossatot River School District shall possess, attempt to possess, consume, use, distribute, sell, buy, attempt to sell, attempt to buy, give to any person, or be under the influence of any substance as defined in this policy, or what the student represents or believes to be any substance as defined in this policy. This policy applies to any student who; is on or about school property; is in attendance at school or any school sponsored activity; has left the school campus for any reason and returns to the campus; is in route to or from school or any school sponsored activity. Prohibited substances shall include, but are not limited to, alcohol, or any alcoholic beverage, inhalants or any ingestible matter that alter a student's ability to act, think, or respond, LSD, or any other hallucinogen, marijuana, cocaine, heroin, or any other narcotic drug, PCP, amphetamines, steroids, "designer drugs," look-alike drugs, or any controlled substance. Selling, distributing, or attempting to sell or distribute, or using over-the-counter or prescription drugs not in accordance with the recommended dosage is prohibited.

4.25—STUDENT DRESS AND GROOMING

Legal References: A.C.A. § 6-18-502(c) (1); A.C.A. § 6-18-503(c) The Cossatot River Board of Education recognizes that dress can be a matter of personal taste and preference. At the same time, the District has a responsibility to promote an environment conducive to student learning. This requires limitations to student dress and grooming that could be disruptive to the educational process because they are immodest, disruptive, unsanitary, and unsafe, could cause property damage, or are offensive to common standards of decency. Students are prohibited from wearing, while on the school grounds during the school day and at school-sponsored events, clothing that exposes underwear, buttocks, or the breast of a female.

4.25.1-----DRESS CODE

Students shall dress in a manner appropriate with the atmosphere of the educational institution. The principal or superintendent will make final decision on the acceptability of the dress. The following are some examples of unacceptable dress: * Halter tops * Bare midriffs * Short shorts – mid thigh with good shorts * See through blouses/shirts * Clothing with vulgar, suggestive, or obscene language or pictures * Clothing with advertisement of alcohol, tobacco, or drugs * Sunglasses * Short dresses or skirts ((should be right above the knee cap unless worn with leggings or at mid thighs with leggings)* Bare feet * Sagging pants * Excessively baggy pants * Undergarment showing * Spaghetti straps or strapless tops * No hats or head coverings in the building Dress code at school activities is the same as for during the school day. If you wear a see through blouse another shirt should be worn underneath that the sleeve is two fingers width and does not show undergarments. Students shall not wear or use emblems, insignias, badges, symbols, or any other attire or jewelry that indicates or exhibits gang activity and/or causes a disruption with the operation of the school. ("Operation of the school" will include the classroom, school grounds, and any school activity) Students wearing unacceptable dress will be asked to remedy the situation immediately. Students who continue to dress unacceptably or do not remedy the situation will be considered insubordinate and will be dealt with accordingly. ***No sheets, blankets or pillows are allowed in class.***

4.25.2---PROM/HOMECOMING DRESS CODE

Dress shall be formal or semi-formal: Boys: Appropriate attire will include: Tux or dress jacket with dress shirt, tie, and dress pants. Boys may wear un-faded black jeans, dress jacket with dress shirt, and tie. Dress shoes shall be worn with the exception of dress cowboy boots may be worn. Pants that have holes or sleeveless shirts will not be allowed. Shirts displaying advertisements will not be allowed. Girls: Appropriate attire will include: Formal dress or dress slacks and dress up blouse and appropriate dress shoes. Dresses, blouses and slacks should meet the following guidelines: 1) Slits in dresses or dress lengths should be no higher than the length of a dollar bill from the bend/crease in the knee 2) Slacks will be required to be of normal slack length (slacks must be of solid material- no slits, cutouts,etc. are permitted) 3) No see through material, lace or cutouts will be allowed in the body of the dress or blouse 4) Mesh, cutouts, or lace is allowed if they are below the minimum dress length required in item one (1) or above the moderate level allowed for the front or back of the dress or blouse in items five (5) & six (6) 5) Belly buttons, stomachs, and midriffs are to be covered 6) Dresses and blouses should not be cut below a moderate level in the front 7) Openings in backless dresses or blouses should be no lower than the waistline 8) Students or their dates that fail to follow the dress code will be asked to leave or required to put on additional clothing. Prom Policy Prom-night should be a memorable occasion and all participants should have fun; therefore, every measure will be taken to assure that the policies of Cossatot River Schools are applied. If an individual's behavior has been determined by the administration as unacceptable, this person will be required to leave the prom. Everyone must remain inside the facility during the prom. No one will be allowed to leave unless he or she is leaving the location of the prom and does not plan to return (exceptions: by permission only from the principal). Remember all school rules of conduct apply to the prom. If you have any questions concerning the required dress and behavior, you should ask a junior class sponsor or the principal. Pictures will be taken at a designated time. NOTE: Students who attend Prom must

be 11th and 12th grade students only. Freshman students and date up to the age of 20 may attend if invited by a junior or senior student. There can be NO exceptions to this. 48 Any action that violates the intent of the preceding paragraphs shall be grounds for disciplinary action. This action may result in disciplinary conferences, detention, corporal punishment, suspension from school, or expulsion from school and referral to juvenile authorities. If students do not raise enough money for the prom a fee at the door may be accessed to cover the cost of the prom.

4.51-----Prom Rules

1. Students that may attend Prom must be 11th and 12th grade students only. Freshman Students and date up to the age of 20 may attend if invited by a Junior or senior student. There can be NO exceptions to this. 2. Any action that violates the intent of the preceding paragraphs shall be grounds for disciplinary action. This action may result in disciplinary conferences, detention, corporal punishment, suspension from school, or expulsion from school and referral to juvenile authorities 3. Formal attire is required. As described in section 4.25.2 of this handbook. 4. If you leave prom you will sign out and not be allowed to re-enter. 5. No smoking at prom. 6. Juniors and seniors are responsible for their dates. Any junior or senior who signs up a date must attend prom for the date to attend. 7. Cossatot River School District reserves the right to ask anyone to leave whose behavior is unacceptable. 8. Anyone suspected of being under the influence of alcohol or drugs will be asked to leave immediately. STUDENTS SHOULD NOT HAVE ISS OR OSS

4.26—GANGS AND GANG ACTIVITY The Board is committed to ensuring a safe school environment conducive to promoting a learning environment where students and staff can excel. An orderly environment cannot exist where unlawful acts occur, causing fear, intimidation, or physical harm to students or school staff. Gangs and their activities create such an atmosphere and shall not be allowed on school grounds or at school functions. The following actions are prohibited by students on school property or at school functions: 1. Wearing or possessing any clothing, bandanas, jewelry, symbol, or other sign associated with membership in, or representative of, any gang; 2. Engaging in any verbal or nonverbal act such as throwing signs, gestures, or handshakes representative of membership in any gang; 3. Recruiting, soliciting, or encouraging any person through duress or intimidation to become or remain a member of any gang; and/or 4. Extorting payment from any individual in return for protection from harm from any gang. 49 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.

4.27—STUDENT SEXUAL HARASSMENT

The Cossatot River School District is committed to providing an academic environment that treats all students with respect and dignity. Student achievement is best attained in an atmosphere of equal educational opportunity that is free of discrimination. Sexual harassment is a form of discrimination that undermines the integrity of the educational environment and will not be tolerated.

The District believes the best policy to create an educational environment free from sexual harassment is prevention; therefore, the District shall provide informational materials and training to students, parents/legal guardians/other responsible adults, and employees on sexual harassment. The informational materials and training on sexual harassment shall be age appropriate and, when necessary, provided in a language other than English or in an accessible format. The informational materials and training shall include, but are not limited to: the nature of sexual harassment; the District's written grievance procedures for complaints of sexual harassment;[1] that the district does not tolerate sexual harassment; that students can report inappropriate behavior of a sexual nature without fear of adverse consequences; the redress that is available to the victim of sexual harassment;[2] and the potential discipline for perpetrating sexual harassment.

"Sexual harassment" means conduct that is:

1. Of a sexual nature, including, but not limited to:
   a. Sexual advances;
   b. Requests for sexual favors;
   c. Sexual violence; or
   d. Other personally offensive verbal, visual, or physical conduct of a sexual nature;

2. Unwelcome; and
3. denies or limits a student's ability to participate in or benefit from any of the District's educational programs or activities through any or all of the following methods:
   a. Submission to the 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; and/or
   c. Such conduct has the purpose or effect of substantially interfering with an individual's academic performance or creates an intimidating, hostile, or offensive academic environment.

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

Within the educational environment, sexual harassment is prohibited between any of the following: students; employees and students; and non-employees and students.

Actionable sexual harassment is generally established when an individual is exposed to a pattern of objectionable behaviors or when a single, serious act is committed. What is, or is not, sexual harassment will depend upon all of the surrounding circumstances and may occur regardless of the sex(es) of the individuals involved. Depending upon such circumstances, examples of sexual harassment include, but are not limited to:

- Making sexual propositions or pressuring for sexual activities;
- Unwelcome touching;
- Writing graffiti of a sexual nature;
- Displaying or distributing sexually explicit drawings, pictures, or written materials;
- Performing sexual gestures or touching oneself sexually in front of others;

- Telling sexual or crude jokes;
- Spreading rumors related to a person's alleged sexual activities;
- Discussions of sexual experiences;
- Rating other students as to sexual activity or performance;
- Circulating or showing e-mails or Web sites of a sexual nature;
- Intimidation by words, actions, insults, or name calling; and
- Teasing or name-calling related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct or is homosexual, regardless of whether or not the student self-identifies as homosexual or transgender.

Students who believe they have been subjected to sexual harassment, or the parent/legal guardian/other responsible adult of a student who believes their student has been subjected to sexual harassment, are encouraged to file a complaint by contacting a counselor, teacher, Title IX coordinator, or administrator who will provide assistance on the complaint process. Under no circumstances shall a student be required to first report allegations of sexual harassment to a school contact person if that person is the individual who is accused of the harassment.

Complaints will be treated in a confidential manner to the extent possible. Limited disclosure may be provided to: individuals who are responsible for handling the District's investigation to the extent necessary to complete a thorough investigation; the extent necessary to submit a report to the child maltreatment hotline; the Professional Licensure Standards Board for complaints alleging sexual harassment by an employee towards a student; or the extent necessary to provide the individual accused in the complaint due process during the investigation and disciplinary processes. Individuals who file a complaint have the right to request that the individual accused of sexual harassment not be informed of the name of the accuser; however, individuals should be aware that making such a request may substantially limit the District's ability to investigate the complaint and may make it impossible for the District to discipline the accused.[3]

Students, or the parents/legal guardians/ other responsible adult of a student, who file a complaint of sexual harassment shall not be subjected to retaliation or reprisal in any form, including threats, intimidation, coercion, or discrimination. The District shall take steps to prevent retaliation and shall take immediate action if any form of retaliation occurs regardless of whether the retaliatory acts are by District officials, students, or third parties.

Following the completion of an investigation of a complaint, the District will inform the parents/legal guardian/other responsible adult of the student, or the student if over the age of eighteen (18), who filed the complaint:

- The final determination of the investigation;
- Remedies the District will make available to the student; and
- The sanctions, if any, imposed on the alleged harasser relevant to the student.

Following the completion of an investigation of a complaint, the District will inform the parents/legal guardian/other responsible adult of the student, or the student if over the age of eighteen (18), who was accused of sexual harassment in the complaint:

- The final determination of the investigation; and
- The sanctions, if any, the District intends to impose on the student.

It shall be a violation of this policy for any student to be subjected to, or to subject another person to, sexual harassment. Following an investigation, any student who is found by the evidence to more likely than not have engaged in sexual harassment will be subject to disciplinary action up to, and including, expulsion.

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

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

Date Adopted:
Last Revised:07/12/18

4.28—LASER POINTERS

Legal References: A.C.A. § 6-18-512; A.C.A. § 5-60-122 Act 1408 a. It is unlawful for a person under eighteen years of age to possess a hand-held laser pointer without the supervision of parent, guardian, or teacher. Students shall not possess any hand held laser pointer while in school; on or about school property, before or after school; in attendance at school or any school sponsored activity; in route to or from school or any school-sponsored activity; off the school grounds at any school bus stop or at any school-sponsored activity or event. School personnel shall seize any laser pointer from the student possessing it and the student may reclaim it at the close of the school year, or when the student is no longer enrolled in the District.

4.29— INTERNET SAFETY and ELECTRONIC DEVICE USE POLICY

Definition

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

The District makes electronic device(s) and/or electronic device Internet access available to students, to permit students to perform research and to allow students to learn how to use electronic device technology. Use of district electronic devices is for educational and/or instructional purposes only. Student use of electronic device(s) shall only be as directed or assigned by staff or teachers; students are advised that they enjoy no expectation of privacy in any aspect of their electronic device use, including email, and that monitoring of student electronic device use is continuous.

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

Technology Protection Measures

The District is dedicated to protecting students from materials on the Internet or world wide web that are inappropriate, obscene, or otherwise harmful to minors[1]; therefore, it is the policy of the District to protect each electronic device with Internet filtering software[2] that is designed to prevent students from accessing such materials. For purposes of this policy, "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

(A) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;

(B) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and

(C) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Internet Use and Safety

The District is dedicated to ensuring that students are capable of using the Internet in a safe and responsible manner. The District uses technology protection measures to aid in student safety and shall also educate students on appropriate online behavior and Internet use[3] including, but not limited to:

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

Misuse of Internet

The opportunity to use the District's technology to access the Internet is a privilege and not a right. Students who misuse electronic devices or Internet access in any way will face disciplinary action, as specified in the student handbook[4] and/or Internet safety and electronic device use agreement. Misuse of the Internet includes:

- The disabling or bypassing of security procedures, compromising, attempting to compromise, or defeating the district's technology network security or Internet filtering software;
- The altering of data without authorization;
- Disclosing, using, or disseminating passwords, whether the passwords are the student's own or those of another student/faculty/community member, to other students;

- Divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email unless it is a necessary and integral part of the student's academic endeavor. Personally identifying information includes full names, addresses, and phone numbers.
- Using electronic devices for any illegal activity, including electronic device hacking and copyright or intellectual property law violations;
- Using electronic devices to access or create sexually explicit or pornographic text or graphics;
- Using electronic devices to violate any other policy or is contrary to the Internet safety and electronic device use agreement.

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

4.29F—STUDENT ELECTRONIC DEVICE and INTERNET USE AGREEMENT

Student's Name (Please Print)_____ Grade Level_____

School_____
Date_____

The _____ School District agrees to allow the student identified above ("Student") to use the district's technology to access the Internet under the following terms and conditions which apply whether the access is through a District or student owned electronic device (as used in this Agreement, "electronic device" means anything that can be used to transmit or capture images, sound, or data):

1. Conditional Privilege: The Student's use of the district's access to the Internet is a privilege conditioned on the Student's abiding to this agreement. No student may use the district's

access to the Internet whether through a District or student owned electronic device unless the Student and his/her parent or guardian have read and signed this agreement.

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

3. Penalties for Improper Use: If the Student violates this agreement and misuses the Internet, the Student shall be subject to disciplinary action.

4. "Misuse of the District's access to the Internet" includes, but is not limited to, the following:
   a. using the Internet for other than educational purposes;
   b. gaining intentional access or maintaining access to materials which are "harmful to minors" as defined by Arkansas law;
   c. using the Internet for any illegal activity, including computer hacking and copyright or intellectual property law violations;
   d. making unauthorized copies of computer software;
   e. accessing "chat lines" unless authorized by the instructor for a class activity directly supervised by a staff member;
   f. using abusive or profane language in private messages on the system; or using the system to harass, insult, or verbally attack others;
   g. posting anonymous messages on the system;
   h. using encryption software;
   i. wasteful use of limited resources provided by the school including paper;
   j. causing congestion of the network through lengthy downloads of files;
   k. vandalizing data of another user;
   l. obtaining or sending information which could be used to make destructive devices such as guns, weapons, bombs, explosives, or fireworks;
   m. gaining or attempting to gain unauthorized access to resources or files;
   n. identifying oneself with another person's name or password or using an account or password of another user without proper authorization;
   o. invading the privacy of individuals;
   p. divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email unless it is a necessary and integral part of the student's academic endeavor. Personally identifying information includes full names, address, and phone number.
   q. using the network for financial or commercial gain without district permission;
   r. theft or vandalism of data, equipment, or intellectual property;
   s. attempting to gain access or gaining access to student records, grades, or files;
   t. introducing a virus to, or otherwise improperly tampering with the system;
   u. degrading or disrupting equipment or system performance;

v. creating a web page or associating a web page with the school or school district without proper authorization;
w. providing access to the District's Internet Access to unauthorized individuals;
x. failing to obey school or classroom Internet use rules; or
y. taking part in any activity related to Internet use which creates a clear and present danger of the substantial disruption of the orderly operation of the district or any of its schools.
z. Installing or downloading software on district computers without prior approval of the technology director or his/her designee.

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

6. No Expectation of Privacy: The Student and parent/guardian signing below agree that if the Student uses the Internet through the District's access, that the Student waives any right to privacy the Student may have for such use. The Student and the parent/guardian agree that the district may monitor the Student's use of the District's Internet Access and may also examine all system activities the Student participates in, including but not limited to e-mail, voice, and video transmissions, to ensure proper use of the system. The District may share such transmissions with the Student's parents/guardians.
7. No Guarantees: The District will make good faith efforts to protect children from improper or harmful matter which may be on the Internet. At the same time, in signing this agreement, the parent and Student recognize that the District makes no guarantees about preventing improper access to such materials on the part of the Student.

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

Student's Signature: _____Date _____

Parent/Legal Guardian Signature:
_____Date_____

Benefits and Educational Use

The Cossatot River School District network provides resources for teaching and learning, communication services, and business data services by maintaining access to local, regional, and international sources of information. The Cossatot River School District network has been established for a limited educational purpose. The Cossatot River School District network will be used by members of the school community. The Cossatot River School District has the right to place restrictions of the material you post or access through the system, and users are expected to follow the rules and procedures set forth by the District and the law.

Guidelines for Acceptable Use

School computers, networks, Internet and e-mail access is provided to support the educational mission of the school. They are to be used primarily for school-related purposes. Incidental personal use of school computers must not interfere with the employee's job performance, must not violate any of the rules contained in this policy, student or employment contract, and must not damage the school's hardware, software or computer communications.

Access to the networks and to the information technology environment within the Cossatot River School District network is a privilege and must be treated as such by all users of the network and its associated systems. Access entails responsibility.

The Cossatot River School District network will be used for the purposes of research, education, and school-related business and operations.

Any system that requires password access, or for which the district requires a signed contract (such as the Internet), will be used only by the authorized user. Account owners are responsible for all activity under the account.

The resources of the Cossatot River School District network are limited. All users must exercise prudence in the shared use of this resource.

All communications and information accessible via Cossatot River School District network should be treated as private property.

Students require staff supervision when using the internet.

Unacceptable Uses

The Cossatot River School District has the right to take disciplinary action, remove computer and networking privileges, and /or take legal action, for any action characterized as unacceptable or unethical. Unacceptable or unethical uses include, but are not limited to, the activities as follows:

Unauthorized use of and/or copying software is illegal. The user may not violate institutional or third-party copyright, license agreements, or other contracts.

The user will not interfere with or disrupt other network users, services, or equipment. Disruptions include, but are not limited to: attempting to disrupt the computer system deliberately or destroy data by spreading computer viruses or by any other means distributing unsolicited advertising overwhelming the system by distributing quantities of information, i.e., “chain letters,” “network games,” or “broadcasting” messages using the network to go beyond authorized access or as unauthorized entry into any other resource accessible via the network

attempting to log on to another user’s account or to access another user’s files compromising the integrity of the Cossatot River School District network by the use of “hacking”

software installing unauthorized software for use on Cossatot River School District computers.

The user will not attempt to gain access to or communicate passwords belonging to other users. A user will not use or knowingly allow others to use any part of Cossatot River

School District network to involve in or support illegal activities, cyber bulling, harassment, vandalism, or inappropriate or obscene purposes.

Illegal activities are defined as a violation of local, state, and/or federal laws including, but not limited to:

devising or executing any scheme to defraud or to obtain money, property, services, or other thing

of value by false pretenses, or representations

any illegal act, such as arranging for a drug sale or the purchase of alcohol

engaging in criminal gang activity

Harassment is defined as slurs, comments, jokes, innuendoes, unwelcome compliments, cartoons, pranks, and/or other verbal conduct which has the effect of creating an intimidating, offensive environment, interferes with an individual's work or performance, and/or interferes with school operations.

Vandalism is defined as any attempt to harm or destroy an operating system, application software, data, or equipment.

Inappropriate use shall be defined as a violation of the purpose and goal of the network.

Obscene activities shall be defined as a violation of generally accepted social standards for use of a publicly owned and operated communication system.

The Cossatot River School District network may not be used to access inappropriate materials including, but not limited to: submission, publications, or display of any defamatory, inaccurate, racially offensive, abusive, obscene, profane, sexually oriented, or threatening materials or messages either publicly or privately.

The user will not destroy, alter, dismantle, disfigure, prevent rightful access to, or otherwise interfere with the integrity of the computer-based information and/or information resources whether on stand-alone or networked computers.

Invasion of the privacy of individuals or entities is forbidden.

The Cossatot River School District network may not be used for commercial or political activity except in the limited capacity of contacting elected officials as part of a classroom assignment. Non-educational games are not allowed for 7th through 12th grade students, during the school day.

Sharing of user account information including but not limited to user names and account passwords, or allowing other users to use you're logged in account, when logged into the districts network.

Users will not move, dismantle, or change in anyway, computers, servers, or the equipment that makes up the Cossatot River School District network, without first notify the Information Technology Department.

Electronic Mail (e-mail) and Social Networks)

Generally, students are not allowed access. Some exceptions would be for educational research:

Classroom teachers can have an e-mail account setup to use with the classroom, and the students would be allowed to participate.

Foreign exchange students may be given special permission to access e-mail.

Disciplinary Action

The procedures in this Acceptable Use Policy are applicable to any user of the Cossatot River School District network. This policy refers to all information resources, whether controlled individually, shared, stand-alone, or networked. Disciplinary action, if required, will be consistent with Cossatot River School District policies and practices. Where external networks are involved, policies governing such use will be adhered to. Violations can constitute cause for:

revocation of access privileges suspension of access to
Cossatot River School District computers other school
disciplinary action and/or appropriate legal action

Exact disciplinary measure will be determined on a case-by-case basis.

Privacy

The user expressly waives any right of privacy in anything they create, store, send or receive using the Cossatot River School District computer equipment, internet access, and network. User consents to allow the Cossatot River School District personnel access to and review of all materials created, stored, sent or received by user through the Cossatot River School District network or Internet connection. The Cossatot River School District has the right to monitor and log any and all aspects of its computer system including, but not limited to, monitoring internet sites visited by users, monitoring chat and newsgroups, monitoring file downloads, and all communications sent and received by users. The Cossatot River School District has the right to utilize software that makes it possible to identify and block access to Internet sites containing sexually explicit or other material deemed inappropriate in the educational setting. This Acceptable Use Policy does not attempt to articulate every required or proscribed behavior by its users. Successful operation of the network requires that all users conduct themselves in a responsible and ethical manner. **The user is ultimately responsible for his or her behavior and actions when accessing the network.**

Internet Safety

Pursuant to the Children's Internet Protection Act, Cossatot River School District uses filtering software to screen Internet sites for offensive material.
*The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications will be monitored.
*Unauthorized access including hacking and other unlawful activities by minors online is prohibited.
*Unauthorized disclosure, use, and dissemination of personal information regarding minors are prohibited.

District Limitation of Liability

Pursuant to the Children's Internet Protection Act, Cossatot River School District uses filtering software to screen Internet sites for offensive material.
The Cossatot River School District makes no warranties of any kind; either expressed or implied that the functions or the services provided by or through the Cossatot River School District

system will be error-free or without defect. The Cossatot River School District will not be responsible for any damage users may suffer, including but not limited to, loss of data or interruptions of service. The Cossatot River School District is not responsible for the accuracy or quality of the information obtained through or stored on the system. The Cossatot River School District will not be responsible for legal or financial obligations arising through the unauthorized use of the system.

Signature Forms

Cossatot River School District Acceptable Use Policy Contract

STUDENT AGREEMENT:

The acceptable and unacceptable uses of the Cossatot River School District equipment, network and the Internet access are described in this "Acceptable Use Agreement" for the Cossatot River School District. By signing this agreement, I acknowledge that I have read, understand and agree to abide by the provisions of the attached Student Acceptable Use Policy. I realize that all the rules of conduct described in this Cossatot River School District AUP, policies, procedures, and handbooks apply when I am using the Cossatot River School District network.

Student Name: _____(Print)

Student Signature: _____

Date: _____ Grade: _____ Age_____

PARENT OR GUARDIAN AGREEMENT: (Students under the age of 18 must have a parent or guardian who has read and signed this Acceptable Use Contract.)

As a parent or guardian of this student, I have read this Acceptable Use Policy Contract and understand that the use of the Cossatot River School District network is designated for educational purposes only. I understand that it is impossible for the Cossatot River School District to restrict access to all controversial materials, and I will not hold the Cossatot River School District, or school's responsible for materials acquired on the Cossatot River School District network or Internet. I hereby give my permission to issue an account for my child to use the District network and Internet. I release the Cossatot River School District, its affiliates and its employees from any claims or damages of any nature arising from my child or dependent's access or use of the Cossatot River School District's network or Internet. I also agree not to hold the Cossatot River School District responsible for materials improperly acquired on the system, or for violations of copyright restrictions, user's mistakes or negligence, or any costs incurred by users. This agreement shall be governed by and construed under the applicable law, school board policy, administrative regulation, state or federal laws.

Student Name: _____

Parent/Legal Guardian Name: _____(Print)

Parent/Legal Guardian Signature: _____ Date: _____
Signature Forms

Cossatot River School District Acceptable Use Policy Contract
June 1, 2015- June 30, 2018

Community Agreement
The acceptable and unacceptable uses of the Cossatot River School District's equipment, network and the Internet access are described in this "Acceptable Use Agreement" for the Cossatot River School District. By signing this agreement, I acknowledge that I have read, understand and agree to abide by the provisions of the attached Acceptable Use Policy. I realize that all the rules of conduct described in this Cossatot River School District's AUP, policies, procedures, and handbooks apply when I am using the Cossatot River School District's network.

Name: _____ Email_____(Print)

School Name for Request of Access: _____

Signature: _____ Date: _____

Phone: _____ Address: _____

Cossatot River School District Guest Wireless

This agreement may only be executed by students who have previously returned a "Student Acceptable Use Policy" form signed by their parent allowing them to use the internet at school and all staff members who have returned the "Staff Acceptable Use Policy". This agreement provides additional authorization to access the CRSD wireless network using personal devices. It does not supersede any information in the Student/Staff Handbook.
CRSD administration believe that providing network access for staffs' personal electronic devices will enhance the educational experience by expanding access to the resources provided by the internet.

1. **Acceptable Devices.** Staff may access the wireless network with any device with 802.11 connectivity. Students may only access the network with devices that are the property of CRSD.
2. **Content.** Filtered access to the Internet will be provided for CRSD or staff owned devices as well as access to any district provided web-based applications that would normally be accessible.

3. **Personal Responsibility.** The district assumes no responsibility for the loss of, theft of or damage to any personal device that a student or staff connects to the CRSD wireless network or any information on that device.
4. **Security.** Students and staff shall not impair the security of the CRSD network. This expectation includes but is not limited to:
    - Students and staff are expected to maintain up to date antivirus and anti-spyware protection on all Personal devices that are connected to the CRSD wireless network. Devices without up to date security programs may be denied access to the network.
    - Students and staff are expected to safeguard all network passwords. Students and staff should not share network passwords with others and should change passwords frequently. Students and staff are expected to notify the Technology Department immediately if they believe their account has been compromised.
    - Students and staff are expected to log onto the CRSD wireless network only with their account and not to allow others to use their account or to use the accounts of others, with us without the account owner's authorization.
5. **No IT Support.** Students and staff are responsible for setting up and maintaining the personal devices that they connect to the network. The district will not provide IT support for student or staff owned devices.
6. **Authorized Use.** Student and staff personal owned devices will not have access to printing or district owned servers.

7. **Inappropriate Use.** The CRSD network is a shared and limited resource and all users have an obligation to use that resource responsibly. Students and staff are provided access to the CRSD wireless network primarily for educational purposes. Incidental personal use of the network is acceptable, but students and staff should not use the network for personal activities that consume significant network bandwidth or for activities that violate school policy or local law. These include but are not limited to:
    - Online gaming (e.g., World of Warcraft) unless approved by a teacher.
    - Downloading software, music, movies or other content in violation of licensing requirements, copyright or other intellectual property rights.
    - Downloading, viewing or sharing inappropriate content, including pornographic, defamatory or otherwise offensive material.
    - Conducting any activity that is in violation of school policy or local, state or federal law.
    - Participating in political activities.
    - Conducting for-profit business.
    - Using hacking tools on the network or intentionally introducing malicious code into the District's network.
    - Using any software or proxy service to obscure either the IP address or the sites that the student or staff member visits.

- Disabling, bypassing, or attempting to disable or bypass any system monitoring, filtering or other security measures.
- Accessing or attempting to access material or systems on the network that the student or staff member is not authorized to access.

8. **No Expectation of Privacy.** The District can and does monitor internet access and activity on the District's network, including but not limited to sites visited, content viewed and email sent and received.
9. **Disruptive Activity.** Students and staff should not intentionally interfere with the performance of the CRSD wireless network and the District's overall network.
10. **Unauthorized Networks.** Students and staff may not create unauthorized wireless networks to access CRSD's wireless network. This includes establishing wireless access points, wireless routers and open networks on personal devices.
11. **No Use of Wired Networks.** Students may use only the CRSD wireless network with CRSD devices. They may not attach personal devices to the CRSD wired network.
12. **Consequences of Inappropriate Use.** Students or staff who misuse CRSD's wireless network will be subject to discipline which may include loss of access to the wireless or all internet access and/or other appropriate disciplinary or legal action in accordance with the Student Code of Conduct/Teacher Code of Conduct and applicable laws.

4.29.1----DISCIPLINARY ACTIONS

The following table of rules and consequences are suggestions. At any time, the District Administrator or Designee may choose to assign a greater level of punishment depending on the severity of the incident and numbers of incidents a student has been involved in.

Abbreviation Key:
W: Warning D: Detention ISS: In School Suspension
OSS: Out of School Suspension PA: Prosecuting Authorities
PC: Parent Contact PCSO: Polk County Sheriff's Office

Rule/Explanation	1st Offense	2nd Offense	3rd Offense	4+ Offenses
A. Tardies – A student is considered tardy if he/she is **not in class as determined by the teacher** when the tardy bell rings. All tardies are **cumulative** per nine weeks.	Warning	1 Day Detention	2 Days Detention	4 offenses 2 Days Detention , AD and cannot be exempt from semester test , At 5 offenses student will get 1day of ISS in addition to above.
B. Vulgar, Obscene, Offensive Language, Gestures or Material	1-10 Days Detention	1-5 Days ISS	1-5 Days ISS	
C. Truancy (An absence from school/class without school or parent's prior knowledge, and	5 Days Detention, PC	1-5 Days ISS, PC	5-10 Days ISS, PC	
D. Disruptive, Disrespectful	1-5 Days Detention	1-5 Days ISS, PC	5-10 Days ISS, PC	
E. Safety Violations (Rough Play, Wrestling, Throwing objects)	1-5 Days Detention	1-5 Days ISS, PC	5-10 Days ISS, PC	1-5 Days OSS, PC
F. Leaving Campus Without Permission	5 Days ISS, Loss of driving privileges on campus for 1 Weeks	10 Days ISS, Loss of driving privileges on campus for 3 Weeks	15 Days ISS, Loss of driving privileges for the rest of the school year	Expulsion
G. Parking Violations	Loss of driving privileges on	Loss of driving privileges on	Loss of driving privileges on	Loss of driving privileges for

	campus for 1 Week	campus for 3 Weeks	campus for 6 Weeks	the rest of the school year
H. Tobacco Possession or Use	1-5 days ISS, PC	5-10 days ISS, PC	1-10 days OSS ,PC	10 days OSS, PC,
I. False 911 Call (Initiating or Participating in a False 911 Call)	1-10 OSS, Possible PCSO, PC	10 OSS, PCSO, PC	10 OSS, PCSO, PC	10 OSS, PCSO, PC
J. Refusal to Comply, Defiance	1-5 ISS, PC	5-14 ISS, PC	1-10 OSS, PC, Possible Expulsion	Expulsion
K. Electronic Device Possession Violation	Phone taken from the student, Fine of $10, and the parent has to pick up the phone from the principal.	Phone taken from the student, Fine of $25, and the parent has to pick up the phone from the principal.	A cell phone will not be allowed on campus for the remainder of the year with the exception of a school activity.	
L. Dishonesty (Forgery, Cheating, Lying, Plagiarism)	5 Days ISS, PC, Zero at Teachers Discretion	6- 10 Days ISS, PC, Zero	10-15 Days ISS, PC, Zero	15-20 Days ISS, PC, Zero
M. Unauthorized Possession or Theft of Property	Restitution, PC, 1-10 days ISS, AD			
N. Destruction of Property	Restitution, PC, AD			
O. Fighting (ACT 1108,1997)	5 Days 0SS, PC, School Counselor Referral	10 Days OSS, PC, School Counselor Referral	15 Days OSS, PC, School Counselor Referral	Expulsion
P. Refusal or Flight From Search	1-5 Days ISS, PC	5-10 Days OSS, PC	10-15 Days OSS, Possible Expulsion	Expulsion
Q. Bullying, Harassment, Hazing, Sexual harassment, Hate Groups, Gang like or Gang Related Activity, Abusive or Threatening Behavior, Cyber Bullying	Zero Tolerance, 1-10 OSS, PC, Possible Expulsion			
R. Weapon/Dangerous Object (Act 1590, 1999expressed Intent to Harm)	PC, Expulsion			
S. Verbal Abuse of School personnel 9AR Code 6-17-106 as amended by Act 1565, 20010	10-15 Days OSS, PC, Possible Expulsion	1-10 OSS, PCSO, PA, Possible Expulsion	Expulsion	

T. Physical Abuse, Assault of School Personnel or Death Threat of School personnel, or a Student (Act 1520, 1999 as amended by Act 1046, 2001)	10-15 Days OSS, PC, Possible Expulsion	Expulsion		
U. Explosives	PC, Expulsion			
V. False Fire, Bomb Threat (Initiating or Participating in a False Fire Alarm or Bomb Threat) (AR Code 5-71-210 as amended by Act 567, 2001)	PC, Expulsion			
W. Arson or Attempted Arson	PC, Expulsion			
X. Possession, Use, or Distribution of an Illegal Substance or ANY Misrepresented or Misused Substances.	PC, Expulsion			
Y. Possession of Firearms (Act 1108, 1997 and Act 1282, 1999)	Expulsion, SD			

Public Display of Affection (PDA) WILL NOT BE TOLERATED	1-5 Days, Detention, PC	5-10 Days Detention, PC	1-5 Days ISS, PC,	5-10 Days ISS, PC

Dress Code:

Students must meet Dress Code throughout the school year, which includes during graduation practice, final exam schedules, and "Dress Up" weeks such as spirit week. Failure to do so may hinder participation in graduation practice and spirit days or taking final exam after school hours.

Item	Description
Leggings	• Leggings when worn must have Coverage. • Yoga pants may be worn with Coverage. • Coverage includes sweaters, skirts, and shorts ***(Length must be to the tips of the longest finger.)***
Loungewear	Pajamas, house shoes, and loungewear are prohibited. ***No sheets, blankets or pillows allowed in the classroom.***
Pants	• All bottom clothing including shorts, pants, and skirts must be worn at waist level. • Sagging is not allowed at all (Arkansas law, Act 835) • Pants or Jeans cannot have holes that expose skin or undergarments above the knee.
Shirts	• Item must come to the width of a dollar bill across your shoulders • No shirts worn with one shoulder bare or shoulder exposed. Must meet coverage above. • Tank tops must meet shoulder coverage above. • Backs must be covered. (No backbone exposed) • No cleavage (Specified in Arkansas law, act 835) • No mesh tops, spaghetti straps, or halter tops • Sheer blouses are acceptable with an undergarment that comes to edge of shoulder • No cut-out shirts will be tolerated.
Shorts	Length must be to the tips of the longest finger
Skirts/dresses	Length must be to the tips of the longest finger
Offensive Clothing	No clothing, hats, or backpacks that advertise or depict alcohol, drugs, tobacco or tobacco products, violence, hate these, racial/gender degradation, sexually explicit or suggestive wording or pictures, gang affiliation, gang related tattoos, or gang insignia, or clothing likely to cause a disruption within the school environment.
Other	• No long belts, spiked accessories, sunglasses, or bandanas. • No tattoos displaying defamatory writing, racist, obscene language or symbols, or symbols of drugs, sex or alcohol. • No bare feet in the interest of safety and hygiene • Hoodies and costumes when worn must reveal the identity of the student. • No Face Paint • No hats, Headgear • No sheet, blankets, or pillows allowed in class
Consequences	
A. ISS	Student will not be allowed to attend class and will be assigned to ISS 1-5 days
B. Repeat Offenders	Students who repeatedly violate dress code may be assigned ISS for 5-10 days

Electronic Device:

Alternate Electronic Device Policy:

Students may use electronic devices before school and during lunch in the cafeteria only. Students may not use electronic devices during school hours unless designated by a teacher for educational purposes. If students have an electronic device, teachers will take the device to the office and the following consequences will be followed:
1st: Student may pick up at the end of the day. Student will receive 1 day of detention 2nd: Parent must pick it up. Student will receive 3 days of detention.
3rd: Parent must pick it up. Student will receive 5 days' detention.
If a student exceeds 3 offences, the principal has the discretion to assign ISS or OSS.

CELL PHONES WILL BE ALLOWED BEFORE SCHOOL, DURING PASSING PERIODS AND LUNCH

Behavior Not Covered

- The school district reserves the right to punish behavior which is not conducive to good order and the discipline in the schools, even though such behavior is not specified in the preceding written rules.

- Students shall make a restitution of any property stolen or damaged by them and shall be subject to other disciplinary action. Parents of any minor students under the age of 18 and living with parents may be liable for damages caused by said minor in an amount of $2000.00.

- Saturday school is an option for students who have multiple infractions. If you are assigned Saturday school and you do not attend, you be assigned to the following Saturday. If you the second day of Saturday school, you will be suspended the following Monday.

4.30—SUSPENSION FROM SCHOOL

Students who are not present at school cannot benefit from the educational opportunities the school environment affords. Administrators, therefore, shall strive to find ways to keep students in school as participants in the educational process. There are instances, however, when the needs of the other students or the interests of the orderly learning environment require the removal of a student from school. The Board authorizes school principals or their designees to suspend students for disciplinary reasons for a period of time not to exceed ten (10) school days,[1] including the day upon which the suspension is imposed. The suspension may be in school or out of school. Students are responsible for their conduct that occurs:

- At any time on the school grounds;

- Off school grounds at a school-sponsored function, activity, or event; and
- Going to and from school or a school activity.

A student may be suspended for behavior including, but not limited to, that:
1. Is in violation of school policies, rules, or regulations;
2. Substantially interferes with the safe and orderly educational environment;
3. School administrators believe will result in the substantial interference with the safe and orderly educational environment; and/or
4. Is insubordinate, incorrigible, violent, or involves moral turpitude.

Out-of-school suspension (OSS)shall not be used to discipline a student in kindergarten through fifth (5^{th}) grade unless the student's behavior:
a. Poses a physical risk to himself or herself or to others;
b. Causes a serious disruption that cannot be addressed through other means; or
c. Is the act of bringing a firearm on school campus.

OSS shall not be used to discipline a student for skipping class, excessive absences, or other forms of truancy.

The school principal or designee shall proceed as follows in deciding whether or not to suspend a student:
1. The student shall be given written notice or advised orally of the charges against him/her;
2. If the student denies the charges, he/she shall be given an explanation of the evidence against him/her and be allowed to present his/her version of the facts; and
3. If the principal finds the student guilty of the misconduct, he/she may be suspended.

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

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

It is the parents' or legal guardians' responsibility to provide current contact information to the district, which the school shall use to immediately notify the parent or legal guardian upon the suspension of a student. The notification shall be by one of the following means, listed in order of priority:[2]

- A primary call number; ○ The contact may be by voice, voice mail, or text message.
- An email address;

- A regular first class letter to the last known mailing address.

The district shall keep a log of contacts attempted and made to the parent or legal guardian.

During the period of their suspension, students serving OSS are not permitted on campus except to attend a student/parent/administrator conference.[3]

During the period of their suspension, students serving in-school suspension shall not attend or participate in any school-sponsored activities during the imposed suspension.[3]

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

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

Cross Reference: 4.7—ABSENCES

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

Date Adopted:
Last Revised: 07/27/17

4.30.1 IN SCHOOL SUSPENSIONS

In school suspension shall be treated as if the student was present at school. The students shall not attend any school sponsored activities during the imposed suspension; nor shall the student participate in any school sponsored activities. Students will be required to complete assignments as given by classroom teacher.

APPEALS

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

Suspension initiated by the Superintendent may be appealed to the Board of Education.

Legal References: ACA 6-18-507
Goss v Lopez, 419 U.S. 565 (1975)

4.31—EXPULSION

The Board of Education may expel a student for a period longer than ten (10) school days for violation of the District's written discipline policies. The Superintendent may make a recommendation of expulsion to the Board of Education for student conduct: Deemed to be of such gravity that suspension would be inappropriate;

 Where the student's continued attendance at school would disrupt the orderly learning environment; or would pose an unreasonable danger to the welfare of other students or staff.

Expulsion shall not be used to discipline a student in kindergarten through fifth (5^{th}) grade unless the student's behavior:

a. Poses a physical risk to himself or herself or to others;
b. Causes a serious disruption that cannot be addressed through other means; or
c. Is the act of bringing a firearm on school campus.

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

The hearing shall be conducted not later than ten (10) school days[1] following the date of the notice, except that representatives of the Board and student may agree in writing to a date not conforming to this limitation.

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

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

Except as permitted by policy 4.22, the Superintendent shall recommend the expulsion of any student for a period of not less than one (1) year for possession of any firearm prohibited on school campus by law. The Superintendent shall, however, have the discretion to modify the expulsion recommendation for a student on a case-by-case basis. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a weapons policy violation shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property.[2] The parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

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

Cross Reference: Policy 4.22—WEAPONS AND DANGEROUS INSTRUMENTS
Legal Reference: A.C.A. § 6-18-507 Date Adopted:
Last Revised: 07/27/17

4.32 - SEARCH, SEIZURE, AND INTERROGATIONS

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

School property shall include, but not be limited to, lockers, desks, and parking lots, as well as personal effects left there by students. When possible, prior notice will be given and the student will be allowed to be present along with an adult witness, however, searches may be done at any time with or without notice or the student's consent. A personal search must not be excessively intrusive in light of the age and sex of the student and the nature of the infraction.

The Superintendent, principals, and their designees may request the assistance of law enforcement officials to help conduct searches. Such searches may include the use of specially trained dogs.

A school official of the same sex shall conduct personal searches with an adult witness of the same sex present.

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

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

In instances other than those related to cases of suspected child abuse, principals must release a student to either a police officer who presents a subpoena for the student, or a warrant for arrest, or to an agent of state social services or an agent of a court with jurisdiction over a child with a court order signed by a judge. Upon release of the student, the principal or designee shall give the student's parent, legal guardian, or other person having

lawful control by court order, or person acting in loco parentis notice that the student has been taken into custody by law enforcement personnel or a state's social services agency. If the principal or designee is unable to reach the parent, he or she shall make a reasonable, good faith effort to get a message to the parent to call the principal or designee, and leave both a day and an after-hours telephone number.

Legal References: A.C.A. § 6-18-513
A.C.A. § 9-13-104
A.C.A. § 12-18-609, 610, 613
A.C.A. § 12-18-1001, 1005

4.33—STUDENTS' VEHICLES

A student, who has presented a valid driver's license and proof of insurance to the appropriate office personnel, may drive his/her vehicle to school. Vehicles driven to school shall be parked in

the area designated for student parking. Parking on school property is a privilege which may be denied to a student for any disciplinary violation, at the discretion of the student's building principal. Students are not permitted to loiter in parking areas and are not to return to their vehicles for any reason unless given permission to do so by school personnel. It is understood that there is no expectation of privacy in vehicles in parking areas. Drivers of vehicles parked on a school campus will be held accountable for illegal substances or any other item prohibited by District policy found in their vehicle. The act of a student parking a vehicle on campus is a grant of permission for school or law enforcement authorities to search that vehicle. Any student who fails to comply with these regulations or who drives in such a manner as to cause potential harm to him/her or others on or near school property will not be permitted to bring an automobile to school. These regulations also apply to anyone riding a motorcycle or bicycle to school. Automobiles (Search and Seizure): Warrant less searches of student automobiles by school personnel are generally valid if there is reasonable suspicion that the search would produce evidence indicating the student has violated the law and school rules.

4.34—COMMUNICABLE DISEASES AND PARASITES

Students with communicable diseases or with human host parasites that are transmittable in a school environment shall demonstrate respect for other students by not attending school while they are capable of transmitting their condition to others. Students whom the school nurse determines are unwell or unfit for school attendance or who are believed to have a communicable disease or condition will be required to be picked up by their parent or guardian. Specific examples include, but are not limited to: Varicella (chicken pox), measles, scabies, conjunctivitis (Pink Eye), impetigo/MRSA (Methicillin-resistant
Staphylococcus aureus), streptococcal and staphylococcal infections, ringworm, mononucleosis, Hepatitis A, B, or C, mumps, vomiting, diarrhea, and fever (100.4 F when taken orally).[1] A student who has been sent home by the school nurse will be subsequently readmitted, at the discretion of the school nurse, when the student is no longer a transmission risk. In some instances, a letter from a health care provider may be required prior to the student being readmitted to the school.

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

In accordance with 4.57—IMMUNIZATIONS the District shall maintain a copy of each student's immunization record and a list of individuals with exemptions from immunization which shall be education records as defined in policy 4.13. That policy provides that an education record may be disclosed to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.

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

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

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

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

Legal References: A.C.A. § 6-18-702
Arkansas State Board of Health Rules and Regulations Pertaining To Immunization Requirements
Arkansas Department of Education Rules Governing Kindergarten Through 12th Grade Immunization Requirements

Date Adopted:
Last Revised:07/27/17

4.35—STUDENT MEDICATIONS

Prior to the administration of any medication, including any dietary supplement or other perceived health remedy not regulated by the US Food and Drug Administration, to any student under the age of eighteen

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

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

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

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

Option One
The only Schedule II medications that shall be allowed to be brought to the school are methylphenidate (e.g. Ritalin or closely related medications as determined by the school nurse), dextroamphetamine (Dexedrine), and amphetamine sulfate (e.g. Adderall or closely related medications as determined by the school nurse).[1]

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

Option Two
Students taking Schedule II medications methylphenidate (e.g. Ritalin or closely related medications as determined by the school nurse), dextroamphetamine (Dexedrine), and amphetamine sulfate (e.g. Adderall or closely related medications as determined by the school nurse)[1] shall be allowed to attend school.

Students taking Schedule II medications not included in the previous sentence[1] shall be allowed to bring them to school under the provisions of this policy and shall be permitted to attend and participate in classes **only** to the extent the student's doctor has specifically authorized such attendance and participation.[2] A doctor's prescription for a student's Schedule II medication is **not** an authorization. Attendance authorization shall specifically state the degree and potential danger of physical exertion the student is permitted to undertake in the student's classes and extracurricular activities. Without a doctor's written authorization, a student taking Schedule II medications, other than those specifically authorized in this policy, shall **not** be eligible to attend classes, but shall be eligible for homebound instruction if provided for in their IEP or 504 plans.[3]

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

Students who have written permission from their parent or guardian and a licensed health care practitioner on file with the District may:

1) Self-administer either a rescue inhaler or auto-injectable epinephrine;
2) Perform his/her own blood glucose checks;
3) Administer insulin through the insulin delivery system the student uses;
4) Treat the student's own hypoglycemia and hyperglycemia; or
5) Possess on his or her person:
    a) A rescue inhaler or auto-injectable epinephrine; or
    b) the necessary supplies and equipment to perform his/her own diabetes monitoring and treatment functions.

Students who have a current consent form on file shall be allowed to carry and self-administer such medication while:

- In school;
- At an on-site school sponsored activity;
- While traveling to or from school; or
- At an off-site school sponsored activity.

A student is prohibited from sharing, transferring, or in any way diverting his/her medications to any other person. The fact that a student with a completed consent form on file is allowed to carry a rescue inhaler, auto-injectable epinephrine, diabetes medication, or combination does not require him/her to have such on his/her person. The parent or guardian of a student who qualifies under this policy to self-carry a rescue inhaler, auto-injectable epinephrine, diabetes medication, or any combination on his/her person shall provide the school with the appropriate medication, which shall be immediately available to the student in an emergency.

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

1. an IHP that provides for the administration of Glucagon, insulin, or both in emergency situations; and
2. a current, valid consent form on file from their parent or guardian.

When the nurse is unavailable, the trained volunteer school employee who is responsible for a student shall be released from other duties during:

A. The time scheduled for a dose of insulin in the student's IHP; and
B. Glucagon or non-scheduled insulin administration once other staff have relieved him/her from other duties until a parent, guardian, other responsible adult, or medical personnel has arrived.

A student shall have access to a private area to perform diabetes monitoring and treatment functions as outlined in the student's IHP.

Emergency Administration of Epinephrine

The school nurse or other school employees designated by the school nurse as a care provider who have been trained[1] and certified by a licensed physician may administer an epinephrine auto-injector in emergency situations to students who have an IHP developed under Section 504 of the Rehabilitation Act of 1973 which provides for the administration of an epinephrine auto-injector in emergency situations.

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

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

The school nurse for each District school shall keep epinephrine auto-injectors on hand that are suitable for the students the school serves. The school nurse or other school employee designated by the school nurse as a care provider who has been trained[1] and certified by a licensed physician may administer auto-injector epinephrine to those students who the school nurse, or other school employee certified to administer auto-injector epinephrine, in good faith professionally believes is having a life-threatening anaphylactic reaction.

The school shall not keep outdated medications or any medications past the end of the school year. Parents shall be notified ten (10) days in advance of the school's intention to dispose of any medication. Medications not picked up by the parents or legal guardians within the ten (10) day period shall be disposed of by the school nurse in accordance with current law and regulations.[2]

Legal References: Ark. State Board of Nursing: School Nurse Roles and Responsibilities

Arkansas Department of Education and Arkansas State Board of Nursing Rules Governing the Administration of Insulin and Glucagon to Arkansas Public School Students with Diabetes
A.C.A. § 6-18-707
A.C.A. § 6-18-711
A.C.A. § 6-18-1005(a)(6)
A.C.A. § 17-87-103 (11)
A.C.A. § 20-13-405

Date Adopted:
Last Revised:07/12/18

4.35F—MEDICATION ADMINISTRATION CONSENT FORM

Student's Name (Please Print)

_____

This form is good for school year 2013-2014. This consent form must be updated anytime the student's medication order changes and renewed each year and/or anytime a student changes schools.

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

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

Name(s) of medication(s)

_____

Name of physician or dentist (if applicable)

_____

Dosage

_____

Instructions for administering the medication _____

_____

Other instructions

_____

_____

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

Parent or legal guardian signature

_____

Date _____

4.35F2—MEDICATION SELF-ADMINISTRATION CONSENT FORM

Student's Name (Please Print)

_____

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

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

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

- a statement from the prescribing health-care provider that the student possesses the skill and responsibility necessary to use and administer the asthma inhaler and/or auto injectable epinephrine.

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

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

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

Parent or legal guardian signature

_____

Date _____

4.35F3—GLUCAGON ADMINISTRATION CONSENT FORM

Student's Name (Please Print)

_____

This form is good for school year 2013-2014. This consent form must be updated anytime the student's medication order changes and renewed each year and/or anytime a student changes schools.

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

I hereby authorize the school nurse or, in the absence of the nurse, trained volunteer district personnel designated as care providers, to administer Glucagon to my child in an emergency situation. Glucagon shall be supplied to the school nurse by the student's parent or guardian and be in the original container properly labeled with the student's name, the ordering provider's

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

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

Parent or legal guardian signature

_____

Date _____

4.35F4—EPINEPHRINE EMERGENCY ADMINISTRATION CONSENT FORM

Student's Name (Please Print)

_____

This form is good for school year 2013-2014. This consent form must be updated anytime the student's medication order changes and renewed each year and/or anytime a student changes schools.

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

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

Date of physician's order _____

Circumstances under which Epinephrine may be administered

_____

_____

Other instructions

_____

_____

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

Parent or legal guardian signature

_____

Date _____

4.36—STUDENT ILLNESS/ACCIDENT If a student becomes too ill to remain in class and/or could be contagious to other students, the principal or designee will attempt to notify the student's parent or legal guardian. The student will remain in the school's health room or a place where he/she can be supervised until the end of the school day or until the parent/legal guardian can check the student out of school. If a student becomes seriously ill or is injured while at school and the parent/legal guardian cannot be contacted, the failure to make such contact shall not unreasonably delay the school's expeditious transport of the student to an appropriate medical care facility. The school assumes no responsibility for treatment of the student. When available, current, and applicable, the student's emergency contact numbers and medical information will be utilized. Parents are strongly encouraged to keep this information up to date.

4.37—EMERGENCY DRILLS

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

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

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

Other types of emergency drills may also be conducted to test the implementation of the District's emergency plans in the event of violence, terrorist attack, natural disaster, other emergency, or the District's Panic Button Alert System. Students shall be included in the drills to the extent practicable.

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

Date Adopted:
Last Revised:

4.38—PERMANENT RECORDS

Permanent school records, as required by the Arkansas Department of Education, shall be maintained for each student enrolled in the District until the student receives a high school diploma or its equivalent or is beyond the age of compulsory school attendance. A copy of the student's permanent record shall be provided to the receiving school district within ten (10) school days after the date a request from the receiving school district is received.

4.39—CORPORAL PUNISHMENT

Parents may choose Act 333 of 1995. Parents may choose an option whether their child is given corporal punishment. A written request should be on file in the principal's office signed by parent or legal guardian concerning their decision on the use of corporal punishment. **NOTE** A formal hearing is not required prior to administering corporal punishment. The Cossatot River 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. 79 Prior to the administration of corporal punishment, the student receiving the corporal punishment shall be given an explanation of the reasons for the punishment and be given an opportunity to refute the charges. All corporal punishment shall be administered privately, i.e. out of the sight and hearing of other students, shall not be excessive, or administered with malice, and shall be administered in the presence of another school administrator or designee who shall be a licensed staff member employed by the District.

4.40—HOMELESS STUDENTS

The Cossatot River School District will afford the same services and educational opportunities to homeless children as are afforded to non-homeless children. The Superintendent or his/her designee shall appoint an appropriate staff person to be the local educational agency (LEA) liaison for homeless children and youth whose responsibilities shall include, but are not limited to:

- Receive appropriate time and training in order to carry out the duties required by law and this policy;
- Coordinate and collaborate with the State Coordinator, community, and school personnel responsible for education and related services to homeless children and youths;
- Ensure that school personnel receive Professional development and other support regarding their duties and responsibilities for homeless youths;
- Ensure that unaccompanied homeless youths:
    - Are enrolled in school;
    - Have opportunities to meet the same challenging State academic standards as other children and youths; and
    - Are informed of their status as independent students under the Higher Education Act of 1965 and that they may obtain assistance from the LEA liaison to receive verification of such status for purposes of the Free Application for Federal Student Aid;
- Ensure that public notice of the educational rights of the homeless children and youths is disseminated in locations frequented by parents or guardians of such youth, and unaccompanied homeless youths, including schools, shelters, public libraries, and soup kitchens, in a manner and form that is easily understandable.

To the extent possible, the LEA liaison and the building principal shall work together to ensure no homeless child or youth is harmed due to conflicts with District policies solely because of the homeless child or youth's living situation; this is especially true for District policies governing fees, fines, and absences.[1]

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

For the purposes of this policy "school of origin" means:

- The school that a child or youth attended when permanently housed or the school in which the child or youth was last enrolled, including a preschool; and
- The designated receiving school at the next grade level for all feeder schools when the child completes the final grade provided by the school of origin.

The District shall do one of the following according to what is in the best interests of a homeless child:

- Continue the child's or youth's education in the school of origin for the duration of homelessness:

- In any case in which a family becomes homeless between academic years or during an academic year; and
- For the remainder of the academic year, if the child or youth becomes permanently housed during an academic year; or

- Enroll the child or youth in any public school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

In determining the best interest of the child or youth, the District shall:

- Presume that keeping the child or youth in the school of origin is in the child's or youth's best interest, except when doing so is contrary to the request of the child's or youth's parent or guardian, or (in the case of an unaccompanied youth) the youth;
- Consider student-centered factors related to the child's or youth's best interest, including factors related to the impact of mobility on achievement, education, health, and safety of homeless children and youth, giving priority to the request of the child's or youth's parent or guardian or (in the case of an unaccompanied youth) the youth.

If the District determines that it is not in the child's or youth's best interest to attend the school of origin or the school requested by the parent or guardian, or (in the case of an unaccompanied youth) the youth, the District shall provide the child's or youth's parent or guardian or the unaccompanied youth with a written explanation of the reasons for its determination, in a manner and form understandable to such parent, guardian, or unaccompanied youth, including information regarding the right to appeal. For an unaccompanied youth, the District shall ensure that the LEA liaison assists in placement or enrollment decisions, gives priority to the views of such unaccompanied youth, and provides notice to such youth of the right to appeal.

The homeless child or youth must be immediately enrolled in the selected school regardless of whether application or enrollment deadlines were missed during the period of homelessness.

The District shall be responsible for providing transportation for a homeless child, at the request of the parent or guardian (or in the case of an unaccompanied youth, the LEA Liaison), to and from the child's school of origin.[2]

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

1. Are:
   - Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason;
   - Living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations;
   - Living in emergency or transitional shelters;
   - Abandoned in hospitals; or
2. Have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
3. Are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and

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

In accordance with Federal law, information on a homeless child or youth's living situation is part of the student's education record and shall not be considered, or added, to the list of directory information in Policy 4.13.[3]

Legal References: 42 U.S.C. § 11431 et seq.
42 U.S.C. § 11431 (2)
42 U.S.C. § 11432(g)(1)(H)(I)
42 U.S.C. § 11432 (g)(1)(J)(I), (ii), (iii), (iii)(I), (iii)(II)
42 U.S.C. § 11432 (g)(3)(A), (A)(I), (A)(I)(I), (A)(I)(II), (A)(ii)
42 U.S.C. § 11432 (g)(3)(B)(I), (ii), (iii)
42 U.S.C. § 11432 (g)(3)(C)(I), (ii), (iii)
42 U.S.C. § 11432 (g)(3)(E)(I), (ii), (iii)
42 U.S.C. § 11432 (g)(3)(G)
42 U.S.C. § 11432 (g)(4) (A), (B), (C), (D), (E)
42 U.S.C. § 11434a
Commissioner's Memo COM-18-044

Date Adopted:
Last Revised:07/12/18

4.41—PHYSICAL EXAMINATIONS OR SCREENINGS

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

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

Except in instances where a student is suspected of having a contagious or infectious disease, parents shall have the right to opt their student out of the exams or screenings by using form 4.41F or by providing certification from a physician that he/she has recently examined the student.

Legal References: A.C.A. § 6-18-701 (b), (c), (f)

Date Adopted:
Last Revised:
MEDICAL

A nurse is on staff to serve the school by conducting student's health checks, establishing medical procedures and making referrals for children who have medical needs.

Medication -- Approved and accepted first aid items may be used when needed. Students with special needs who must take prescription or non-prescription medication at school may do so under the following conditions:

- A form signed by the parent must be turned in at the nurse's office stating the name of the student, type of medicine, name of doctor if it is a prescription medication, and other statements not holding the school or school personnel responsible if undesired reactions occur.
- All medication must be in the original bottle and not mixed. It must be delivered by a parent or designated adult to the office.
- The giving of medication may be delegated by the nurse.
- Medicine should not be in a student's possession on the bus or on campus at any time. Unless there is written permission in the nurse's office and principal's office to allow the student to keep a prescription asthma inhaler or an auto-injectable epinephrine while at school, at on-site school-sponsored activities and at off-site school-sponsored activities. *Act 1694 2005* ▪ If there is a need for the giving of medication on a long-range basis as for convulsive disorder, hyperactivity, asthma, etc. A doctor's statements is required stating the necessity for giving the medication during the school day and any reaction that might occur.
- The school will not give aspirin or Tylenol. If the parents wish their child to have either, the above procedure must be followed.

If a student brings cough drops to school, they must be given to teacher or nurse.

- Students found with head lice are to be excluded from school along with each sibling until proof of treatment is provided and all traces of lice and nits (eggs) are removed from the hair. The student is not to be re-admitted to school until the school nurse or designee has agreed. Two days excused absence will be allowed for treatment of head lice. A parent **SHOULD** accompany the student to school to be readmitted.

Accidents and illness - - Accidents on the school ground or in buildings are to be reported to the principal. Only first aid treatment is given and notification of the family is made according to emergency form parents submit to school for their child. If family cannot be reached, the family physician may be called. **THE SCHOOL ASSUMES NO RESPONSIBILITY FOR FINANCIAL OBLIGATIONS IN TREATMENT.**

When students are injured or become ill, their parents will be notified. IT IS VERY IMPORTANT FOR PARENTS TO PROVIDE THE SCHOOL WITH COMPLETE EMERGENCY INFORMATION.

4.42—STUDENT HANDBOOK

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

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

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

4.43—BULLYING

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

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

Definitions:

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

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

- Physical harm to a public school employee or student or damage to the public school employee's or student's property;
- Substantial interference with a student's education or with a public school employee's role in education;
- A hostile educational environment for one (1) or more students or public school employees due to the severity, persistence, or pervasiveness of the act; or
- Substantial disruption of the orderly operation of the school or educational environment;

"Electronic act" means without limitation a communication or image transmitted by means of an electronic device, including without limitation a telephone, wireless phone or other wireless communications device, computer, or pager that results in the substantial disruption of the orderly operation of the school or educational environment.
Electronic acts of bullying are prohibited whether or not the electronic act originated on school property or with school equipment, if the electronic act is directed specifically at students or school personnel and maliciously intended for the purpose of disrupting school, and has a high likelihood of succeeding in that purpose;

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

"Substantial disruption" means without limitation that any one or more of the following occur as a result of the bullying:
- Necessary cessation of instruction or educational activities;
- Inability of students or educational staff to focus on learning or function as an educational unit because of a hostile environment;
- Severe or repetitive disciplinary measures are needed in the classroom or during educational activities; or
- Exhibition of other behaviors by students or educational staff that substantially interfere with the learning environment.

Cyberbullying of School Employees is expressly prohibited and includes, but is not limited to:
a. Building a fake profile or website of the employee;
b. Posting or encouraging others to post on the Internet private, personal, or sexual information pertaining to a school employee;
c. Posting an original or edited image of the school employee on the Internet;
d. Accessing, altering, or erasing any computer network, computer data program, or computer software, including breaking into a password-protected account or stealing or otherwise accessing passwords of a school employee; making repeated, continuing, or sustained electronic communications, including electronic mail or transmission, to a school employee;
e. Making, or causing to be made, and disseminating an unauthorized copy of data pertaining to a school employee in any form, including without limitation the printed or electronic form of computer data, computer programs, or computer software residing in, communicated by, or produced by a computer or computer network;
f. Signing up a school employee for a pornographic Internet site; or

g. Without authorization of the school employee, signing up a school employee for electronic mailing lists or to receive junk electronic messages and instant messages.

Examples of "Bullying" may also include but are not limited to a pattern of behavior involving one or more of the following:

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

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

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

Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion. In determining the appropriate disciplinary action, consideration may be given to other violations of the student handbook which may have simultaneously occurred.[1] In addition to any disciplinary actions, the District shall take appropriate steps to remedy the effects resulting from bullying.

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

Copies of this policy shall be available upon request.[2]

Notes: Different consequences are permitted depending on the age or grade of the bullying student.

[1]Example: a student might be disciplined both for bullying and sexual harassment, in an appropriate situation, or bullying and assault.

[2] There should be a statement in the Student Handbook to this effect.
Suggestion for the posted notice: Create a circle with a line through it over the word Bullying (similar to a non-smoking logo). Beside the logo write: Mean talk or hurting other people is called bullying. Bullying is against the rules and can get you in trouble, suspended, or expelled. If someone bullies you, or you see someone being bullied, get help by telling an adult.

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

Date Adopted:
Last Revised:07/12/18

4.45—SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASSES OF 2019 AND 2020

All students are required to participate in the Smart Core curriculum unless their parents or guardians, or the students if they are eighteen (18) years of age or older, sign a *Smart Core Waiver Form* to not participate. While Smart Core is the default option, both a *Smart Core Informed Consent Form* and a *Smart Core Waiver Form* will be sent home with students prior to their enrolling in seventh (7^{th}) grade, or when a seventh (7^{th}) through twelfth (12^{th}) grade student enrolls in the district for the first time and there is not a signed form in the student's permanent record. Parents must sign one of the forms and return it to the school so it can be placed in the students' permanent record.[1] This policy is to be included in student handbooks for grades six (6) through twelve (12) and both students and parents must sign an acknowledgement they have received the policy. Those students not participating in the Smart Core curriculum will be required to fulfill the Core curriculum or the requirements of their IEP (when applicable) to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians prior to the time they are required to sign the consent forms.

While there are similarities between the two curriculums, following the Core curriculum may not qualify students for some scholarships and admission to certain colleges could be jeopardized. Students initially choosing the Core curriculum may subsequently change to the Smart Core curriculum **providing** they would be able to complete the required course of study by the end of their senior year.[2] Students wishing

to change their choice of curriculums must consult with their counselor to determine the feasibility of changing paths.

This policy, the Smart Core curriculum, and the courses necessary for graduation shall be reviewed by staff, students, and parents as part of the annual school district support plan development process[3] to determine if changes need to be made to better serve the needs of the district's students. The superintendent, or his/her designee, shall select the composition of the review panel.

Sufficient information relating to Smart Core and the district's graduation requirements shall be communicated to parents and students to ensure their informed understanding of each. This may be accomplished through any or all of the following means:[4]

- Inclusion in the student handbook of the Smart Core curriculum and graduation requirements;
- Discussion of the Smart Core curriculum and graduation requirements at the school's annual public meeting, PTA meetings, or a meeting held specifically for the purpose of informing the public on this matter;
- Discussions held by the school's counselors with students and their parents; and/or
- Distribution of a newsletter(s) to parents or guardians of the district's students.

Administrators, or their designees, shall train newly hired employees, required to be licensed as a condition of their employment, regarding this policy. The district's annual professional development shall include the training required by this paragraph.[5]

To the best of its ability, the District shall follow the requirements covering the transfer of course credit and graduation set forth in the Interstate Compact on Educational Opportunity for Military Children for all students who meet the definition of "eligible child" in Policy 4.2—ENTRANCE REQUIREMENTS.

GRADUATION REQUIREMENTS

The number of units students must earn to be eligible for high school graduation is to be earned from the categories listed below. A minimum of twenty-two (22) units is required for graduation for a student participating in either the Smart Core or Core curriculum. In addition to the twenty-two (22) units required for graduation by the Arkansas Department of Education (ADE), the district requires an additional __ units to graduate for a total of __ units. The additional required units may be taken from any electives offered by the district.[6] There are some distinctions made between Smart Core units and Graduation units. Not all units earned toward graduation necessarily apply to Smart Core requirements.

All students must receive a passing score on the Arkansas Civics Exam in order to graduate.

Digital Learning Courses

The District shall offer one or more digital learning course(s) through one or more District approved provider(s) as either a primary or supplementary method of instruction. The courses may be in a blended learning, online-based, or other technology-based format.[7] In addition to the other graduation requirements contained in this policy, students are required to take at least one (1) digital learning course for credit while in high school.

SMART CORE: Sixteen (16) units

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

Oral Communications: one-half (½) unit

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

1) Algebra I or Algebra A & B* which may be taken in grades 7-8 or 8-9;
2) Geometry ~~or Investigating Geometry~~ or Geometry A & B* which may be taken in grades 8-9 or 9-10;

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

3) Algebra II; and
4) The fourth unit may be either:

- A math unit approved by ADE beyond Algebra II; or
- A computer science flex credit may be taken in the place of a fourth math credit.
- College Algebra

Natural Science: a total of three (3) units with lab experience chosen from
One unit of Biology; and either:
Two units chosen from the following three categories (there are acceptable options listed by the ADE for each):

- Physical Science;
- Chemistry;
- Physics; or

One unit from the three categories above and a computer science flex credit may be taken in the place of a third science credit.

Social Studies: three (3) units

- Civics - one-half (½) unit
- World History - one unit
- American History - one unit
- Other social studies – one-half (½) Unit

Physical Education: one-half (½) unit
Note: While one-half (½) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (½) unit

Economics – one half (½) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.[8]

Fine Arts: one-half (½) unit

CAREER FOCUS: - Six (6) units

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

A student who enlists in a branch of the United States Armed Forces or the National Guard through the military delayed entry program, the National Guard Split Training Option, or other similar early entry program and completes basic training before graduating from high school shall receive two (2) units of the Career Focus graduation requirements.

a student who completes at least seventy-five (75) clock hours of documented community service in grades nine (9) through twelve (12) at any certified service agency or a part of a service-learning school program shall receive one (1) Career Focus credit.[9]

CORE: Sixteen (16) units

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

Oral Communications: one-half (½) unit

Mathematics: four (4) units

- Algebra or its equivalent***** - 1 unit
- Geometry or its equivalent***** - 1 unit
- All math units must build on the base of algebra and geometry knowledge and skills.
- (Comparable concurrent credit college courses may be substituted where applicable)
- A computer science flex credit may be taken in the place of a math credit beyond Algebra I and Geometry

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

- College Algebra

Science: three (3) units

- at least one (1) unit of biology or its equivalent; and

Two units chosen from the following three categories:

- Physical Science;

- Chemistry;
- Physics; or

One unit from the three categories above and a computer science flex credit may be taken in the place of a third science credit.

Social Studies: three (3) units

- Civics one-half (½) unit
- World history, one (1) unit
- American History, one (1) unit
- Other social studies – one-half (½) unit

Physical Education: one-half (½) unit

Note: While one-half (½) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (½) unit

Economics – one half (½) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.[8]

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Cross References: 4.55—STUDENT PROMOTION AND RETENTION
5.2—PLANNING FOR EDUCATIONAL IMPROVEMENT
5.11—DIGITAL LEARNING COURSES
5.12—COMPUTER SCIENCE INTERNSHIPS AND INDEPENDENT STUDIES

5.16—COMPUTER SCIENCE COURSE PREREQUISITES AND PROGRESSION

Legal References: Standards for Accreditation 1-C.2, 1-C.2.1, 1-C.2.2, 1-C.2.3
ADE Guidelines for the Development of Smart Core Curriculum Policy
ADE Rules Governing Distance and Digital Learning
Smart Core Informed Consent Form 2018
Smart Core Waiver Form 2016
Commissioner's Memo LS-18-082
A.C.A. § 6-4-302
A.C.A. § 6-16-149
A.C.A. § 6-16-150
A.C.A. § 6-16-1406

Date Adopted:
Last Revised:07/12/18

4.45.1—SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASSES OF 2021 AND THEREAFTER

All students are required to participate in the Smart Core curriculum unless their parents or guardians, or the students if they are eighteen (18) years of age or older, sign a *Smart Core Waiver Form* to not participate. While Smart Core is the default option, both a *Smart Core Informed Consent Form* and a *Smart Core Waiver Form* will be sent home with students prior to their enrolling in seventh (7^{th}) grade, or when a seventh (7^{th}) through twelfth (12^{th}) grade student enrolls in the district for the first time and there is not a signed form in the student's permanent record. Parents must sign one of the forms and return it to the school so it can be placed in the students' permanent record.[1] This policy is to be included in student handbooks for grades six (6) through twelve (12) and both students and parents must sign an acknowledgement they have received the policy. Those students not participating in the Smart Core curriculum will be required to fulfill the Core curriculum or the requirements of their IEP (when applicable) to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians prior to the time they are required to sign the consent forms.

While there are similarities between the two curriculums, following the Core curriculum may not qualify students for some scholarships and admission to certain colleges could be jeopardized. Students initially choosing the Core curriculum may subsequently change to the Smart Core curriculum **providing** they would be able to complete the required course of study by the end of their senior year.[2] Students wishing to change their choice of curriculums must consult with their counselor to determine the feasibility of changing paths.

This policy, the Smart Core curriculum, and the courses necessary for graduation shall be reviewed by staff, students, and parents as part of the annual school district support plan development process[3] to determine if changes need to be made to better serve the needs of the district's students. The superintendent, or his/her designee, shall select the composition of the review panel.

Sufficient information relating to Smart Core and the district's graduation requirements shall be communicated to parents and students to ensure their informed understanding of each. This may be accomplished through any or all of the following means:[4]

- Inclusion in the student handbook of the Smart Core curriculum and graduation requirements;
- Discussion of the Smart Core curriculum and graduation requirements at the school's annual public meeting, PTA meetings, or a meeting held specifically for the purpose of informing the public on this matter;
- Discussions held by the school's counselors with students and their parents; and/or
- Distribution of a newsletter(s) to parents or guardians of the district's students.

Administrators, or their designees, shall train newly hired employees, required to be licensed as a condition of their employment, regarding this policy. The district's annual professional development shall include the training required by this paragraph.[5]

To the best of its ability, the District shall follow the requirements covering the transfer of course credit and graduation set forth in the Interstate Compact on Educational Opportunity for Military Children for all students who meet the definition of "eligible child" in Policy 4.2—ENTRANCE REQUIREMENTS.

GRADUATION REQUIREMENTS

The number of units students must earn to be eligible for high school graduation is to be earned from the categories listed below. A minimum of twenty-two (22) units is required for graduation for a student participating in either the Smart Core or Core curriculum. In addition to the twenty-two (22) units required for graduation by the Arkansas Department of Education (ADE), the district requires an additional 2 units to graduate for a total of 24 units. The additional required units may be taken from any electives offered by the district.[6] There are some distinctions made between Smart Core units and Graduation units. Not all units earned toward graduation necessarily apply to Smart Core requirements.

All students must receive a passing score on the Arkansas Civics Exam in order to graduate.

Digital Learning Courses

The District shall offer one or more digital learning course(s) through one or more District approved provider(s) as either a primary or supplementary method of instruction. The courses may be in a blended learning, online-based, or other technology-based format.[7] In addition to the other graduation requirements contained in this policy, students are required to take at least one (1) digital learning course for credit while in high school.

Personal and Family Finance

In tenth (10th), eleventh (11th), or twelfth (12th) grade, all students shall receive credit in a course covering ~~cover~~ the Personal and Family Finance Standards.

SMART CORE: Sixteen (16) units

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

Oral Communications: one-half (½) unit

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

5) Algebra I or Algebra A & B* which may be taken in grades 7-8 or 8-9;
6) Geometry or Geometry A & B* which may be taken in grades 8-9 or 9-10;

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

7) Algebra II; and
8) The fourth unit may be either:
    - A math unit approved by ADE beyond Algebra II
    - A computer science flex credit may be taken in the place of a fourth math credit.

Natural Science: a total of three (3) units with lab experience chosen from
One unit of Biology; and either:
Two units chosen from the following three categories (there are acceptable options listed by the ADE for each):

- Physical Science;
- Chemistry;
- Physics; or
- One unit from the three categories above and a computer science flex credit may be taken in the place of a third science credit.

Social Studies: three (3) units

- Civics - one-half (½) unit
- World History - one unit
- American History - one unit
- Other social studies – one-half (½) unit

Physical Education: one-half (½) unit
Note: While one-half (½) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (½) unit

Economics – one half (½) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.[8]

Fine Arts: one-half (½) unit

CAREER FOCUS: - Six (6) units

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

A student who enlists in a branch of the United States Armed Forces or the National Guard through the military delayed entry program, the National Guard Split Training Option, or other similar early entry program and completes basic training before graduating from high school shall receive two (2) units of the Career Focus graduation requirements.

a student who completes at least seventy-five (75) clock hours of documented community service in grades nine (9) through twelve (12) at any certified service agency or a part of a service-learning school program shall receive one (1) Career Focus credit.[9]

CORE: Sixteen (16) units

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

Oral Communications: one-half (½) unit

Mathematics: four (4) units

- Algebra or its equivalent***** - 1 unit
- Geometry or its equivalent***** - 1 unit
- All math units must build on the base of algebra and geometry knowledge and skills.
- (Comparable concurrent credit college courses may be substituted where applicable)
- A computer science flex credit may be taken in the place of a math credit beyond Algebra I and Geometry
- College Algebra

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

Science: three (3) units

- at least one (1) unit of biology or its equivalent; and

Two units chosen from the following three categories:

- Physical Science;
- Chemistry;
- Physics; or

One unit from the three categories above and a computer science flex credit may be taken in the place of a third science credit.

Social Studies: three (3) units

- Civics one-half (½) unit

- World history, one (1) unit
- American History, one (1) unit
- Other social studies – one-half (½) unit

Physical Education: one-half (½) unit
Note: While one-half (½) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (½) unit

Economics – one half (½) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.[8]

Fine Arts: one-half (½) unit

CAREER FOCUS: - Six (6) units
All career focus unit requirements shall be established through guidance and counseling based on the student's contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.

A student who enlists in a branch of the United States Armed Forces or the National Guard through the military delayed entry program, the National Guard Split Training Option, or other similar early entry program and completes basic training before graduating from high school shall receive two (2) units of the Career Focus graduation requirements.

a student who completes at least seventy-five (75) clock hours of documented community service in grades nine (9) through twelve (12) at any certified service agency or a part of a service-learning school program shall receive one (1) Career Focus credit.[9]

Cross References: 4.55—STUDENT PROMOTION AND RETENTION
5.2—PLANNING FOR EDUCATIONAL IMPROVEMENT
5.11—DIGITAL LEARNING COURSES
5.12—COMPUTER SCIENCE INTERNSHIPS AND INDEPENDENT STUDIES
5.16—COMPUTER SCIENCE COURSE PREREQUISITES AND PROGRESSION

Legal References: Standards for Accreditation 1-C.2, 1-C.2.1, 1-C.2.2, 1-C.2.3
ADE Guidelines for the Development of Smart Core Curriculum Policy

ADE Rules Governing Distance and Digital Learning
Smart Core Informed Consent Form 2018
Smart Core Waiver Form 2016
Commissioner's Memo LS-18-082
A.C.A. § 6-4-302
A.C.A. § 6-16-149
A.C.A. § 6-16-150
A.C.A. § 6-16-1406

Date Adopted:
Last Revised:07/12/18

4.46--PLEDGE OF ALLEGIANCE

The students of Cossatot River School District will recite the Pledge of Allegiance at the beginning of each school day. If the student or the student's parents or legal guardian objects to the student's participation in the exercise on religious, philosophical, or other grounds they should notify the school. Students who are exempt from reciting the Pledge of Allegiance shall be required to remain quietly standing or sitting at their desks while others recite the Pledge of Allegiance. Teachers or other school staffs who have religious, philosophical, or other grounds for objecting are exempt from leading or participating in the exercise, in which case another suitable person shall be designated either by the teacher or principal to lead the class.

FLAG DISPLAYS

The Cossatot River School District shall display the United States Flag and the Arkansas State Flag in compliance with A. C. A. § 6-16-108 and § 6-16-105.

SUPPLEMENTAL PROGRAMS

Students at CRSD Elementary have the opportunity to participate in programs outside of their regular classroom. The following programs serve many students.

Title I – School Wide -- Students who are below grade level in Reading and Math may attend a tutorial lab or classroom tutoring for supplemental help in an identified area. Title I aide will be available for students to work on math and language arts skills.

Title VI—will provide computers for students supplemental instruction with paraprofessionals, materials, supplies, and technology

Migrant—A tutorial program in Language Arts and Math for students whose parents are employed by the seasonal occupations in poultry and timber industries.

ESL—Tutorial assistance is provided for those students who are limited English proficient.

Orchard Lab—A computer lab will be available for student to use help progress toward proficiency on the Benchmarks and to improve skills required by the CRSD Elementary Curriculum.

Special Education -- Elementary student's progress shall be recorded using the following criteria: S - satisfactory, N - Needs Improvement. Student's grades in Special Education will be based on the achievement of goals on the I. E. P. (Individual Education Plan).
Speech - Language Pathology - a pathologist will serve students who are identified with speech/language problems.

Gifted & Talented (G/T) -- Students in K-3 are served with enrichment activities in the classroom from gifted and talented. Students in 4-6 who qualify for G/T are served in a pull-out program with the G/T teacher 150 minutes per week. Process of selecting G/T students (Grade 4-12) is as follows:

STUDENT ACCELERATION

The Board believes that acceleration is an effective and research-based intervention for the academic growth of students who are ready for an advanced or faster-paced curriculum. It can allow a student to move through the traditional educational setting more rapidly, based on assessed readiness, capability and motivation. At the same time, the Board understands that acceleration is not a replacement for gifted education services or programs.

Generally, acceleration can occur through one of two broad categories: content based and grade based. Grade based acceleration shortens the number of years a student would otherwise spend in K-12 education, while content based acceleration occurs within the normal K-12 time span. Either form of acceleration can be triggered by either a parent/guardian, student, or community member's request or by the referral of school personnel. In either case, the process of determining the appropriateness of the request shall be under the direction of the district/school Gifted and Talented Program Coordinator who shall convene the individuals necessary to make an informed decision which shall include the student's parents or guardians.

While the needs of the student should dictate when acceleration decisions are considered, the Board believes the optimal time for referrals is in the spring which gives adequate time for working through the determination process and for preparing those concerned for a smooth transition to the acceleration beginning in the following school-year.

The District's Gifted and Talented Program Coordinator will create a written format to govern the referral and determination process which shall be made available to any parent or staff member upon request.

The parents/guardians of any student whose request for acceleration has been denied may appeal the decision, in writing. to the District's GT Coordinator. The Districts GT Coordinator and the Acceleration Placement Committee will again thoroughly review the case study that was

completed on the student. Upon completion of the review, the Committee will either request additional new testing be conducted to help the Committee make its determination or it will uphold the initial decision. The Committee's decision may not be further appealed.

GIFTED AND TALENTED PROGRAM: Process of selecting G/T Students (Grades 3-12) is as follows: I. Referral II. Screening - (Does not require parental permission) A. MAT 6 - 88% or better B. Grades - past two years - 3.2 average C. Renzulli-Hartman Behavior Rating Scale -- 81 points or higher (teacher completes this) If a student meets 2 out of 3 screening processes, they continue for further testing for possible placement in G/T. The coordinator must have the parent permission forms completed before testing is done. III. Testing (Parent Permission Required) A. Mental abilities test - Otis Lennon -- 113 or better B. Achievement test - Mat 6 scores -- 88% or better C. Creativity measure - Gift (3-6) -- Giffi (7-12) -- 85% or better D. Grades - past two years - 3.2 average E. Renzulli-Hartman Behavior Rating Scale -- 81 points or higher (teacher completes this in the spring) Students must meet 4 out of 5 of the above criteria. F. Student interest inventory -- use the Renzulli through the Co-Op G. Observe creative products from the student (optional)

TO EXIT FROM G/T PROGRAM (GRADES 3-12): 108 (1) If a student's grades fall below expectations, the teacher, G/T coordinator, and principal will place the student on probation until the next grading period. Parents will be notified. If the grades do not reach the expectations by the end of the next grading period, the student may be exited from the G/T program. (2) If the student does not participate in the G/T class, they may be exited from the G/T program. (3) Parents may request their child to be taken out of the G/T program. Students will not be allowed to return to the G/T program for one calendar year. (4) Before any student can re-enter the G/T program, the selection committee will re-evaluate the student. The parents/guardians of any student whose request for acceleration has been denied may appeal the decision, in writing to the District's GT Coordinator. The Districts GT Coordinator and the Acceleration Placement Committee will again thoroughly review the case study that was completed on the student. Upon completion of the review, the Committee will either request additional new testing is conducted to help the Committee make its determination or it will uphold the initial decision. The Committee's decision may not be further appealed.

STUDENT PUBLICATIONS AND THE DISTRIBUTION OF LITERATURE

Student publications

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

Advertising may be accepted for publications that do not condone or promote products that are inappropriate for the age and maturity of the audience or that endorse such things as tobacco, alcohol, or drugs.
Publications may be regulated to prohibit writings which are, in the opinion of appropriate teacher and or administrator, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.
Publications may be regulated to refuse to publish material which might reasonably be perceived to advocate drug or alcohol use, irresponsible sex or conduct otherwise inconsistent with the shared values of civilized social order, or to associate the school with any position other than neutrality on matters of political controversy.
Prohibited publications include: those that are obscene as to minors; those that are libelous or slanderous, including material containing defamatory falsehoods about public figures or government officials, which are made with knowledge of their falsity or reckless disregard of the truth;
those that constitute an unwarranted invasion of personal privacy as defined by state law; publications which suggest or urge the violation of lawful school regulations; hate literature that scurrilously attacks ethnic, religious, or racial groups.

STUDENT PUBLICATIONS ON SCHOOL WEB PAGES:

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

not contain any non-educational advertisements; additionally, student web publications shall; not contain any personally identifying information, as defined by "Directory Information" in the Privacy of Student Records **(JCACA-4.13)** without the written permission of the parent of the student or the student if over eighteen (18); state that the views expressed are not necessarily those of the school board or the employees of the district.

STUDENT DISTRIBUTION OF NON-SCHOOL LITERATURE, PUBLICATIONS, AND MATERIALS

A student or group of students who distribute ten (10) or fewer copies of the same non-school literature, publications or materials (hereinafter "non-school materials") shall do so in a time, place and manner that does not cause a substantial disruption of the orderly educational environment. A student or group of students wishing to distribute more than ten (10) copies of non-school materials shall have school authorities review their non-school materials at least three (3) days in advance of their desired time of dissemination.

School authorities shall review the non-school materials, prior to their distribution and will bar from distribution those non-school materials that are obscene, libelous, pervasively indecent, or advertise unlawful products or services. Material may also be barred from distribution if there is evidence that reasonably supports a forecast that a substantial disruption of the orderly operation of the school or educational environment will likely result from the distribution. Concerns

related to any denial of distribution by the principal shall be heard by the Superintendent, whose decision shall be final.
The school principal or designee shall establish reasonable regulations governing the time, place and manner of student distribution of non-school materials.

The regulations shall:
Be narrowly drawn to promote orderly administration of school activities by preventing disruption and may not be designed to stifle expression; Be uniformly applied to all forms of non-school materials;
Allow no interference with classes of school activities;
Specify times, places and manner (this may vary with age of students) where distribution may and may not occur. The principal may impose addition requirements when deemed appropriate to avoid disruption, congestion or other problems that could be associated with the distribution; and
Not inhibit a person's right to accept or reject any literature distributed in accordance with the regulations.
Students shall be responsible for removal or excess literature that is left at the distribution point.

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

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

4.47— POSSESSION AND USE OF CELL PHONES AND OTHER ELECTRONIC DEVICES

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

To protect the security of statewide assessments, no electronic device, as defined in this policy, shall be accessible by a student at any time during assessment administration unless specifically permitted by a student's individualized education program (IEP) or individual health plan;[1] this means that when a student is taking an AESAA assessment, the student shall not have his/her electronic device in his/her possession. Any student violating this provision shall be subject to this policy's disciplinary provisions.

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

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

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

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

Before and after normal school hours, possession of electronic devices is permitted on the school campus. The use of such devices at school sponsored functions outside the regular school day is permitted to the extent and within the limitations allowed by the event or activity the student is attending.

A parent shall obtain approval from the student's building principal before operating a student-tracking safety device at school or at a school-sponsored event if the device has recording or listen-in capability. The District requires the device's recording and listen-in technology to be disabled while the device is on the campus or at the school-sponsored event because of student privacy concerns. The District prohibits unauthorized audio or visual recordings or transmission of audio or images of other students. The student's parent shall agree in writing to the requirement for the device's recording and listening-in technology to be disabled and that the District may prohibit future use of the device on campus or at a school-sponsored activity if it is determined that the device's recording or listening-in capabilities were used in violation of this policy before the student safety tracking device may be on campus or at a school-sponsored event.

The student and/or the student's parents or guardians expressly assume any risk associated with students owning or possessing electronic devices. Students misusing electronic devices shall have them confiscated. Confiscated devices may be picked up at the school's administration office by the student's parents or guardians.[2] Students have no right of privacy as to the content contained on any electronic devices that have been confiscated.[3] A search of a confiscated device shall meet the reasonable individualized suspicion requirements of Policy 4.32—SEARCH, SEIZURE, AND INTERROGATIONS.

Students who use school issued cell phones and/or computers for non-school purposes, except as permitted by the district's Internet/computer use policy, shall be subject to

discipline, up to and including suspension or expulsion. Students are forbidden from using school issued cell phones while driving any vehicle at any time. Violation may result in disciplinary action up to and including expulsion.[4]

No student shall use any wireless communication device for the purposes of browsing the internet; composing or reading emails and text messages; or making or answering phone calls while driving a motor vehicle that is in motion and on school property. Violation may result in disciplinary action up to and including suspension.[5]

Notes: As districts move toward one-to-one computing and other options for integrating technology into classroom instruction and student learning, ASBA advises that in changing this policy (or any other locally generated policy), districts be mindful of the potential concerns relating to equitable access to the technology. When classroom instruction involves technology devices, it is important to make sure all students have reasonably the same access and are not hampered by their socio-economic status. Permitting or requiring students who own laptops, iPads or any other such device to use them as part of the instructional/learning environment without providing similar devices to those who don't own or have access to such devices is unfair to those students.

[1] The ADE Testing Administration Manual requires this language. Our interpretation is that on testing days students will not be allowed to have their cell phones in their possession during any test they take.

[2] ASBA suggests adding another sentence that specifies the increasing severity of the penalty for repeat offenders. Given the severity of a breach of assessment security, you might consider separate penalties for such action. If you choose to do so, don't forget to amend the last sentence of the second paragraph.

[3] To perform a search of an electronic device, an administrator would have to possess individualized suspicion that an examination of the device would reveal evidence of student misconduct, **and** the search itself would have to be tailored to the suspicion. For instance, if there were an allegation that harassing text messages had been sent from Student A to Student B during lunch, individualized suspicion would exist as to the text message history contained on Student A's phone; however, viewing pictures or files unrelated to the suspected misconduct would be inappropriate and a violation of the student's rights under the 4th Amendment of the US Constitution. Merely confiscating a cell phone because the student received a call on it, does not give individualized suspicion to justify a search.

[4] This sentence is included because insurance companies have ruled that injuries occurring while driving and talking on school issued cell phones are subject to worker's comp awards.

[5] A.C.A. § 27-51-1603 makes it illegal for anyone under the age of eighteen (18) to use a wireless communication device for any purpose while operating a motor vehicle. Additionally, A.C.A. § 27-51-1609 prohibits the use of a "wireless handheld telephone" while in a school zone for any

purpose when that use is not hands free. While the policy language exceeds the statutory prohibitions, we believe the language is important for the protection of students, employees, and the public.

Legal References: A.C.A. § 6-15-2907
A.C.A. § 6-18-515
A.C.A. § 27-51-1602
A.C.A. § 27-51-1603
A.C.A. § 27-51-1609
ADE Test Administration Manual

Date Adopted:
Last Revised: 7/12/18

4.48—VIDEO SURVEILLANCE AND OTHER STUDENT MONITORING

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

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

Signs shall be posted on campus buildings and in district vehicles to notify students, staff, and visitors that video cameras may be in use. Parents and students shall also be notified through the student handbook that cameras may be in use in school buildings, on school grounds and in school vehicles. Students will be held responsible for any violations of school discipline rules caught by the cameras and other technologies authorized in this policy.

The district shall retain copies of video recordings until they are erased[1] which may be accomplished by either deletion or copying over with a new recording. Other than video recordings being retained under the provisions of this policy's following paragraph, the district's video recordings may be erased any time greater than __ after they were created.

Videos, automatic identification, or data compilations containing evidence of a violation of student conduct rules and/or state or federal law shall be retained until the issue of the misconduct is no longer subject to review or appeal as determined by board policy or student handbook;[2] any release or viewing of such records shall be in accordance with current law.

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

Legal References: 20 USC 1232~~(~~g~~)~~
20 U.S.C. 7115
34 CFR 99.3, 4, 5, 7, 8, 10, 12, 31

Date Adopted:
Last Revised:

4.49—SPECIAL EDUCATION

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

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

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

The Board directs the superintendent to ensure procedures are in place for the implementation of special education services and that programs are developed to conform to the requirements of state and federal legislation. The superintendent is responsible for appointing a district coordinator for overseeing district fulfillment of its responsibilities regarding students with

disabilities.[1] Among the coordinator's responsibilities shall be ensuring district enforcement of the due process rights of students with disabilities and their parents.

Legal References: 34 C.F.R. 300 et seq.
42 U.S.C. §12101 et seq. Americans with Disabilities Act 29 U.S.C. § 794 Rehabilitation Act of 1973, Section 504,
20 U.S.C. §1400 et seq. Individuals with Disabilities Education Act,
P.L. 108-446 The 2004 Reauthorization of the Individuals with Disabilities Act
A.C.A. § 6-41-102
A.C.A. § 6-41-103 A.C.A.
§ 6-41-201 et seq.

Date Adopted:
Last Revised:07/27/17

BREAKFAST AND LUNCH IN THE CAFETERIA

Breakfast is served from 7:30 – 7:55 each morning for every student who wishes to eat. A well balanced noon meal is served each day to those students who wish to eat in the school cafeteria. Monthly menus will be sent home to inform parents of items on each day's menu. **ALL STUDENTS EAT BREAKFAST AND LUNCH AT NO CHARGE.**

In order for substitutions to be made in menus for students with allergy conditions, a doctor's statement must be on file.

LIBRARY

The High School library is provided to enrich the school curriculum in general, to furnish students opportunity for independent study and research.

Rules

- The maximum time to keep a book checked out is one week.
- Checking out a book is regarded as a pledge by the student to pay for the book if it is lost or damaged.
- No additional books may be checked out until prior book is returned.

- Reference books, dictionaries, magazines, and all items on reserve cannot be checked out of the library.
- A library committee is composed of teachers, librarian, administrators and parent to assist in selection and reconsiderations of materials

Legal References: ACA 1-12-13-109
ACA 6-10-121
Ark. Division of Academic Facilities and Transportation Rules Governing Maintenance and Operations of Arkansas Public School Buses and
Physical Examination of School Bus Drivers 4.03.1

EMERGENCY

- **Fire Drills** - The signal for a fire drill is three short rings of the bell. Drills are held at irregular intervals to train students in getting out of the building in case of fire. Escape routes will be posted in each room. All students attending the Cossatot River School take part. Assigned students serve as fire marshals to assist students in exiting the building.

- **Tornado Drills -** One long bell signals a tornado drill. Students go quickly to assigned area. They assume a position previously practiced and wait for a clear signal.

- **Bad Weather** - Should it be decided to dismiss school, the radio stations, KENA (102.1)Mena and KDQN (92.1)-DeQueen, will be notified as the time of dismissal and the buses will leave school at that time and parents may also come and pick up their children.

Evacuation Policy- Should an emergency arise that requires evacuation, the following procedures will be used. You will be notified by the radio and emergency listings at the local businesses and plants should this occur. In the event that evacuation becomes necessary, we will follow the procedures listed below:

Parents picking up their children must sign-out with the teacher. Photo identification may be required if the person taking the child is not the parent or the guardian.

EVACUATION PROCEDURE (*Refer to the Crisis Manangment Policy*)

CRHS relocates to the AR-OK Stateline
UHS relocates to the Holiness Church

4.50—SCHOOL MEAL MODIFICATIONS

The district only provides modified meal components on menus to accommodate students with a disability. A parent/guardian wishing to request dietary accommodations for their student with a disability must submit to the district's Director of Child Nutrition[1] a medical statement completed by a State licensed healthcare professional, which includes:[2]

- Physicians, including those licensed by:
  - The Arkansas State Medical Board;
  - The Arkansas State Board of Chiropractic Examiners (Chiropractors);
  - The Arkansas Board of Podiatric Medicine (Podiatrists);
- Nurse Practitioners (APRNs in family or pediatric practice with prescriptive authority);
- Physician Assistants (PAs who work in collaborative practice with a physician); and
- Dentists.

The medical statement should include:

1. A description of the student's disability that is sufficient to understand how the disability restricts the student's diet;
2. An explanation of what must be done to accommodate the disability, which may include:
   a. Food(s) to avoid or restrict;
   b. Food(s) to substitute;
   c. Caloric modifications; or
   d. The substitution of a liquid nutritive formula.

If the information provided in the medical statement is unclear, or lacks sufficient detail, the district's Director of Child Nutrition[1] shall request additional information so that a proper and safe meal can be provided.

When choosing an appropriate approach to accommodate a student's disability, the District will consider the expense and efficiency of the requested accommodations. The District will offer a reasonable modification that effectively accommodates the child's disability and provides equal opportunity to participate in or benefit from the program, which may include a generic version of a product.

Parents may file a grievance regarding the request for accommodations with the District's 504 Coordinator[3], who will schedule a hearing on the grievance to be held as soon as possible. The 504 coordinator shall provide a copy of the procedures governing the hearing, including that the parent has the right to be accompanied by counsel, and the appeal process upon request.

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

Notes: [1] Insert the title of the person handling this responsibility for your district.

[2] A Registered Dietitian Nutritionist may make recommendations for alternate foods for children whose disability restricts their diet, but the medical statement must be signed by one of the professionals listed in this policy.

[3] You are not required to have parents file grievances directly to the 504 coordinator, but we believe the 504 coordinator would be the most knowledgeable about the process and in the best position to handle any grievances.

Legal References: Commissioner's Memo FIN-09-044
Commissioner's Memo FIN-15-122
Commissioner's Memo CNU-17-051
Commissioner's Memo CNU-18-008
Commissioner's Memo CNU-18-023
Commissioner's Memo CNU-18-025
7 CFR 210.10(g)

Date Adopted:
Last Revised:07/12/18

4.51 FOOD SERVICE PREPAYMENT

Meal Charges[1]

Option 1: The district does not provide credit for students to charge for meals, a la carte, or other food and beverage items available for purchase in the school food service areas. Meals, a la carte, or other food and beverage items may be purchased by providing payment for the items at the time of receipt.

Option 2: The District participates in Provision 2[5] and provides meals to all students at no charge. The District does not provide credit for students to charge for a la carte or other food and beverage items available for purchase in the school food service areas. A la carte or other food and beverage items may be purchased by providing payment for the items at the time of receipt.

Legal References: Commissioner's Memo CNU-17-003
Commissioner's Memo CNU-17-024

Date Adopted:
Last Revised: 07/27/17

4.52 - STUDENTS WHO ARE FOSTER CHILDREN

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

The Superintendent or his/her designee shall appoint an appropriate staff person to be the local educational liaison for foster children and youth whose responsibilities shall include ensuring the timely school enrollment of each foster child and assisting foster children who transfer between schools by expediting the transfer of relevant educational records.[1]

The District, working with other individuals and agencies shall, unless the presiding court rules otherwise or DHS grants a request to transfer under Foster Child School Choice, ensure that the foster child remains in his/her school of origin, even if a change in the foster child's placement results in a residency that is outside the district. In such a situation, the District will work with DHS to arrange for transportation to and from school for the foster child to the extent it is reasonable and practical.[2]

Upon notification to the District's foster care liaison by a foster child's caseworker that a foster child's school enrollment is being changed to one of the District's schools, the school receiving the child must immediately enroll him/her. Immediate enrollment is required even if a child lacks the required clothing, academic or medical records, or proof of residency.[3]

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

Any course work completed by the foster child prior to a school enrollment change shall be accepted as academic credit so long as the child has satisfactorily completed the appropriate academic placement assessment.[4]

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

Foster Child School Choice

If DHS approves a request from a foster parent, or the foster child if the foster child is eighteen (18) years of age, to transfer to another school in the District or into the district as being in the best interest of the foster child, the District shall allow the foster child to transfer to another school in the District or into the District if the foster parent, or the foster child if the foster child is eighteen (18) years of age, submits a request to transfer on a form approved by ADE that is postmarked by no later than May 1 of the year the student seeks to begin the fall semester at another school in the District or in the District.

By July 1 of the school year in which the student seeks to transfer under this section, the superintendent shall notify the foster parent, or the foster child if the foster child is eighteen (18) years of age, in writing whether the application has been accepted or rejected. If the application is accepted, the superintendent shall state in the notification letter a reasonable deadline for the foster child to enroll in the new school or the District and that failure to enroll by the date shall void the school choice acceptance. If the application is rejected, the superintendent shall state in the notification letter the reason for the rejection and that the foster parent, or the foster child if the foster child is eighteen (18) years of age, may submit a written appeal of the rejection to the State board within ten (10) days of receiving the notification letter.

The District shall only reject a Foster Child School Choice application if:[5]

1. The public school or District has reached the maximum student-to-teacher ratio allowed under federal law, state law, rules for standards of accreditation, or other applicable rule or regulation; or
2. Approving the transfer would conflict with a provision of an enforceable desegregation court order or a public school district's court-approved desegregation plan regarding the effects of past racial segregation in student assignment.

A foster child whose application is rejected by the District may submit a written request within ten (10) days following the receipt of the rejection letter from the superintendent to the State Board of Education for the State Board to reconsider the transfer.

A Foster Child School Choice transfer shall remain in effect until the foster child:

- Graduates from high school; or
- Transfers to another school or school district under: ○ The Foster Child School Choice Act; ○ Opportunity Public School Choice Act of 2004; ○ The Public School Choice Act of 2015; or ○ Any other law that allows a transfer.

The District shall accept credits toward graduation that were awarded by another public school district.

When a foster child transfers from the foster child's school of origin to another school in the District or into the District, the foster child or the foster parent is responsible for the foster child's transportation to and from the school the foster child transferred to. The District and the

foster parent, or the foster child if the foster child is eighteen (18) years of age, may enter into a written agreement for the District to provide the transportation to and from the school the foster child transferred to.

Foster Child School Choice
If a foster child application is denied due to the district's enforceable desegregation court order or court-approved desegregation plan, the law requires that the district immediately submit proof from a federal court to ADE that the public school district has a genuine conflict under an active desegregation order or active court-approved desegregation plan with the provisions of A.C.A. § 6-18-233.

Cross References: 4.1—RESIDENCE REQUIREMENTS
4.2—ENTRANCE REQUIREMENTS
4.5—SCHOOL CHOICE
4.7—ABSENCES

Legal References: A.C.A. § 6-18-233
A.C.A. § 9-28-113

Date Adopted:
Last Revised: 07/27/17

4.55—STUDENT PROMOTION AND RETENTION

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

At least once each semester, the parents and teacher(s) of a student in kindergarten through eighth (8^{th}) grade shall be notified in writing of the student's independent grade-level-equivalency in reading.

Any grades, course credits, and/or promotions received by a student while enrolled in the Division of Youth Services system of education shall be considered transferable in the same manner as those grades, course credits, and promotions from other accredited Arkansas public educational entities.

Promotion or retention of students, or their required retaking of a course shall be primarily based on the following criteria.[1] If there is doubt concerning the promotion or retention of a student or his/her required retaking of a course, a conference shall be held before a final decision is made that includes the following individuals:

a. The building principal or designee;
b. The student's teacher(s);
c. School counselor;
d. A 504/special education representative (if applicable); and

e. The student's parents.

The conference shall be held at a time and place that best accommodates those participating in the conference. The school shall document participation or non-participation in required conferences. If the conference attendees fail to agree concerning the student's placement or receipt of course credit, the final decision shall rest with the principal or the principal's designee.

Beginning with the 2018-2019 school year, each student[2] shall have a student success plan (SSP) developed by school personnel in collaboration with the student's parents and the student that is reviewed and updated annually. A student's SSP shall use multiple academic measures to personalize learning in order for students to achieve their grade-level expectations and individual growth. The SSP will identify if the student is in need of additional support or acceleration. Academic measures to be used in creating and updating a student's SSP shall include, but are not limited to:

- Statewide student assessment results;
- Subject grades;
- Student work samples; and
- Local assessment scores.

By the end of grade eight (8), the student's SSP shall:[3]

- Guide the student along pathways to graduation;
- Address accelerated learning opportunities;
- Address academic deficits and interventions; and
- Include college and career planning components.

Based on a student's score on the college and career assessment:

- The student's SSP will be updated in order to assist the student with college and career readiness skills, course selection in high school, and improved academic achievement; and
- Provide a basis for counseling concerning postsecondary preparatory programs.

An SSP shall be created:

1. By no later than the end of the school year for a student in grade eight (8) or below[2] who enrolls in the District during the school year; or
2. As soon as reasonably possible for a student in grade nine (9) or above who enrolls in the District at the beginning or during the school year.[2]

A student's individualized education program (IEP) may act in the place of the student's SSP if the IEP addresses academic deficits and interventions for the student's failure to meet standards-based academic goals at an expected rate or level and includes a transition plan that addresses college and career planning components. Promotion/retention or graduation of students with an IEP shall be based on their successful attainment of the goals set forth in their IEP.

Students who either refuse to sit for a Statewide assessment or attempt to boycott a Statewide assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are originally administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular activity, including school dances, prom, homecoming, senior events, and may be prevented from walking or participating in graduation exercises. The student shall remain ineligible to participate until the student takes the same or a

following Statewide assessment, as applicable. The Superintendent or designee may waive this paragraph's provisions when the student's failure was due to exceptional or extraordinary circumstances.[3][4] Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.[5]

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

Legal References: A.C.A. § 6-15-2001
A.C.A. § 6-15-2005
A.C.A. § 6-15-2006
A.C.A. § 6-15-2907
A.C.A. § 6-15-2911
A.C.A. § 9-28-205
ADE Rules Governing the Arkansas Educational Support and Accountability Act
Murphy v. State of Ark., 852 F.2d 1039 (8th Cir. 1988)

Date Adopted:
Last Revised:07/12/18

4.56—EXTRACURRICULAR ACTIVITIES – SECONDARY SCHOOLS

Definitions:

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

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

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

"Interscholastic Activities" means athletic or non-athletic/academic activities where students compete on a school vs. school basis.[1]

"Interscholastic Activities" means athletic or non-athletic/academic activities where students compete with students from within the same school.[1]

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

Extracurricular Eligibility

The Board believes in providing opportunities for students to participate in extracurricular activities that can help enrich the student's educational experience. At the same time, the Board believes that a student's participation in extracurricular activities cannot come at the expense of his/her classroom academic achievement. Interruptions of instructional time in the classroom are to be minimal and absences from class to participate in extracurricular activities shall not exceed one per week per extracurricular activity (tournaments excepted)[2]. Additionally, a student's participation in, and the District's operation of, extracurricular activities shall be subject to the following policy. All students are eligible for extracurricular activities unless specifically denied eligibility on the basis of criteria outlined in this policy.

Any student who refuses to sit for a Statewide assessment or attempts to boycott a Statewide assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular activity. The student shall remain ineligible to participate until the student takes the same or a following statewide assessment, as applicable. The superintendent or designee may waive this paragraph's provisions when the student's failure was due to exceptional or extraordinary circumstances.[3] Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.[4]

A student who enrolls in the district and meets the definition of "eligible child" in Policy 4.2—ENTRANCE REQUIREMENTS shall be eligible to try out for an extracurricular activity regardless of the date the student enrolls in the District so long as the

student meets all other eligibility requirements and the extracurricular activity is still ongoing.

A student and the parent or legal guardian of the student shall sign and return an acknowledgement of receipt and review of an information sheet regarding signs and symptoms of sudden cardiac arrest before

the student may participate in an athletic activity and before each school year the student participates in an athletic activity.

Interscholastic Activities

Each school in the District shall post on its website its schedule of interscholastic activities, including sign-up, tryout, and participation deadlines, at least one semester in advance of those activities. A hard copy of the schedule shall be available upon request.[5]

ACADEMIC REQUIREMENTS: Junior High

A student promoted from the sixth to the seventh grade automatically meets scholarship requirements. A student promoted from the seventh to the eighth grade automatically meets scholarship requirements for the first semester. The second semester eighth-grade student meets the scholarship requirements for junior high if he/she has successfully passed four (4) academic courses the previous semester.

The first semester ninth-grade student meets the scholarship requirements for junior high if he/she has successfully passed four (4) academic courses the previous semester.

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

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

ACADEMIC REQUIREMENTS: Senior High

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

1. Have earned a minimum Grade Point Average (GPA) of 2.0 from all academic courses the previous semester; or
2. If the student has passed four (4) academic courses the previous semester but does not have a 2.0 GPA the student must be enrolled and successfully participating in an SIP to maintain their competitive interscholastic extracurricular eligibility.

STUDENTS WITH AN INDIVIDUAL EDUCATION PROGRAM

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

ARKANSAS ACTIVITIES ASSOCIATION

In addition to the foregoing rules, the district shall abide by the rules and regulations of AAA governing interscholastic activities. AAA provides catastrophic insurance coverage for students participating in AAA governed extracurricular activities who are enrolled in school. As a matter of District policy, no student may participate in a AAA governed extracurricular activity unless he or she is enrolled in a district school, to ensure all students are eligible for AAA catastrophic insurance.[6]

Interscholastic Activities

AAA Governed Activities

Students participating in interscholastic extracurricular activities that would be governed by AAA if they were to occur between students of different schools shall meet all interscholastic activity eligibility requirements to be eligible to participate in the
comparable interscholastic activity. The District will abide by the AAA Handbook for such activities to ensure District students are not disqualified from participating in interscholastic activities.[7]

Non-AAA Governed Activities

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

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

Legal References:

Arkansas Activities Association Handbook
A.C.A. § 6-4-302
A.C.A. § 6-15-2907
A.C.A. § 6-18713
Commissioner's Memo COM-18-009
Commissioner's Memo LS-18-015

Date Adopted:
Last Revised: 07/12/18

4.56.2—EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR HOME SCHOOLED STUDENTS

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

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

Each school in the District shall post on its website its schedule of interscholastic activities, including sign-up, tryout, and participation deadlines, at least one semester in advance of those activities. A hard copy of the schedule shall be available upon request.[1]

Home-schooled students whose parents or guardians are legal residents of the school district will be permitted to pursue participation in an interscholastic activity in the student's resident school zone[2] as permitted by this policy.

Home-schooled students whose parent or legal guardian are not residents of the school district will be permitted to pursue participation in an interscholastic activity in the District if the superintendent of the student's resident district and the superintendent of the District both agree in writing to allow the student to participate in interscholastic activities at the District.

Although not guaranteed participation in an interscholastic activity, home-school students who meet the provisions of this policy, AAA Rules, and applicable Arkansas statutes shall have an equal opportunity to try out and participate in an interscholastic activity without discrimination. The District shall provide a reasonable alternative to any prerequisite for eligibility to participate in an interscholastic activity that the home-schooled student is unable to meet because of his or her enrollment in a home school.

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

A student who meets the requirements for eligibility to participate in an interscholastic activity is required to register for no more than one course[3] in the District's school where the student is intending to participate in an interscholastic activity.

The student shall regularly attend the class in which the student is registered beginning no later than the eleventh (11th) day of the semester in which the student's interscholastic activity participation is desired. The student must attend the practices for the interscholastic activity to the same extent as is required of traditional students.

A student and the parent or legal guardian of the student shall sign and return an acknowledgement of receipt and review of an information sheet regarding signs and symptoms of sudden cardiac arrest before the student may participate in an athletic activity and before each school year the student participates in an athletic activity.

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

- standards of behavior and codes of conduct;
- attend the practices for the interscholastic activity to the same extent as is required of traditional students;
- required drug testing;[4]
- permission slips, waivers, physical exams; and
- participation or activity fees.

A home-schooled student who is not a resident of the District may begin participating in interscholastic activities:

a. Immediately upon being approved for participation for all interscholastic activities other than athletic activities; and
b. One (1) calendar year after being approved to participate in interscholastic activities that are athletic activities unless the approval is prior to July 1 of the school year the student would have been enrolled in seventh (7^{th}) grade if the student were enrolled in public school.

A home-schooled student who is not a resident of the District and is prohibited under this policy from participating in an interscholastic activity that is an athletic activity for one (1) calendar year may immediately participate in rehearsals, tryouts, practices, auditions, classes, or other endeavors associated with the interscholastic activity.

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

A student who withdraws from an Arkansas Activities Association member school to be home-schooled shall not participate in an interscholastic activity in the resident school district for a minimum of three hundred sixty-five days after the student withdraws from the member school.

Notes: [1] This paragraph is not statutorily required, but without advance determination of the timelines, there will be no way for a parent to know when, or even for what

semester, they will have to make their application to the district. Such information will benefit all students.

[2] Only include "or their applicable attendance zone's school" if your district has more than one school per grade configuration.

[3] You can only **require** one course, but a district may permit a student to register for more than one course.

[4] Include "drug testing" only if your district conducts such tests.

Cross Reference: 4.59—ACCADEMIC COURSE ATTENDANCE BY PRIVATE SCHOOL AND HOME SCHOOL STUDENTS

Legal References: A.C.A. § 6-15-509
A.C.A. § 6-18-232
A.C.A. § 6-18713
Arkansas Activities Association Handbook
Commissioner's Memo COM-18-009
Commissioner's Memo LS-18-015
Arkansas Department of Education Rules Governing Home Schools

Date Adopted:
Last Revised:07/12/18

4.57—IMMUNIZATIONS

Definitions

"In process" means the student has received at least one dose of the required immunizations and is waiting the minimum time interval to receive the additional dose(s).

"Serologic testing" refers to a medical procedure used to determine an individual's immunity to Hepatitis B, Measles, Mumps, Rubella and Varicella.

General Requirements

Unless otherwise provided by law or this policy, no student shall be admitted to attend classes in the District who has not been age appropriately immunized against[1]:

- Poliomyelitis;
- Diphtheria;
- Tetanus;
- Pertussis;

- Red (rubeola) measles;
- Rubella;
- Mumps;
- Hepatitis A;
- Hepatitis B;
- Meningococcal disease;
- Varicella (chickenpox); and
- Any other immunization required by the Arkansas Department of Health (ADH).

The District administration has the responsibility to evaluate the immunization status of District students. The District shall maintain a list of all students who are not fully age appropriately immunized or who have an exemption provided by ADH to the immunization requirements based on medical, religious, or philosophical grounds. Students who are not fully age appropriately immunized when seeking admittance shall be referred to a medical authority for consultation.

The only types of proof of immunization the District will accept are immunization records provided by a: A. Licensed physician;
B. Health department;
C. Military service; or
D. Official record from another educational institution in Arkansas.
The proof of immunization must include the vaccine type and dates of vaccine administration. Documents stating "up-to-date", "complete", "adequate", and the like will not be accepted as proof of immunization. No self or parental history of varicella disease will be accepted. Valid proof of immunization and of immunity based on serological testing shall be entered into the student's record.

In order to continue attending classes in the District, the student must have submitted:
1) Proof of immunization showing the student to be fully age appropriately vaccinated;

2) Written documentation by a public health nurse or private physician of proof the student is in process of being age appropriately immunized, which includes a schedule of the student's next immunization;
3) A copy of a letter from ADH indicating immunity based on serologic testing; and/or
4) A copy of the letter from ADH exempting the student from the immunization requirements for the current school year, or a copy of the application for an exemption for the current school year if the exemption letter has not yet arrived.

Students whose immunization records or serology results are lost or unavailable are required to receive all age appropriate vaccinations or submit number 4 above.

Temporary Admittance
While students who are not fully age appropriately immunized or have not yet submitted an immunization waver may be enrolled to attend school, such students shall be allowed to attend

school on a temporary basis only. Students admitted on a temporary basis may be admitted for a maximum of thirty (30) days (or until October 1st of the current school year for the tetanus, diphtheria, pertussis, and meningococcal vaccinations required at ages eleven (11) and sixteen (16) respectively if October 1st is later in the current school year than the thirty (30) days following the student's admittance). No student shall be withdrawn and readmitted in order to extend the thirty (30) day period. Students may be allowed to continue attending beyond the thirty (30) day period if the student submits a copy of either number 2 or number 4 above.

Students who are in process shall be required to adhere to the submitted schedule. Failure of the student to submit written documentation from a public health nurse or private physician demonstrating the student received the vaccinations set forth in the schedule may lead to the revocation of the student's temporary admittance; such students shall be excluded from school until the documentation is provided.

The District will not accept copies of applications requesting an exemption for the current school year that are older than two (2) weeks based on the date on the application. Students who submit a copy of an application to receive an exemption from the immunization requirements for the current year to gain temporary admittance have thirty (30) days from the admission date to submit either a letter from ADH granting the exemption or documentation demonstrating the student is in process and a copy of the immunization schedule. Failure to submit the necessary documentation by the close of the thirty (30) days will result in the student being excluded until the documentation is submitted.

Exclusion from School

In the event of an outbreak, students who are not fully age appropriately immunized, are in process, or are exempt from the immunization requirements may be required to be excluded from school in order to protect the student. ADH shall determine if it is necessary for students to be excluded in the event of an outbreak. Students may be excluded for twenty-one (21) days or longer depending on the outbreak. No student excluded due to an outbreak shall be allowed to return to school until the District receives approval from ADH.

Students who are excluded from school are not eligible to receive homebound instruction unless the excluded student had a pre-existing IEP or 504 Plan and the IEP/504 team determines homebound instruction to be in the best interest of the student. To the extent possible, the student's teacher(s) shall place in the principal's office a copy of the student's assignments: for the remainder of the week by the end of the initial school day of the student's exclusion; and

 by the end of each school's calendar week for the upcoming week until the student returns to school. It is the responsibility of the student or the student's parent/legal guardian to make sure that the student's assignments are collected.

Students excluded from school shall have five (5) school days from the day the student returns to school to submit any homework and to make up any examinations. State mandated assessments are not included in "examinations" and the District has no control over administering state mandated make-up assessments outside of the state's schedule. Students shall receive a grade of zero for any assignment or examination not completed or submitted on time.

Cross References: 4.2—ENTRANCE REQUIREMENTS
4.7—ABSENCES
4.8—MAKE-UP WORK

Legal References: A.C.A. § 6-18-702
ADE Rules Governing Kindergarten Through 12th Grade Immunization Requirements In Arkansas Public Schools
ADH Rules and Regulations Pertaining to Immunization Requirements

Date Adopted:
Last Revised:

4.58—FOOD SHARING AND ITS REMOVAL FROM FOOD SERVICE AREA

Food Sharing Table

In an effort to reduce wasted food and to provide students access to healthy foods when possible, the District shall have in the district cafeteria a food sharing table located at the end of the service line. Prior to leaving the service line, students may place on or retrieve items from the table, at no additional charge, any of the following:

- Raw whole fruit traditionally eaten without the peel (e.g. bananas and oranges);
- Raw whole fruit traditionally eaten with the peel provided the fruit is wrapped to prevent contamination (e.g. apples and grapes);
- Raw whole vegetables provided the vegetable is wrapped to prevent contamination (e.g. carrot sticks);
- Milk; and
- Juice.

Fruit and vegetables to be shared are to be placed into a designated container on the table.[3] Milk and juice to be shared are to be placed in an ice-filled cooler. Milk and juice may not be taken by another student unless the carton is unopened and was completely covered by ice while in the

cooler. A student may not return to the table to place an item for sharing after the student has left the service line.

At all times, the sharing table will be under the supervision of the food service staff. Remaining items should be discarded at the end of the meal period, and no item may remain on the table for longer than four (4) hours.

At all times, the cooler will be under the supervision of the food service staff. Remaining items should be discarded at the end of the meal period, and no item is to remain in the cooler for longer than four (4) hours.

4.59—ACADEMIC COURSE ATTENDANCE BY PRIVATE SCHOOL AND HOME SCHOOL STUDENTS

The District allows private school and home school students whose parents, legal guardians, or other responsible adult with whom the student resides are residents of the District to attend academic courses offered in grades 7-12[1]. The District will place a list of courses that a private school or home school student may request to attend on its website by:[2]
1. June 1 for courses to be offered during the Fall semester; and
2. November 1 for courses to be offered during the Spring semester.

A private school or home school student who desires to attend one or more of the available academic courses shall submit a written request to attend the academic course(s) to the superintendent, or designee, no later than:[2] a. August 1 for Fall semester courses; or
b. December 1 for Spring semester courses.

The District may reject a private school or home school student's request for attendance if the District's acceptance would:[3]

- Require the addition of staff or classrooms;
- Exceed the capacity of a program, class, grade level, or school building;
- Cause the District to provide educational services the District does not currently provide; or
- Cause the District to be out of compliance with applicable laws and regulations regarding desegregation.

Requests to attend an academic course will be granted in the order the requests are received. Upon the receipt of a private or home school student's request to attend academic course(s), the District will date and time stamp the request for attendance. If a private school or home school student is denied attendance based on a lack of capacity and an opening in the requested course occurs prior to the start of the course, the District will use the date and time stamp on the request for attendance to determine the private school or home school student who will be notified of an opening in the requested course.

As part of the request to attend academic courses in the District, a private school or home school student shall: ○ Indicate the course(s) the private school or home school student is interested in attending; ○ If the course(s) the private school or home school student is interested in attending is being offered by the District in both a physical and a digital format, whether the private school or home school student intends to attend the physical course or the digital course;

- Agree to follow the District's discipline policies; and
- Submit immunization documentation required by Policy 4.57—IMMUNIZATIONS. In addition to the documentation methods provided in Policy 4.57, a home school student may submit a letter to the superintendent, or designee, stating an objection to immunizations and listing the immunizations the student has received, if any.

A private school or home school student who fails to attend an academic course by the eleventh (11) day of class shall be dropped from the course.

The responsibility for transportation of any private school or home school student attending academic courses in the District shall be borne by the student or the student's parents.

The opportunity provided to home school students under this policy is in addition to the opportunity provided in Policy 4.56.2—EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR HOME SCHOOLED STUDENTS.

Cross References: 4.6—HOMESCHOOLING
4.56.2—EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR HOME SCHOOLED STUDENTS
4.57-- IMMUNIZATIONS

Legal References: A.C.A. § 6-15-509
A.C.A. § 6-18-232
A.C.A. § 6-18-702
A.C.A. § 6-47-401 et seq.
ADE Rules Governing Distance and Digital Learning
ADE Rules Governing Kindergarten Through 12th Grade Immunization Requirements in Arkansas Public Schools

Date Adopted:
Last Revised: 07/27/17

5.1—EDUCATIONAL PHILOSOPHY

The Cossatot River School District assumes the responsibility of providing students attending its schools a high quality education that challenges each student to achieve to their maximum potential. The District shall endeavor to create the environment within the schools necessary to attain this goal. The creation of the necessary climate shall be based on the following core beliefs: 1. The District's vision statement will be developed with input from students, parents, business leaders, and other community members. 2. All students can be successful learners. 3. Students learn at different rates and in different ways. 123 4. A primary goal shall be to give students the skills they need to be life-long learners. 5. The education of all citizens is basic to our community's well-being. 6. Student achievement is affected positively by the involvement of parents and the community in the schools. 7. The District is responsible for helping cultivate good citizenship skills in its students. 8. Students reflect the moral and ethical values of their environment. 9. All people have a right to a safe environment. 10. Each person is responsible for his/her own actions. 11. Innovation involves taking risks. 12. Schools are responsible for creating the conditions that promote success. 13. Each person is entitled to retain his/her dignity. 14. All people have the right to be treated with respect and the responsibility to treat others respectfully. 15. For teachers to succeed in cultivating high student achievement, they need to be given the materials, training, and environment necessary to produce such results.

5.2—PLANNING FOR EDUCATIONAL IMPROVEMENT

Each school in the district, in collaboration with administrators, teachers, other school staff, parents, the community, and students, shall develop a school-level improvement plan (SLIP) to:

- Establish goals or anticipated outcomes based on an analysis of students' needs;
- Identify student supports and evidence-based interventions and practices to be implemented;
- Describe the professional learning necessary for adults to deliver the supports or interventions;
- Describe the implementation timeline for monitoring of the interventions and practices for effectiveness;
- Describe the timeline and procedures for evaluation of the interventions and practices for effectiveness; and
- Evaluate and modify a parent, family, and community engagement plan.[1]

Some of the data that shall be considered when developing the SLIP includes, but is not limited to:[2]

- Statewide assessment results;
- Interim assessment results;
- Similarly, situated school's SLIPs; and
- Evaluation(s), including staff, student, and community feedback, of the existing SLIP.

The SLIP is to be reviewed on an ongoing basis with reports to the board on the implementation progress of the SLIP throughout the year of implementation. By May 1 of each year, the SLIP to be implemented in the upcoming school year shall be presented to the District Board of Directors for review and approval.[3] The District will post the District's SLIP(s) to the District's website under State-Required Information by August 1 of each year.

The district shall develop, with appropriate staff; school board members; and community input, a school district support plan (SDSP).[4] The SDSP, in coordination with the District's SLIPs, shall

- Specify the support the District will provide to the District's schools;

- Collaboratively establish priorities regarding goals or anticipated outcomes with the District's schools, including feeder schools;
- Identify resources to support the established priorities;
- Describe the time and pace of providing support and monitoring for the established priorities;
- Describe the measures for analyzing and evaluating that the District support was effective in improving the school performance; and

- Establish, evaluate, and update a parent, family, and community engagement plan.[1]

If the Districts data reflects a disproportionality in equitable access to qualified and effective teachers and administrators, the District shall develop and implement strategies to provide equitable access as part of the SDSP.

The District shall post the District's SDSP to the District's website under State-Required Information, including any updates to the District's SDSP.[5]

The District's Board of Directors shall hold a meeting by October 15 of each year to provide a report that systematically explains the District's policies, programs, and goals to the community. The District's report shall detail the progress of the District and the District's schools toward accomplishing program goals, accreditation standards, and proposals to correct any deficiencies. The report shall be made available to the public, including by posting a copy on the District's website under State-Required Information no later than ten (10) days following the meeting. The meeting shall provide parents and other members of the community the opportunity to ask questions and make suggestions concerning the District's program.

Legal References: A.C.A. § 6-15-2914
ADE Rules Governing the Arkansas Educational Support and Accountability Act
ADE Rules Governing Parental Involvement Plans and Family and Community Engagement
Standards for Accreditation 1-B.4, 3-B.1, 3-B.2, 3-B.2.1, 5-A.1

Date Adopted:
Last Revised:07/12/18

5.3—CURRICULUM DEVELOPMENT

Sequential curricula should be developed for each subject area. Curricula are to be aligned with the curriculum frameworks and used to plan instruction leading to student proficiency on the Arkansas[2] Academic Standards. Curricula should be in alignment with the District's vision, mission, goals, and educational philosophy. Student achievement is increased through an integrated curriculum that promotes continuity and a growth in skills and knowledge from grade to grade and from school to school. Therefore, the Board desires that unnecessary duplication of work among the various grades and schools be eliminated and that courses of study and their corresponding content guides be coordinated effectively.

The Board of Education is responsible for reviewing and approving all instructional programs offered by the District as well as approving significant changes to courses or course materials before they are implemented. The Superintendent is responsible for making curriculum recommendations.

Each school shall review each curriculum area annually to address the continued relevancy, adequacy, and cost effectiveness of individual courses and instructional programs and to ensure each area is aligned with the current curriculum frameworks and course content standards approved by the State Board of Education.[1] Each school's administration shall implement a monitoring process to ensure that the instructional content of each course offered is consistent with the content standards and curriculum frameworks approved by the State Board of Education.[2]

Legal References: Standards for Accreditation 1-A.1, 1-A.4
A.C.A. § 6-15-101
A.C.A. § 6-15-1505(a)
A.C.A. § 6-15-2906

Date Adopted:
Last Revised:07/12/17

5.4—SCHOOL IMPROVEMENT TEAMS

A team structure is officially incorporated into the school-level improvement plan. New school administrators shall receive a description of the teams' purposes and how each team is constituted; In addition, each new administrator shall receive training on methods for effective teams.

All teams shall create work plans for the year, which shall include specific work products for the team to produce. To aid in maintaining the work plan, all teams shall develop an agenda and keep minutes for each meeting. The school principal shall be responsible for maintaining a file of the agendas, work products, and minutes of all teams.

Team meetings shall take place outside of the student instructional day.[1]

Leadership Team

Each school shall have a Leadership Team that consists of members that include:[2]

1. The principal;
2. The chair of each Instructional Team;
3. The school guidance counselor;
4. An instructional facilitator; and
5. Other key professionals designated by the principal.

The Leadership Team shall meet for a minimum of one (1) hour at least two (2) times each month during the school year. Based on school performance data and aggregated classroom observation data, the Leadership Team shall make decisions and recommendations on curriculum, instruction, and professional development; in addition, the Leadership Team shall serve as a conduit of communication to the rest of the faculty and staff.

Instructional Teams

The teachers in each school shall belong to an Instructional Team. The instructional teams shall be organized by: a. Grade level;
b. Grade level cluster; and/or
c. Subject area.

Each Instructional Team shall appoint a chair for the school year who shall conduct the team meetings and shall be part of the school Leadership Team. Each Instructional Team shall meet for a minimum of forty-five (45) minutes at least two (2) times a month during the school year. In addition to the regular monthly meetings during the school year, each Instructional Team may meet for one day prior to the first student contact and/or one day following the final student contact day.[3]

The purpose of the Instructional Teams is to develop and refine units of instruction and review student learning data.

Legal References: ADE Rules Governing the Arkansas Educational Support and Accountability Act
School-Level Improvement Plan Indicator 36
A.C.A. § 6-17-114
AG Opinion 2005-299

Date Adopted:
Last Revised: 07/27/17

5.4—SELECTION OF LIBRARY/MEDIA CENTER MATERIALS

Legal Reference: A.C.A. § 6-25-101 et seq.

The ultimate authority for the selection and retention of materials for the schools' media centers rests with the Board of Education which shall serve as a final arbiter in resolving a challenge to any media center

materials. Licensed media center personnel shall make the initial selections in consultation with school and district licensed staff. Materials selected shall be in accordance with the guidelines of this policy.

The purpose of the schools' libraries/media centers is to supplement and enrich the curriculum and instruction offered by the District. Promoting the dialogue characteristic of a healthy democracy necessitates the maintenance of a broad range of materials and information representing varied points of view on current and historical issues. In the selection of the materials and resources to be available in each library/media center consideration will be given to their age appropriateness. Materials should be available to challenge the different interests, learning styles, and reading levels of the school's students and that will help them attain the District's educational goals.

Selection Criteria

The criteria used in the selection of media center materials shall be that the materials:

1. Support and enhance the curricular and educational goals of the district;
2. Are appropriate for the ages, learning styles, interests, and maturity of the schools' students, or parents in the case of parenting literature;
3. Contribute to the examination of issues from varying points of view and help to broaden students understanding of their rights and responsibilities in our society;
4. Help develop critical thinking skills;
5. Are factually and/or historically accurate, in the case of non-fiction works and/or serve a pedagogical purpose;
6. Have literary merit as perceived by the educational community; and
7. Are technically well produced, physically sound (to the extent appropriate), and represent a reasonably sound economic value.

Retention and Continuous Evaluation

Media center materials shall be reviewed regularly to ensure the continued appropriateness of the center's collection to the school's curriculum and to maintain the collection in good repair. Those materials no longer meeting the selection criteria, have not been used for a long period of time, or are too worn to be economically repaired shall be withdrawn from the collection and disposed of. A record of withdrawn media materials including the manner of their disposal shall be maintained for a period of three years.

Gifts

Gifts to the media centers shall be evaluated to determine their appropriateness before they are placed in any media center. The evaluation shall use the same criteria as for all other materials considered for inclusion in the media centers. Any items determined to be unacceptable shall be returned to the donor or disposed of at the discretion of the media specialist. The media centers shall have a list of desired items to give to prospective donors to aid them in their selection of materials to donate.

Challenges:

The parent of a student affected by a media selection, a District employee, or any other resident of the district may formally challenge the appropriateness of a media center selection by following the procedure outlined in this policy. The challenged material shall remain available throughout the challenge process.

Before any formal challenge can be filed, the individual contesting (hereinafter complainant) the appropriateness of the specified item shall request a conference through the principal's office with a licensed media center employee. The complainant shall be given a copy of this policy and the *Request for Formal Reconsideration Form* prior to the conference. The meeting shall take place at the earliest possible time of mutual convenience, but in no case later than five (5) working days from the date of the request unless it is by the choice of the complainant.

In the meeting, the media specialist shall explain the selection criteria and how the challenged material fits the criteria. The complainant shall explain his/her reasons for objecting to the selected material. If, at the completion of the meeting, the complainant wishes to make a formal challenge to the selected material, he/she may do so by completing the *Request for Formal Reconsideration Form* and submitting it to the principal's office.

To review the contested media, the principal shall select a committee of five (5) or seven (7) licensed personnel consisting of the principal as chair and at least one media specialist. The remaining committee members shall be personnel with curriculum knowledge appropriate for the material being contested and representative of diverse viewpoints. The task of the committee shall be to determine if the challenged material meets the criteria of selection. No material shall be withdrawn solely for the viewpoints expressed within it and shall be reviewed in its entirety and not selected portions taken out of context.

The principal shall convene a meeting after a reasonable time for the committee members to adequately review the contested material and the *Request for Formal Reconsideration Form* submitted by the complainant. The complainant shall be allowed to present the complaint to the committee after which time the committee shall meet privately to discuss the material. The committee shall vote by secret ballot to determine whether the contested material shall be removed from the media center's collection. A member from the voting majority shall write a summary of the reasons for their decision. A notice of the committee's decision and the summary shall be given (by hand or certified mail) to the complainant.

If the decision is to not remove the material, the complainant may appeal the committee's decision to the district Board of Directors by filing a written appeal to the Superintendent within five (5) working days of the committee's decision or of written receipt of the decision. The Superintendent shall present the original complaint and the committee's decision along with the summary of its reasons for its position plus a recommendation of the administration, if so desired, to the Board within fifteen (15) days of the committee's decision. The Board shall review the material submitted to them by the Superintendent and make a decision within thirty (30) days of receipt of the information. The Board's decision is final.

5.5—SELECTION/INSPECTION OF INSTRUCTIONAL MATERIALS

The use of instructional materials beyond those approved as part of the curriculum/textbook program must be compatible with school and district policies. If there is uncertainty concerning the appropriateness of supplemental materials, the personnel desiring to use the materials shall get approval from the school's principal prior to putting the materials into use.

All instructional materials used as part of the educational curriculum of a student shall be available for inspection by the parents or guardians of the student. For the purposes of this policy, instructional materials are defined as instructional content provided to the student regardless of its format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats. The term does not include academic tests or academic assessments.

Parents or guardians wishing to inspect instructional materials used as part of the educational curriculum for their child may schedule an appointment with the student's teacher at a mutually agreeable time. Parents/guardians wishing to challenge the appropriateness of any instructional materials shall follow the procedures outlined in Policy 5.6—CHALLENGE OF INSTRUCTIONAL/SUPPLEMENTAL MATERIALS.

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

Note: This policy is to be developed in conjunction with parents.

Legal Reference: 20 USC § 1232h

Date Adopted:
Last Revised:07/12/18

5.6—CHALLENGE TO INSTRUCTIONAL/SUPPLEMENTAL MATERIALS

Instructional and supplemental materials are selected for their compatibility with the District's educational program and their ability to help fulfill the District's educational goals and objectives. Individuals wishing to challenge or express concerns about instructional or supplemental materials may do so by filling out a *Challenge to Instructional Material* form available in the school's office.

The contesting individual may present a copy of the form to the principal and request a conference be held at a time of mutual convenience. Prior to the conference, the principal shall consult with the teacher regarding the contested material. In the conference, the principal shall explain to the contesting individual the criteria used for the selection of the material and its relevancy to the educational program as well as any other pertinent information in support of the use of the material.

Following the conclusion of the meeting, the principal shall have five (5) working days to submit a summary of the concerns expressed by the individual and the principal's response to those concerns to the Superintendent[1].

If the contesting individual is not satisfied with the principal's response, the individual may, after the five (5) working day period, request a meeting with the Superintendent where the individual shall present the same *Challenge to Instructional Material* form previously presented to the principal. The Superintendent shall explain to the contesting individual the criteria used for the selection of the material and its relevancy to the educational program as well as any other pertinent information in support of the use of the material.[2]

Following the conclusion of the meeting, the Superintendent shall have five (5) working days to write a summary of the concerns expressed by the individual and the Superintendent's response to those concerns. The Superintendent shall create a file of his/her response along with a copy of the principal's response and a copy of the contesting individual's *Challenge to Instructional Material* form.

If, after meeting with the Superintendent, the contesting individual is not satisfied with the Superintendent's response regarding the appropriateness of the instructional or supplemental material, he/she may appeal the Superintendent's decision to the Board. The Superintendent shall present the contesting individual's *Challenge to Instructional Material* form to the Board at the next regularly scheduled meeting along with the written responses to the challenge. The Board may elect, if it so chooses, to hear brief verbal presentations from the parties involved in the challenge.

The Board shall decide at that meeting or their next regularly scheduled meeting whether to retain the material, limit the availability of the material, or remove the material from the school. The Board's primary consideration in reaching its decision shall be the appropriateness of the material for its intended educational use.

Legal Reference: 20 USC 123h

Date Adopted:
Last Revised:07/12/18

5.6—COMPUTER SOFTWARE COPYRIGHT

Legal Reference: 17 USC § 117Amended Dec. 12, 1980 The District shall observe copyright laws governing computer software reproduction. Unless specifically allowed by the software

purchase agreement, the Copyright Act allows the purchaser of software to: 1. Make one copy of software for archival purposes in case the original is destroyed or damaged through mechanical failure of a computer. If the original is sold or given away, the archival copy must be destroyed; 2. Make necessary adaptations to use the program; and/or 3. Add features to the program for specific applications. These improvements may not be sold or given away without the copyright owner's permission. The District shall abide by applicable licensing agreements before using computer software on local-area or wide-area networks. 132

5.7—RELIGION IN THE SCHOOLS

Legal Reference: A.C.A. § 6-10-115 The First Amendment of the Constitution states that "Congress shall make no law respecting the establishment of religion, or prohibiting the free exercise thereof…" As the Supreme Court has stated (Abington School District v, Schempp, 374 U.S. 203) the Amendment thus "embraces two concepts—freedom to believe and freedom to act. The first is absolute but, in the nature of things, the second cannot be." Therefore, it is the Board's policy that the school system, as an agency of the government, shall be neutral in matters regarding religion and will not engage in any activity that either advocates or disparages religion. The District shall assume no role or responsibility for the religious training of any student. The need for neutrality does not diminish our school system's educational responsibility to address the historical role of religion in the development of our culture. Since we live in a diverse society, the District's goal shall be to address the subject of religion objectively in such a way that it promotes an understanding of, and tolerance for, each other's religious or nonreligious views. Discussions concerning religious concepts, practices, or disciplines are permissible when presented in a secular context in their relation to an inclusive study of religion or to the study of a particular region or country. The discussions shall be so that they are objective and academically informational and do not advocate any particular form of religious practice. Instructional activities in the schools that are contrary to a pupil's religious beliefs or teachings shall be optional. The teacher in charge of each classroom may, at the opening of school each day, conduct a brief period of silence with the participation of all students in the classroom who desire to participate. * Students and employees may engage in personal religious practices, such as prayer, at any time, and shall do so in a manner and at a time so that the educational process is not disrupted.

5.8—USE OF COPYRIGHTED MATERIALS

Use of Copyrighted Work in Face-to-Face Classroom

The Board of Education encourages the enrichment of the instructional program through the proper use of supplementary materials. To help ensure the appropriate use of copyrighted materials, the Superintendent, or designee, will provide district personnel with information regarding the "fair use" doctrine of the U.S. Copyright Code as detailed in the "Agreement on Guidelines for Classroom Copying in Not-for-Profit Educational Institutions with Respect to Books and Periodicals" and "Guidelines for Educational Uses of Music."

Use of Copyrighted Works in Digital Transmissions

Definitions "Class session" means the length of time provided for students to access the materials necessary for the completion of course assignments and tests. Depending on the copyrighted work's overall importance to the course, which can vary from a single assignment to an entire course focusing on the copyrighted work, the class session will end on:

- The date set by the teacher for an assignment to be submitted; or
- The date on the school calendar for the end of classes.

"Course packs" are premade compilations of book excerpts; newspaper, magazine, and journal articles; and instructor-authored materials.

"Mediated Instructional activities" includes textbooks, workbooks, and course packs.

"Transmission" is the remote accessing, whether on or off campus, by students of a copyrighted work by means of a closed circuit television, an educational television channel, or in a digital format on a password protected secure webpage.

The District recognizes that advances in technology have resulted in the need for guidelines for the use of copyrighted materials that are transmitted to students through a digital network. While the requirements to use a copyrighted work in a digital transmission have many similarities to those required to use a copyrighted work in a face-to-face classroom, Federal law places several additional requirements on the District's teachers, IT staff, and librarians for the use of a digitally transmitted copyrighted work. The District is dedicated to providing the tools necessary for teachers, IT staff, and librarians to meet these additional Federal requirements.

The District shall make sure the server where materials are stored is secured, whether the server is located locally or remotely.

The District's Informational Technologies staff shall develop the proper protocols and train teachers on their use in order to ensure:

1. The transmission of the copyrighted work is limited to only the students enrolled in the course;
    - Each student shall have a unique ID and password for accessing digital courses/materials or
    - Each course shall have a unique password to access course materials; and
    - The password to access the course materials shall be changed immediately following the close of the course.
2. To prevent students from retaining or further disseminating the copyrighted work for more than one class session;
    - The print function will be disabled;
    - A transparency shall be placed over any literary work, sheet music, or photograph;
    - Audio and video transmissions will be set to be streamed; and

- The link to the webpage with a copyrighted work shall be deactivated at the end of the applicable class session.

Teachers who wish to provide copyrighted works to students through a digital transmission as part of a digital course as well as teachers wishing to supplement a face-to-face classroom course with a digital transmission must meet applicable copyright statutes and policy 5.11—DIGITAL LEARNING COURSES as well as the following requirements in order to use a copyrighted work:

A. The use of the copyrighted work(s), whether in whole or in part, must be a part of regular classroom instruction and must be directly related and of material assistance to the course content;
B. The extent of a copyrighted work that is used must comply with one or more of the following criteria:
    - The entirety of a non- dramatic literary or musical work may be used. A non- dramatic literary work includes poems and short stories. A non- dramatic musical work covers all music that is not part of an opera or musical and does not cover the use of the music video format of a song.
    - Dramatic literary and musical works as well as videos may only be used in limited portions. Dramatic literary and musical works may only be used in the same amount as set forth in the requirements for a face-to-face classroom while videos, including music videos, may only have the portion used that is directly related to the subject of the class session and may not be transmitted in their entirety.
    - Still images or slides that a teacher would have used in the ordinary course of a face-to face classroom session on a projector or a transparency may be used in a transmission.
    - Works primarily produced or marketed for use in the digital education market may not be transmitted.
    - Works the teacher had knowledge or reasonably believes to be unlawfully made or acquired may not be used.
    - Mediated Instructional activities may not be transmitted.
C. A statement that works may be subject to copyright shall be placed in at least one of the following areas to provide notice to students of copyright status:[5]
    - Course syllabus;
    - Home webpage for the course;
    - Webpage for the particular class session; and/or
    - webpage with the copyrighted work.

The teacher and the District librarian shall work together when making digital copies of copyrighted work from physical or analog versions and shall fulfill the following requirements:

I. The amount converted is only the amount allowed by law; **and**
II. The District has no digital copy of the copyrighted work available; **or**
III. The District's digital copy of the copyrighted work that is available has technological protections that prevent the use of the copyrighted work in the manner prescribed by law.

The District will not be responsible for any employee violations of the use of copyrighted materials.

Cross Reference: 5.11—DIGITAL LEARNING COURSES

Legal Reference: 17 USCS § 101 to 1010 (Federal Copyright Law of 1976)

Date Adopted:
Last Revised:

5.9 HOMEWORK POLICY

The Cossatot River School District maintains that homework is an important aspect in student learning and achieving. Homework should be included as an integral part of the instructional program and a means by which students are provided time to master learning concepts and objectives. Homework should be a positive experience and provide students the opportunity to (1) reinforce basic skill concepts, (2) expand developmental skill concepts, (3) communicate to parents learning activities provided during the school day, (4) involve other adults in the students learning process.

All homework assignments in the Cossatot River Schools will be:
Directly related to the course content guides and current learning objectives.
Explained thoroughly in terms of content, process, and expectations
Reasonable and will not preclude pupils from assuming other homework and community responsibilities, and
Designed to encourage and support the skills to learn independently

1. Purpose of Policy: To implement recommendations concerning homework in the Cossatot River School District. Included in the recommendations will be procedures for teachers to consider in assigning homework to students.

2. General Recommendations:

A. homework assignments should emphasize the application of the basic and developmental skills previously introduced

B. homework should provide immediate feedback to the teacher on areas of weakness in the students' understanding of concepts and/or acquisition of skills.

Homework could be considered in the grading of students.

homework assignments should be varied.

homework assignments should be clear and concise.

material for completion of homework should be readily available to all students.

Homework assignments not being completed could result in loss of recess

After five (5) days of not turning in homework assignments, student will be required to attend in school suspension (ISS).

Legal Reference: State Board of Education Rules & Regulations: Accreditation Standards 10.07 Homework is considered to be part of the educational program of the District. Assignments shall be an extension of the teaching/learning experience that promotes the student's educational development. As an extension of the classroom, homework must be planned and organized and should be viewed by the students as purposeful. 1. It is the student's responsibility to complete and return homework assignments on time. 2. Some assignments will be graded; others will be for practice only. 3. Homework is due according to the classroom teacher's direction.

GRADING

Parents or guardians shall be kept informed concerning the progress of their student. Parent teacher conferences are encouraged and may be requested by parents, guardians, or teachers. If the progress of a student is unsatisfactory in a subject, the teacher shall attempt to schedule a parent-teacher conference. In the conference, the teacher shall explain the reasons for difficulties and shall develop, cooperatively with the parents, a plan for remediation, which may enhance the probability of the student succeeding. The school shall also send timely progress reports and issue grades for each nine – (9) week grading period1 to keep parents/guardians informed of their student's progress. The evaluation of each student's performance on a regular basis serves to give the parents/guardians, students, and the school necessary information to help effect academic improvement. Students' grades shall reflect only the extent to which a student has achieved the expressed educational objectives of the course. The grades of a child in foster care shall not be lowered due to an absence from school due to:1. A change in the child's school enrollment; 2. The child's attendance at a dependency-neglect court proceeding; or 3. The child's attendance at court-ordered counseling or treatment. The grading scale for all schools in the district shall be as follows.: A =100 – 90 B = 89 – 80 C = 79 – 70 D = 69-60 F = 59 and below Legal References: A.C.A. § 6-15-902 A.C.A. § 9-28-113(f) State Board of Education: Standards For Accreditation 12.02 Arkansas Department of Education Rules and Regulations Governing Uniform Grading Scales for Public Secondary Schools Date Adopted: Last Revised: 5.10.1---

SEMESTER TESTS/EXEMPTIONS

Semester tests will be given and will be considered one-fifth 1/5 of the student's semester grade. Students in grades seven (7) through twelve (12) may be EXEMPT from the semester tests on these conditions: 1) No more than three (4) absences and an "A" for the class 2) No more than

three (3) absences and a "B" for the class 3) No more than two (2) absences and a "C" for the class 4) If a student is assigned to OSS or suspended the student will not be exempt from semester test. 5) If a student has one (1) or more unexcused absences in a class then the student will not be exempt from semester test. A student who is suspended during the semester test week may be allowed to take his/her exams. The testing time will be at the discretion of the principal.

5.11—DIGITAL LEARNING COURSES as well as the following requirements in order to use a copyrighted work: A. The use of the copyrighted work(s), whether in whole or in part, must be a part of regular classroom instruction and must be directly related and of material assistance to the course content; B. The extent of a copyrighted work that is used must comply with one or more of the following criteria: The entirety of a non-dramatic literary or musical work may be used. A non-dramatic literary work includes poems and short stories. A non-dramatic musical work covers all music that is not part of an opera or musical and does not cover the use of the music video format of a song. Dramatic literary and musical works as well as videos may only be used in limited portions. Dramatic literary and musical works may only be used in the same amount as set forth in the requirements for a face-to-face classroom while videos, including music videos, may only have the portion used that is directly related to the subject of the class session and may not be transmitted in their entirety. Still images or slides that a teacher would have used in the ordinary course of a face-to-face classroom session on a projector or a transparency may be used in a transmission. Works primarily produced or marketed for use in the digital education market may not be transmitted. Works the teacher had knowledge or reasonably believes to be unlawfully made or acquired may not be used. Mediated Instructional activities may not be transmitted. 131 C. A statement that works may be subject to copyright shall be placed in at least one of the following areas to provide notice to students of copyright status:5 Course syllabus; Home webpage for the course; Webpage for the particular class session; and/or Webpage with the copyrighted work. The teacher and the District librarian shall work together when making digital copies of copyrighted work from physical or analog versions and shall fulfill the following requirements: I. The amount converted is only the amount allowed by law; and II. The District has no digital copy of the copyrighted work available; or III. The District's digital copy of the copyrighted work that is available has technological protections that prevent the use of the copyrighted work in the manner prescribed by law. The District will not be responsible for any employee violations of the use of copyrighted materials. Cross Reference:
5.11—DIGITAL LEARNING COURSES Legal Reference: 17 USCS § 101 to 1010 (Federal Copyright Law of 1976)

SCHOOL'S REPORT ON STUDENT PERFORMANCE

Grades will go home each nine (9) weeks. Midway through the grading period (4 ½ weeks) progress and deficiency slips will be sent home.

Elementary School teachers **shall** meet with the parent(s) or guardian(s) of each student at least once a semester through a parent-teacher conference, telephone conferences, or written correspondence. Their child's classroom teacher will contact parents unable to attend.

Teachers will update online grading systems weekly, providing at least TWO grades per subject area.

PARENT CONFERENCES

There will be on a scheduled day during the fall semester and one scheduled day during the spring semester for the purpose of parent/teacher conferences. ESL interpreters will be available at conferences when requested. Teachers will also use other forms of communication such as, phone calls, newsletters and home visits. Communication documents will be kept.

ACADEMIC IMPROVEMENT POLICY

Student's not scoring proficient on the Arkansas State-mandated tests shall have a Student Success Plan (SSP). The SSP shall be developed using test data and previous student records. SSPs contain multiple remediation methods and strategies, and should include formative assessment strategies and will be revised periodically based on the progress by the student. All students not proficient are expected to participate in RTI.

Guidance Program

The guidance counselor is available to all students throughout the school term. The counselor works with classrooms assisting in drug prevention, self-esteem, citizenship, career programs and coordinates all standardized testing in the elementary.

Transportation

Rules & Regulations - The busses are to be used in the transportation of pupils to and from school who live a legal distance from the school building. The busses may be used in the transportation of pupils on educational trips. (They are specifically not to be used for pleasure trips for any group or organization outside of school.)

It is the belief of the Cossatot River School that proper conduct by the student is essential if buses are to operate safely and that only well-behaved students should be allowed to ride the buses. **Students will not be permitted to ride the buses, if they willingly or through negligence cause damage to the bus or if their behavior is, such that it causes pain or embarrassment to the driver or other students or in any way interferes with the safety or well-being of anyone riding a school bus. It is a misdemeanor to threaten, curse or use abusive language to the bus driver.**

SHOULD PARENTS NEED TO CHANGE THE DAILY DESTINATION OF THEIR CHILD, THEY SHOULD SEND A NOTE OR PLACE A CALL TO THE SECRETARY BEFORE 2:00 P.M. TO AVOID CONFUSION AT THE LAST MINUTE OF SCHOOL DAY

The superintendent or his/her designee(s) shall annually establish bus routes and may modify them as needed. The superintendent or his/her designee may develop or modify bus routes to deal with inclement weather as needed.

Cossatot River Public Schools Bus Conduct Contract

Category	Examples of Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
A Minor Misconduct	1-Boarding or exiting the bus unsafely (includes crossing in front of or behind the bus 2-Standing while bus is in operation or not being properly seated 3-Obstructing an employ seat, door, stairs, or aisle 4-Making excessive noise 5-Disturbing, insulting, or harassing other students 6-Public display of affection (PDA) 7-Eating, drinking, chewing gum 8-Using profane or obscene language or gestures 9-Littering 10-Any action that causes disturbances or distractions	Oral/Written Warnings	Up to 5 day Bus Suspension	Up to 10 day Bus Suspension	Up to 20 day Bus Suspension	Suspension of riding privileges for remaining school year
B Serious Infractions	1-Failure to comply (disrespectful, talking back, lying) with bus driver or other adult's instruction 2-Horseplay and spitting 3-Throwing objects at, within, or out of bus 4-Sticking objects or body parts out of the window/door 5-Damange, theft, or pilfering < $100 6-Spraying or application of cologne/fragrances 7-Misuse of electronic devices, cell phones, cameras etc.	Up to 5 day Bus Suspension	Up to 10 day Bus Suspension	Up to 20 day Bus Suspension	Suspension of riding privileges for remaining school year	
C Severe Offenses	1-Full or partial nudity 2-Sitting in driver's seat/tampering with controls or equipment 3-Interfering with driver 4-Fighting/Assault (or hitting, biting, pushing) 5-Vandalism, damages, or theft > $100	Up to 10 day Bus Suspension	Up to 20 day Bus Suspension	Suspension of riding privileges for remaining school year		
D Criminal or Illegal Acts	1-Any action that leads to a bus accident 2-Possession or use of weapons or other prohibited items (including laser lights) 3-Lewd or indecent acts 4-Possession of illegal substances 5-Threatening or causing injury to another person (bullying and/or harassment)	School suspension /Expulsion Proceedings Initiated Discipline Report Submitted				

1- All rule infractions are cumulative in most cases for the school year. A series of minor infractions may result in serious consequences
2- All misconduct must be evaluated on a case by case basis. The administration reserves the right to escalate the consequences due to the severity, frequency, or previous warnings.

3- Possession of weapons, prohibited items, controlled substance or representations of controlled substances, alcohol, or other serious incidents will be reported to the appropriate authorities and may result in suspension or expulsion from school in addition to loss of bus privileges
4- 4-Restituion may be required for all damages resulting from student action including but not limited to vandalism, fighting, theft, throwing objects or other damages.

Escuelas públicas de río Cossatot

Contrato de conducta autobús

Categoría	Ejemplos de infracciones	1st remisión	2nd referencia	Referencia 3rd	Recomendación 4th	Recomendación 5th
A Minor Mala conducta	1-al abordar o salir del autobús de forma no segura (incluye cruzar delante o detrás del autobús 2-estar parado mientras el autobús está en funcionamiento o no está bien asentada 3-obstruir un asiento emplean, puerta, escalera o pasillo 4-hacer ruido excesivo 5-molestar, insultar o acosar a otros estudiantes 6-pública muestra de afecto (PDA) 7-comer, beber, mascar chicle 8-usar lenguaje profano u obsceno o gestos 9-basura 10-cualquier acción que provoque disturbios o distracciones	Orales o escritas ADVERTENCIAS	Hasta 5 10 días de suspensión suspensión autobús de	Hasta días de de autobús	Hasta 20 días Bus suspensión	Suspensión de montar privilegios para el año escolar restante
B Infracciones graves	1-incumplimiento (una falta de respeto, hablando, mintiendo) con chofer o instrucción de otro adulto 2-payasadas y escupir 3-lanzar objetos en, dentro o fuera del autobús 4-sacar objetos o partes del cuerpo fuera de la ventana/puerta 5-Cameter, robos o hurtos < $100 6-pulverización o aplicación de Colonia/fragancias 7-mal uso de los dispositivos electrónicos, teléfonos celulares, cámaras, etc...	Hasta 5 días de suspensión de autobús	Hasta 10 días de suspensión de autobús	Hasta 20 días Bus suspensión	Suspensión de montar privilegios para el año escolar restante	
C Severa Ofensas	1-completa o parcial desnudez 2-sentado en el asiento del conductor/alteración de controles o de equipo 3-interferir con controlador 4-lucha/agresión (o golpear, morder, empujar) 5-vandalismo, daños o robo > $100	Hasta 10 días de suspensión de autobús	Hasta 20 días Bus suspensión	Suspensión de montar privilegios para el año escolar restante		
D Actos criminales o ilegales	1-cualquier acción que lleva a un accidente de autobús 2-posesión o uso de armas u otros artículos (incluyendo luces láser) prohibidos Actos indecentes o 3-lascivos 4-posesión de sustancias ilegales 5-amenazar o causar daño a otra persona (la intimidación o acoso)	Suspensión de la escuela / Inició el procedimiento de expulsión disciplina informe presentado				
1 - Todas las infracciones de la regla son acumulativas en la mayoría de los casos para el año escolar. Una serie de infracciones menores puede						

resultar en serias consecuencias

2 - Toda conducta debe evaluarse sobre una base de caso por caso. La administración reserva el derecho a escalar las consecuencias debido a la gravedad, frecuencia o las advertencias anteriores.

3 - Posesión de armas prohibidas artículos, sustancias controladas o representaciones de sustancias controladas, alcohol u otros incidentes graves serán reportadas a las autoridades apropiadas y pueden resultar en suspensión o expulsión de la escuela además de la pérdida de privilegios de autobús

4 - 4-Restituion puede ser requerido por todos los daños resultantes de estudiante acción incluyendo pero no limitado a vandalismo, peleas, robo, aventar objetos u otros daños.

5 – Toda la disciplina anterior queda a la discrecion del director.

5.11—DIGITAL LEARNING COURSES

Definitions

For the purposes of this policy:
"Blended Learning" is education in which instruction and content are delivered through supervised instruction in a classroom and online delivery of instruction with some element of student control over time, place, path, or pace.

"Digital Learning" means a digital technology or internet-based educational delivery model that does not rely exclusively on compressed interactive video (CIV). Digital learning includes online and blended learning.

"Instructional Materials" means:
1. Traditional books, textbooks, and trade books in printed and bound form; 2.
Activity-oriented programs that may include:
   a. Manipulatives;
   b. Hand-held calculators;
   c. Other hands-on materials; and
3. Technology-based materials that require the use of electronic equipment in order to be used in the learning process.

"Online Learning" is education in which instruction and content are delivered primarily over the Internet. The term does not include print-based correspondence education, broadcast television or radio, videocassettes, compact disks and stand-alone educational software programs that do not have a significant Internet-based instructional component.

"Public School Student Accessing Courses at a Distance" means a student who is scheduled for a full course load through the District and attends all classes virtually.

Digital Course Offerings

The District shall offer one or more digital learning course(s) through one or more District approved provider(s) as either a primary or supplementary method of instruction. The courses

may be in a blended learning, online-based, or other technology-based format and shall be tailored to meet the needs of each student.

All digitally offered courses shall meet or exceed the State Board of Education's curriculum standards and requirements and be capable of being assessed and measured through standardized or local assessments. Additionally, the District shall ensure there is sufficient infrastructure to handle and facilitate a quality digital learning environment.

As an approved digital learning provider, the District shall annually determine what District created digital learning courses it will provide to our students.[1] The District may also choose to provide digital learning courses by contracting with outside providers of such courses, who have been pre-approved by the Arkansas Department of Education (ADE). The School Board shall determine the provider method or combination of methods for the District. The Superintendent shall ensure that all digital learning courses provided to District students, regardless of the source of the course, have been approved by ADE.

District created digital courses and any digital courses the district purchases from outside providers shall adhere to the guidelines for the use of digitally transmitted copyrighted materials set forth in Policy 5.8—USE OF COPYRIGHTED MATERIALS as well as applicable statutory requirements.

The District shall require all outside providers to incorporate Policy 5.8 as a condition of the service contract. Failure of the outside provider to abide by Policy 5.8 shall constitute a breach of contract and the outside provider shall be responsible for any costs resulting from such breach.

A student may elect to take any or all of his/her scheduled courses digitally. The student's attendance in his/her digital course(s) shall be determined by the online attendance and time the student is working on the course rather than the student's physical presence at school.[2]

The District is responsible for providing all instructional materials for each student who enrolls in a District approved digital learning course.[3]

Regardless of any other provisions of this policy, the District may restrict a student's access to digital courses when the student's building principal determines the student's participation in such a course would not be academically appropriate based on the student's past performance in digital courses. Furthermore, the student's building principal may revoke a student's eligibility to continue taking a digital learning course if the student's performance during the semester indicates the student is not succeeding in the course.[4]

Cross References:	4.7—ABSENCES 4.45—SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASSES OF 2018, 2019, AND 2020 4.45.1—SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASS OF 2021 AND THEREAFTER 5.8—USE OF COPYRIGHTED MATERIALS
Legal References:	A.C.A. § 6-16-1401 et seq. ADE RULES GOVERNING DISTANCE AND DIGITAL LEARNING

Date Adopted:
Last Revised: 07/27/17

5.12—HONOR ROLL AND HONOR GRADUATES

Legal References: A.C.A. § 6-18-101 (a) (1); A.C.A. § 6-18-101 (a) (2); A.C.A. § 6-18-101 (b); A.C.A. § 6-18- 101(e); A.C.A. § 6-61-217(a) HONOR ROLL Students in grades 7-12 who participate in the Smart Core Curriculum and maintain a 3.0 GPA for the grading period will be recognized as honor roll students for that grading period. Semester grades will determine the honor roll at the end of each semester. Valedictorian Honors will be presented to the highest achieving student in the graduating class and Salutatorian honor will be presented to the 2nd highest academic achiever in the graduating class. HONOR GRADUATES Students who have successfully completed graduation requirements and have completed the minimum core of courses recommended for preparation for college as defined by the Cossatot River Schools Board of Directors, the State Department of Education, the State Board of Higher Education and the State Board of Education and have a cumulative GPA of 3.50 or higher will be designated as honor students. Those students having a GPA of 3.90 to 3.99 shall be designated as high honors graduates. Those students having a GPA of 4.00 or higher will be designated as meritorious graduates. Parents or graduates of a student, or a student eighteen (18) years or older, who choose to not have the student publicly identified as an honor roll or honor graduate student must submit a written request that the student not be so identified. For the purpose of selecting honor students, GPA's shall be truncated (not rounded) to the hundredth place. 5.14.3---APPEARANCE 1) Participants in extracurricular activities must adhere to the school dress code for all activities. Coaches may require a more stringent dress code for an activity. Dress clothes are preferred. 2) Jewelry is not to be worn during a practice or a game. 142 3) Hair style must be kept neat and according to coaches guidelines. Headbands are not to be worn. 5.14.5--RANDOM DRUG TESTING Cossatot River Schools reserves the right to do random drug testing of students in the extracurricular activities programs. Student may be chosen at random to be tested for drugs and alcohol by the school nurse. If the school feels they have reasonable suspicion that any student enrolled in the school may be using drugs or alcohol, that student may also be tested by the school nurse. If a student tests positive, the following guidelines will be used: 1) 1st

offense - parents contacted, minimum of five (5) days suspension 2) 2nd offense - school resource officer contacted, parents contacted, minimum of ten (10) days suspension 3) 3rd offense - school resource officer contacted, parent's contacted, and possible expulsion.

5.12—COMPUTER SCIENCE INTERNSHIPS AND INDEPENDENT STUDIES

Internships

The Board of Directors believes that students who intend to begin careers immediately upon high school graduation or intend to complete post-secondary training prior to starting a career can benefit from an internship experience. The desired outcomes of the District's internship program include students advancing computer science skills, sharpening soft-skills, and learning new skills while in a workplace environment. The internship program provides intense, competency based worksite immersion in advanced computer science concepts while linking the internship participants to current resources, information, and guidance from computing professionals.[1]

Students who wish to participate in the internship program shall submit an application to the principal or designee[2]. In order for a student to be eligible to participate in the internship program, the student must have:

1. Received enough credits to qualify as a junior; 2. Either:
   - Have at least one (1) credit from an ADE approved computer science course; or
   - Submit computer science work product that satisfactorily demonstrates the competencies expected within the Arkansas Department of Education (ADE) Computer Science Standards to principal[2]; and
3. At least a 2.0 [3] GPA.

The student participating in an internship program is responsible for making sure the principal or designee[2] receives documentation authenticated by the student's supervisor of the hours worked by the student, proof of the student having completed projects, and regular evaluations of the student's work by the student's internship supervisor.

A student who completes a computer science internship shall receive credit for the internship as a Computer Science Flex Credit[4] based on the amount of documented on-the-job work hours as follows:

a. Half (1/2) credit for completing sixty (60) on-the-job work hours; or
b. One (1) credit for completing one hundred twenty (120) on-the-job work hours.

Independent Studies a Computer Science Independent Study Program shall be designed to enrich the student's computer science educational experience. A student who desires to complete an independent study shall:

1. Either:
   - Have at least one (1) credit from an ADE approved computer science course; or

- Submit computer science work product that satisfactorily demonstrates the competencies expected within the ADE Computer Science Standards to a local advisor[5];

2. Develop an educational plan that is tied directly to extending the computer science concepts found within:
   - The most current revision of the Arkansas High School Computer Science Standards;
   - College Board AP Computer Science Principles or A; and/or
   - IB Computer Science SL or HL;
3. Submit the study plan to a local advisor[5] for approval;
4. Have at least a 2.0[3] GPA; and
5. Produce a final product for presentation.

The advisor[5] is responsible for reviewing, monitoring, and approving the student's study plan. The study plan should include anticipated objectives that allow the advisor to evaluate the student's study progress. The student is responsible for submitting regular written reports to the advisor[5] concerning the student's progress towards the student's independent study goals. The student's hours of study shall be documented by the most appropriate of the following methods:[6]

- Being assigned a class period during the instructional day that is dedicated to the student's independent study;
- Using the District's system to track student time for digital courses if the student's attendance and assignments are through a digital classroom; and
- Using another hour tracking system approved by the district Superintendent that provides for accurate tracking of hours and provides safeguards against improper reporting by the student.

A student who completes a computer science independent study shall receive credit for the independent study as a Computer Science Flex Credit[4] based on the amount of documented study hours as follows:

a. Half (1/2) credit for completing sixty (60) study hours; or
b. One (1) credit for completing one hundred twenty (120) study hours.

Notes: This is an optional policy as districts are not required to provide either of these programs to students.

[1] When creating the internship program, the entity who will host the interns needs to be aware that the position the intern will occupy must allow the student to perform tasks that are tied directly to extending the computer science concepts found within: The most current revision of the Arkansas High School Computer Science Standards, College Board AP Computer Science Principles or A, and/or
 IB Computer Science SL or HL.

[2] Place here the position best suited to oversee this program in your district. Possibilities include, but are not limited to, the building principal, JAG teacher, computer science teacher, or EAST facilitator.

[3] This is only a sample list of requirements. There is nothing requiring that you place a minimum grade level requirement or a GPA minimum for a student's participation.

[4] You may change this to have the credit the student receives count as either a Career Focus Credit or as a local elective credit instead.

[5] You have the option to require the study plan be presented and approved by an advisory panel instead of an individual advisor.

[6] This is not intended to be an all-inclusive list. The Standards require the time the student spends on the independent study be documented for the student to receive credit but leave it to the districts to select the best method.

Legal References: Arkansas Computer Science Standards for Grades 9-12 Internship Program

Arkansas Computer Science Standards for Grades 9-12 Independent Study

Date Adopted:
Last Revised: 07/27/17

5.13—HEALTH SERVICES

The Board believes that healthy children promote a better learning environment, are more capable of high student achievement, and will result in healthier, more productive adults. Therefore, the goal of the District's health services is to promote a healthy student body. This requires both the education of students concerning healthy behaviors, as well as providing health care services to pupils. While the school nurse is under the supervision of the school principal, the delegation of health care duties shall be in accordance with the Arkansas Nurse Practice Act and the Arkansas State Board of Nursing Rules and Regulations Chapter Five: Delegation of Nursing Care. Advisory Committee to enhance the district's efforts to improve the health of our students, a School Nutrition and Physical Activity Advisory Committee (SNPAAC) shall be formed. It shall include representatives from each appropriate grade level group (elementary, middle, junior and senior high) to ensure age-appropriate recommendations are made which correlate to our district's grade configurations. The SNPAAC shall have the powers and responsibilities delegated to it by statute and Rule.7 The overarching goal of the committee shall be to promote student wellness by monitoring how well the district is doing at implementing this policy. The SNPAAC shall use modules 1, 2, 3, 4, and 8 of the CDC's School Health Index as a

basis for assessing each school's progress toward meeting the requirements of this policy. The results of the annual assessment shall be included in each school's ACSIP, provided to each school's principal, and reported to the board.

EXCHANGE STUDENT PRIVILEGES: We want our exchange students to experience American ways and practices in relation to school activities, as fully as possible, while insuring that their presence does not penalize our own students. The following regulations will help clarify matters for our exchange students. (1) Exchange students will be enrolled in: 152 (A) American History (B) English III and Literature (C) Other courses based on interest and the counselor's recommendation (2) Exchange students will be expected to take the normal student class load. (3) Exchange students enrolled for the school year will be allowed to participate in senior class activities. (4) Exchange students, who qualify, will be eligible for the National Honor Society. (5) Exchange students must demonstrate a proficiency in English. (6) Exchange students may participate in graduation exercises provided: (A) They pass all subjects in which they are enrolled. (B) They have been in attendance for the entire year. (7) Exchange students will be given an honorary diploma from Wickes/Umpire School if they are eligible to participate in graduation exercises.
DETENTION HALL: Detention hall is a class to which students report to make up time for infraction of rules. Regular study materials must be used at that time. Students will be required to complete an assignment while they are in detention hall.

5.14—HOMEWORK

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

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

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

Date Adopted:
Last Revised:07/12/18

5.14.3---APPEARANCE
1) Participants in extracurricular activities must adhere to the school dress code for all activities. Coaches may require a more stringent dress code for an activity. Dress clothes are preferred. 2) Jewelry is not to be worn during a practice or a game.

5.15—GRADING

Parents or guardians shall be kept informed concerning the progress of their student. Parent-teacher conferences are encouraged and may be requested by parents, guardians, or teachers. If the progress of a student is unsatisfactory in a subject, the teacher shall attempt to schedule a parent-teacher conference. In the conference, the teacher shall explain the reasons for difficulties and shall develop, cooperatively with the parents, a plan for remediation, which may enhance the probability of the student succeeding. The school shall also send timely progress reports and issue grades for each nine (9) week grading period[1] to keep parents/guardians informed of their student's progress.

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

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

The grading scale for all schools in the district shall be as follows:
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 = 4 points
B = 3 points
C = 2 points
D = 1 point
F = 0 points

The grade point values for Advanced Placement (AP), International Baccalaureate (IB), and approved honor courses shall be one (1) point greater than for regular courses with the exception that an F shall still be worth zero (0) points.

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

For example: The grading period had forty (40) days. A student transferred in with a grade of eighty-three percent (83%) earned in ten (10) days at the previous school. The student had a grade of seventy-five percent (75%) in our district's school earned in the remaining thirty (30) days of the grading period. Ten (10) days is twenty-five percent (25%) of forty (40) days while thirty (30) days is seventy-five percent (75%) of forty (40) days. Thus the final grade would be (0.25 X 83) + (0.75 X 75) = 77%.

Legal References: A.C.A. § 6-15-902
A.C.A. § 9-28-113(f)
Standards for Accreditation 5-A.1
Arkansas Department of Education Rules and Regulations Governing Uniform Grading Scales for Public Secondary Schools

Date Adopted:
Last Revised:07/12/18

5.15.1—WEB SITE PRIVACY POLICY

Legal References: 15 U.S.C. § 6501 (COPPA) The Cossatot River School District operates and maintains a web site for the purpose of informing the citizens of the district about its activities. The web site does not use "cookies" or ISP addresses to collect or retain personally identifying information about visitors to its web site nor is any such information given to "third parties." Any data collected is used solely for the purpose of monitoring site activity to help the district improve the usefulness of the site to its visitors. The site serves no commercial purpose and does not collect any information from individuals for such purpose. Photographs of students shall not be displayed on any page of the district's web site without the prior written consent of the parent (or the student if 18 or older). The site provides for email communication between the District and individuals for the purpose of exchanging information regarding the District and its activities or between teachers and their students. The site may also provide for password protected communication between the District and its staff. 145

5.16—COMPUTER SCIENCE COURSE PREREQUISITES AND PROGRESSION

Traditional Progression

A student who has not previously received a computer science credit may elect to take an introductory level computer science course. A student who passes a computer science course level is eligible to take the next level computer science course in the same computer science course emphasis.

Alternative Progression

A student who does not have credit for any computer science course, the introductory level computer science courses for the particular computer science emphasis, or the preceding level course for the computer science emphasis may be placed in a computer science course based on any combination of the following factors:[1]

- The student's grade point average;
- Recommendation from the student's teacher(s);
- Completion of computer science internships or independent studies;
- Demonstration of previous computer science work by the student; or
- Proficiency report from a computer science proficiency evaluation tool.[2]

Cross Reference: 5.12—COMPUTER SCIENCE INTERNSHIPS AND INDEPENDENT STUDIES

Legal References: Arkansas Computer Science Standards for Grades 9-12
Commissioner's Memo COM-17-051

Date Adopted: 07/27/17 Last Revised:

5.18—STUDENT PARTICIPATION IN SURVEYS

Section One: No student shall be required to submit to a survey, analysis, or evaluation which is administered or distributed by a school, and is funded in whole or in part by any program administered by the U.S. Department of Education without the prior written consent of the parent/guardian that reveals information concerning the following: 1. political affiliations; 2. mental and psychological problems potentially embarrassing to the student or his family; 3. sex behavior and attitudes; 4. illegal, anti-social, self-incriminating, and demeaning behavior; 5. critical appraisals of other individuals with whom respondents have close family relationships; 6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers; 7. religious practices, affiliations, or beliefs of the student or student's parent; or 8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program). Section Two: No surveys shall be administered without the prior approval of the school principal. Any survey created by a third party, or funded, in whole or in part, as part of any US Department of Education administered program, containing one or more of the eight categories listed above shall be available to be inspected by a student's parent/guardian before the survey is administered or distributed by a school to a student. Parents/guardians shall have the right to deny permission for their child to participate in the taking of the survey. The school shall not penalize students whose parents/guardians exercise this option. The school shall take reasonable precautions to protect students' privacy during their participation in the administration of any survey, analysis, or evaluation containing one or more of the eight categories listed above. Section Three: Parents or

guardians wishing to inspect a survey, analysis, or evaluation shall be able to so in the administrative office of the administering school where the surveys shall be available for inspection for a period of five (5) days (regular school days when school is in session) after the notice of intent to administer the survey is sent. Included in the notice shall be information regarding how the survey or questionnaire will be administered; how it will be utilized; and the persons or entities that will have access to the results of the completed survey or questionnaire. Parents may refuse to allow their student to participate before or after reviewing the survey or questionnaire. The requirements of sections one, two, and three of this policy do not apply to a survey administered to a student in accordance with the Individuals with Disabilities Education Act (IDEA). Section Four: Prior written parental permission is required before any survey or questionnaire (not including tests mandated by state or Federal law or regulation and standardized scholastic achievement tests) is administered to a student the responses to which are to be provided to a person or entity other than another pubic school, school district, or any branch of the Federal Government and which requests or requires a student to provide any of the eight (8) categories of information listed above and/or the following; 1. A student's name; 2. The name of the student's parent or member of the student's family; 3. The address, telephone number, or email address of a student or a member of a student's family; 146 4. A personal identification number, such as a social security number, driver's license number, or student identification number of a student or a member of the student's family; 5. Any information, the disclosure of which is regulated, or prohibited by any other state or federal law or regulation. The rights provided to parents under this policy transfer to the student when he/she turns 18 years old.

5.20—DISTRICT WEBSITE

The Cossatot River School District shall maintain a web page to provide information about its schools, students, and activities to the community. This policy is adopted to promote continuity between the different pages on the district website by establishing guidelines for their construction and operation.

The Cossatot River School District website shall be used for educational purposes only. It shall not create either a public or a limited public forum. Any link from any page on the District's site may only be to another educational site.[1] The website shall not use "cookies" to collect or retain identifying information about visitors to its website nor shall any such information be given to "third parties." Any data collected shall be used solely for the purpose of monitoring site activity to help the district improve the usefulness of the site to its visitors.[2]

Each school's web page shall be under the supervision of the school's Web Master and the District's website shall be under the supervision of the District's Web Master. They shall have the responsibility for ensuring that web pages meet appropriate levels of academic standards and are in compliance with these guidelines and any additional administrative regulations. To this end, the District and School Web Masters shall have the authority to review and edit any proposed changes to web pages to ensure their compliance with this policy. All such editing shall be viewpoint neutral.

District and school web pages shall also conform to the following guidelines:

1. All pages on the District's website may contain advertising and links only to educational sources.

2. The District's home page shall contain links to existing individual school's web pages and the school home pages shall link back to the District's home page. The District's home page may also include links to educational extracurricular organization's web pages, which shall also link back to the District's home page.
3. Photos along with the student's name shall only be posted on web pages after receiving written permission from the student's parents or the student if the student is over the age of eighteen (18).[3]
4. The District's web server shall host the Cossatot River District's website.[4]
5. No web page on the District website may contain public message boards or chat rooms.
6. All web pages on the District website shall be constructed to download in a reasonable length of time.
7. The District's home page shall contain a link to a privacy policy notice, which must be placed in a clear and prominent place and manner.[5]
8. With the exception of students who may retain the copyright of material they have created that is displayed on a District web page, all materials displayed on the District web site are owned by School District.
9. Included on the District's web site shall be:[6]
    a. Local and state revenue sources;
    b. Administrator and teacher salary and benefit expenditure data;
    c. District balances, including legal balances and building fund balances;
    d. Minutes of regular and special meetings of the school board;
    e. The district's budget for the ensuing year;
    f. A financial breakdown of monthly expenditures of the district;
    g. The salary schedule for all employees including extended contract and supplementary pay amounts;
    h. Current contract information (not including social security numbers, telephone numbers, personal addresses or signatures) for all district employees;
    i. The district's annual budget;
    j. The annual statistical report of the district;
    k. The district's personnel policies;
    l. The annual School Performance Report;[7]
    m. School-Level Improvement Plans;[8] ~~and~~
    n. The School District Support Plan.~~,~~[8]
    o. Student discipline policies;
    p. Student services plan;
    q. The District financial policies;
    r. Student handbooks;
    s. The Annual Report to the Public; and
    t. The parent, family, and community engagement plan.

The information and data required for items A through K in 9 above shall be the actual data for the previous two (2) school-years and the projected data for the current school-year.

Before July 15 of each year, the District shall post on its website the following information:[9]

- The dyslexia intervention programs used during the previous school year that were specifically responsive to assisting students with dyslexia;

- The number of students during the previous school year who received dyslexia intervention; and
- The total number of students identified with dyslexia during the previous school year.

The District and school webmasters are responsible for ensuring all District webpages meet required standards to be accessible to individuals with disabilities.

Cross Reference: 5.2—PLANNING FOR EDUCATIONAL IMPROVEMENT

Legal References: A.C.A. § 6-11-129
A.C.A. § 6-15-1402
A.C.A. § 6-15-2006
A.C.A. § 6-15-2101
A.C.A. § 6-15-2914
A.C.A. § 6-41-606
A.C.A. §6-41-611
ADE Rules Governing How to Meet the Needs of Children with Dyslexia
ADE Rules Governing the Arkansas Educational Support and Accountability Act
Standards for Accreditation 12.02.1, 1-B.2, 2-B.1, 2-H.2, 3-A.1, 3-A.2, 3-A.9, 3-B.1, 3.B.2.1, 5-A.1
20 U.S.C. § 1232 g
15 U.S.C. § 6501 (COPPA)

Date Adopted:
Last Revised:07/12/18

5.20.1—WEBSITE PRIVACY POLICY*

The Cossatot River School District operates and maintains a website for the purpose of informing the citizens of the district about its activities. The website does not use "cookies" or ISP addresses to collect or retain personally identifying information about visitors to its website nor is any such information given to "third parties." Any data collected is used solely for the purpose of monitoring site activity to help the district improve the usefulness of the site to its visitors.

The site serves no commercial purpose and does not collect any information from individuals for such purpose.

Photographs of students, when associated with the student's name, shall not be displayed on any page of the district's website without the prior written consent of the parent (or the student if 18 or older).

The site provides for email communication between the District and individuals for the purpose of exchanging information regarding the District and its activities or between teachers and their students. The site may also provide for password protected communication between the District and its staff.[1]

Legal Reference: 15 U.S.C. § 6501 (COPPA)

Date Adopted:07/12/18
Last Revised:

5.21—ADVANCED PLACEMENT, INTERNATIONAL BACCALAUREATE, and HONORS COURSES

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

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 For a student to be eligible to receive weighted credit for an AP, or IB course, the student's course must have been taught by an Arkansas licensed teacher who has received the appropriate training required by Arkansas statute and ADE Rule or, for an AP teacher, is in the process of completing an Additional Training Plan. Additionally, for students taking AP or International Baccalaureate courses to receive weighted credit they must take the applicable AP or IB examination after completing the entire course . Credit shall be given for each grading period during the course of the year, but shall be retroactively removed from a student’s grade for any course in which the student fails to take the applicable AP exam. Students who do not take the AP exam shall receive the same numeric value for the grade he/she receives in the course as if it were a non-AP course. "Honors Courses" are those courses that have been approved by a Department of Education Committee as honors courses. Honors courses must stress higher order learning and be offered in addition to curriculum offerings required by the Standards for Accreditation, Arkansas Public Schools. courses, International Baccalaureate courses, honors courses approved by the Arkansas Department of Education, and concurrent college courses taken for weighted credit at his/her previous school(s) according to the preceding scale. Legal References: Arkansas Department of Education Rules and Regulations Governing Uniform Grading Scales for Public Secondary Schools ADE Rules for Advanced Placement and International Baccalaureate Diploma Incentive Program A.C.A. § 6-15-902(c)(1) A.C.A. § 6-16-806 149

5.22—CONCURRENT CREDIT

A ninth (9^{th}) through twelfth (12^{th}) grade student who successfully completes a college course(s) from an institution approved by the Arkansas Department of Education (ADE) shall be given credit toward high school grades and graduation at the rate of one (1) high school credit for each three (3) semester hours of college credit. Unless approved by the school's principal, **prior to enrolling for the course,** the concurrent credit shall be applied toward the student's graduation requirements as an elective.

As permitted by the ADE Rules Governing Concurrent College and High School Credit, a student who takes a three (3) ~~-~~semester hour remedial/developmental education course~~,~~ shall receive a half (1/2) credit for a high school career focus elective. The remedial/developmental education course cannot be used to meet the core subject area/unit requirements in English and mathematics.

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

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

Students are responsible for having the transcript for the concurrent credit course(s) they've taken sent to their school in order to receive credit for the course(s). Credit for concurrent credit courses will not be given until a transcript is received. Students may not receive credit for the course(s) they took or the credit may be delayed if the transcripts are not received at all or in a timely manner; this may jeopardize students' eligibility for extracurricular activities and /or graduation.

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

A student eligible to receive free or reduced price meals shall not be responsible for any of the costs for the student's first six (6) concurrent credit hours so long as the concurrent credit courses are taught on the District grounds and by a teacher employed by the District.[2] Any and all costs of concurrent credit courses beyond the six (6) hours permitted, that are not taught on the District's campus, or are not taught by a teacher employed by the District are the responsibility of the student. Students who are not eligible to receive free or reduced price meals are responsible for any and all costs associated with concurrent credit courses.

Legal References: A.C.A. § 6-15-902(c)(2) A.C.A.
§ 6-16-1201 et seq.
ADE Rules and Regulations: Concurrent College and High School Credit for Students Who Have Completed the Eighth Grade

Date Adopted:
Last Revised: 07/27/17

5.26 ALTERNATIVE LEARNING ENVIRONMENTS

The District shall provide an eligible alternative learning environment (ALE) for each eligible ALE student enrolled in a District school. The ALE shall be part of an intervention program designed to provide guidance, counseling, and academic support to students who are experiencing emotional, social, or academic problems. Placement of a student in an ALE shall not be punitive in nature.

The superintendent or designee shall appoint an Alternative Education Placement Team which shall have the responsibility of determining student placement in the ALE. A student may be enrolled in an ALE only on the referral of the Alternative Education Placement Team. The team's placement decision is final and may not be appealed.[1]

The team is to be comprised of the following:
- a school counselor from the referring school;
- the ALE administrator and/or ALE teacher;
- the building principal or assistant principal from the referring school;
- a parent or legal guardian (if they choose to participate); o The District shall document its efforts to contact the student's parent or guardian to schedule a meeting or a phone call for a placement meeting at the parent or guardian’s convenience, and maintain such documentation in the student’s Student Action Plan (SAP).
- LEA special education/504 representative (if applicable); □ at least one (1) of the student's regular classroom teacher(s); and
- if the District so chooses, the student.

Students who are placed in the ALE shall exhibit at least two of the following characteristics a through l:

a) Disruptive behavior;
b) Dropping out from school;
c) Personal or family problems or situations;
d) Recurring absenteeism;

For the purposes of the ALE, personal or family problems or situations are conditions that negatively affect the student's academic and social progress. These may include, but are not limited to:

e) Ongoing, persistent lack of attaining proficiency levels in literacy and mathematics
f) Abuse: physical, mental, or sexual;
g) Frequent relocation of residency;
h) Homelessness;
i) Inadequate emotional support;
j) Mental/physical health problems;
k) Pregnancy; or
l) Single parenting.

No later than five (5) school days after a student begins alternative education interventions, the Alternative Education Placement Team shall develop a signed agreement between the ALE, the parent or legal guardian (if they choose to participate), and the student, outlining the responsibility of the ALE, parent or legal guardian, and the student to provide assurance that the plan for each student is successful.

No later than one (1) week after a student begins alternative education interventions, the Alternative Education Placement Team shall assess the student's current functioning abilities and all relevant social, emotional, academic, career, and behavioral information and develop an SAP outlining the intervention services to be provided to the student that is in compliance with the Arkansas Department of Education (ADE) Rules. The SAP may be revised from time to time by the ALE placement team and a positive behavior or transitional plan shall be developed and added to the SAP prior to a student's return to the regular educational environment.

The district's ALE program shall follow class size, staffing, curriculum, and expenditure requirements identified in the ADE Rules.

Legal References: A.C.A. § 6-20-2305(b)(2) A.C.A.
§ 6-48-101 et seq.
ADE Rules Governing the Distribution of Student Special Needs Funding and the Determination of Allowable Expenditure of These Funds – 3.01, 4.00, and 8.0

Date Adopted:
Last Revised:

5.26.1—ALE PROGRAM EVALUATION

The ALE program shall be evaluated at least annually to determine its overall effectiveness. The evaluation shall specifically address how the use of ALE funds is in alignment with the district's school district support plan in addressing identified achievement gaps and student performance deficiencies.

Legal Reference: A.C.A. § 6-152914

Date Adopted:
Last Revised:07/12/18

5.27—ENGLISH LANGUAGE LEARNERS

The district shall utilize the special needs funding it receives for identified English Language Learners on activities, and materials listed in the ADE Rules Governing the Distribution of Student Special Needs Funding and the Determination of Allowable Expenditure of These Funds.

The expenditures of ELL supplemental funding shall be evaluated at least annually to determine their overall effectiveness. The evaluation shall specifically address how the use of ELL funds is in alignment with the district's school district support plan in addressing identified achievement gaps and student performance deficiencies.

Legal References: A.C.A. § 6-15-2914
A.C.A. § 6-20-2305(b)(3)
ADE Rules Governing the Distribution of Student Special Needs Funding and the Determination of Allowable Expenditure of These Funds – 3.09, 5.00, 8.00
Standards for Accreditation 2-J.2

Date Adopted:
Last Revised:07/12/17

5.28—NATIONAL SCHOOL LUNCH ACT FUNDING EXPENDITURES

Funding received from the state based on the number of students eligible for free and reduced-priced meals under the National Student Lunch Act shall be expended in accordance with guidelines outlined in the ADE Rules Governing the Distribution of Student Special Needs Funding and the Determination of Allowable Expenditure of These Funds.

The district shall at least annually evaluate programs supported by NSLA funds to determine the effectiveness of the programs and to ensure they are providing intervention/prevention services designed to increase student achievement that are in alignment with the district's school district support plan.

Legal References: A.C.A. § 6-15-2914
A.C.A. § 6-20-2305(b)(4)

ADE Rules Governing the Distribution of Student Special Needs Funding and the Determination of Allowable Expenditure of These Funds 3.12, 3.17, 3.18, 6.00, and 8.00

Date Adopted:
Last Revised:07/12/18

5.29—WELLNESS POLICY (See District Wellness Policy Handbook)

The health and physical well-being of students directly affects their ability to learn. Childhood obesity increases the incidence of adult diseases occurring in children and adolescents such as heart disease, high blood pressure and diabetes. The increased risk carries forward into their adulthood. Research indicates that a healthy diet and regular physical activity can help prevent obesity and the diseases resulting from it. It is understood that the eating habits and exercise patterns of students cannot be magically changed overnight, but at the same time, the Board of Directors believes it is necessary to strive to create a culture in our schools that consistently promotes good nutrition and physical activity.

The problem of obesity and inactivity is a public health issue. The Board of Directors is keenly aware that it has taken years for this problem to reach its present level and will similarly take years to correct. The responsibility for addressing the problem lies not only with the schools and the Arkansas Department of Education (ADE), but with the community and its residents, organizations and agencies. Therefore, the District shall enlist the support of the larger community to find solutions that improve the health and physical activity of our students.

Wellness Committee

To enhance the district's efforts to improve the health of our students, a School Nutrition and Physical Activity Advisory Committee (SNPAAC) shall be formed. It shall be structured in a way to ensure age-appropriate recommendations are made that correlate to the District's grade configurations.[1] The SNPAAC shall have the powers and responsibilities delegated to it by statute and Rule and are incorporated into this policy by reference.[2] The overarching goal of the committee shall be to promote student wellness by monitoring how well the District is doing at implementing this policy. The SNPAAC shall use modules 1, 2, 3, 4, and 8 of the Centers for Disease Control' (CDC) School Health Index as a basis for annually assessing each school's progress toward meeting the requirements of this policy. The results of the annual assessment shall be included in each school's ACSIP, provided to each school's principal, and reported to the board. Goals and objectives for nutrition and physical activity shall also be included in the ACSIP.

The SNPAAC shall be made up of Individuals from the following groups to the extent interested persons from each group desire to be included in the development, implementation, and periodic review of the District's wellness policy:[3] Members of the District's Board of Directors;

- School administrators;
- School nutrition personnel;
- Teacher organizations;
- Teachers of physical education;
- Parents;
- Students;
- Professional groups (such as nurses);
- School health professionals (such as school nurses, school counselors, and social workers); and
- Community members.

The SNPAAC shall provide written recommendations to the District's Child Nutrition Director concerning menus and other foods sold in the school cafeteria. Such recommendations shall be based, at least in part, on the information the Committee receives from the District on the requirements and standards of the National School Lunch Program and from menus for the National School Lunch Program and other food sold in the school cafeteria on a quarterly basis.[4]

The SNPAAC will meet at least quarterly. Meeting dates for the SNPAAC will be placed on the District's calendar.

School Health Coordinator

To assist the SNPAAC in ensuring that the District fulfills the requirements of this policy, a District Level School Health Coordinator (Designated District Official) shall be appointed. In addition, a school level School Health Coordinator shall be appointed who shall be responsible for assisting the District Level School Health Coordinator in ensuring that each school fulfills the requirements of this policy.[5]

Goals

In its efforts to improve the school nutrition environment, promote student health, and reduce childhood obesity, the District will adhere to the ADE Rules Governing Nutrition and Physical Activity Standards and Body Mass Index for Age Assessment Protocols. To promote nutrition, physical activity, and other school based activities that will improve student wellness, the District, working with the SNPAAC, has established the following goals:[6]

1. Implement a grade appropriate nutrition education program that will develop an awareness of and appreciation for nutrition and physical activity throughout the curriculum;
2. Enforce existing physical education requirements and engage students in healthy levels of vigorous physical activity;
3. Strive to improve the quality of physical education curricula and increase the training of physical education teachers;

4. Follow the Arkansas Physical Education and Health Education Frameworks in grades K-12;
5. Not use food or beverages as rewards for academic, classroom, or sports performances;
6. Establish class schedules and bus routes that do not directly or indirectly restrict meal access;
7. Provide students with ample time to eat their meals in pleasant cafeteria and dining areas;
8. Abide by the current allowable food and beverage portion standards;
9. Meet or exceed the more stringent of Arkansas' or the U.S. Department of Agriculture's (USDA) Nutrition Standards for reimbursable meals and a la' carte foods served in the cafeteria;[7]
10. Restrict access to competitive foods as required by law and Rule;
11. Conform new and/or renewed vending contracts to the content restrictions contained in the Rules and reduce district dependence on profits from the sale of competitive foods.
12. Provide professional development to all district staff on the topics of nutrition and/or physical activity;[8]
13. Utilize the School Health Index available from the CDC to assess how well the district is doing at implementing this wellness policy and at promoting a healthy environment for its students.

Food and Beverages Outside of the District's Food Service Programs

The District will insure that drinking water is available without charge to all students throughout the school including, but not limited to, in the District's food service areas.

All food and beverages sold to students on school campus during the school day by school administrators or school non-licensed or licensed staff (principals, coaches, teachers, club sponsors, etc.); students or student groups; parents or parent groups; or another person, company, or organization associated with the school shall meet the Federal Smart Snacks requirements and Arkansas Nutrition Standards at a minimum.[9] These restrictions include, but are not limited to, food and beverages sold in vending venues (machines, ice chests, cabinets) in school stores or as part of school fundraisers.

All food and beverages provided , but not sold, to students on the school campus during the school day by school administrators or school non-licensed or licensed staff (principals, coaches, teachers, club sponsors, etc.); students or student groups; parents or parent groups; or another person, company, or organization associated with the school shall meet the Federal Smart Snacks requirements and Arkansas Nutrition Standards at a minimum.[9] These restrictions include, but are not limited to, food and beverages provided in vending venues (machines, ice chests, cabinets) in school stores or as part of school fundraisers. No items should be sold or given to students until thirty minutes after the last lunch has ended.

Up to a maximum of nine (9)[10] times per school year, school administration may schedule school wide events where food and beverages provided to students are not required to meet the Federal Smart Snacks standards during the scheduled time. The schedule of the events shall be by school,

approved by the principal, and shall be part of the annual school calendar. No items should be sold or given to students until thirty minutes after the last lunch has ended.

Food and beverages outside of the District's food service programs may not be sold, served, or provided to students in the District's food service areas during meal times.

Elementary students shall not have in-school access to vending machines.

The District does not place nutrition restrictions on food or beverages brought from home that are intended for personal consumption only.[9]

Advertising

In accordance with the USDA regulations, oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product that are made by the producer, manufacturer, seller, or any other entity with a commercial interest in the product shall only be permitted on school campus during the school day if they meet or exceed the Federal Smart Snacks standards.[11] This restriction does not apply to:

- Materials used for educational purposes in the classroom, including, but not limited to: ○ The use of advertisements as a media education tool; or
- Designing and implementing the health or nutrition curriculum;
- Clothing, apparel, or other personal items used by students and staff;
- The packaging of products brought from home for personal consumption; and
- Currently existing advertisements on school property, including but not limited to, the exterior of vending machines, posters, menu boards, coolers, trash cans, cups used for beverage dispensing, and other food service equipment; however, all future contracts and replacement items shall meet the Federal Smart Snacks standards.

Community Engagement the

District will work with the SNPAAC to:

a. Encourage participation in extracurricular programs that support physical activity, such as walk to-school programs, biking clubs, after-school walking etc.;
b. Encourage the implementation of developmentally appropriate physical activity in after-school childcare programs for participating children;
c. Promote the reduction of time youth spend engaged in sedentary activities such as watching television and playing video games; and
d. Encourage the development of and participation in family-oriented community-based physical activity programs.

The District will annually inform the public:

○ Of the web address where the policy is located; ○ Of any changes made to this policy since the previous year; ○ Of the health and wellness priority goals in the District's ACSIP;

○ That a printed copy of the policy may be picked up at the District's central office; and ○ The amounts and specific sources of funds received and expenditures made from competitive food and beverage contracts.

Assessment of District's Wellness Policy

At least once every three years,[12] with input from the SNPACC, the District shall assess both the District as a whole and individual schools' status in regards to the implementation and compliance of the goals of this policy, including the health and wellness goals in the District's ACSIP. The assessment shall be based, at least in part, on:

- The extent to which District schools are in compliance with this policy;
- The extent to which this policy compares to other model local school wellness policies;
- The annual reviews of this policy based on modules 1, 2, 3, 4, and 8 of the CDC's School Health Index; and
- A description of the progress made in attaining the goals of this policy.

On the years the assessment occurs, the assessment results shall be reported to the public, including parents, students, and other members of the community as part of the District's annual report to the public.

The District will update the wellness policy based on the results from the three (3) year[12] assessment.

District Website

The District will place on its website:

- The name, District phone number, and District email address for the District Level School Health Coordinator;
- The names, district phone numbers, and district email addresses for the School Level School Health Coordinators;[5]
- The names of the members of the SNPAAC;
- Meeting dates for the SNPAAC;
- Information on how community members may get involved with the SNPAAC;
- A copy of this policy;
- A copy of the annual review of this policy based on modules 1, 2, 3, 4, and 8 of the CDC's School Health Index; and
- A copy of the most recent three (3) year[12] assessment of this policy.

Legal References: amended by 1758(b))	Richard B. Russell National School Lunch Act 42 U.S.C. § 1751 et seq. as PL 111-296 (Section 204) of 2010. (Section 204 is codified at 42 U.S.C. §
	Child Nutrition Act of 1966 42 U.S.C. § 1771 et seq.
	7 C.F.R. § 210.18
	7 C.F.R. § 210.31
	A.C.A. § 6-20-709
	A.C.A. §§ 20-7-133, 134, and 135
	ADE Rules Governing Nutrition and Physical Activity Standards And Body Mass Index For Age Assessment Protocols
	Allowable Competitive Foods/Beverages - Maximum Portion Size List for Middle, Junior High, and High School
	Commissioner's Memo CNU-17-010
	Commissioner's Memo CNU-17-013
	Commissioner's Memo CNU-17-016
	Nutrition Standards for Arkansas Public Schools

Date Adopted:
Last Revised: 07/27/17

WELLNESS POLICY (See District Wellness Policy Handbook)

CRSD High School will follow the guidelines set in the Wellness Policy. We will have nine days when the students can have treats. The treat days are Welcome Back, Halloween, Thanksgiving, Christmas Party, and Christmas around the World, 100 Days of School, Valentine's Day, Easter, and May Day. The treats must be store bought and individually wrapped. **Parents will not be allowed to send treats on other occasions. We are not allowed to have birthday treats for students.**

The students in grades K-6 are required to have 60 minutes of P.E. once a week along with 90 minutes per week of physical activity. If a student cannot be involved in these activities we will require a note from the parent or guardian. If the student is not allowed to participate during the year, they must bring a doctor's excuse.

School Insurance

All students K-12 will be given a chance to participate in the school accidental insurance program. Students may participate in a "school day hours" plan, or full 12 month, 24 hour program. Parents may contact principal's office for accident report forms.

Solicitation of Students

Unauthorized commercial solicitations will not be allowed on school property **AT ANY TIME**.

Policy of Parent and Student Rights as stated under the Family Educational Rights and Privacy Act of 1974

As a parent or student over 18 years of age, you have the right to inspect your educational records. You have the right for a hearing should you choose to challenge the contents of such record to insure that the records are not inaccurate, misleading or otherwise in violation of the privacy or other rights of students and to provide an opportunity for the correction or deletion of such inaccurate, misleading or otherwise inappropriate data contained therein and the insert into such records a written explanation by the parents respecting the contents of such records. Your request to inspect such records shall be complied with as soon as we can arrange it and in no case more than 45 days from the receipt of your request. The same time limits apply for a request for a hearing to challenge the content of such records.

The principal in each building has a copy of the district's policy on student records, which you may examine. You have the right to file a complaint with the federal office of Education concerning alleged failures of the district to comply with the requirements of 93.380. We maintain three types: those of academic progress, behavior records, and disciplinary records. The principal is the person in charge of the records in each building.

6.3—PUBLIC GIFTS AND DONATIONS TO THE SCHOOLS

The District and the Board of Education may receive monetary gifts or donations of goods or services that serve to improve or enhance the goals of the District. Any gifts to the District become the property of the District and are subject to the same regulations as any other District owned property.

It is a breach of ethical standards and a violation of Arkansas law for any Board member, administrator, or District employee to~~,~~ receive a gift of any kind in return for employment with the District~~,~~ or to influence the award of any contract or transaction with the District. All personnel shall examine the "reasonableness" of any gift or donation against its potential for real or perceived violation of the aforementioned ethical standards before accepting any gift or donation in the name of a school or the District.

The Board reserves the right to not accept any gift or donation that would not contribute to the attainment of District goals or that would obligate the District to unacceptable outlays of District resources. The administration shall present for Board consideration and approval any gifts or donations the administration deems could so obligate the District.

The Board will strive to honor the donor's intent regarding gifts earmarked for a specific purpose~~.~~; however, laws and District's needs change with time and the District reserves the right to adjust the use of any gift to meet current needs of the educational program.

The Board authorizes the superintendent, or the superintendent's designee, to act as the District's official representative for all school-affiliated online fund raisers.[1]

Legal References: A.C.A. § 6-24-110
A.C.A. § 6-24-112

Date Adopted:
Last Revised: 07/27/17

6.4—VOLUNTEERS

Enlisting the support of volunteers is a way the District can expand the scope of resources and knowledge available to enrich the students' educational experiences, while strengthening the relationship between the school and the community. Volunteers can also perform non-instructional tasks that allow licensed personnel more time to devote to instruction.

The Superintendent shall be responsible for establishing and maintaining a program to coordinate the services volunteers are willing and able to contribute with the needs of District personnel. The program shall establish guidelines to ensure volunteers are aware of pertinent District policies and rules. Volunteers who violate school policies or rules, or knowingly allow students to violate school rules, may be asked to leave the school campus. The guidelines should also include provision for evaluation of the volunteer program and a method for soliciting suggestions from both the volunteers and staff for its improvement.

All volunteers who intend to act as head coaches or assistant coaches must:
1. Be at least twenty-two (22) years of age; and
2. Meet the requirements adopted by the Arkansas Activities Association (AAA) to volunteer for any athletics program for grades seven (7) through twelve (12).

A member of the board of directors of the District or the spouse of a member of the board of directors of the District may not be a registered volunteer for the District unless a majority of the disinterested members of the Board of Directors approves a resolution for the board member or board member's spouse to be a registered volunteer. The resolution approving the board member or board member's spouse to be a registered volunteer shall be effective for only one (1) school year.

A volunteer may act as a head coach in all varsity junior and senior high sports administered by the AAA except in the following sports:

- Football;
- Basketball; and
- Track and field.

Background Checks for Volunteers

For the purposes of this policy, "clear background check" means that:

- A background check was performed on the potential school volunteer in accordance with A.C.A. §§ 12-12-1601 et seq.;

- The potential school volunteer has not committed any of the crimes or offenses contained in A.C.A. §§ 6-17-410, 6-17-411 or 6-17-414 according to both the National and Arkansas background checks; ~~and~~
- The potential school volunteer's name was not found on the Child Abuse Central Registry.~~;~~; and
- The Arkansas Educator Licensure System does not indicate the potential volunteer to:
  - Have a currently suspended or revoked educator's license; or
  - Be the recipient of a current Level 3 or Level 4 public notification of ethics violation.

A person wishing to volunteer in a capacity that requires a background check may not perform volunteer services requiring a background check until a clear background check is received by the District. Once received, a clear background check is good for five years[1]; a background check renewal must be applied for and a clear background check received prior to the time of renewal or an interruption of permitted volunteer service could occur. A clear background check will be accepted of any individual wishing to volunteer provided it was conducted within the timeframe provided for in this policy.

Option A: The Application for an initial background check may be made through the District administrative office. The District may charge the potential volunteer the same fee charged by the State of Arkansas for performing the check. For a volunteer who has passed his/her previous background check, the District will incur the fee charged by the State of Arkansas for performing a renewal background check.[2]

Option B: The Application for an initial background check may be made through the District administrative office. The District will incur the fee charged by the State of Arkansas for performing the initial check and any renewal checks.[2]

A person who failed a previous background check may petition the Board for a waiver from this policy's requirement. The petition shall be accompanied by a signed authorization for disclosure of his or her entire criminal and child abuse registry history. In deciding whether to grant a waiver, the board may take into consideration: the circumstance or circumstances surrounding the act or omission that lead to the conviction, Child Abuse Registry true finding, or the receipt of the Level 3 or Level 4 Public Notification of Ethics Violation; the age of the person at the time of the act or omission; the length of time that has passed without re-offending~~,~~ and other relevant circumstances. If the Superintendent recommends a waiver be granted, the Board may adopt a resolution by majority vote providing an exception to this policy's requirement for a time period not to exceed five (5) years. The board must consider this matter in open session, and may not confer or deliberate in closed or executive session.

The board shall not have the authority to waive the application of this policy to any potential volunteer who is a Registered Sex Offender or whose educator license has been revoked or is currently suspended.

Clear background checks for school volunteers are required for those individuals who are required to be or who seek to become Registered Volunteers, as defined in A.C.A. § 6-22-102 et seq.[3] In addition to volunteers wishing to participate in the registered volunteers program, clear background checks are required for:[4]

Clear background checks for school volunteers are required prior to any volunteer service to the school district, school, teacher, or classroom, and all clear check volunteers will be issued special volunteer identification to wear prominently when performing their volunteer duties; no person may serve as a volunteer without wearing the provided identification. [3]

No information relating to the application for or receipt of a criminal background check, including that a background check has or has not been applied for, shall be subject to disclosure under the Arkansas Freedom of Information Act, as provided by A.C.A. §§ 12-12-1601 et seq. Requests for background checks and reports on background checks obtained under this policy shall be retained by the district for a minimum of three (3) years.

The District shall maintain the following information on volunteers:

a. The total number, location, and duties of all volunteers;
b. The total number of annual hours of service provided by volunteers; and
c. Any reimbursements made to volunteers for expenses, transportation, or other costs incurred in connection with volunteer services.

Volunteers will be made aware that the Arkansas Department of Human Services (DHS) considers volunteers for school districts to be mandated reporters of child maltreatment and will receive training on the responsibilities of a mandated reporter.[7]

Legal References:
A.C.A. §§ 6-17-301
A.C.A. § 6-17-410
A.C.A. § 6-17-411
A.C.A. 6-17-414
A.C.A. § 6-17-428
A.C.A. § 6-22-101 et seq.
A.C.A. §§ 12-12-1601 et seq.
A.C.A. § 12-18-402
A.C.A. § 12-18-909(g) (21)
A.C.A. § 21-13-101 et seq.
Arkansas Department of Education Rules Governing Background Checks

Arkansas Department of Education Rules Governing the Code of Ethics for Arkansas Educators

Date Adopted:
Last Revised:07/12/18

6.5—VISITORS TO THE SCHOOLS

Parents, grandparents, legal guardians, business, and community members are welcome and encouraged to visit District schools. To minimize the potential for disruption of the learning environment, visitors, for a purpose other than to attend an activity open to the general public, are required to first report to the school's main office. No one shall be exempt from this requirement. Visitors who are Level 3 or Level 4 sex offenders may only enter a school campus under the provisions listed in Policy 6.10.

Parents and legal guardians are encouraged to participate in regularly scheduled visitation events such as school open houses and parent/teacher conferences. Additional conferences are best when scheduled in advance. Conferences shall be scheduled at a time and place to accommodate those participating in the conference. Visits to individual classrooms during class time are permitted on a limited basis with the principal's prior approval and the teacher's knowledge.

Visitors, including parents wishing to speak with students during the school day shall register first with the office.

The District has the right to ask disruptive visitors to leave its school campuses. Principals are authorized to seek the assistance of law enforcement officers in removing any disruptive visitors who refuse to leave school property when requested to do so.

6.6—FUND RAISING

All fund raising activities held in the District or in the name of the District must be pre-approved in writing by the Superintendent and affected school principal. Approval will be predicated on the potential for return relative to the time and energy to be invested in the fund raising. Fund raising that conflicts excessively with and/or detracts from student or teacher instructional time in either the planning or the execution of the activity will not be approved.

Neither an individual school nor the District shall be liable for any contract between clubs or organizations and third parties.

Student participation in any fund raising activity shall:

1. Be voluntary. Students who choose not to participate shall not forfeit any school privileges. It shall not be considered discriminatory to reward those who participate; and
2. Not influence or affect the student's grade.

For purposes of this policy, "Door-to-door sales" means the selling of merchandise outside of the child's home and off the school grounds.

Elementary Schools (K-6)

Fund raising in the elementary schools may only be done by the school or a school sponsored organization. Door to door fundraising activities are generally discouraged, but there shall be no more than one (1) such activity per school per school year.

Schools must provide written notification of the following to parents or legal guardians of elementary students who participate in fund raising programs.: 1. Student participation in fund raising programs is voluntary;

2. Students who do not participate will not forfeit any school privileges;
3. Students may not participate in fund raising programs without written parental permission returned to school authorities;
4. An elementary student who sells fund raising merchandise door to door must be accompanied by a parent or an adult; and
5. Unless the school provides supervision, parents must accept responsibility for appropriate adult supervision.

Online Fund Raisers[1]

All school-affiliated online fund raisers must be approved by the superintendent, or the superintendent's designee. The superintendent, or the superintendent's designee, shall act as the point of contact for all school-affiliated online fund raisers. An employee may be disciplined, up to and including termination, if the employee establishes:

a. A school-affiliated online fund raiser without the permission of the superintendent, or the superintendent's designee; or
b. The employee as the point of contact for a school-affiliated fund raiser instead of the superintendent, or the superintendent's designee.

For purposes of this policy, a "school-affiliated online fund raiser" includes, but is not limited to, a fund raiser intended to raise funds for a particular teacher's classroom, grade, student club or organization, or athletic team.

Legal References: A.C.A. § 6-18-1102
A.C.A. § 6-18-1104

Date Adopted:
Last Revised: 07/27/17

6.10—SEX OFFENDERS ON CAMPUS (MEGAN'S LAW)

The Cossatot River School District shall work with area law enforcement in a manner consistent with applicable state law and Arkansas Department of Education Regulations to communicate the presence of a sexual offender. When necessary, law enforcement may contact building principals to provide information concerning registered sex offenders. The decision regarding the school principals to be notified rests solely with law enforcement officials; law enforcement officials use a rating system to determine who needs to be notified, which is according to the sex offender's dangerousness to the community.

In turn, building principals should notify any employee who is regularly in a position to observe unauthorized persons on or near the school's property in the ordinary course of their employment. Employees notified could include any of the following: aides, bus drivers, coaches, maintenance staff, professional support staff, school level administrative staff, security personnel, teachers' assistants, and teachers.

It is important that school personnel who receive sex offender notifications understand that they are receiving the sex offender notifications in their official capacity and are **not** to disseminate information about an offender to anyone outside the school. If school personnel are asked about notification information by an organization using school facilities, the organization should be referred to the area law enforcement agency that issued the notice.

Persons **not** to be notified, except at the specific discretion of area law enforcement officials, include: members of parent-teacher organizations, other schools, organizations using school facilities, students, parents or guardians of students, and the press. District personnel may inform the press about procedures that have been put in place and other general topics, but may not reveal the name or any other specifics regarding an offender.

A parent or guardian who is a Level 1 or Level 2 sex offender shall be allowed to enter the school campus to attend parent-teacher conferences or any other activity that is appropriate for a parent, guardian, or community member.

Level 3 and Level 4 sex offenders may only enter the school campus in the following instances:
1. The offender is a student attending school in the district;
2. To attend a graduation or baccalaureate ceremony;
3. It is a non-student contact day according to the school calendar or no school-sponsored event is taking place on campus;
4. The offender is a parent or guardian of a student enrolled in the district and goes directly to the school office to have school personnel deliver medicine, food, or personal items for the student;
5. The offender is a parent or guardian of a student and enters the school campus where the student is enrolled to attend a scheduled parent-teacher conference **and** the offender is escorted to and from the conference by a designated school official or employee.

A Level 3, but not a Level 4, sex offender may attend a school sponsored event for which an admission fee is charged or tickets are sold or distributed if the sex offender:
- Is the parent or guardian of or is related by blood or marriage within the fourth (4th) degree of consanguinity[1] to a student enrolled in the public school;[2] and
- Notifies the administration of the school in writing at least twenty-four (24) hours before the start of the event that he or she will be attending the event.

A Level 3 and Level 4 sex offender who is the parent or guardian of a child enrolled in the district and who wishes to enter the school campus in which the student is enrolled for any other purpose than those listed above, must give reasonable notice to the school principal or his/her designee. The principal or designee may allow the sex offender to enter upon the campus provided there is a designated school official or employee to escort and supervise the sex offender while they remain on campus. The sex

offender shall not enter upon the school campus until such time as a designated school official or employee is available.

Copies of the notification from law enforcement should be kept in a secure place accessible to teachers and staff, but should not be posted on school bulletin boards or made available to students or members of the community at large.

Legal References: Arkansas Department of Education Guidelines for "Megan's Law"
A.C.A. § 5-14132
A.C.A. § 12-12-913 (g)(3)
A.C.A. § 28-9-212

Date Adopted:
Last Revised:07/12/18

6.11—PARENT, FAMILY, AND COMMUNITY ENGAGEMENT - DISTRICT

The Cossatot River School District understands the importance of involving parents, families, and the community as a whole in promoting higher student achievement and general good will between the district and those it serves. Therefore, the district shall strive to develop and maintain the capacity for meaningful and productive parent, family, and community engagement that will result in partnerships that are mutually beneficial to the school, students, parents, families, and the community. To achieve such ends, the district shall work to:

1. Involve parents, families, and the community in the development of the long range planning of the district;
2. Give the schools in the district the support necessary to enable them to plan and implement effective parent~~al~~, family, and community engagement activities;
3. Have a coordinated engagement program where the engagement activities of the district enhance the involvement strategies of other programs such as Head Start, HIPPY, Parents as Partners, Parents as Teachers, ABC, ABC for School Success, area Pre-K programs, and Even Start;
4. Explain to parents, families, and the community the State's academic and achievement standards, State and local student assessments and how the district's curriculum is aligned with the state's academic standards and assessments and how parents, families, and the community can work with the district to improve students' academic achievement;
5. Provide parents and families with the materials and training they need to be better able to help their child achieve. The district may use parent resource centers or other community based organizations to foster parental involvement and provide literacy and technology training to parents.
6. Educate district staff, with the assistance of parents, in ways to work and communicate with parents and to know how to implement parent, family, and community engagement programs that will promote positive partnerships between the school and parents, families, and the community;

7. Keep parents, families, and the community informed about parent~~al~~, family, and community engagement programs, meetings, and other activities they could be involved in. Such communication shall be, to the extent practicable, in a language the parents and families can understand;
8. Find ways to eliminate barriers that work to keep parents and families from being involved in their child's education. This may include providing transportation and child care to enable parents to participate, arranging meetings at a variety of times, and being creative with parent/teacher conferences;
9. Find and modify other successful parent, family, and community engagement programs to suit the needs of our district;
10. Train parents, families, and the community to enhance and promote the involvement of other parents, families, and members of the community;
11. Provide reasonable support for other parent~~al~~, family, and community engagement activities as parents, families, and the community may reasonably request.

To ensure the continued improvement of the district's parent, family, and community engagement program, the district will conduct an annual review of its parental involvement policies to examine their effect on promoting higher student achievement. The review shall be done by a committee consisting of parents and other community members, certified and classified staff, and member(s) of the administration.

This policy shall be part of the school's Title I plan and shall be distributed to parents of the district's students and provided, to the extent practicable, in a language the parents can understand.

Legal References: 20 U.S.C. § 6318
A.C.A. § 6-15-1702
A.C.A. § 6-15-1703
A.C.A. § 6-15-1704
Arkansas Department of Education Rules Governing Parental Involvement Plans and Family and Community Engagement

Date Adopted:
Last Revised:07/12/18

6.12—PARENT, FAMILY, AND COMMUNITY ENGAGEMENT - SCHOOL

The Cossatot River School District understands the importance of involving parents, families, and the community as a whole in promoting higher student achievement and general good will between the school and those it serves. Therefore, Cossatot River School District shall strive to develop and maintain

the capacity for meaningful and productive parental, family, and community engagement that will result in partnerships that are mutually beneficial to the school, students, parents, families, and the community. To achieve such ends, the school shall work to:

13. Involve parents, families, and the community in the development and improvement of Title I programs for the school;
14. Have a coordinated engagement program where the engagement activities of the school enhance the involvement strategies of other programs such as Head Start, HIPPY, Parents as Partners, Parents as Teachers, ABC, ABC for School Success, area Pre-K programs, and Even Start;
15. Explain to parents, families, and the community the State's academic and achievement standards, State and local student assessments and how the school's curriculum is aligned with the state's academic standards and assessments and how parents, families, and the community can work with the school to improve students' academic achievement;
16. Provide parents and families with the materials and training they need to be better able to help their child achieve. The school may use parent resource centers or other community based organizations to foster parental involvement and provide literacy and technology training to parents.
17. Educate school staff, with the assistance of parents, in ways to work and communicate with parents and to know how to implement parent, family, and community engagement programs that will promote positive partnerships between the school and parents, families, and the community;
18. Keep parents, families, and the community informed about parental, family, and community engagement programs, meetings, and other activities they could be involved in. Such communication shall be, to the extent practicable, in a language the parents and families can understand;
19. Find ways to eliminate barriers that work to keep parents and families from being involved in their child's education. This may include providing transportation and child care to enable parents to participate, arranging meetings at a variety of times, and being creative with parent/teacher conferences;
20. Find and modify other successful parent, family, and community engagement programs to suit the needs of our school;
21. Train parents, families, and the community to enhance and promote the involvement of other parents, families, and members of the community;
22. Provide reasonable support for other parental, family, and community engagement activities as parents, families, and the community may reasonably request.

To help promote an understanding of each party's role in improving student learning, Cossatot River School shall develop a compact that outlines the responsibilities of parents, students, and the school staff in raising student academic achievement and in building the partnerships that will enable students to meet the State's academic standards.

Cossatot River Schools shall convene an annual meeting, or several meetings at varying times if necessary to adequately reach parents and families of participating students, to inform parents and families of the school's participation in Title I, its requirements regarding parental, family, and community engagement, and the parents right to be involved in the education of their child.

Cossatot River Schools shall, at least annually, involve parents, families, and the community in reviewing the school's Title I program and parent~~al~~, family, and community engagement policy in order to help ensure their continued improvement.

This policy shall be part of the school's Title I plan and shall be distributed to parents of the district's students and provided, to the extent practicable, in a language the parents can understand.

Legal References: 20 U.S.C. § 6318
A.C.A. § 6-15-1702
A.C.A. § 6-15-1703
A.C.A. § 6-15-1704
Arkansas Department of Education Rules Governing Parental Involvement Plans and Family and Community Engagement

Date Adopted:
Last Revised:07/12/18