

Fordyce High School Student Handbook



2024-2025

Superintendent, Rhonda Lawson

Principal, Rebecca Cash

Dean of Students, Mitchell Musgrove

Dean of Students, Anthony Socia

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FHS Vision

Fordyce High School will foster an environment to prepare our students with the skills needed to tackle academic challenges that lead them to becoming productive members of society.

FHS Mission

Creating successes today that will prepare students for their tomorrow.

School Mascot

Redbug



School Colors

Red & Black

FHS Board of Education

- Nick Cranford – President
- Susan Ridings - Vice President
- Ashley Howard – Secretary
- Tonia Sledge – Treasurer
- Katrina Doherty – Board Member

Administration

- SuperintendentRhonda Lawson
- Principal.....
-Rebecca Cash
- Middle School Dean of Students.....Mitchell Musgrove
- High School Dean of
- Students.....Anthony
- Socia

Phone Numbers

Superintendent's Office	870-352-3005
High School Principal's Office	870-352-2126
FHS Fax	501-904-8949
Cafeteria	870-352-7187
FHS Counselor	870-352-5615
Student Services	870-352-5004

School Website

www.fordyceschools.org

7:45	FIRST BELL
7:50-8:34	1ST PERIOD
8:34-8:44	BREAKFAST
8:44-9:28	2ND PERIOD
9:32-10:16	3RD PERIOD
10:20-10:50	FLEX
10:54-11:38	4TH PERIOD
11:42-12:26	5TH PERIOD
12:18-12:56	JR HIGH LUNCH
12:26-12:56	SR HIGH LUNCH
1:00-1:44	6TH PERIOD
1:48-2:32	7TH PERIOD
2:36-3:20	8TH PERIOD

7:45	FIRST BELL
7:50-8:34	1ST PERIOD
8:34-8:44	BREAKFAST
8:44-9:18	2ND PERIOD
9:22-9:56	3RD PERIOD
10:00-10:34	4TH PERIOD
10:38-11:12	5TH PERIOD
11:16-11:50	6TH PERIOD
11:54-12:26	7TH PERIOD
12:18-12:56	JR HIGH LUNCH
12:26-12:56	SR HIGH LUNCH
1:00-1:30	8TH PERIOD

STUDENT RIGHTS AND RESPONSIBILITIES

The Fordyce School Board believes that students have rights that should be considered and respected. It also believes that every right carries with it certain responsibilities. Students have the right to a quality education and the responsibility to put forth their best efforts during the educational process. Students have the right to expect school personnel to be qualified in providing their education. Students have the responsibility to respect the rights of other students and all persons involved in the educational process.

If all rights and responsibilities of all individuals are clearly understood, the elements of respect and cooperation will result in the harmonious and constructive education of all students. If the policy guidelines adopted by the School Board are to be successful, it must be understood that school officials and teachers have the authority to interpret and apply them in a given situation. Students must obey any such interpretation subject to an appeal.

Students have the right to:

- 1) Pursue, through study and self-application, a quality education at public expense and to attain personal goals through participation in the entire school process.
- 2) Participation in school activities without being subject to unlawful discrimination on any basis. Where access to participation in programs or activities is on a competitive basis, each student has the right to compete on an equal basis.
- 3) Practice freedom of speech, freedom of expression of ideas, and freedom of the press.
- 4) Express views of protest symbolically so long as the manner of expression does not interfere with orderly operation of the school or the rights of others.
- 5) Participate in patriotic exercises or refrain from participating.
- 6) Be secure in their persons, paper, and effects against unreasonable searches and seizures, have privacy in regard to their personal possessions unless there is a reasonable suspicion that the student is concealing materials prohibited by law.
- 7) Determine his/her own dress, except where such dress is unsafe or is so distracting as to clearly interfere with the learning process.

Students have the responsibility to:

- 1) Attend class daily; be at all classes and obey school rules.
- 2) Foster good human relations within the school by practicing courtesy and tolerance in their dealings with each other and members of the school staff, and to respect the dignity and worth of other individuals.
- 3) Refrain from libel, slanderous remarks and obscenities in verbal and written expression.
- 4) Develop tolerance of the viewpoint and opinions of others and recognize the right of others to form different views and to dissent in an orderly and respectful manner.
- 5) Respect the rights of classmates who do not wish to participate.
- 6) Respect the rights, property and privacy of other students and school personnel; carry only those materials which are acceptable under the law and which are not hazardous to any person or property, and to accept the consequences for articles stored in their lockers.

- 7) Observe the basic standards of cleanliness, modesty and good grooming, and wear clothing that contributes to their own health and safety, as well as that of others.

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 and use of a personal electronic device except as authorized by Policy 4.47 or by the student's IEP or 504 Plan;
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, sexual orientation, gender identity, 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. Sex-based 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. § 6-18-514
 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
 DESE Rules Governing Student Discipline and School Safety

STUDENT RELIGIOUS EXPRESSION

The Fordyce School District Board of Directors does not allow the discrimination against a student based on a student’s voluntary religious expression, if any. At the same time, the District shall provide a process to eliminate any actual or perceived sponsorship or attribution to the District of a student's public voluntary expression of a religious viewpoint, if any.

Student Assignments

Student assignments include, but are not limited to:

- o Homework;
- o Classwork;
- o Artwork; and
- o Other written or oral assignments.

A student may express the student’s religious viewpoint, if any, in the student’s assignments without discrimination based on the religious content, if any. A student's assignments shall:

1. Be graded and judged:
 - By ordinary academic standards of substance and relevance; and
 - Against other conventional, pedagogical topics as identified by the District curriculum; and
2. Not be penalized or rewarded based on the religious content, if any, of the student’s assignments.

Accommodation will be considered for those portions of instructional activities in the schools that unduly burden a student's sincere religious belief provided such accommodation doesn’t amount to a significant change in curriculum, program, or course of instruction and when it is possible that a substitution of equally rigorous material that advances the same instructional goals can be arranged.

Parents and students are advised that such accommodations are easier to grant when the objection is to non-state mandated Standards material than if the material is required by the Standards.¹

A student or the student's parent can request the student's teacher accommodate the student's objection based on a religious belief to an instructional activity. Any such request must be made at least twenty-five (25) school days prior to the assignment's due date. Any objection must be raised in accordance with this policy's requirements or it will not be considered.²

Upon receiving such a request, the student's teacher shall determine within five (5) work days if an accommodation is possible under the provisions of this policy. If the teacher decides an accommodation cannot be made or if the student or the student's parent believes the accommodation to be unreasonable, the student or the student's parent may request a conference with the teacher and the teacher's principal. A requested conference will occur at a time of mutual convenience, but no later than five (5) working days following the request. The principal shall have five (5) working days in which to make a decision on the appeal. If the student, the student's parent, or the teacher is unsatisfied with the principal's decision, it may be appealed to the District Superintendent who shall convene a conference between the student, the parent and the teacher. The requested conference will occur at a time of mutual convenience, but no later than five (5) working days following the request. The Superintendent shall have five (5) working days in which to make a decision on the appeal which shall be final with no further right of appeal.

Student Presenters

A student's expression of a religious viewpoint, if any, on an otherwise permissible subject shall not be excluded from a forum, whether oral or in writing, where students are allowed to speak.

The District has the right to restrict student speech that is inappropriate in the school setting by being obscene, vulgar, offensively lewd, or indecent.

If the forum is a scheduled event with designated student speakers, the building principal shall have an opportunity to review pre-written remarks prior to the student's presentation at the scheduled forum. The principal may require the student to amend the student's remarks to the extent necessary to address any portions that are determined to be inappropriate. A student's refusal to amend the remarks that were determined to be inappropriate may be prohibited from participation in the forum. A student who diverts from the approved pre-written remarks during a speech in such a manner that is determined to be inappropriate by the building principal or another present District staff member may be asked to return to the approved remarks. If a student refuses to return to the approved remarks or continues to divert from the approved remarks in a manner that is determined to be inappropriate may be escorted from the forum and disciplined in accordance with the District's Student Code of Conduct.

If the timing or format of the forum does not provide for pre-written remarks to be reviewed, then the building principal or other District staff shall have the authority to address a student whose remarks are determined to be inappropriate. The building principal or District staff member shall initially ask the student to cease the inappropriate remarks. If the student refuses or makes additional inappropriate remarks after being directed to cease such remarks, Then the building principal or District staff member

may escort the student from the forum and the student may be disciplined in accordance with the District's Student Code of Conduct

There shall be a disclaimer that a student speaker's speech does not reflect the endorsement, sponsorship, position, or expression of the District. The disclaimer shall be provided at all forums where students speak and at all graduation ceremonies. The disclaimer shall be provided orally or in writing as most appropriately fits the format of the forum.

Legal References: A.C.A. § 6-10-139
 A.C.A. § 6-18-101
 A.C.A. § 6-18-1201 et seq.

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 Fordyce 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; or
- Is on 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;¹
- Cocaine, heroin, or any other narcotic drug;
- PCP;
- Amphetamines;
- Steroids;
- "Designer drugs";
- Look-alike drugs; or
- Any controlled substance.

The sale, distribution, or attempted sale or distribution of over-the-counter (OTC) medications, dietary supplement or other perceived health remedy not regulated by the US Food and Drug Administration, or prescription drugs is prohibited. The possession or use of OTC medications, dietary supplement or other perceived health remedy not regulated by the US Food and Drug Administration, or prescription drugs is prohibited except as permitted under Policy 4.35—STUDENT MEDICATIONS.

Legal References: A.C.A. § 6-18-502
 DESE Rules Governing Student Discipline and School Safety
 Arkansas Constitution Amendment 98 § 6

STUDENT BEHAVIORAL INTERVENTION AND RESTRAINT

"Aversive behavioral intervention" means a physical or sensory intervention program that is intended to modify behavior through the use of a substance or stimulus that the intervention implementer knows will cause physical trauma, emotional trauma, or both, to a student, even when the substance or stimulus appears to be pleasant or neutral to others.

Examples of aversive behavioral interventions include, but are not limited to:

- Hitting;
- Pinching;
- Slapping;
- Using a water spray;
- Using noxious fumes;
- Requiring extreme physical exercise;
- Using loud auditory stimulus;
- Withholding meals; and
- Denying reasonable access to toileting facilities.

"Behavioral intervention" means the implementation of a service, support, or strategy to teach and increase appropriate behavior or substantially decrease or eliminate behavior that is dangerous, inappropriate, or otherwise impedes the learning of a student.

"Behavior Intervention Plan" (BIP) means a written plan that:

- Is developed by a problem-solving and intervention team and delineates emotional, social, or behavioral goals for a student and the steps that the school, student, parent of the student, and others will take to positively support the progress of the student towards the student's emotional, social, or behavioral goals;
- Is comprised of practical and specific strategies to increase or reduce a defined behavior or one (1) or more patterns of behavior exhibited by a student; and
- Includes the following at a minimum:
 - o A definition or description of the desired target behavior or outcome in specific measurable terms;
 - o A plan for preventing and eliminating inappropriate student behavior by changing a condition that is triggering, motivating, underlying, or supporting that behavior as determined through a FBA;

- o A plan for teaching a student to demonstrate appropriate social, emotional, or behavioral self-management, or a new method to address or meet the student's needs;
- o A description of how a specific incentive or consequence will be used as needed to decrease or eliminate inappropriate student behavior and increase appropriate behavior;
- o A plan for managing a crisis situation;
- o A system to collect, analyze, and evaluate data about the student;
- o The school personnel, resources, and training needed before implementation of the BIP; and
- o The timeline for implementing different facets of an intervention, including without limitation when the intervention will be formally reviewed.

"Chemical restraint" means the use of a drug or medication to control the behavior of a student or restrict the free movement of the student; however, chemical restraint does not include the use of medication that is prescribed by a licensed physician, or other qualified health professional acting within the scope of the individual's professional authority under state law, for the standard treatment of a medical or psychiatric condition of a student and is administered as prescribed by the licensed physician or other qualified health professional acting within the scope of the individual's professional authority under state law.

"Crisis" means a situation in which a student engages in a behavior that threatens the health and safety of the student or others and includes without limitation a situation in which the student becomes aggressive or violent at school and is unable to regain self-control without posing a danger of injury to himself or herself or others.

"Crisis intervention" means the implementation of a service, support, or strategy to immediately stabilize a crisis and prevent the crisis from reoccurring after the crisis ends.

"Dangerous behavior" means the behavior of a student that presents an imminent danger of serious physical harm to the student or others; however, dangerous behavior does not include the following:

- Disrespect;
- Noncompliance;
- Insubordination; or
- Destruction of property that does not create an imminent danger.

"De-escalation" means the use of a behavior management technique that helps a student increase the student's control over the student's emotions and behavior and results in a reduction of a present or potential level of danger that in turn reduces the level of imminent danger of serious physical harm to the student or others.

"Emergency" means a serious and unexpected situation that requires immediate action and which may be dangerous.

"Functional Behavior Assessment" (FBA) means a problem analysis step that:

- Occurs within the context of data-based problem-solving and involves:
 - o The review of existing records and other sources of information;

- o Diagnostic or historical interviews;
- o Structured academic or behavioral observations; and
- o Authentic, criterion-referenced, or norm-referenced tests; and
- Is performed with the goal of determining why a specific problem or situation is occurring in order to directly link a strategic intervention to an assessment and solve or resolve the specific problem or situation.

"Imminent danger" means an existing dangerous situation that could reasonably be expected to immediately cause death or serious physical harm.

"Mechanical restraint" means the use of a device or equipment to restrict the free movement of a student; however, mechanical restraint does not include a device that is used by trained school personnel or a student for a specific and approved therapeutic purpose or safety purpose for which the device was designed or prescribed or a vehicle safety restraint that is appropriately used in the manner for which it was designed during the transport of a student in a moving vehicle.

"Physical escort" means a temporary touching or holding of the hand, wrist, arm, shoulder, or back of a student for the purpose of redirecting or inducing the student to move to a safe location.

"Physical restraint" means a personal restriction that immobilizes or reduces the ability of a student to move the student's torso, arm, leg, or head freely; however, physical restraint does not include a physical escort.

"Positive behavioral support" means the application of behavior analysis that:

- Is used to achieve socially important behavior change;
- Occurs at the:
 - o Prevention level for all students in a school;
 - o Strategic intervention level for a student who is not responding, from a social-emotional and behavioral perspective, to the prevention level; and
 - o Intensive service or crisis-management level for a student who needs multifaceted or comprehensive behavioral or mental health services; and
- Involves a planned and collaborative school-wide approach that is implemented with a goal:
 - o Of establishing a positive and supportive school environment that:
 - Teaches and reinforces prosocial behavior in a student;
 - Holds a student positively accountable for meeting an established behavioral expectation; and
 - Maintains a level of consistency throughout the implementation process; and
 - o That is accomplished by using positive behavioral programs, strategies, or approaches.

"Prone restraint" means restraining a student in a face-down position on the floor or another surface and applying physical pressure to the body of the student to keep the student in the prone position.

"Serious physical harm" means bodily injury that involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

"Supine restraint" means the restraint of a student in a face-up position on the student's back on the floor or another surface and with physical pressure applied to the body of the student to keep the student in the supine position.

Positive Behavioral Supports

The District shall implement positive behavioral supports to be used at the:

1. Prevention level for each student in a school;
2. Strategic intervention level for a student who is not responding, from a social, emotional, or behavioral perspective, to the prevention level; and
3. Intensive service or crisis-management level for a student who needs multifaceted or comprehensive behavioral or mental health services.

The District's positive behavioral support shall include:

- a. The teaching and reinforcing of interpersonal, social, problem solving, conflict resolution, and coping skills to a student;
- b. Holding a student positively accountable for meeting an established behavioral expectation;
- c. Maintaining a high level of consistency through the implementation of the positive behavioral support process; and
- d. The following interrelated activities:
 - Providing a school-wide approach to the discipline and safety of each student rather than an approach to only the behavior problem of a single student;
 - Focusing on preventing the development and occurrence of problem behavior;
 - Regularly reviewing behavior data to adapt the District's procedures to meet the needs of every student; and
 - Providing a multitiered approach to academic and behavioral services and support to meet the academic and behavioral achievement needs of each student.

The following principles shall form the basis of the District's positive behavioral support system and conflict resolution or de-escalation approach:

1. A student has the right to be treated with dignity;
2. A student should receive necessary academic, social, emotional, and behavioral support that is provided in a safe and least-restrictive environment possible;
3. Positive and appropriate academic, social, emotional, or behavioral intervention, as well as mental health support, should be provided routinely to each student who needs the intervention or support;
4. Behavioral intervention should emphasize prevention as part of the District's system of positive behavioral support; and
5. Each student who exhibits an ongoing behavior that interferes with the student's learning or the learning of others, and who is nonresponsive to effectively implemented classroom or

administrative intervention, should receive additional intensive behavioral intervention that is based on a FBA and data-based problem solving.

Problem Solving and Intervention Team

A problem-solving and intervention team shall be established for each student who exhibits social, emotional, or behavioral difficulty that may escalate, if not addressed, to potentially dangerous behavior. The problem-solving and intervention team shall include at least one (1) member who is an academic and behavioral assessment and intervention professional.

A student's problem-solving and intervention team shall:

- a. Work with the teachers of a student to complete a FBA of the student and an assessment of any problematic situations involving the student;
- b. Consider the need for a BIP with the goal of preventing or resolving the social, emotional, or behavioral difficulty of the student and developing a response that will de-escalate and stabilize a potential emergency situation that approaches the danger level; and
- c. Regularly review the data on incidents involving the use of physical restraint on the student and adjust, as necessary, the procedures concerning the use of physical restraint on the student.

Special education procedures shall be followed if a student is suspected of having a disability that relates to behavioral concerns.

Physical Restraint

Except in the case of a clearly unavoidable emergency situation in which a trained member of school personnel is not immediately available due to the unforeseeable nature of the emergency situation, the physical restraint of a student shall only be used by a member of school personnel who is appropriately trained to administer physical restraint.

When using physical restraint on a student, school personnel shall:

- use the least restrictive technique necessary to end imminent danger or serious physical harm to a student and others;
- Use the safest method available and appropriate to the situation;
- Consider the health and safety of a student, including without limitation whether the student has an existing medical condition that makes the use of physical restraint inadvisable;
- Not restrict the ability of a student to communicate unless the use of a less restrictive technique will not prevent imminent danger of serious physical harm to the student or others;
- Use only the amount of force that is reasonably necessary to protect a student or others from imminent danger of serious physical harm to the student or others;
- Not verbally abuse, ridicule, humiliate, taunt, or engage in any other similar action towards the student; and
- continuously and visually observe and monitor the student while the student is under physical restraint.

Physical restraint of a student shall only be used for a limited period of time and shall not be used:

- o When imminent danger or serious physical harm to the student or others dissipates;
- o If a medical condition occurs that puts the student at risk of harm;
- o Unless the behavior of the student poses an imminent danger of serious physical harm to the student or others;
- o After the threat of imminent danger of serious physical harm to the student or others dissipates;
or
- o In the following manner:
 - To punish or discipline the student;
 - To coerce the student;
 - To force the student to comply;
 - To retaliate against the student;
 - To replace the use of an appropriate educational or behavioral support;
 - As a routine safety measure;
 - As a planned behavioral intervention in response to behavior of the student that does not pose an imminent danger of serious physical harm to the student or others;
 - As a convenience for school personnel; or
 - To prevent property damage unless the act of damaging property committed by the student poses an imminent danger or serious physical harm to the student and others.

Even in an emergency, supine restraint shall not be used on a student except by a staff person who has been certified by a crisis intervention training program and the certified staff person determines that supine restraint is required to provide safety for the student and others.

At no time shall school personnel use the following on a student:

- Mechanical restraint;
- Chemical restraint;
- Aversive behavioral interventions that compromise health and safety;
- Physical restraint that is life-threatening or medically contraindicated; or
- Prone restraint or other restraint that restricts the breathing of a student.

Following the first incident of physical restraint used on a student, an FBA shall be conducted unless a previous FBA was conducted for the same behavior that was at issue when the physical restraint was used.

The use of physical restraint on a student as a planned behavioral intervention shall not be included in a student's IEP, 504 Plan, BIP, individual safety plan, or other individual planning document but may be considered as a crisis intervention if appropriate for the student. A student's IEP team or 504 Plan team shall consider whether an FBA should be performed; if a BIP should be developed for the student or if a student's existing BIP should be revised; and if additional behavioral goals and interventions should be included in the student's existing IEP or 504 Plan.

Parents may submit complaints regarding an incident involving the use of physical restraint on their student. A complaint shall be referred for review to the appropriate school personnel:

- The student’s problem-solving and intervention team;
- The student's IEP team; or
- The student's 504 Plan team.

A complaint by a parent shall be handled by the appropriate District staff in the same manner as a debrief following the use of physical restraint on a student.

Use of a physical restraint technique that is abusive shall be reported to the Child Abuse Hotline and law enforcement.

Reports and Debriefing

After the occurrence of an incident involving physical restraint of a student, the building principal, or the principal’s designee, shall be notified of the incident as soon as possible but by no later than the end of the school day when the incident occurred.

The student’s parent shall be notified of the incident of the use of physical restraint via verbal or electronic communication as soon as possible but by no later than the end of the school day when the incident occurred. In the event the student’s parent is unable to be notified via verbal or electronic communication within twenty-four (24) hours after the incident occurred, then the parent shall be mailed written notification of the incident within forty-eight (48) hours after the incident occurred.

school personnel involved in the incident shall document the incident in a written report, which is to be completed within twenty-four (24) hours after the incident occurred. The written report of the incident shall:

1. Include all information contained in the Division of Elementary and Secondary Education (DESE) Physical Restraint or Seclusion Incident Record and Debriefing Report;
2. Be maintained in the student’s education record; and
3. Be provided to the student’s parent within one (1) school day of the completion of the report.

A debriefing meeting shall be held within two (2) school days after the incident occurred. The following school personnel shall be present at the debriefing meeting:

- a. A member of school personnel who was present during the incident;
- b. A member of school personnel who was in the proximity of the student on whom physical restraint was used immediately before and during the time of the incident;
- c. A school administrator; and
- d. Any other member of school personnel determined to be appropriate by the District.

The purpose of the debriefing meeting shall be to:

- Determine whether the procedures used during the incident were necessary;
- Evaluate the use of any behavioral supports and de-escalation techniques by school personnel before and during the incident;
- Evaluate the school district's positive behavioral supports system and prevention techniques in order to minimize future use of physical restraint; and

- If a trained member of school personnel was not immediately available due to the unforeseeable nature of the emergency situation when the incident occurred:
 - Reevaluate the training needs of school personnel;
 - Reevaluate the physical restraint policy and practices; and
 - Develop a plan to prevent a future incident.

At a debriefing meeting, school personnel shall:

1. Consider relevant information in the student's education record, including without limitation:
 - a. The concerns of the student's parent;
 - b. The student's social and medical history;
 - c. The student's FBA, if one exists; and
 - d. The student's BIP, if one exists;
2. Consider relevant information from the teachers, parents, and other District professionals;
3. Discuss whether positive behavior supports were appropriately implemented;
4. Discuss the duration and frequency of the use of physical restraint on the student;
5. Discuss appropriate action that may be taken to prevent and reduce the need for physical restraint;
6. Consider whether additional intervention and support is necessary for the student;
7. Consider whether additional intervention and support is necessary for school personnel; and
8. Consider how and when to debrief a person who was not present at the debriefing meeting, including without limitation:
 - a. The student;
 - b. The student's parent; and
 - c. Other school personnel or students who witnessed the incident.

DESE's Physical Restraint or Seclusion Incident Record and Debriefing Report, or an alternative report that includes the same information, shall be completed during the debriefing meeting. A copy of the report shall be:

- Submitted to the building principal;
- Mailed to the student's parent within two (2) days of the date on which the debriefing meeting was held; and
- Maintained as part of the student's education record along with other documents consulted during the debriefing meeting.

Legal Reference: A.C.A. § 6-18-2401 et seq.

STUDENT DISCIPLINE

The Fordyce 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; and

- 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:

- o A felony or an act that would be considered a felony if committed by an adult;
- o An assault or battery;
- o Drug law violations; or
- o 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.¹

The District shall incorporate the District's implementation of positive behavioral supports in accordance with Policy 4.60 in the application of student discipline.

The District's personnel policy committees shall annually review the District's student discipline policies, including State and District student discipline data, and may recommend changes in the policies to the Fordyce 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, legal guardian, person having lawful control of the student, or person standing in loco parentis shall sign and return to the school an acknowledgement form documenting that they have received the policies.

The District shall develop and provide programs, measures, or alternative means and methods for continued student engagement and educational access during periods of suspension or expulsion.

The superintendent is authorized to modify the penalties set forth in the District's student discipline policies on a case-by-case basis.

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.

The superintendent shall make a report annually to the Board of Directors on student discipline data, which shall include, without limitation the number of incidents of bullying reported and the actions taken regarding the reported incidents of bullying.

Legal References: A.C.A. § 6-17-113
 A.C.A. § 6-18-502
 A.C.A. § 6-18-514
 A.C.A. § 6-18-2401 et seq.
 DESE Rules Governing Student Discipline and School Safety

Discipline is intended to foster student growth while assuring each student of an acceptable environment in which to learn. In keeping with the philosophy that discipline is a means of teaching and that most effective teaching is done in a positive manner, disciplinary efforts are to be done in as positive a manner as possible. Positive means of working with students include individual discussion and counseling, involvement of students in defining acceptable behavior standards, involvement of parents of the individual in cases where a student has exhibited lack of responsibility or self-discipline. The principal and faculty of each school will always be in a position to take disciplinary action. That disciplinary action will contribute to the general welfare of the school or class as a whole and will be directed toward the positive improvements of citizenship of the group or of the individual involved.

It is the student's responsibility to cooperate with the teachers at Fordyce High School so that the teaching efforts may be successful. Each student will be held responsible for his/her behavior and must accept the consequences for his/her actions. When positive efforts have not succeeded in correcting a student's behavior in relation to his/her learning environment, the following measures are authorized:

- 1) Student discipline may range from a minimum of a verbal reprimand to a maximum of recommendation for expulsion.
- 2) Detention (After school)
- 3) Confiscate items
- 4) Corporal punishment in accordance with Board regulations.
- 5) Suspension (In-School Suspension [ISS] or Out of School Suspension [OSS]) of the pupil in accordance with Board regulations.
- 6) Expulsion of the pupil in accordance with Board regulations.

The pupil has the right to be informed of the reason for corrective measures taken. Corrective measures should always be based on necessity for helping the pupil make a better adjustment.

Detention

The Principal or designee may assign students to after school detention for violation of handbook policy. THE FOLLOWING CONDITIONS APPLY FOR ANY ASSIGNED DETENTION.

- 1) The student must be present and on time on the day the detention is assigned.
- 2) If a student skips detention or fails to make arrangements with the principal, the student will be assigned double detention.

- 3) Student skipping detention for a second time in a semester, will be suspended (ISS/OSS).
- 4) If the student does not conform to work habits or study habits expected by the detention supervisor, he/she will be asked to leave and will be assigned to double detention or suspension.
- 5) Detention will be served during lunch.

Corporal Punishment

Corporal punishment may be administered by a certified employee of the district to any pupil for disruptive behavior or unmanageable conduct, insubordination, profane, violent, vulgar, or insulting language, or other conduct that would tend to disrupt the educational process. The Board directs that corporal (physical) punishment, when deemed necessary, will be administered as follows:

- 1) Except for those acts of misconduct, which are so antisocial or disruptive in nature as to shock, the conscience. Corporal punishment shall not be administered unless an attempt has been made to modify the pupil's behavior by means other than corporal punishment, and unless the pupil has been told that a continuation or repetition of his behavior shall lead to corporal punishment.
- 2) It will be administered in the presence of the building principal (or his designee), as a witness who shall be advised, in the presence of the student, the reason for the punishment.
- 3) It will not be administered in the presence of other students nor will it be excessive.
- 4) It will be administered to the lower posterior only.
- 5) Refusal of corporal punishment will result in suspension.
- 6) In the event the principal is absent, a written report will be filed. This report will be signed by the employee administering the corporal punishment and include the name of the witness.
- 7) On request, the parent shall be informed in writing, of the reason for the punishment and the name of the witness.

SUSPENSION (ACT 742 OF 1997)

Out-of-School Suspension (OSS)

Authority to suspend a student out-of-school (OSS) is delegated to the school principal or designee. The Fordyce School District considers suspension of a student from school to be a serious action and it should be used only when other methods of discipline have failed to correct a student's improper behavior. OSS may be assigned for up to 10 days.

The principal may temporarily dismiss a student from class for disciplinary reasons. The principal will determine whether to reinstate the student in class, reassign him/her, or take further disciplinary action. The custodial parent or guardian will be notified by phone and/or letter of the reason(s) for suspension. A principal-parent conference/contact will be required before a student can be readmitted, unless the principal has been contacted and given satisfactory reasons why the parent or guardian cannot appear.

- Students who are suspended will not be permitted on any school campus; to attend or participate in assemblies, athletic contests, or any school sponsored activity.
- Students assigned OSS will not receive credit for work missed during OSS.

In-School Suspension (ISS)

A student in attendance in the ISS program is counted present at school and is given the opportunity to complete his/her classroom work. In-school suspensions will be assigned by the principal or his/her designee depending upon the frequency and severity of the offense.

When a student is assigned to ISS, he/she will be constantly supervised. Each student will be isolated from other students and will not be allowed to leave their assigned area except for restroom breaks. The school cafeteria will provide lunches; however, students will be responsible for the cost of the meal. ISS students may not bring their lunch or have lunch delivered.

A student must successfully complete each day assigned to ISS. Students assigned to ISS will be on a demerit system. The ISS teacher will determine the classroom rules. While assigned to ISS, students will have access to counseling services and may be exposed to character education via counseling, written assignments, and/or video instruction.

The following is a list of other rules and regulations that must be adhered to by students assigned to ISS. This list is not intended to be all-inclusive: The school reserves the right to develop classroom rules and other guidelines as the needs arise.

- ISS students must bring pencil, paper, and all their books on the first day of their assignment.
- ISS students must report to the ISS classroom at the beginning of the regularly scheduled day and will be dismissed at the end of the regularly scheduled day.
- Students assigned to ISS will not be allowed to keep in their possession items that could be distracting: These items must be checked in with the ISS teacher.
- ISS students must complete all work assigned by their classroom teachers and ISS teacher before they can be considered to have successfully completed their assigned term in ISS.
- Students in the ISS classroom will not be allowed to visit with other students in any way and will not be allowed to speak without first getting permission from the ISS teacher.
- Any acts of insubordination or violence in ISS will result in an immediate out-of-school suspension.
- All students must comply with student handbook policies i.e., dress code, tardiness, and with the guidelines established by the ISS teachers.

Student Expulsion

(ACT 742 OF 1997) The Board of Education is authorized to expel a student for the remainder of the school year for conduct it deems to be of such gravity as to make a relatively short temporary suspension inappropriate, or where it finds that the student's continued attendance at school would be unacceptable, disruptive to the educational process, or would be attended with unreasonable danger to the other students and/or faculty members.

The superintendent, or his designee shall give written notice to the parents or guardian (mailed to the address reflected by school district records) that he/she has recommended to the Board of Education that the student be expelled for the balance of the semester, or the balance of the school year, and notice shall contain a statement of reason(s) for this recommendation. The notice shall reflect the date,

hour, and place where the Board of Education will consider and dispose of the recommendation, and such hearing shall be conducted not earlier than three (3) calendar days, but no more than seven (7) calendar days, following the date of the notice, except when representatives of the Board and student(s) may agree in writing to a date not conforming to the preceding limitation.

The President of the Board, or in his absence another member selected by the Board, shall preside at the hearing which will be a public hearing. The student shall be entitled to representation by a lawyer, or lay counsel. The Superintendent, or his designee, may present any evidence, including statements of those persons having personal knowledge of the event or circumstances giving rise to the expulsion recommendation at the hearing. The Student, or his representative, may then present statements of any persons with any knowledge of events or circumstances relevant to the issue. Normally, cross-examination will not be permitted. However, if during the course of the hearing the Board determines that credibility of any of the witnesses is an issue, then the Board will permit cross-examination by the student and the Superintendent (or their representative) of those witnesses as to whom credibility has become an issue.

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 tend to impair the discipline of the school or harm other students.

Written questions may be submitted by the Superintendent, or the student, to any witness presented, and the witness will answer those that the Board deems material and relevant. Members of the Board may question any witness. It is noted that Arkansas Law makes no provision for the taking of testimony under oath, and no sanctions for perjury, at proceedings such as these.

Administrative Policy on Student Hearings Held in Executive Session

When a student expulsion hearing is held in executive session, the administration shall adhere to the following:

- The administration shall present their reasons for recommending expulsion.
- Following the administration's presentation, the Superintendent will make a recommendation to the Board.
- At the conclusion of the recommendation the administration and all parties, except the Board will leave the room while the Board considers the evidence and reaches a decision.

Discipline of Students with Disabilities

Students with disabilities who engage in misbehavior and disciplinary infractions are subject to normal school disciplinary rules and procedures, so long as such treatment does not infringe on their right to a free appropriate education is mandated by P1-105-17 of the Rehabilitation Act, and Arkansas Laws, as followed by these guidelines:

- 1) On each school campus the appropriate staff members will be made aware of those students who are receiving special services of the district.
- 2) Class cooperation between special services teachers, classroom teachers, counselors, principals, and parents concerning the special students' educational and behavior program is necessary.

- 3) The IEP (Individual Education Plan) team for the handicapped students should consider whether discipline should be adopted/included as part of the student's IEP.
- 4) When recurring problems, such as nonattendance, truancy, tardiness, or persistent discipline problems cannot be worked through preventive discipline procedures with a handicapped student, the Special Education Supervisor shall be notified.

The regular school discipline rules and procedures apply with these exceptions:

- In emergency situations, suspension should be limited to the duration of the emergency.
- Convene the IEP team to consider a change in the program.
- Suspension (only in emergencies and for the duration of the emergency).
- SAYS (South Arkansas Youth Services)
- Home Suspension (assignment and monitoring)
- Long Term Suspension/Expulsion

When considering a long-term suspension or expulsion of a handicapped student that would constitute a change of placement, an IEP meeting must be held prior to this action. Persons to attend the IEP meeting must have knowledge of:

- The handicapped student
- Meaning of the evaluation data regarding the student
- Placement options
- Parents and Student

Purpose of the meeting:

- Determine if the student's behavior is related to the student's handicap
- Determine if the student is appropriately placed
- Consider actions to be taken

The IEP meeting must be fully documented and the parents will be provided with written documentation of the meeting and the decisions reached.

Due Process: Students have the right to be immediately informed of alleged violations of standards of behavior as established by Board policy and/or school regulations, and to be informed of the appeal procedures. Students have the responsibility to know and obey school rules, to express grievances in a polite manner and to provide parents with correct information concerning their conduct. (Principals and teachers are responsible for notifying parents and students of conferences in cases involving suspensions and expulsion recommendations.) Parents have the responsibility to call principals for conferences when needed, and to arrange with proper school authorities for desired student hearings.

Nondiscrimination Policy: A person who believes he or she has been discriminated against by the Fordyce School District because of race, color, ethnic background, sexual orientation, religion, national origin, sex, physical, or mental handicap is encouraged to utilize the grievance procedures provided by the school district.

STUDENT SEX DISCRIMINATION AND SEX-BASED HARASSMENT

The Fordyce School District is committed to providing an academic and work environment that treats all students and employees with respect and dignity. Student achievement is best attained in an atmosphere of equal educational and employment opportunity that is free of discrimination. Sex-based harassment is a form of sex discrimination that undermines the integrity of the educational and work environment and will not be tolerated.

The District believes the best policy to create an educational and work environment free from sex discrimination and sex-based harassment is prevention; therefore, the District shall provide informational materials and training to students, parents/legal guardians/other responsible adults, and employees on ~~sexual~~-based harassment. The informational materials and training on ~~sexual~~-based 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:

- o the nature of sex-based harassment;
- o The District's written procedures governing the complaint grievance process;
- o The process for submitting a complaint of sex discrimination and sex-based harassment;
- o That the district does not tolerate sex-based harassment;
- o That students and employees can report inappropriate behavior of a sexual nature without fear of adverse consequences;
- o The supports that are available to individuals suffering sex-based harassment; and
- o The potential discipline for perpetrating ~~sexual~~-based harassment.

Definitions

"Complainant" means an individual who is alleged to be the victim of conduct that could constitute sex discrimination or ~~sex~~-based harassment.

"Complaint" means an oral or written request to the District that objectively can be understood as a request for the District to investigate and make a determination about alleged sex discrimination or sex-based harassment.

"Education program or activity" includes locations, events, or circumstances where the District exercised substantial control over both the respondent and the context in which the sex discrimination or sex-based harassment occurs.

"Respondent" means an individual who has been reported to be the perpetrator of conduct that could constitute sex discrimination or sex-based harassment.

"Sex-based harassment" means conduct on the basis of sex that satisfies one or more of the following:

1. A District employee:
 - a. Conditions the provision of an aid, benefit, or service of the District on an individual's participation in sexual conduct;² or
 - b. Uses the rejection of sexual conduct as the basis for academic decisions affecting that individual;²

2. The conduct is:
 - a. Unwelcome; and
 - b. Is subjectively and objectively offensive and so severe; or pervasive; that it effectively limits or denies a person the ability to participate in or benefit from the District's education program or activity based on the totality of the circumstances; or
3. Constitutes:
 - a. Sexual assault;
 - b. Dating violence
 - c. Domestic violence; or
 - d. Stalking.

"Supportive measures" means individualized services that are offered to the complainant or made available to the respondent designed to restore or preserve equal access to the District's education program or activity without unreasonably burdening the other party. The supportive measures must be non-disciplinary and non-punitive in nature; offered before or after the filing of a complaint or where no complaint has been filed; and offered to either party as appropriate, as reasonably available, and without fee or charge. Examples of supportive measures include, but are not limited to: measures designed to protect the safety of all parties or the District's educational environment, or deter sex-based harassment; counseling; extensions of deadlines or other course-related adjustments; modifications of work or class schedules; campus escort services; restrictions on contact between one or more parties; changes in work or class locations; leaves of absence; and increased security and monitoring of certain areas of the campus.

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

Actionable sex-based 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, sex-based 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 sex-based 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 or employees as to sexual activity or performance;
- Circulating or showing e-mails or Websites of a sexual nature;
- Treatment based on an individual's pregnancy or pregnancy related conditions;
- 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 individual self-identifies as homosexual or transgender.

Students who believe they have been subjected to sexual-based harassment, or the parent/legal guardian/other responsible adult of a student who believes their student has been subjected to sexual-based harassment, are encouraged to bring their concerns to **any** District staff member, including a counselor, teacher, Title IX coordinator, or administrator. If the District staff member who received a report of alleged sex-based harassment is not the Title IX Coordinator, then the District staff person shall inform the Title IX Coordinator of the alleged sex-based harassment. As soon as reasonably possible after receiving a report of alleged sex-based harassment from another District staff member or after receiving a report directly through any means, the Title IX Coordinator shall contact the complainant to:

- Discuss the availability of supportive measures;
- Consider the complainant’s wishes with respect to supportive measures;
- Inform the complainant of the availability of supportive measures with or without the filing of a complaint; and
- explain to the complainant the process for filing a complaint; and
- Provide the complainant information on the District’s grievance procedures.

Title IX Coordinator Initiated Complaint

In the absence of a complaint or the withdrawal of any or all of the allegations in a complaint, the Title IX Coordinator shall determine whether to initiate a complaint. When determining whether or not to initiate a complaint, the Title IX Coordinator shall consider the following factors, at a minimum:

1. The complainant's request not to proceed with initiation of a complaint;
2. The complainant's reasonable safety concerns regarding initiation of a complaint;
3. The risk that additional acts of sex discrimination or sex-based harassment would occur if a complaint is not initiated;
4. The severity of the alleged sex discrimination or sex-based harassment, including whether it would require the removal of a respondent from campus or imposition of another disciplinary sanction to end the discrimination and prevent its recurrence;
5. The age and relationship of the parties, including whether the respondent is a District employee;
6. The scope of the alleged sex discrimination or sex-based harassment, including information suggesting a pattern, whether the sex discrimination or sex-based harassment is ongoing, or the sex discrimination or sex-based harassment is alleged to have impacted multiple individuals;
7. The availability of evidence to assist a decisionmaker in determining whether sex discrimination or sex-based harassment occurred; and
8. Whether the District could end the alleged sex discrimination and prevent its recurrence without initiating its grievance procedures.

After considering these and other relevant factors, the Title IX Coordinator may initiate a complaint if the Title IX Coordinator determines that the conduct as alleged:

- A. Presents an imminent and serious threat to the health or safety of the complainant or other person; or

- B. Prevents the District from ensuring equal access on the basis of sex to its education program or activity.

If the Title IX Coordinator initiates a complaint, the Title IX Coordinator shall notify the complainant prior to doing so and appropriately address reasonable concerns about the safety of the complainant or others, which may include providing supportive measures.

Supportive Measures

The District shall offer supportive measures to the complainant and make supportive measures available to the respondent that are designed to restore or preserve equal access to the District's education program or activity without unreasonably burdening the other party before or after the filing of a formal complaint or where no formal complaint has been filed. The District shall provide the individualized supportive measures to the complainant unless declined in writing by the complainant and shall provide individualized supportive measures that are non-disciplinary and non-punitive to the respondent. A complainant who initially declined the District's offer of supportive measures may request supportive measures at a later time and the District shall provide individualized supportive measures based on the circumstances when the subsequent request is received.

The Title IX Coordinator shall designate an individual to whom the District's providing, denying, modifying, or terminating of supportive measures may be appealed. The designated individual shall have authority to modify or reverse the District's decision if it is determined that the decision to provide, deny, modify, or terminate the supportive measure(s) was inconsistent with the definition of supportive measures. A party shall have the opportunity to seek additional modification or termination of a supportive measure applicable to them if there is a material change in circumstances.

Students With Disabilities

If a complainant or respondent is a student with a disability, the Title IX Coordinator shall consult with one (1) or more members, as appropriate, of the student's Individualized Education Program (IEP) team or the student's 504 team to ensure compliance with the Individuals with Disabilities Education Act and the Rehabilitation Act of 1973 throughout the grievance process.

Complaint

A complaint may be filed with the Title IX Coordinator in person, by phone, by mail, or by email. Upon receipt of a complaint, a District shall simultaneously provide the following written notice to the parties who are known:

- o Notice of the District's grievance process and a copy of the procedures governing the grievance process;
- o Notice of the allegations of sex-based harassment including sufficient details known at the time to allow the parties to respond to the allegations. Sufficient details include:
 - The identities of the parties involved in the incident, if known;
 - The conduct allegedly constituting ~~sexual~~ sex-based harassment; and
 - The date and location of the alleged incident, if known;
- o A statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process;
- o A statement that retaliation is prohibited;

- o That the parties may have an advisor of their choice, who may be, but is not required to be, an attorney;
- o That the parties may inspect and review evidence relevant, and not otherwise impermissible, to the complaint of sex-based harassment; and
- o That the District's code of conduct prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

If, in the course of an investigation, the District decides to investigate allegations about the complainant or respondent that are not included in the previous notice, the District shall simultaneously provide notice of the additional allegations to the parties whose identities are known.

The District may consolidate complaints of allegations of sex-based harassment where the allegations of sexual-based harassment arise out of the same facts or circumstances and the complaints are against more than one respondent; or by more than one complainant against one or more respondents; or by one party against the other party. When the District has consolidated complaints so that the grievance process involves more than one complainant or more than one respondent, references to the singular "party", "complainant", or "respondent" include the plural, as applicable.

When investigating a complaint and throughout the grievance process, a District shall:

- Ensure that the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rest on the District and not on the parties;
- Not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege or access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party unless the District obtains the parent, legal guardian, or other responsible adult of that party's voluntary, written consent or that party's voluntary, written consent if the party is over the age of eighteen (18) to do so for the grievance process;
- Provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence;
- Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence;
- Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney, and not limit the choice or presence of advisor for either the complainant or respondent in any meeting or grievance proceeding;
- Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate;
- Provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint so

that each party can meaningfully respond to the evidence prior to the conclusion of the investigation; this includes evidence:

- Whether obtained from a party or other source,;
- The District does not intend to rely upon in reaching a determination regarding responsibility; and
- That is either Inculpatory or exculpatory; and
- Create an investigative report that fairly summarizes relevant evidence.

At least five (5) days prior to completion of the investigative report, the District shall send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy. The parties shall have at least five (5) days to submit a written response to the evidence. The investigator will consider the written responses prior to completion of the investigative report. All evidence subject to inspection and review shall be available for the parties' inspection and review at any meeting to give each party equal opportunity to refer to such evidence during the meeting.

After the investigative report is sent to the parties, the decision-maker shall:

- o Provide each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness;
- o Provide each party with the answers;
- o Allow for additional, limited follow-up questions from each party; and
- o To the party proposing the questions, provide an explanation regarding any decision to exclude a question as not relevant. Specifically, questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.

No earlier than five (5) days following the completion of the investigation period, the No earlier than five (5) days following the completion of the investigation period, the decision-maker; shall issue a written determination regarding responsibility. The written determination shall include:

1. Identification of the allegations potentially constituting sex discrimination or sex-based harassment;
2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including:
 - a. Any notifications to the parties;
 - b. Interviews with parties and witnesses;
 - c. Site visits;
 - d. Methods used to gather other evidence,; and
 - e. Hearings held;
3. Findings of fact supporting the determination;
4. Conclusions regarding the application of the District's code of conduct to the facts;
5. A statement of, and rationale for, the result as to each allegation, including:
 - a. A determination regarding responsibility;

- b. Any disciplinary sanctions imposed on the respondent; and
 - c. Whether remedies designed to restore or preserve equal access to the District's education program or activity will be provided by the District to the complainant; and
6. The procedures and permissible bases for the complainant and respondent to appeal.

The written determination shall be provided to the parties simultaneously. The determination regarding responsibility shall become final on the earlier of:

- If an appeal is not filed, the day after the period for an appeal to be filed expires; or
- If an appeal is filed, the date the written determination of the result of the appeal is provided to the parties.

The District shall investigate the allegations in a complaint. If the conduct alleged in the complaint would not constitute sex-based harassment as defined in this policy even if proved; did not occur in the District's education program or activity; or did not occur against a person in the United States, then the District shall dismiss the complaint as not meeting the definition of sex-based harassment under this policy. A dismissal for these reasons does not preclude action under another provision of the District's code of conduct.

The District may dismiss a complaint or any allegations therein, if at any time during the grievance process:

- o The complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the complaint or any allegations therein;
- o The District was unable to identify the respondent after taking reasonable steps to do so;
- o The respondent is no longer employed or enrolled at the District;
- o Specific circumstances prevent the District from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein; or
- o The District determines the conduct alleged in the complaint, even if proven, would not constitute sex discrimination or sex-based harassment.

Upon the dismissal of a formal complaint for any reason, the District shall promptly send written notice of the dismissal and reason(s) for the dismissal simultaneously to the parties.

The Title IX Coordinator may delegate the investigation or the determination as necessary to prevent a conflict from arising or the appearance of bias, including hiring an individual or individuals to conduct the investigation or to act as the decision-maker when necessary.

Appeals

Either party may appeal a determination regarding responsibility or from a dismissal of a formal complaint or any allegations therein, on the following bases:

- a. The existence of a procedural irregularity that affected the outcome of the matter;
- b. Discovery of new evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter;

- c. The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter; or
- d. An appeal of the disciplinary sanctions from the initial determination.

For all appeals, the District shall:

1. Notify the other party in writing when an appeal is filed;
2. Simultaneously Provide all parties a written copy of the District's procedures governing the appeal process;
3. Implement appeal procedures equally for both parties;
4. Ensure that the decision-maker for the appeal is not the same person as the decision-maker that reached the original determination regarding responsibility or dismissal, the investigator, or the Title IX Coordinator;
5. Provide all parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome;
6. Issue a written decision describing the result of the appeal and the rationale for the result; and
7. Provide the written decision simultaneously to both parties.

Confidentiality

Reports of sex discrimination and sex-based harassment, both informal reports and formal 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 and determination of responsibility to the extent necessary to complete the District's grievance process;
- Submit a report to the child maltreatment hotline;
- Submit a report to the Professional Licensure Standards Board for reports alleging sexual-based harassment by an employee towards a student; or
- The extent necessary to provide either party due process during the grievance process.⁵⁶

Except as listed above, the District shall keep confidential the identity of:

- Any individual who has made a report or complaint of sex discrimination;
- Any individual who has made a report or filed a complaint of sex-based harassment;
- Any complainant;
- Any individual who has been reported to be the perpetrator of sex discrimination;
- Any respondent; and
- Any witness.

Any supportive measures provided to the complainant or respondent shall be kept confidential to the extent that maintaining such confidentiality does not impair the ability of the District to provide the supportive measures.

Emergency removal

The District may remove a respondent from the District's education program or activity on an emergency basis only after the completion of an individualized safety and risk analysis that determines that an immediate threat to the physical health or safety of any student or other individual arising from the

allegations of sex discrimination or sex-based harassment justifies removal. A removed student will be provided with notice and an opportunity to challenge the removal decision immediately following the removal.

Retaliation Prohibited

Students, or the parents/legal guardians/ other responsible adult of a student, who submit a report or file a complaint of sex discrimination or sex-based harassment,; testified; assisted; or participate or refused to participate in any manner in an investigation, proceeding, or hearing on sex discrimination or sex-based harassment shall not be subjected to retaliation or reprisal in any form, including threats; intimidation; coercion; discrimination; or charges for code of conduct violations that do not involve sex discrimination or sex-based harassment, arise out of the same facts or circumstances as a report or complaint of sex discrimination or sex-based harassment, and are made for the purpose of interfering with any right or privilege under this policy. 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.

Disciplinary Sanctions

It shall be a violation of this policy for any student or employee to be subjected to, or to subject another person to, sex discrimination or sex-based harassment. Following the completion of the District's grievance process, any student who is found by the evidence to more likely than not have engaged in sex discrimination or sexual-based harassment will be subject to disciplinary action up to, and including, expulsion. No disciplinary sanction or other action that is not a supportive measure may be taken against a respondent until the conclusion of the grievance process.

Students who knowingly fabricate allegations of sex discrimination or sex-based harassment or purposely provide inaccurate facts shall be subject to disciplinary action up to and including expulsion. A determination that the allegations do not rise to the level of sex discrimination or sex-based harassment alone is not sufficient to conclude that any party made a false allegation or materially false statement in bad faith.

Barriers to reporting

The Title IX Coordinator shall monitor for barriers to reporting information about conduct that reasonably may constitute sex discrimination or sex-based harassment and shall take steps reasonably calculated to address such barriers.

Records

The District shall maintain the following records for a minimum of seven (7) years:

- Each sex discrimination or sex-based harassment investigation including:
 - Any determination regarding responsibility;
 - Any disciplinary sanctions imposed on the respondent;
 - Any remedies provided to the complainant designed to restore or preserve equal access to the District's education program or activity;
 - Any appeal and the result therefrom;

- All materials used to train Title IX Coordinators, investigators, and decision-makers;
- Any actions, including any supportive measures, taken in response to a report or complaint of sex discrimination or sex-based harassment, which must include:
 - The basis for the District’s conclusion that its response was not deliberately indifferent; and
 - Document:
 - If supportive measures were provided to the complainant, the supportive measures taken designed to restore or preserve equal access to the District’s education program or activity; or
 - If no supportive measures were provided to a complainant, document the reasons why such a response was not clearly unreasonable in light of the known circumstances.
 - Records documenting the actions the District has taken to meet its obligations to eliminate sex discrimination, including reviewing barriers to reporting potential sex discrimination and the employee notification requirements, regarding each notification the Title IX Coordinator received of information about conduct that reasonably may constitute sex discrimination.

Legal References: 20 USC 1681 et seq.
 34 C.F.R. Part 106
 A.C.A. § 6-15-1005
 A.C.A. § 6-18-502
 A.C.A. § 12-18-102

EQUAL EDUCATIONAL OPPORTUNITY

No student in the Fordyce School District shall be excluded from participation in, or denied the benefits of, or subjected to discrimination under any educational program or activity sponsored by the District on the basis of any protected classification under the law. The District has a limited open forum granting equal access to the Boy Scouts of America and other youth groups.

Inquiries on non-discrimination may be directed to Title IX Coordinator who may be reached at (870)352-3005.

Any person may report sex discrimination, including sex-based harassment, to the Title IX Coordinator in person or by using the mailing address, telephone number, or email address provided above. A report may be made at any time, including during non-business hours, and may be on the individual’s own behalf or on behalf of another individual who is the person alleged to be the victim of conduct that could constitute sex discrimination or sex-based harassment.

For further information on notice of non-discrimination or to file a complaint, visit <https://www2.ed.gov/about/offices/list/ocr/complaintintro.html>; for the address and phone number of the office that serves your area, or call 1-800-421-3481.

Legal References: A.C.A. § 6-1-114

A.C.A. § 6-10-132
A.C.A. § 6-18-514
A.C.A. § 14-1-403
28 C.F.R. § 35.106
34 C.F.R. § 100.6
34 C.F.R. § 104.8
34 C.F.R. § 106.8
34 C.F.R. § 106.9
34 C.F.R. § 108.9
34 C.F.R. § 110.25

Affirmative Action Grievance Procedures: There are informal and formal means of addressing complaints through the principal's office. These should be used as soon as possible after the alleged act of discrimination. No individual shall be penalized or retaliated against in any way by the school district for his or her participation in this complaint procedure.

All persons who seek the advice and assistance of the equity coordinator shall have explained to them the informal and the formal grievance procedures available to them through the school district as well as the existence of external complaint procedures available through the state and federal agencies.

Inquiries

concerning this policy may be referred to the Fordyce School District Equity Coordinator, Fordyce School District, 100 Redbug Blvd., Fordyce, AR 71742

CHEMICAL SCREEN TEST POLICY FOR FORDYCE SCHOOLS: The Fordyce School District recognizes that chemical abuse or misuse is a significant health problem for students, detrimentally affecting overall health, behavior, learning ability, reflexes, and the total development of each individual. Chemical abuse includes, but is not limited to, the use of illegal drugs, alcohol, and the misuse of the legal drugs and medications.

Purpose of a Chemical Abuse Policy:

- 1) To allow the students of Fordyce Schools to know that the school is concerned about their total wellbeing. The School District is interested in helping students who may be having problems.
- 2) To emphasize concerns for the health of students in areas of safety while they are participating in activities as well as the long-term physical and emotional effects of chemical use on their health.
- 3) To confirm and support state laws, which restrict the use of such mood-altering chemicals.
- 4) To assist students of Fordyce Schools to resist the peer pressure that directs them toward the abuse or misuse of chemical substances.
- 5) To establish standards of conduct for students of Fordyce Schools who are considered leaders among their peers.

- 6) To work cooperatively with parents by assisting them in keeping their children free from mood-altering chemicals.
- 7) To assist students who need to be referred for assistance or evaluation regarding their use of illegal drugs.
- 8) To deter chemical abuse or misuse by all students through the use of random drug testing.

Scope

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

Definition

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

Prescription Medication

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

Consent Form

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

Selection Process

While students are in school, they will be subject to random selection for testing. Particular days will be selected for testing. If a student is selected for testing but is absent on that day, he/she will be tested on the next test date. The number of names drawn will be no less than (2%) or greater than (15%) of the

students in grades seven through twelve. A urinalysis will be the method utilized to test for the presence of chemicals in the body. All students selected must report to the designated testing site.

Testing Agency

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

Cost

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

Refusal to Consent to Testing

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

Refusal to Submit to Testing

Any participant who refuses to submit to random drug testing and /or retesting is considered having tested positive.

Testing Procedure:

- 1) All test results from the laboratory will be communicated to the Superintendent or designee. All urine specimens will be taken at a designated restroom. Any student who is requested to provide a urine specimen will be directed to the collection site where the student will complete the necessary forms. Students who test positive will be required to sign an additional consent form. The following precautions will be taken, as appropriate, at the collection site:
- 2) The examinee will be positively identified.
- 3) The observer will ask the individual to remove any unnecessary outer garments (i.e.: coat, jacket, etc.) that might conceal items or substances that could be used to tamper with or alter the urine specimen. All personal belongings (i.e.: purse, backpack, etc.) must remain with the outer garments. The observer will note any unusual behavior or appearance.
- 4) The student will not be outside of the presence of the observer and not have access to faucets, soap dispensers, or cleaning agents until after the specimen has been provided and sealed.
- 5) The student will be allowed to provide the specimen in a stall or other partitioned area that allows for individual privacy. After the specimen has been provided, the student should leave the stall.
- 6) At the collection site, toilet bluing agents will be placed in the toilet tanks, whenever possible. No other source of water will be available in the enclosure where urination occurs.
- 7) If a student fails to provide the necessary amount of urine for a valid specimen, the student will be given reasonable amounts of water for drinking and extra time to produce an adequate sample. During the time, the student will remain in the vicinity of the collection area and under the observation of the district staff.
- 8) Immediately after collection, the observer will check the temperature of the specimen and inspect the specimen for color and signs of contaminants.

- 9) Both the observer and student being tested will keep the specimen in view at all times prior to its being sealed and labeled.

Analysis Process

Testing protocol involves on-site collection and testing of urine samples. If a sample initially tests positive for any substance, that sample will be immediately retested. In the event that the second test reports negative, the sample will be considered negative for reporting purposes. A second positive test will result in the sample's being immediately delivered to an SAMHSA certified laboratory for GC/MS confirmation with results provided to the school in one or two days.

Manipulation or attempted manipulation of chemical screening

No student may manipulate or attempt to manipulate any part of the chemical screening process. Examples of this might include but *are not limited to*: the introduction of foreign materials into the screening specimen, the dilution of the specimen, using a specimen from another student, and using a specimen that was collected prior to the screening date. Manipulation or attempted manipulation of any part of the chemical screening process, for any reason, will result in the student being subject to a mandatory suspension from school, and immediately disqualified from all extracurricular activities for the remainder of the semester.

Results and Notification

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

Records

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

First Positive Test

Upon receipt of a positive test result for any student, a custodial parent or legal guardian will be notified and a meeting will be scheduled with the superintendent or his designee, the student, the custodial parent or legal guardian, the student's principal, and the student's head coach or sponsor. Counseling/rehabilitation for the student will be strongly recommended for the student who tests positive. A referral/resource list will be made available to the student and parent/legal guardian. Any counseling/rehabilitation service costs will be the responsibility of the student and/or parent/legal guardian. The student will be placed on probation for thirty days. If there are not thirty days left in the school year, the thirty-day period will carry forward to the following school year. During the probation time, the student will not be allowed to participate and/or attend any curricular or extracurricular activities that occur outside the regular school day or park on campus. Students participating in a sport

or activity that requires a physical must have doctor's approval to continue practicing during the probationary period. In order to regain eligibility after the thirty-one-day probationary period, the student must be tested again at the district's expense and a written copy of the results will be given to the Superintendent or his/her designee. If the test is negative, the probation will be lifted. If the test is positive, the student will not be allowed to participate in or attend extracurricular activities or park on campus for one calendar year. A positive retest at the end of the thirty-day probation period will be considered a second positive test. To regain eligibility for participation in activities, a student must have a negative Chemical Screening Test. This will be administered by the district's chemical screening company and at the district's expense.

Exception: A student must be retested on day thirty-one. However, certain chemicals that take more than thirty days to leave the student's system will be considered differently if a doctor's written opinion details said residual effects of that particular substance.

Second Positive Test

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

Third Positive Test

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

Nature of Policy

No student will be penalized academically for testing positive for illegal drugs. The results of any drug test pursuant to this policy will not be documented in any student's academic records.

Other Disciplinary Measures

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

Resource List

Counseling/rehabilitation is recommended for the student that has tested positive. Any counseling/rehabilitation service cost will be the responsibility of the parent/legal guardian. The following are some agencies that provide counseling/rehabilitation services. In supplying the list, the Fordyce School Board, its agents, or employees take no responsibility in the selection of which agency

the parent decides to use. The final decision to seek counseling for the student and the cost of counseling/rehabilitation shall be the responsibility of the parent/legal guardian.

Pinnacle Point	501-223-3322
Rivendell.....	800-264-5640
Living Hope.....	870-774-4673
Fordyce Counseling	870-352-5122
The Bridgeway.....	501-771-1500

STUDENT CONDUCT AND CONSEQUENCES

Rules and Regulations not covered

The Fordyce School District reserves the right to pursue disciplinary or legal action for any behavior which is subversive to good order and discipline in the schools even though such behavior is not specified in the preceding written rules.

HABITUAL MISCONDUCT

If a teacher removes a student from class two (2) times during any nine-week grading period the student may not return to the teacher's classroom until a conference is held for the purpose of determining the causes of the problem and possible solutions, with the following individuals present:

- (A) The principal or the principal's designee;
- (B) The teacher;
- (C) The school counselor;
- (D) The parents, guardians, or persons in loco parentis; and
- (E) The student, if appropriate.

Any student who is referred to the office three times in one week may be suspended. ANY STUDENT WHO IS SUSPENDED FOR THE THIRD TIME IN ONE SCHOOL YEAR MAY BE RECOMMENDED FOR EXPULSION.

CONSEQUENCES

** These consequences are applicable to any and all inappropriate behavior and breach of conduct whether listed, implied or omitted in the following pages under Student Conduct Not Permitted.

Depending on the frequency and severity of student conduct not permitted, consequences for inappropriate behavior may include but is not limited to:

1. Warning
2. Confiscation of item(s)
3. Parent notification/meeting
4. After school detention
5. Corporal punishment
6. ISS*

7. OSS*
8. Refer to legal authorities
9. Recommendation for expulsion

***Parents or Guardians will be notified by phone and/or letter for any suspension.**

**** This is not a discipline ladder; it is a random list of consequences that may be utilized as necessary to maintain order and preserve the educational environment of the school.**

Tier I Infractions

These infractions are handled at the school level by the building principal or his/her designees using warnings, afternoon detention, or parent/teacher conference. **The minimum will be verbal reprimand and the maximum will be suspension.**

- 1st Offense – Verbal Reprimand
- 2nd Offense – After school detention
- 3rd Offense – ISS
- Repeated Offenses - Suspension

Tier II Infractions

These infractions are considered violations that are more serious. Infractions of these rules will result in disciplinary action, including but not limited to, suspension or expulsion, restitution, and/or notification of law enforcement officials. **The minimum will be afternoon detention and the maximum will be expulsion recommendation.**

- 1st Offense – After school detention
- 2nd Offense – ISS
- 3rd Offense – Suspension
- Repeated Offenses – Expulsion Recommendation

Tier III Infractions

These infractions are considered violations that are very serious. Infractions of these rules will result in disciplinary action, including but not limited to, suspension, expulsion, restitution, and/or notification of law enforcement officials. **The minimum will be suspension and the maximum will be expulsion recommendation.**

- 1st Offense – ISS
- 2nd Offense – Suspension
- 3rd Offense – Expulsion

Tier IV Infractions

These infractions are those violations that are felonies or misdemeanors. The resulting disciplinary action is recommendation for expulsion

STUDENT CONDUCT NOT PERMITTED

Tier I Infractions

1. Public display of affection: Affection such as embracing or kissing on the school grounds or at a school sponsored activity will not be permitted.

2. Hall Passes: All students must have a hall pass from an administrator or a teacher to be in the halls. Students must sign out and in from their assigned area. This applies to student aides, athletes, yearbook staff members, Student Council members, and any student who finds it necessary to enter the hall.

3. Interruptions/Distractions: No student is to interrupt a class without authority from office personnel or be out of class without a valid hall pass.

4. Parking and Driving Privileges: A student using any type of vehicle (bicycle, motorcycle, automobile) as a means of transportation to and from school shall not violate the rules and regulations set forth by the principal of the school. Students, grades 10-12, with a valid driver's license, may drive a vehicle to school. These vehicles must be parked in the assigned area on campus, be registered with the school and must display a current school decal. A student shall NOT sit in a parked car during school hours, including before school and at lunch. Students in violation of this policy will have driving privileges suspended, parents' notification as well as other applicable consequences. Decals and registration permits may be purchased in the Principal's office.

SCHOOL TRAFFIC AND PARKING

- Students are NOT to cruise the boulevard. The boulevard should be used only for exiting the student parking lot.
- The safety of ALL students is the MAJOR concern of any student given privilege to drive on Fordyce School District property.
- Speed will be BELOW 15 M.P.H. when driving on campus. Sudden acceleration, a fast takeoff by any vehicle (car, truck, motorcycle, etc.) can be dangerous and will NOT be tolerated.
- Penalty for violations may result in loss of privilege to drive a vehicle on school property.
- Students will NOT linger in the parking area (in, on, or around vehicles). Students will exit their vehicles and the parking area immediately upon arrival to campus.

STUDENT PARKING AREA

- Parking permits are sold in the office for five dollars. Students may not park on campus without a permit. If a vehicle is parked in the student parking area without a prominently displayed permit, the student responsible for the vehicle may be subject to discipline.

- Students are limited to the area west of the boulevard for parking their vehicles (student parking area). All other parking areas are OFF LIMITS to students, including arena and teacher parking lots, during school hours. The student parking area has a surfaced parking area. There will be NO parking of vehicles off the surfaced area AT ANY TIME. The area north of the parking lot is not to be used for student parking. The west side of the parking area, next to the track gates, or along the trees is a prohibited area for student parking. Redbug Boulevard is not to be used for student parking.
- Parking spaces may be assigned at the discretion of the principal. Students will follow all rules for safe driving while on campus, including the parking area. Motorcycles and bicycles will be parked inside their designated area in the student parking lot.

Tier II Infractions

1. Disregard of Directions or Instructions (Insubordination): Refusing reasonable directions or instructions of teachers, substitute teachers, principals, administrators, school bus drivers, or any other authorized personnel is considered insubordination.

2. Prohibiting Classroom Instruction: If a student is deemed to be interfering with classroom instruction, the teacher may notify an administrator by intercom, phone, or text to come escort the student to the office.

3. Disorderly Conduct: A student shall not engage in behavior that produces situations in which instruction or activities of other students are adversely affected. (Constantly talking, making noise, paper throwing, etc.)

4. Forgery or Falsification of Information: A student will not forge or falsify any information such as grade information, attendance records, school passes, registration, homework assignments, or scheduling information.

5. Loitering: Students will not linger aimlessly in the restrooms or hallways, in or around the bus, in the student or teacher parking areas, in the gym, band room, weight room, library or commons without immediate supervision of a coach, director, or sponsor. Suspended or expelled students are not to be in any school building, on any school campus, or at any school activity during suspension duration. (AR LAW 6-21-606/607)

6. Laser pointers: No student may possess a hand-held laser pointer or similar device unless under the direct supervision of a parent, guardian, or teacher. Any such device, when discovered by a school official, will be immediately confiscated and disciplinary action will be taken against the student.

7. Vandalism/Defacement to School Property Students shall not damage or alter the appearance or surface of school property. This includes but is not limited to:

- Writing, drawing, or carving on desks, walls, lockers, or any other school furniture.
- Marking or scratching on Chromebooks, computers, or other electronic devices.
- Damaging textbooks, library books, or other educational materials through writing, drawing, or tearing pages.
- Any act that results in defacement or degradation of the structural integrity of school property.

Tier III Infractions

1. Physical Abuse or Assault by a Student on Another Student: A student shall not threaten or attempt to cause injury or physical harm to another student, and a student shall not beat or strike another student. (AR LAW 5-13-201, 5-13-2001, 6-17-106) ACT 1243 OF 1997

2. Students Verbal Abuse or Threats (including cursing/swearing): A student shall not use profane, violent, vulgar, abusive, or insulting language on school campus at any time. A student will not use physical gestures that convey a connotation of obscene or disrespectful acts that impinge upon the rights of others, or cause disruption of the educational process.

3. Pornography: Possession of pornographic materials or any form of objectionable, inappropriate material is not allowed in any form or on any device.

4. Gambling: Gambling in any form on school property is prohibited.

5. Tobacco-Use and Possession: Students shall not smoke or use smokeless tobacco in any school area or at any school sponsored activity at any time. A student is prohibited from possessing tobacco products and smoking paraphernalia on the school grounds or at school sponsored activities. (AR LAW 6-21-609, 20-27-702, 20-27-703) ACT 779 of 1997

Definitions: For purposes of this policy, “tobacco” is defined to include any lit or unlit cigarette of any type, cigar, pipe, herbal cigarette (bidi/clove, kreket) e-cigarettes, vapor cigarette and any other smoking products and spit tobacco (also known as smokeless tobacco, dip, chew, and snuff), or in any form.

For purposes of this policy, “tobacco use” includes smoking, which means carrying or having in one’s possession a lighted cigarette, cigar, pipe or other object giving off or containing any substance giving off smoke, chewing spit tobacco, e-cigarettes, and vapor cigarettes. Students violating this policy may be

suspended or expelled and authorities notified. Confiscation of contraband and parent notification will take place.

The Fordyce School District, inclusive of all its buildings and property, shall be tobacco free 24 hours a day, 365 days per year. This includes all days when school is not in session and all events and other activities not associated with or sponsored by the school. Possession or use of tobacco products by students on district property, in district vehicles and at school sponsored events (whether on or off district property) is prohibited at all times. The use of tobacco products by all visitors to the school district is prohibited. This includes non-school hours and all events sponsored by the school or others. Advertising of tobacco products is prohibited in school buildings, on school property, at school functions, and in all school publications. This includes clothing that advertises tobacco products. Tobacco prevention instruction is included in the K-12 curriculum through Fordyce School District's counseling services, Science, and Health classes.

6. Membership in fraternities, sororities, secret clubs, gang activities/associations: Any student who joins, promises to join, or who solicits other persons to join, promise to join, or pledge to become a member or a display any insignia of such fraternity, sorority, secret society, or gang activity, or association while enrolled and attending Fordyce District Schools may be suspended or expelled. Gangs which initiate, advocate, or promote activities which threaten the safety or well-being of persons or property on school grounds, at school sponsored activities, or which disrupts the school environment and/or school activities are harmful to the educational process. The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of grooming, which by virtue of its color, arrangement, trade mark, symbol, or any other attribute which indicates or implies membership or affiliation with such a group, presents a clear and present danger. This activity is contrary to the school environment and educational objectives of the Fordyce School District and creates an atmosphere where unlawful acts or violations of school regulations may occur. (AR LAW 6-18-603, 605, 606)

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

The District will periodically inform students and employees about the nature of sexual harassment, the procedures for registering a complaint, and the possible redress that is available. The information will stress that the district does not tolerate sexual harassment and that students can report into account and be appropriate to the age of the students.

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

Sexual harassment is unwelcome conduct of a sexual nature. Sexual harassment can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature made by someone under any of the following conditions:

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

The terms "intimidating," "hostile," and "offensive" include conduct of a sexual nature which has the effect of humiliation or embarrassment and is sufficiently severe, persistent, or pervasive that it limits the student's ability to participate in, or benefit from, an educational program or activity. Actionable sexual harassment is generally established when an individual is exposed to a pattern of objectionable behaviors or when a single, serious act is committed. What is, or is not, sexual harassment will depend upon all of the surrounding circumstances. Depending upon such circumstances, examples of sexual harassment include, but are not limited to: unwelcome touching; crude jokes or pictures; discussions of sexual experiences; pressure for sexual activity; intimidation by words, actions, insults, or name calling; teasing related to sexual characteristics; and spreading rumors related to person's alleged sexual activities. Students who believe they have been subjected to sexual harassment, or parents of a student who believes their child has been subjected to sexual harassment, are encouraged to file a complaint by contacting a counselor, teacher, Equity coordinator, or administrator who will assist them in the complaint process. Under no circumstances shall a student be required to first report allegations of sexual harassment to a school contact person if that person is the individual who is accused of the harassment.

To the extent possible, complaints will be treated in a confidential manner. Limited disclosure may be necessary in order to complete a thorough investigation. Students who file a complaint of sexual harassment will not be subject to retaliation or reprisal in any form. Students who knowingly fabricate allegations of sexual harassment shall be subject to disciplinary action up to and including expulsion.

Individuals who withhold information, purposefully inaccurate facts, or otherwise hinder an investigation of sexual harassment shall be subject to disciplinary action up to and including expulsion. ACA 5-14-101, sexual contact; 5-14-111, sexual indecency.

8. Possession or Use of Alcohol/Illegal Drugs: Sale, distribution, use, or possession of alcoholic beverages, controlled substances (illegal drugs), or other materials expressly prohibited by federal, state, or local laws is not permitted by students in school buildings, on school property, or at school functions. Also, the sale, distribution, or abusive use of prescription, patent, or imitation drugs is not permitted. A trace of drugs/alcohol in the student's body is a violation of this policy. Any school employee who suspects that a student is violating this policy must report the name of the student and details of the violation to the principal. The student may be searched when there is reasonable suspicion that the student may be hiding evidence of wrongdoing. When a violation occurs, the parent/guardian will be

notified, when possible. A referral for counseling will be made. The proper law enforcement agency will be notified of any criminal activity with full cooperation of school officials. Students possessing, using or under the influence of alcohol or illegal drugs are subject to suspension and/or expelled

- DRUG: Any chemical that in sufficient amounts will alter a person's ability to function normally on a mental or physical task. Drugs include, but are not limited to, alcohol, marijuana, glue, or materials expressly prohibited by federal or state law;
- POSSESSION: Possession includes having the drug on the person, or in the immediate vicinity of the person, or among personal possessions (locker, car, etc.) of the individual;
- ABUSIVE USE: The taking of more or less of a drug than what is prescribed so as to alter the person's ability to function normally on a mental or physical task;
- DRUG DOG VISITS: Students of Fordyce High School should be aware that the district has access to a registered drug dog. The dog is trained to locate alcohol, marijuana, and other illegal drugs. Periodic, unannounced visits to the school and school activities will be made by the dog and its handler in an effort to prevent possession of alcohol and other drugs on the school campuses. Students are responsible for the contents of their lockers and automobiles. Should contraband be located, the responsible student will be subject to district policy, local, state, and federal law. Due process will be observed in the administration of the policy.

9. Prescription/Medication Policy: Medication must be brought to school by the parent in the original container with the child's name on the prescription. A medical release form must be signed before the medication is administered to the student. We do not dispense over-the-counter medication. Parents may come to the school to administer medicine to the child, if necessary. Any student who violates this policy will be subject to disciplinary action.

Exception: Students will be allowed to keep their asthmatic inhaler if medically necessary, as documented by a medical professional. The parent or guardian of a student who needs to carry an asthma inhaler or auto injectable epinephrine, or both, shall provide the school with written authorization from a medical professional for the student to carry an asthma inhaler or auto-injectable epinephrine, or both on his or her person for use while in school, at an on-site school-sponsored activity, or at an off-site school sponsored activity. The authorizations shall be valid only for the duration of the school year at the school that the student is attending at the time the authorizations are provided. The authorization must be renewed for each school year or if the student changes schools in order for the student to carry an asthma inhaler or auto-injectable epinephrine, or both on his or her person.

The parent or guardian of a student who needs to carry an asthma inhaler or auto-injectable epinephrine, or both, shall provide the school with appropriate medical documentation, which shall include: Evidence that the asthma inhaler or auto-injectable epinephrine, or both, have been prescribed by a health care practitioner with prescriptive privileges and evidence that the student needs to carry the asthma inhaler or auto-injectable epinephrine, or both, on his or her person due to a medical condition.

All medical documentation provided with regard to a student who carries an asthma inhaler or auto-injectable epinephrine, or both, shall be kept on file at the school the student attends in a location that is readily accessible in the event of an asthma or anaphylaxis emergency.

A student's asthma inhaler or auto-injectable epinephrine, or both, shall be supplied by the student's parent or guardian and shall be stored and transported in its original prescription-labeled container. The student shall demonstrate to the health care practitioner who wrote the prescription and the school nurse, if the school nurse is available, the skill level and responsibility necessary to use and administer the asthma inhaler or auto injectable epinephrine, or both. A student with asthma is not required by the section or any related rule or school procedure to carry the student's asthma inhaler or asthma inhaler or auto-injectable epinephrine, or both, on his or her person. If a student with asthma does not carry the student's asthma inhaler or auto injectable epinephrine, or both on his or her person, then the student's parent or guardian shall provide the school with appropriate medications in the event of an asthma or anaphylaxis emergency, which shall be immediately available to the student in the emergency.

A student is prohibited from sharing, transferring or in any way diverting his or her own medications to any other person. Students who violate this policy will be subject to disciplinary action. No school district, school district employee, or agent of a school district shall be liable for injury to a student caused by his or her use of a prescription inhaler or self-administration of medication.

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 or otherwise authorized by this policy, 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.

The district's supervising registered nurse is responsible for creating procedures for the administration of medications on and off campus.

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 rules.¹

Schedule II Medications

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

For the student's safety, no student will be allowed to attend school if the student is currently taking any other Schedule II medication than permitted by this policy.³ 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.⁴

Option 2: Students taking Schedule II medications methylphenidate (e.g. Ritalin or closely related medications as determined by the school nurse), dextroamphetamine (Dexedrine), and amphetamine sulfate (e.g. Adderall or closely related medications as determined by the school nurse) shall be allowed to attend school.

Students taking Schedule II medications not included in the previous sentence³ 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.⁵ 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.⁴

Self-Administration of Medication

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.

A student may be authorized to self-administer a stress dose medication to treat the student's adrenal insufficiency with:

1. The written authorization of the student's parent, legal guardian, or person standing in loco parentis; and
2. A written order from the student's treating physician stating that the student:
 - a. Is capable of completing the proper method of self-administration of the stress dose medication;; and
 - b. Has been instructed on the details of the student's medical condition and the events that may lead to an adrenal crisis.

The parent, legal guardian, or person standing in loco parentis of a student who is authorized to self-administer a stress dose medication shall sign an IHP developed by the school nurse for the school where the student is enrolled. The IHP shall include a requirement for the notification of appropriate staff following the self-administration of a stress dose medication, which shall include the school nurse, teacher of the classroom where the stress dose medication was administered, and a school administrator.

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, stress dose medication, or combination does not require the student to have such on the student's person. The parent or guardian of a student who qualifies under this policy to self-carry a rescue inhaler, auto-injectable epinephrine, diabetes

medication, stress dose medication, or any combination on the student's person shall provide the school with the appropriate medication, which shall be immediately available to the student in an emergency.

Students may possess and use a topical sunscreen that is approved by the United States Food and Drug Administration for OTC use to avoid overexposure to the sun without written authorization from a parent, legal guardian, or healthcare professional while the student is on school property or at a school-related event or activity. The parent or guardian of a student may provide written documentation authorizing specifically named District employee(s), in addition to the school nurse, to assist a student in the application of sunscreen. The District employee(s) named in the parent or legal guardian's written authorization shall not be required to assist the student in the application of sunscreen.

Emergency Administration of Glucagon and Insulin

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 trained⁶ and certified by a licensed physician may administer an epinephrine auto-injector in emergency situations to students who have an IHP that 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(s) certified to administer auto-injector epinephrine 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 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 trained⁶ 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.

Emergency Administration of Albuterol

The school nurse or other school employees designated by the school nurse as a care provider who have been trained⁶ and certified by a licensed physician, advanced practice registered nurse, or physician assistant may administer albuterol in emergency situations to students who have an IHP that provides for the administration of albuterol 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(s) certified to administer albuterol to administer albuterol to the student when the employee believes the student is in perceived respiratory distress.

The school nurse for each District school shall keep albuterol on hand. The school nurse or other school employee designated by the school nurse as a care provider who has been trained⁶ and certified by a licensed physician, advanced practice registered nurse, or physician assistant may administer albuterol to those students who the school nurse, or other school employee certified to administer albuterol, in good faith professionally believes is in perceived respiratory distress.

Emergency Administration of Anti-opioid

The school nurse for each District school shall keep anti-opioid injectors on hand. The school nurse, other school employee, volunteer, or student may administer anti-opioid in accordance with the District's procedures to a student who the school nurse, or other observer, in good faith believes is having an opioid overdose.

Emergency Administration of Emergency Adrenal Insufficiency Medication

The school nurse or other school employees designated by the school nurse as a care provider who have been trained⁶ and certified by a licensed physician may administer an injectable emergency dose medication in emergency situations to students who have an IHP that provides for the administration of an injectable emergency dose medication 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(s) certified to administer an injectable emergency dose medication to administer an injectable emergency dose medication to the student when the employee believes the student is having an adrenal crisis due to adrenal insufficiency.

Students who have met the requirements to be authorized to self-administer a stress dose medication under this policy shall provide the school nurse an emergency injectable dose of the student's medication. This emergency injectable dose will be used in the event the school nurse, or other school employee certified to administer an injectable emergency dose medication, in good faith professionally believes the student is having an adrenal crisis due to adrenal insufficiency.

Notes: A.C.A. § 17-87-103(11) provides for the administration of Glucagon, insulin, or both to students suffering from diabetes.

Districts are not under any obligation to "recruit" volunteers and 4.11 of the Rules explicitly states that no employee shall be pressured into volunteering.

¹ The time frame in this paragraph is not statutorily mandated and may be changed to better suit your district and the employment contract of the school nurse. Any changes you make, however, need to address the need for students to have their medications through the last day of school and the reality of parent's work schedules.

² This policy offers two different options regarding permissibility of students attending and participating in classes while taking Schedule II medications. Be sure only one option is included in the adopted policy and delete the "Option One" or "Option Two" language after your selection along with the language for the unchosen option in the final version. Be sure to consult with your school nurse when selecting an option.

³ Here is a helpful, but not all-inclusive, list of prohibited Schedule II medications: Opium, morphine, codeine, hydromorphone (Dilaudid), methadone, meperidine (Demerol), cocaine, oxycodone (Percodan), amobarbital, pentobarbital, sufentanil, etorphine hydrochloride, phenylactone, dronabinol, secobarbital, and fentanyl.

⁴ A student who has surgery or is in an accident may be taking a Schedule II medication outside of those a student may take and be permitted to attend classes under Option 1 or may have been told by his/her doctor to not attend class during the time the student is taking the Schedule II medication. In such cases, a 504 plan can be developed to cover the duration of the student's recovery, which could include homebound instruction.

⁵ The specific authorization should be provided on the doctor's letterhead along with the completed Medication Administration Consent Form (4.35F).

⁶ The certification may be received through training that is provided by a nationally recognized organization experienced in training laypersons in emergency health treatment or other persons approved by the Department of Health. Examples of National programs are those provided by the American Heart Association and the American Red Cross.

Legal References: Ark. State Board of Nursing: School Nurse Roles and Responsibilities
Division of Elementary and Secondary Education and Arkansas State Board of Nursing Rules Governing the Administration of Insulin, Glucagon, and Medication for Adrenal Insufficiency or Adrenal Crisis to Arkansas Public School Students (A.C.A. § 6-18-701, A.C.A. § 6-18-707, A.C.A. § 6-18-711, A.C.A. § 6-18-714, A.C.A. § 6-18-717, A.C.A. § 17-87-103 (11) and (14), A.C.A. § 20-13-405)

Tier IV Infractions

1. Weapons, Dangerous Instruments, and Contraband: "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 on the student's body or in an area under the student's control.

"Weapon" means any:

- Firearm;
- Knife;
- Razor;
- Ice pick;
- Dirk;
- Box cutter;
- Nunchucks;
- Pepper spray, mace, 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.

No student, except for Military personnel (such as ROTC cadets) acting in the course of their official duties or as otherwise expressly permitted by this policy, shall possess a weapon, display what appears to be a weapon, or threaten to use a weapon before or after school while:

- o In a school building;
- o On or about school property;
- o At any school sponsored activity or event;
- o On route to or from school or any school sponsored activity; or
- o Off the school grounds at any school bus stop.

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 one (1) year. The superintendent shall have the discretion to modify such expulsion recommendation for a student on a case-by-case basis.

Parents or legal guardians of students expelled under this policy shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a firearm on school property. Parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to readmitting the student. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a firearm policy violation shall also be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a firearm on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

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

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

Legal References: 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
A.C.A. § 6-18-502
A.C.A. § 6-18-507
A.C.A. § 6-21-608

2. Threats, Physical Abuse or Assault by a Student on a School Employee: A student who threatens to commit or commits assault and/or battery upon any faculty or staff member of the Fordyce School District. Students in violation will be immediately assigned OSS, recommended for expulsion, and referred to legal authorities. (AR LAW 5-13-201, 5-13-202, 6-17-106 ACT 1243 OF 1997 AR LAW 5-12-201

3. Student Verbal Abuse of School Employee: A student shall not use profane, violent, vulgar, abusive, or insulting language or show disrespect toward teachers or other school employees during school or at any school activity. "Any person who shall abuse or insult a public-school teacher while such teacher is performing normal and regular or assigned school responsibilities shall be guilty of a misdemeanor and, upon conviction, shall be liable to a fine of not less than \$50.00 or more than \$1000.00." Students will be suspended, recommended for expulsion and referral to legal authorities. ACT 1565 OF 2001.

4. Terroristic Threatening: All threats will be taken seriously. Any individual who threatens another individual or other individuals with bodily harm with a weapon of any sort, or who threatens someone's life, will be immediately suspended, and turned over to law enforcement authorities upon contacting parents or guardians. Students will be suspended, recommended for expulsion, and referral to legal authorities.

5. Damage to, destruction of, or theft of property, or extortion: Damage to, destruction of, or theft of property, or extortion: A student shall not cause, or attempt to cause damage to school property, or steal, or attempt to steal school property. The Fordyce School District will attempt to recover damages from the student responsible for the destruction of school property. The parent of any minor (student under the age of 18) will be liable for damages caused by said minor. Restitution to school for loss or damage is required. (5-36-103, 6-21-605) ACT 1243 OF 1997)

6. Sexual abuse, rape, and or sexual immorality: Students shall not engage in sexual contact, sexual activity, or sexual indecency on school property or at school sponsored activities. Students engaged in such activity may be suspended and/or expelled.

TARDIES

A student shall be prompt in arriving at school and to assigned classes. Tardy means loss of instruction for the student and disruption of the learning process for the teacher and the other students in the affected class.

Unexcused tardies: The tardy count renews at the beginning of each 9-week period. These will be handled in the principal's office.

- 1st tardy-warning
- 2nd tardy-2nd warning
- 3rd tardy- 1 day detention
- 4th tardy-3 days detention
- 5th tardy- 6 days detention and parent conference
- 6th tardy- 3 days of in-school suspension

Students who have more than six tardies shall be subject to even more serious disciplinary measures. 4 unexcused tardies will count as 1 absence for semester test exemptions. Students who miss 15 minutes or more of a class for a reason which is unexcused will have an unexcused absence recorded for that class instead of an unexcused tardy. Students shall receive credit for all work completed during the remaining portion of that class period.

TRUANCY

Students not in their assigned class or area will be considered truant. A student shall not be absent from school without parent and or school authorization or prior knowledge and consent by the building principal of the absence. Students failing to check out properly will be considered TRUANT and will be subject to suspension. (AR LAW 6-18-211, 6, -18-217) ACT 1308 of 1997

DRESS CODE

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

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

A student shall not be disciplined or discriminated against based upon the student's natural, protective, or cultural hairstyle. A student's natural, protective, or cultural hairstyle includes without limitation: afros, dreadlocks, twists, locs, braids, cornrow braids, Bantu knots, curls, and hair styled to protect hair texture or for cultural significance.

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

Legal References: A.C.A. § 6-10-138
 A.C.A. § 6-18-502(c)(1)
 A.C.A. § 6-18-503(c)

Students are expected to dress in clothing which is appropriate for school and which will not distract from the learning atmosphere of the classroom. Any extreme in clothing, hair, cosmetics, jewelry, accessories, or other appearance that may disrupt the normal operations of the school will not be acceptable. Students will not bring pillows and blankets to school.

Types of Clothing Appropriate for School Are:

- Pants/slacks with no holes/slits/tears more than the width of a dollar bill above the knees. NO SAGGING.
- Shorts, skirts, or dresses that have no holes/slits/tears and have a bottom edge (s) of fabric must meet the following guideline. The shorts, skirts, or dresses fabric must extend to no more than the width of a dollar bill above the kneecap. No exceptions!
- Shirts and blouses must have sleeves; NO SLEEVELESS. Shirt length must cover the waistband of the pants/skirt. Shirts and blouses must not reveal undergarments or the torso. Dresses, blouses, tops, etc., will not reveal any part of the breast. Dresses, blouses, tops, etc. will not be worn off the shoulder.
- Clothing with no vulgar, obscene, suggestive, or offensive messages, or which advertise or support drugs, alcohol, or tobacco.
- Headgear and sunglasses are not to be worn in any school building. (Boys & girls) These items will be confiscated for one week for the 1st offense; subsequent infractions will be subject to discipline as outlined in this handbook as well as confiscation of the item AND PARENTS WILL HAVE TO PICK THE ITEM UP IN THE PRINCIPAL'S OFFICE. Students who refuse to turn over items for confiscation will be suspended. While outside, caps/hats may be worn.
- Spandex/leggings/stirrup pants, etc., may only be worn under shorts, skirts, or dresses, blouses, tunics, etc. provided the outer garment covers the posterior AT ALL TIMES. Blouses and shirts must cover to the knees when worn separately with spandex, leggings, or stirrup pants.
- Sleepwear, pajamas, moo moos, nightgowns, robes, house shoes, etc., shall not be worn at school or school events.
- All clothing must be worn appropriately closed and secured FAILURE TO FOLLOW DRESS CODE WILL RESULT IN THE STUDENT BEING ASKED TO CHANGE CLOTHES, BEING SENT HOME TO CHANGE OR TO IN-SCHOOL SUSPENSION UNTIL THE STUDENT CHANGES INTO APPROPRIATE CLOTHING. Work missed may be made up for ½ credit unless OSS. SUBSEQUENT INFRACTIONS OF THIS POLICY WILL BE SUBJECT TO FURTHER DISCIPLINARY ACTION.

Sagging, and the Exposure of Breasts

The wearing of pants below the waist or belt line usually with undergarments showing (or shorts) or the exposure of women's breasts is unacceptable and will not be tolerated.

(House Bill 1936 AR Code 6-18-503)

Any student found in violation will be sent to the office. If the student is in violation of any of the above, they will be asked to change/sent home to change and will be counted absent while they are not at

school. Work may be made up for up to ½ credit unless OSS. If the student refuses to cooperate or has repeat infractions then the student will be subject to further disciplinary action.

HEADGEAR

Hats, hoods, beanies, hair bonnets, durags/wave caps, sunglasses, or any other type of headgear that does not tie into the appearance (determined by the principal or principals designee) of a person's hairstyle will not be permitted.

- 1st Offense- Confiscated and taken to the office where student can pick up at the end of 7th period.
- 2nd Offense- Confiscated and taken to the office where parent can pick up at the end of the day. Student will receive 2 days of detention.
- 3rd Offense- Confiscated and taken to the office where parent can pick up at the end of the day. Student will be given ISS.

Students who refuse to turn over items for confiscation will be immediately suspended.

CHEATING

Students shall not cheat or attempt to aid other students in cheating on any type of assignment, class work or tests, including standardized examinations. Students in violation will receive a zero for the assignment or test.

PLAGIARISM

Plagiarism is the unauthorized use or close imitation of the language and thoughts of another author and the representation of them as one's own original work. Plagiarism, whether intentional or unintentional, will not be tolerated and will be treated the same. Students in violation will receive a zero for the assignment or test.

CELL PHONES, MESSAGING, PAGING, MUSIC (AUDIO), AND OTHER ELECTRONIC DEVICES INCLUDING HEADPHONES AND EARBUDS

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; 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.

The prohibition in this policy does not extend to the electronic device the District provides the student for the student's use during assessment administration to the extent the student is using the District provided device to complete the assessment.

As used in this policy, "electronic devices" means any electronic device that can be used to transmit or capture images, sound, or data, which includes, without limitation, a:-

- A. Cellular telephone;
- B. Paging device;
- C. Beeper;
- D. Mobile telephone that offers advanced computing and internet accessibility;
- E. Digital media player;
- F. Portable game console;
- G. Tablet, notebook, or laptop computer;
- H. Digital camera; and
- I. Digital video or audio recorder.

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 record audio or video or to take photographs in areas where a general expectation of personal privacy exists, including but not limited to locker rooms 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. Students have no right of privacy as to the content contained on any electronic devices that have been confiscated. 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.

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

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
 DESE Test Administration Manual

Inappropriate use of cell phones is a serious problem that threatens the ability of the district's schools to properly and efficiently operate its education program. All devices must be turned off and stored out of site from the time the first bell rings until the time the last bell rings. Students are allowed to use their cell phones only during their lunch time when they are outside of the building. It is not allowed in the cafeteria or in the cafeteria line during lunch. Cell phones are not allowed to be used in the hallways, during class changes or in the classrooms. If the device is believed to be in use at any other time during the school day without school personnel permission, it will be confiscated, and appropriate consequences will be assigned. The consequences are:

1st offense: Student picks up the phone from the principal's office. Parent contact

2nd offense: Student's parent must pick up the phone from the principal's office. Parent Conference

3rd offense: Student will serve an afterschool d-hall. Parent contact

4th offense: Student will serve ISS. Parent contact

Refusal to hand over the cell phone (phone, SIM card, and battery) to a teacher or administrator will constitute insubordination and may result in suspension from school.

If the cell phone policy is abused during the school year, the use of phones at lunch will be revoked and will revert back to a complete no cell phone policy.

Possession of the device will be allowed at the teacher/sponsor's discretion for travel to and from an extracurricular activity.

Students have no right of privacy pertaining to the content contained on any cell phone or other electronic communication devices that have been confiscated. Students who use school issued cell phones and/or computers or other electronic devices 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. (AR LAW 6-18-502)

Cell Phone Policy for State Testing Students are not permitted to have cell phones or any electronic devices in their possession during any State Testing (ATLAS, ACT, AP Testing, WorkKeys, etc). This includes having phones on their person, in their pocket, or within reach. If a student is found to be using a cell phone during State Testing, the student will serve In-School Suspension (ISS) as a consequence of the violation.

FIGHTING

Fighting will not be tolerated on school grounds or school buses, in school buildings, or at school-sponsored events. The penalties for fighting under normal circumstances as determined by the principal are as follows:

- 1st Offense - 5 days suspension from school
- 2nd Offense - 10 days suspension from school
- 3rd Offense - recommendation by principal for expulsion for remainder of the semester or school year

In extreme circumstances where determined by the principal the penalty for fighting may escalate up to and include a 10-day suspension from school and/or recommendation for expulsion for the remainder of the semester or year even on the first offense. A parent-student-principal conference will be required upon reentering school following any suspension for fighting.

Avoiding a fight is defined as removing yourself from the situation and informing the duty teacher, principal, or another teacher immediately. Students who choose to stay in the situation, do not inform school officials about the situation and then use physical force shall be guilty of fighting. Students guilty of inciting a fight or recording a fight on any device will be subject to the consequences in this fighting policy.

(AR LAW 5-71-207) ACT 1243 OF 1997

BULLYING

“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;

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

1. Cyberbullying;
2. Sarcastic comments "compliments" about another student's personal appearance or actual or perceived attributes;
3. Pointed questions intended to embarrass or humiliate;
4. Mocking, taunting or belittling;
5. Non-verbal threats and/or intimidation such as “fronting” or “chesting” a person;
6. Demeaning humor relating to a student's actual or perceived attributes;
7. Blackmail, extortion, demands for protection money or other involuntary donations or loans;
8. Blocking access to school property or facilities;
9. Deliberate physical contact or injury to person or property;
10. Stealing or hiding books or belongings;
11. Threats of harm to student(s), possessions, or others;
12. Sexual harassment, as governed by policy 4.27, is also a form of bullying; and/or
13. 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”).

"Cyberbullying" means any form of communication by electronic act that is sent with the purpose to:

- o Harass, intimidate, humiliate, ridicule, defame, or threaten a student, school employee, or person with whom the other student or school employee is associated; or
- o Incite violence towards a student, school employee, or person with whom the other student or school employee is associated.

Cyberbullying of School Employees 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;
- e. Making repeated, continuing, or sustained electronic communications, including electronic mail or transmission, to a school employee;
- f. 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;
- g. Signing up a school employee for a pornographic Internet site; or
- h. Without authorization of the school employee, signing up a school employee for electronic mailing lists or to receive junk electronic messages and instant messages.

Cyberbullying is prohibited whether or not the cyberbullying originated on school property or with school equipment, if the cyberbullying results in the substantial disruption of the orderly operation of the school or educational environment or 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.

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.

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 building principal, or designee, as soon as possible. Parents or legal guardians may submit written reports of incidents they feel constitute bullying, or if allowed to continue would constitute bullying, to the building principal, or designee.

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

A building principal, or designee, who receives a credible report or complaint of bullying shall:

1. As soon as reasonably practicable, but by no later than the end of the school day following the receipt of the credible report of bullying:
 - a. Report to a parent, legal guardian, person having lawful control of a student, or person standing in loco parentis of a student that their student is the victim in a credible report of bullying; and
 - b. Prepare a written report of the alleged incident of bullying;
2. Promptly investigate the credible report or complaint of bullying, which shall be completed by no later than the fifth (5th) school day following the completion of the written report.
3. Notify within five (5) days following the completion of the investigation the parent, legal guardian, person having lawful control of a student, or person standing in loco parentis of a student who was the alleged victim in a credible report of bullying whether the investigation found the credible report or complaint of bullying to be true and the availability of counseling and other intervention services.
4. Notify within five (5) days following the completion of the investigation the parent, legal guardian, person having lawful control of the student, or person acting in loco parentis of the student who is alleged to have been the perpetrator of the incident of bullying:
 - a. That a credible report or complaint of bullying against their student exists;
 - b. Whether the investigation found the credible report or complaint of bullying to be true;
 - c. Whether action was taken against their student upon the conclusion of the investigation of the alleged incident of bullying; and
 - d. Information regarding the reporting of another alleged incident of bullying, including potential consequences of continued incidents of bullying;
5. Make a written record of the investigation, which shall include:
 - a. A detailed description of the alleged incident of bullying, including without limitation a detailed summary of the statements from all material witnesses to the alleged incident of bullying;
 - b. Any action taken as a result of the investigation; and
6. Discuss, as appropriate, the availability of counseling and other intervention services with students involved in the incident of bullying.

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. 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, legal guardians, person having lawful control of a student, persons standing in loco parentis, students, school volunteers, and employees shall be given copies of the notice annually.

The superintendent shall make a report annually to the Board of Directors on student discipline data, which shall include, without limitation, the number of incidents of bullying reported and the actions taken regarding the reported incidents of bullying.

Copies of this policy shall be available upon request.

Legal References: A.C.A. § 5-71-217
 A.C.A. § 6-18-514
 DESE Rules Governing Student Discipline and School Safety

IMPLEMENTATION

- The school will provide material on bullying, tolerance and relationships.
- Provide a safe environment for students, teachers, ancillary staff and visitors.
- Provide a supportive environment which encourages positive relationships between students and peers.
- Implement Anti Bullying Policy in a fair and consistent manner.
- Respond to all reports of bullying and harassment as outlined in the consequences statement of this policy.
- Model appropriate behavior on a consistent basis
- Ensure that the bullying policy is implemented by staff.

CONSEQUENCES

Students reported for a first incident will be counseled and a note made that the student has been counseled once for bullying, parental contact will be made, and the student will be assigned detention hall. Students reported for a second incident will be given 3 days In-School Suspension and have their parents notified in writing. Counseled means the offending student will be required to attend a counseling session with a school counselor. Students reported for a third incidence will be assigned 5 days In-School Suspension. A parent conference will be required for the third offense. Students reported

for a fourth incident will be assigned 10 days Out-of-School Suspension. A parent conference will be required upon the student returning to school. Students reported for a fifth incident will be recommended for expulsion for the remainder of the school year. Parents will be notified in writing of the intent to recommend expulsion. Severe breaches of the anti-bullying policy as determined by the principal may result in suspension or recommendation of expulsion even on the first offense.

COMPUTER USE POLICIES.

The Fordyce School District makes various devices and computers and/or computer Internet access available to students, to permit students to perform research and to allow students to learn how to use computer technology. Use of district devices and computers are for educational and/or instructional purposes only. It is the policy of this school district to equip each device and computer with Internet filtering software designed to prevent users from accessing material that is harmful to minors. No student will be granted Internet access until a computer-use agreement, signed by both the student and the parent or legal guardian (if the student is under the age of eighteen [18] is on file). The current version of the computer use agreement is incorporated by reference into board policy and is considered part of the student handbook.

Student use of computers and devices 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 use, including email, and that monitoring of use is continuous. Students must not disable or bypass security procedures, compromise, attempt to compromise, or defeat the district's technology network security or Internet filtering software, alter dates without authorization, or disclose passwords to other students. Students who misuse district-owned devices, computers or Internet access in any way, including using them to violate any other policy or contrary to the computer use agreement, or using the computers or devices to access or create sexually explicit or pornographic text or graphics, will face disciplinary action, as specified in the student handbook and/or computer use agreement.

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

Students violating this policy will be subject to disciplinary action, including but not limited to losing the privilege of using computers, devices and the internet.

STUDENT PUBLICATIONS

An official school publication means materials produced by students in the journalism, newspaper, yearbook, or writing classes and distributed to the student body, either free, or for a fee. The Board recognizes the value of official publications in the teaching of Journalism, English, writing and other skills. It is the intent of the Board to support and encourage such publications. This policy affirms the importance of official school publications, as a form of students' free expression, including topics about

which there may be dissent and controversy. Such free expression is guaranteed, subject only to the prohibitions set forth in the education code.

ALTERNATIVE LEARNING ENVIRONMENT (ALE)

The mission of the Alternative Learning Center is to provide effective education to students identified as needing a flexible, no-traditional learning environment with alternative ways to acquire either a high school diploma or a general education diploma by means of personalized, multi-faceted, computer-based instruction, as well as career-technical preparation, in a nurturing, stimulating, student-centered environment or empower them with academic skills, quality life skill, and technical competency to become productive, responsible adults.

Philosophy

ALE is a unique approach to providing effective education for those students who have been identified as needing a flexible, non-traditional learning environment. The program offers the student an opportunity to complete the requirements leading to a high school diploma or a general education diploma.

Alternative education is based on the belief that there are many ways to become educated and there are many environments and structures in which this may occur.

Criteria for admission to ALE are available on the ALE website, from the local ALE director, and in the principal's and counselor's offices. Any student wishing to enter the Alternative Learning Center agrees to abide by the following terms and conditions:

- All rules and regulations as stated in the Fordyce School District's Student handbook.
- To adhere to the attendance policy as stipulated by the Fordyce School District Board.
- To commit oneself to obtaining a high school or (GED) diploma.

ALE Conduct and Discipline Standards

ALE students are subject to the same rules of conduct outlined in this handbook. Any conduct violating these standards will be subject to suspension or expulsion.

ALE Guidance Services

A full range of guidance services is available in the counselor's office. These services include career and life planning, information on post-secondary education, guidance, problem solving and other issues of concern. There are current copies of catalogs from post-secondary institutions including colleges, universities, vocational, technical and trade schools. Scholarship and financial aid assistance is available to all students.

ALE Grading for Courses

ALE grading is the same as grading for other courses taught at or made available by Fordyce High School.

SEARCH, SEIZURE, AND INTERROGATIONS

Fordyce School 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 Fordyce School District to promote an environment conducive to student learning. The Superintendent, principals, and their designees have the right to inspect and search school property and equipment. They may also search students and their personal property in which the student has a reasonable expectation of privacy when there is reasonable suspicion to believe such a 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 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 a witness, however, searches may be done at any time with or without notice of 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 Development 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 Fordyce School 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.

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 hour telephone number.

RESIDENCE REQUIREMENTS

“In loco parentis” means relating to the responsibility to undertake the care and control of another person in the absence of:

1. Supervision by the person's parent or legal guardian; and
2. Formal legal approval.

“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 lawful control of the student, 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 lawful control of the student, or persons standing in loco parentis reside. A student may use the residential address of a parent, legal guardian, person having lawful control of the student, 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, persons having lawful control of the student, or person standing in loco parentis reside within the District 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 parent, legal guardian, person having lawful control of the student, or a person standing in loco parentis 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 parent, legal guardian, person having lawful control of the student, or a person standing in loco parentis, the student is required to reside in the District for a primary purpose other than that of school attendance; however, a student previously enrolled in the district whose parents move the student into another district or 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. A foster child who was previously enrolled in a District school and who has had a change in placement to a residence outside the District, may continue to remain enrolled in his/her current school unless the presiding court rules otherwise.

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

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.

Legal References: A.C.A. § 6-4-302
 A.C.A. § 6-18-202
 A.C.A. § 6-18-203
 A.C.A. § 6-28-108
 A.C.A. § 9-28-113

SCHOOL ATTENDANCE POLICY

The public schools of this district are open and free to all persons in this state 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 school district and to all persons between those ages who have been legally transferred to the district for education purposes.

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.

A student is absent if the student is not:

- 1. present for onsite instruction provided by the district,**
- 2. participating in a planned district-approved activity, or**
- 3. engaged in scheduled instruction at an off-site location, including remote learning.**

Compulsory Attendance

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:

- The child is enrolled in private or parochial school.
- The child is being home-schooled and the conditions of policy (4.6—HOMESCHOOLING) have been met.
- The child has received a high school diploma or its equivalent as determined by the State Board of Education.
- 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.
- 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).

Entrance Requirements

To enroll in a school in the District, the child must:

- A. Be a resident of the District as defined in District policy (4.1—RESIDENCE REQUIREMENTS);
- B. Meet the criteria outlined in Policy:
 - 4.40—HOMELESS STUDENTS; or
 - 4.52—STUDENTS WHO ARE FOSTER CHILDREN;
- C. Be accepted as a transfer student under the provisions of policy 4.4; or
- D. Participate under a school choice option and submit the required paperwork as required by the choice option under Policy 4.5.

A student may enter kindergarten if the student:

- Meets one of the requirements for school attendance of A through D above; and
- Falls under one of the following:
 - Will attain the age of five (5) on or before August 1 of the year in which the student is seeking initial enrollment; or
 - Has been enrolled in a state-accredited or state-approved kindergarten program in another state for at least sixty (60) days and:
 - Will become five (5) years old during the year in which the student is enrolled in kindergarten; and
 - Submits a written request for enrollment to the District; or
 - Was enrolled in a state-accredited or state-approved kindergarten program in another state or in a kindergarten program equivalent in another country and:
 - Becomes a resident of this state as a direct result of active military orders or a court-ordered change of custody;
 - Will become five (5) years of age during the year in which the student is enrolled in kindergarten; and
 - Submits a written request for enrollment 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.

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

1. The parent, legal guardian, person having lawful control of the student, or person standing in loco parentis 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 Division of Elementary and Secondary education.
2. The parent, legal guardian, person having lawful control of the student, or person standing in loco parentis 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;
 - a. An affidavit of the date and place of birth by the child's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis;
 - b. United States military identification; or
 - c. Previous school records.
3. The parent, legal guardian, person having lawful control of the student, or person standing in loco parentis 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. Any person who has been expelled from any other school district shall receive a hearing before the Board at the time the student is seeking enrollment in the District. The Board reserves the right to not allow the enrollment of such students until the time of the person's expulsion has expired following the hearing before the Board.
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:

"Activated reserve components" means members of the reserve component of the uniformed services who have received a notice of intent to deploy or mobilize under Title 10 of the United States Code, Title 32 of the United States Code, or state mobilization to active duty.

“Active duty” means full-time duty status in the active, uniformed services of the United States, including without limitation members of The National Guard and Reserve on active duty orders under 10 U.S.C. chapters 1209 and 1211 or 42 U.S.C. § 204.

“Deployment” means a period of time extending from six (6) months before a member of the uniformed services' departure from their home station on military orders through six (6) months after return to his or her home station.

"Dual status military technician" means a federal civilian employee who is:

- a. Employed under 5 U.S.C. § 3101 or 32 U.S.C. § 709(b);
- b. Required as a condition of his or her employment to maintain membership in the Selected Reserve; and
- c. Assigned to a civilian position as a technician in the organizing, administering, instructing, or training of the Selected Reserve or in the maintenance and repair of supplies or equipment issued to the Selected Reserve of the United States Armed Forces.

“Eligible child” means the children of:

- Active duty members of the uniformed services;
- Members of the active and activated reserve components 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;
- 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;
- Dual status military technicians; and
- Traditional members of the National Guard and reserve components of the armed forces who are relocating to the state for employment or to serve as a member of an Arkansas-based reserve component unit.

"Traditional member of the National Guard or federal reserves" means an active member of the Selected Reserve subject to mobilization and deployment for which he or she attends monthly and annual training periods.

“Transition” means the:

- o Formal and physical process of transitioning from public school to public school; or
- o Period of time in which a student moves from a sending district to a receiving district.

“Uniformed services” means the United States Army, United States Navy, United States Air Force, United States Marine Corps, United States Space Force, United States Coast Guard, the National Oceanic and Atmospheric Administration Commissioned Officer Corps, the United States Commissioned Corps of the Public Health Services, and the state and federal reserve components of each of these bodies.

“Veteran” means an individual who served in the uniformed services and who was discharged or released from the uniformed services under conditions other than dishonorable.

The superintendent shall designate an individual as the District's military education coordinator, who shall serve as the primary point of contact for an eligible child and for the eligible child's parent, legal guardian, person having lawful control of the eligible child, or person standing in loco parentis. The individual the superintendent designates as the District's military education coordinator shall have specialized knowledge regarding the educational needs of children of military families and the obstacles that children of military families face in obtaining an education.

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.

Following the receipt of advanced notice of the enrollment of an eligible student from a military family, the District shall treat the notice as a provisional enrollment and provide the student with materials regarding:

- a. Academic courses;
- b. Electives;
- c. Sports; and
- d. Other relevant information regarding the public school.

In the event that official copies of an eligible child's education records are not available at the time the eligible child is transferring, then the District shall:

- o Pre-register and place an eligible child based on the eligible child's unofficial education records pending receipt of the eligible child's official records; and
- o Request the eligible child's official education records from the sending district.

To facilitate a smooth transition between the student's previous coursework and the curriculum best suited to ensure educational success in the student's new school, the District may enroll an inbound transitioning eligible student in digital coursework, if available, at the request of the military family.

International Exchange Students

"Host family" means the individual or family with whom an international exchange student is placed by an international student exchange visitor placement organization under the International Student Exchange Visitor Placement Organization Registration Act, § 6-18-1701 et seq..

"International exchange student" means a student who is placed with a host family by an international student exchange visitor placement organization under the International Student Exchange Visitor Placement Organization Registration Act, § 6-18-1701 et seq..

Before an international exchange student may attend a District school, the District requires all international student exchange visitor placement organizations that are placing international exchange students within the District to:

- Be certified by the Council on Standards for International Educational Travel;
- Provide documented proof of the international exchange student's English proficiency; and
- Notify the District at least three (3) weeks before the beginning of the academic semester the international exchange student plans to enroll in the District.

The District shall admit for enrollment and attendance an international exchange student who has been placed with a host family who resides within the District boundaries. The international exchange student shall attend the school in the District based on the attendance zone where the host family resides.

Upon an international exchange student's arrival, the international exchange student may be required to submit to quarantine to prevent the spread of infectious diseases as may be necessary, which shall not exceed seven (7) days unless otherwise recommended by the Arkansas Department of Health or the Centers for Disease Control and Prevention.

International exchange students are expected to follow the District handbook and student code of conduct as the District has the authority to expel a student for violations of the school district's written student discipline policies or if the international exchange student presents a danger to the District's students or employees.

Statewide assessment results achieved by an international exchange student enrolled in the District shall be included in the District's results on the statewide assessments.

The District shall provide English-language services to international exchange students as necessary.

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. § 6-18-235
 A.C.A. § 6-18-510
 A.C.A. § 6-18-702
 A.C.A. § 6-28-101 et seq.
 A.C.A. § 9-28-113
 DESE Rules Governing Student Discipline and School Safety
 Plyler v Doe 457 US 202,221 (1982)

ACADEMIC COURSE ATTENDANCE BY PRIVATE SCHOOL AND HOME SCHOOLED STUDENTS

The District allows private school and home schooled students whose parents, legal guardians, or other responsible adult with whom the student resides are residents of the District to attend academic courses offered By the District. The District will place a list of courses that a private school or home schooled student may request to attend on its website by:

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 schooled 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:¹

- a. August 1 for Fall semester courses; or
- b. December 1 for Spring semester courses.

The superintendent, or designee, is authorized to waive the application deadline on a case by case basis.

The District permits a private school or home schooled student to attend a maximum of six (6) courses per semester.

The District may reject a private school or home schooled student's request for attendance if the District's acceptance would:²

- Require the addition of staff or classrooms;
- Exceed the capacity of a program, class, grade level, or school building;
- Cost the District more for the student to attend the academic course than the District receives for the student's attendance;
- Cause the District to provide educational services the District does not currently provide at a financial burden to the District; 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 schooled 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 schooled 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 schooled 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 schooled student shall:

- o Indicate the course(s) the private school or home schooled student is interested in attending;
- o If the course(s) the private school or home schooled 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 schooled student intends to attend the physical course or the digital course;
 - o Submit, along with the student's application, a copy of the student's transcript indicating that the student has received credit for the course(s), or equivalent course(s), that are a prerequisite to the course(s) the student desires to attend at the District;
- o Agree to follow the District's discipline policies; and
- o Submit immunization documentation required by Policy 4.57—IMMUNIZATIONS.

A private school or home schooled student who fails to attend an academic course by the eleventh (11) day of class or who is absent without excuse for eleven (11) consecutive days during the semester shall be dropped from the course; however, a private school or home schooled student shall not be considered truant for unexcused absences from the course(s) the student is attending at the District.

Private school or home schooled students shall receive a final grade and transcript for each academic course the student completes.

The responsibility for transportation of any private school or home schooled student attending academic courses in the District shall be borne by the student or the student's parents.

The opportunity provided to home schooled students under this policy is in addition to the opportunity provided in Policy 4.56.2—EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR HOME SCHOOLED STUDENTS.

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.
 DESE Rules Governing Distance and Digital Learning
 DESE Rules Governing Kindergarten Through 12th Grade Immunization
 Requirements in Arkansas Public Schools
 Commissioner's Memo COM-19-021

STUDENT TRANSFERS

Transfer applications received by the District shall be placed on the Board's next meeting agenda. At least five (5) days before the meeting where the transfer application appears on the agenda, the superintendent shall notify the Board regarding:

- All transfer applications received since the last meeting; and
- The superintendent's recommendation concerning each transfer application.

Each transfer application shall be considered individually and receive a separate vote by the Board. The parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to a student who submits a transfer application shall be given at least five (5) minutes to present the student's case for a transfer to the Board.

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

If the superintendent intends to recommend the Board deny the transfer application, the superintendent shall provide a written explanation of the reasons for the recommendation to the Board and the parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to the student.

The parent, legal guardian, person having lawful control of a student, or person standing in loco parentis to the student who submitted a transfer application that was rejected may appeal the decision of the Board to the State Board of Education.

Any student transferring from a school accredited by the Division of Elementary and Secondary Education (DESE) 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 DESE to a District school shall be evaluated by District staff to determine the student's appropriate grade placement. A student transferring from homeschool will be placed in accordance with Policy 4.6—HOME SCHOOLING.

Any person who has been expelled from any other school district shall receive a hearing before the Board at the time the student is seeking enrollment in the District. The Board reserves the right to not allow the enrollment of such students until the time of the person's expulsion has expired following the hearing before the Board.

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

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
 DESE Rules Governing Petitions For Student Transfers

Immunizations

Arkansas law requires all students enrolled in Arkansas schools to have an immunization record from a doctor or a health department official on file and up to date. A new student may be enrolled temporarily, for thirty days, without this record. Proof of immunization must be presented by the thirtieth day, or the student will be dropped from school as required by Arkansas law. Proof of immunization shall be by a certificate of a licensed physician or a public health department acknowledging the immunization.

Exemptions are possible on an annual basis for religious reasons from the Arkansas Department of health. To continue such exemptions, they must be renewed at the beginning of each year. A child enrolling in a school and living in the household of a person on active military duty has 30 days to receive his/her initial required immunizations and 12 months to be up to date on the required immunizations for the student's age.

Daily Attendance

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. In recognition of the need for students to regularly attend school, the district's policy governing student absences is as follows.

Students shall not be absent, as defined in this policy more than 10 days in a semester. When a student has five (5) absences, his/her parent, guardian, or person in loco parentis shall be notified that the student has missed half the allowable days for the semester. 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 10 absences in a semester, the district shall notify the prosecuting authority and the parent, guardian, or person in loco parentis shall be subject to a civil penalty as prescribed by law.

Students with more than 10 absences in a course in a semester **shall not** receive credit for that course. If the student fails to receive credit for a sufficient number of courses and at the discretion of the principal after consultation with persons having knowledge of the circumstances of the absences, the student may be denied promotion or graduation. A grade of NC (no credit) will be placed on the report card and transcript, and the class will have to be retaken if it is a core class. If it is an elective, a course will have to be taken to compensate for the lack of credit. Excessive absences, however, shall not be a reason for expulsion or dismissal of a student.

It is the Arkansas General Assembly's intention that students having excessive absences due to illness, accident, or other unavoidable reason be given assistance in obtaining credit for their courses. Therefore, at any time prior to when a student exceeds the number of allowable absences (unless unable to do so due to unforeseen circumstances), the student, or his/her parent, guardian, or person in loco parentis may petition the school or district's administration for special arrangements to address the student's absences. If formal arrangements are 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. Unless a student's excessive absence is due to an unforeseen circumstance, the District will not accept a doctor's note for a student's excessive absence. *Days missed due to in-school or out-of-school suspension shall not count toward the allowable number of days absent.*

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:

1. The student's illness or when attendance could jeopardize the health of other students. The student must bring a written statement to the principal from the parent or legal guardian within 2 days of the absence and stating such a reason. A maximum of five (5) such days are allowed per semester unless the condition(s) causing such absences is of a chronic or recurring nature, is medically documented, and approved by the principal;
2. Death or serious illness in their immediate family;
3. Observance of recognized holidays observed by the student's faith;
4. Attendance at an appointment with a government agency;
5. Attendance at a medical appointment. A note from the doctor's office must be provided within two weeks of the absence to be considered excused.;
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.

12. Students get one (1) college day as a Junior and two (2) college days as a Senior. Students must pick up a request form in the counselor's office, fill it out, and return it to the FHS office three (3) days in advance of the college day. Students must bring back a verification of absence form, or other proof of attendance from the college attended and submit it to Mrs. Trammell for filing.

13. 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. In order for the absence to be considered excused, the student must:

a. Email a written statement to the principal or designee upon the student's return to school from the student's parent or legal guardian stating the reason for the student's absence; or

b. If the student is attending the District's courses digitally, upload a written statement from the student's parent or legal guardian stating the reason for the student's absence through the District's digital course management platform for review by the principal or designee.

A written statement emailed or uploaded for an absence having occurred more than five (5) school days prior to its presentation or upload will not be accepted.

Unexcused Absences

Any absence not defined above as excused will be considered unexcused and count toward the 10 absences for denial of credit.

MAKE-UP WORK

Students who miss school due to an absence other than truancy or OSS shall be allowed to make up the work they missed during their absence under the following rules:

- Students assigned OSS will not receive credit for work missed during OSS.
- Students are responsible for asking the teachers of the classes they missed what assignments they need to make up.
- Teachers are responsible for providing the missed assignments when asked by a returning student.

- Students are required to ask for their assignments on their first day back at school or their first class day after their return.
- 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.
- Students shall have one class day to make up work missed for each class day they are absent. It is their responsibility to hand in the make-up work on the assigned date. Special circumstances will be handled on an individual basis.
- Make up work which is not turned in within the make-up schedule for that assignment shall receive a zero.
- Students are responsible for turning in their makeup work without the teacher having to ask for it.
- Students who are absent on the day their makeup 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.
- For school-related absences (athletics, field trips, etc.) make-up work is to be picked up **before** the student is absent and turned in on the date assigned by the teacher.
- Students who are absent on the day an assignment is due or the day make-up work is due must turn in their work the day they return to school. Make-up tests are to be scheduled at the discretion and convenience of the teacher.
- In cases of absolute deadlines for projects, research papers, etc., the work is expected to be turned in on that date, even if the student is not in attendance. Students' grades may be affected if the deadline is not met. Work may not be made up for credit when the absence is unexcused (OSS). Students are responsible for obtaining missed assignments on their first day back at school.
- Distance learning classes will follow the make-up policies of both Fordyce High School and the distance learning teacher.

ASSEMBLIES

All students are required to attend assemblies. The programs consist of pep rallies, dramatic presentations, and educational & motivational programs. Excessive talking will not be tolerated during these assemblies. Students may be required to sit in designated areas in the Little Theater, Gym or Arena.

MESSAGES AND DELIVERIES

Messages or deliveries of a non-emergency nature will not be delivered while the student is in class.

USE OF CAFETERIA

The following rules must be observed while using the cafeteria:

- Do not leave trays, paper, milk cartons, paper cups, or silverware on the tables. Return them to the dishwashing area.

- No food or drink is allowed to be eaten in any hallway or classroom. All food and drink purchased in the cafeteria must be eaten in the cafeteria.
- Cleaning up after students is not the responsibility of cafeteria or custodial personnel. IT IS THE STUDENTS' RESPONSIBILITY.

LUNCH CHECK OUT POLICY

Fordyce High School is a CLOSED CAMPUS. Students are not allowed to check out at lunch for the purpose of leaving campus to get or eat lunch. Once students arrive at school, they are not permitted to leave campus except in the custody of a parent/guardian/authorized person who is physically present and has checked the student out in the principal's office. Early check outs and checking out by phone or note will not be allowed. Students leaving campus without permission will be considered truant with absences treated as such.

STUDENT LUNCHES BROUGHT BY PARENT

If a parent wants to bring their child lunch, then they must bring it to the office and either leave it or wait for their child to come during lunch to get it. No one will be able to get their lunch outside between the High school building and the arena; they must bring their lunch to the office. STUDENTS IN ALE or ISS will not be allowed to have lunch delivered; these students must eat a meal from the cafeteria. Due to safety concerns, delivering services such as Door Dash and Grub Hub, are not allowed on campus. Any meals brought by them to the school, will remain in the office and students will be able to pick it up at the end of the school day.

USE OF LITTLE THEATRE

At no time will students have food or drink of any kind in the Little Theater. This includes the seating area, the stage, and the backstage area. The only exception will be as needed in a scene for a play or other production.

SCHOOL INSURANCE

Each year a student accident policy is offered to students on a purely voluntary basis. This service is offered strictly for the student's convenience.

LIBRARY

The high school library includes volumes of carefully selected materials, covering all phases of instruction offered by Fordyce High School. There are several sets of reference books for use. The following is a list of Library regulations:

- Books may be kept out fourteen (14) days. They may be renewed for an additional fourteen (14) day period.
- Ten cents per day will be charged for a book kept overtime. Fines must be paid before a student will be allowed to check out other books
- Borrowers are responsible for lost items and damage done to books and other media. Lost items should be reported to the librarian promptly. A lost and damaged item will be paid for by the end of the marking period in which it was lost.

- Reference books may be checked out at the end of the seventh period by special permission from the librarian. These reference books must be returned the following day before school. If not returned, a fine of one dollar will be charged per day until the reference book is returned.

CLASS DUES

Junior and Senior dues are determined by the class sponsors. Class dues are used (as funds allow) to pay for: prom decorations, food, entertainment, diplomas and diploma covers, graduation decorations, honor stoles, valedictorian and salutatorian stoles, senior breakfast, and senior class t-shirts. Students must have paid all class dues to be eligible to attend prom. If there are not enough funds in the class treasury, students will have the option to purchase a class t-shirt and pay to attend senior breakfast rather than have these items paid from the class treasury. Only students who have paid all their class dues will be eligible for a class t-shirt when funds allow the class to purchase them. Only students who have paid all their class dues and school-related bills will be eligible to attend the class breakfast when funds allow the class to provide the breakfast. Failure to pay class dues and school-related bills or return school uniforms, books, etc., could result in the student being ineligible to participate in graduation events.

PROM

Prom is a privilege for Fordyce High School Juniors and Seniors. The administration has the right to refuse any person to attend prom. Juniors will raise money to fund Prom through various fundraisers. All Juniors must participate in 1 fundraiser to be eligible to attend prom. The fundraiser will be chosen by the sponsor.

PROM ATTENDANCE REQUIREMENTS

- FHS Junior or Senior (plus ONE approved guest)
- Class dues paid by the due date determined by class sponsors
- Students not in or assigned to OSS at the time of prom
- Approved guests of an FHS Junior or Senior from grade 10 to age 20 for whom a ticket has been purchased and attendance has been approved. Application for guest approval must be submitted at least two weeks before prom. Applications are available from the Junior Class Sponsors. Guest tickets must be purchased at least one week before prom. Ticket prices will be determined by Junior Class Sponsors and are not refundable.

Attire must be appropriate for the occasion, which is a school function. School officials can refuse admission to anyone who is not properly dressed.

- Dress is formal.
- Knee length, tea length, and long dresses are permitted. Short skirts or dresses must be no shorter than mid-thigh.
- Dresses may not have plunging necklines or backs. Dresses must ensure appropriate coverage of the bust and back. Remember that dresses fit people differently. What is appropriate for one person may be ill-fitting and inappropriate for another.
- Two-piece dresses are allowed, but the gap between the pieces can't be more than 2-3 inches.

- Should a dress have a slit, the slit may not be higher than mid-thigh.
- Tuxedos and suits with collared shirts are allowed.
- Pants should fit properly and not sag below the waistline.

HOMECOMING PARTICIPATION GUIDELINES:

Students participating in any Homecoming ceremony at F.H.S. will be a representative of our school to the community and underclassmen. We must present ourselves as role models for others. Therefore, you are expected to be examples of behavior and academia.

Homecoming attire is different from prom attire. There will be no two-piece dresses worn and no plunging necklines or backs. The formal dress will be red, black, white, or silver.

Football Homecoming attire for boys: Their football jersey and black dress pants and black shoes.

Basketball Homecoming attire for boys: Black dress pants, white shirt, red tie, and black shoes. (This is what is needed for graduation also.)

Please review the following selection guidelines and qualifications before agreeing to participate:

Election Process

- The F.H.S. FOOTBALL court is made up of senior girls and boys. The maids will be voted on by the student body grades 9-12. The number of maids elected to be on Homecoming Court is determined by the number of senior boys on the football team.
- The F.H.S. BASKETBALL court will consist of senior boys and girls who are members of the basketball teams. Grades 9-12 will select the girls to act as a maid for the boy team members. Grades 9-12 will select the boys to act as an escort for the girl team members.
- The student body in grades 9-12 will vote on the Homecoming Queen and Homecoming King. The maid receiving the most votes will be crowned queen. The senior football player receiving the most votes will be crowned king.
- A student shall not be elected Homecoming Queen for both football and basketball homecoming. Once elected, that student is no longer eligible to be queen in the homecoming of another sport.
- The football team will elect one girl as their Sweetheart.
- The basketball boys team will elect one girl as their Sweetheart.
- The Sweetheart and Queen cannot be the same girl. If this occurs, the girl will receive the title of Queen and the team's runner-up choice will receive the title of Sweetheart.
- The Sweetheart and King will be announced during the daytime ceremonies, and the Queen will be announced during the nighttime ceremonies.
- Crown and Ball Bearers will be selected by the administration of the elementary school. They will be selected from the kindergarten class.

Qualifications for Football Homecoming Maids and Basketball Homecoming Maids and Escorts:

- 2.5 Cumulative Grade Average (Based on Junior Year ending GPA for football and Senior first semester GPA for basketball)
- No OSS, ISS, or more than 6 tardies per semester.
- Homecoming participants are a role model to younger classmen and a representation of the district. Negative off campus behavior outside school hours can result in dismissal from the court.

Any infractions occurring after being chosen to participate will result in the immediate dismissal of the court member.

FUNDRAISERS

Teachers and organizations are allowed to do fundraisers. If a group does a fundraiser the same fundraiser cannot be done by another group. Fund raising by groups or individual students is not permitted without prior approval of the administration. **Students are not allowed to bring and/or sell any outside fundraising items on campus.**

LOCKERS

At the beginning of each school year, lockers will be assigned at random by the principal's office. The locker will have a school lock that will be rented for a fee of \$5.00. The student is responsible for taking care of his/her locker, and the school lock. Any damage done to the locker or the school's lock will result in a fine (5.00 for loss of lock). See SEARCHES of lockers by teachers or principal. SHARING LOCKERS WILL NOT BE ALLOWED.

LOST & FOUND

Innumerable objects are brought to the office during the school term. If a student has lost an item, he should come by the office at noon, or after school to check for the lost item. All items turned in to the principal's office will be assigned a designated area and students may identify and claim their particular item(s). All materials left in the lost & found area will be disposed of after the end of the current school year.

OFFICE TELEPHONE

The office telephone is not to be used by students except in case of an emergency and may be used BETWEEN CLASSES, DURING LUNCH & AFTER SCHOOL only.

SIGNING OUT

A parent/guardian/authorized person who is physically present to take custody of the student may sign the student out in the principal's office. If the student returns to school, the parent/guardian must come inside the principal's office and sign the student back into school. Only the principal or his designee can approve emergency sign-outs.

STUDENT RECORDS

Student records are kept on file in the office. A parent has the right to obtain a copy of the student's records, and may do so by written request. Before school records will be released to the third party who requests a copy of school records, a parent must give their written consent for release. The principal of each school has been designated as custodian of student records for the Fordyce School District. When a student becomes 18 he/she may obtain a copy of his/her records without the permission of the parent/guardian.

PRIVACY OF STUDENTS' RECORDS/ DIRECTORY INFORMATION

Except when a court order regarding a student has been presented to the district to the contrary, all students' education records are available for inspection and copying by the parent of his/her student who is under the age of eighteen (18). At the age of eighteen (18), the right to inspect and copy a student's records transfers to the student. A student's parent or the student, if over the age of 18, requesting to review the student's education records will be allowed to do so within no more than forty five (45) days¹ 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.

For purposes of this policy, the Fordyce 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/her records, the parent, guardian, person acting in loco parentis, or an agent of the Department of Human Services must present a file-marked copy of such order to the building principal and the superintendent. The school will make good-faith efforts to act in accordance with such court order, but the failure to do so does not impose legal liability upon the school. The actual responsibility for enforcement of such court orders rests with the parents or guardians, their attorneys and the court which issued the order.

A parent or guardian does not have the right to remove any material from a student's records, but such parent or guardian may challenge the accuracy of a record. The right to challenge the accuracy of a record does not include the right to dispute a grade, disciplinary rulings, disability placements, 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/her designee. The challenge shall clearly identify the part of the student's record the parent wants changed and specify why he/she believes it is inaccurate or misleading. If the school determines not to amend the record as requested, the school will notify the requesting parent or student of the decision and inform them of their right to a hearing regarding the request for amending the record. The parent or eligible

student will be provided information regarding the hearing procedure when notified of the right to a hearing.

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

A student's name and photograph will only be displayed on the district or school's web page(s) after receiving the written permission from the student's parent or student if over the age of 18.

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

The right to opt out of the disclosure of directory information under 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 (DOE) at:

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

The District shall ensure that all contracts that disclose or make available student personally identifiable information to vendors, including school service contract providers, school service on-demand providers, and other third parties, including without limitation subcontractors of contract providers, include express provisions that safeguard the privacy and security of student personally identifiable information that meet the requirements under A.C.A. § 6-18-2601 et seq. The District shall maintain a list of the school service contract providers that the District contracts with for school services that include or make available student personally identifiable information. The list shall be updated at least once at the beginning of each semester and provided to parents upon request.

Legal References: A.C.A. § 6-18-2601 et seq.
 A.C.A. § 9-28-113(b)(6)
 20 U.S.C. § 1232g
 20 U.S.C. § 7908
 34 CFR §§ 99.3, 99.7, 99.21, 99.22, 99.30, 99.31, 99.32, 99.33, 99.34, 99.35,
 99.36, 99.37, 99.63, 99.64

BUILDING POLICY

Students may enter the building at 7:45 a.m. when the bell rings. Students needing to enter earlier may do so by identifying themselves to the duty teacher. Extreme weather conditions may cause the commons duty teacher to allow earlier entrance. The building should be clear of students no later than 3:20 p.m. each day unless attending a school activity or practice.

All students are to be out of the building during lunch and before school unless the temperature is below 40 degrees or bad weather. Students are not, at any time, to exit the building through the doors leading to the teacher parking lot. When entering the building at lunch, students are to enter through the second hallway doors.

STUDENT VISITORS

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

VIDEO SURVEILLANCE

The Fordyce School Board 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 in any district building, on district property, and in district buses and vehicles. Video recorder placements shall be based on the presumption and belief that students, staff, and visitors have no reasonable expectation of privacy in areas or at events that occur in plain view of other students, staff, or visitors.

Cameras may be in use in school buildings, on school grounds and in school vehicles. Signs shall be posted on campus buildings and in district vehicles to notify students, staff, and visitors that video cameras may be in use. Students will be held responsible for any violations of school discipline rules caught by the cameras.

The Fordyce School District shall retain copies of video recordings until they are erased, which may be by either deletion or copying over with a new recording. Videos containing evidence of a violation of student conduct rules and/or state or federal law shall be retained until the issue of the misconduct is no longer subject to review or appeal as determined by board policy or student handbook. Any release or viewing of such records shall be in accordance with current law. Students who vandalize, damage, disable, or render inoperable surveillance cameras and equipment shall be subject to appropriate disciplinary action and referral to appropriate law enforcement authorities.

FIRE AND TORNADO DRILLS

FHS will be notified by automated intercom for each drill being conducted.

NATIONAL ANTHEM

Each school in the District shall broadcast The Star-Spangled Banner at:

- The commencement of each school-sanctioned sporting event; however, if two (2) or more school-sanctioned sporting events occur on the same day at the same school, then the broadcast of The Star-Spangled Banner may be performed at only one (1) of the events; and
- At least one (1) time each week during school hours.

The broadcast of The Star-Spangled Banner shall be selected from any recording that adheres to the Division of Elementary and Secondary Education (DESE) Rules, or, when appropriate, performed from original sheet music that adheres to DESE rules by:

- o A school-sanctioned band program;
- o A school-sanctioned chorale program, vocal group, or vocalist; or
- o The attendees of a school-sanctioned event led by a vocalist selected by the principal of the school hosting the school-sanctioned event.

Students shall not be compelled to participate in the performance of The Star-Spangled Banner, but students who choose not to participate in the performance of The Star-Spangled Banner shall not disrupt those students choosing to participate in the performance of The Star-Spangled Banner. Students choosing not to participate in the performance of The Star-Spangled Banner who do not disrupt the participation of performance of The Star-Spangled Banner shall not be subject to any comments, retaliation, or disciplinary action.(A.C.A. § 6-10-136)

FSD BUS TRANSPORTATION POLICIES

The Fordyce School District provides daily bus transportation to and from school for those

students in the district who qualify by residing one (1) mile radius or further from Central Office in Fordyce School District. The goal of the Fordyce Transportation Department is to provide transportation in the safest, most dependable, and efficient manner possible. Keeping safety, dependability, and efficiency in mind as priorities, please read and become familiar with the transportation policies, safety procedures, rules, and consequences for misbehavior as outlined in this section.

General Policies:

- A. All school district policies will be followed.
- B. Riding a school bus is a privilege, not a right required by law.
- C. Bus routes and stops will be determined by the transportation department.
- D. Students will load and unload buses only at designated bus stops or their assigned Campus.
- E. Bus drivers will assign seats.
- F. All students are expected to conduct themselves in a safe and appropriate manner while at a bus stop or while riding a bus. The bus stop is considered part of the school Grounds. FSD student handbook policies apply at all bus stops.
- G. Students wishing to ride a bus other than their assigned bus due to an emergency the situation must bring a note making the request and signed by a parent/guardian. This note must be presented to the campus office for approval before 10 A.M. on the day of the request.

General Rules of Safety & Discipline:

- A. The school bus or vehicle is an extension of the classroom. All rules of conduct, policies, procedures, and consequences for misbehavior as outlined in the student’s campus handbooks apply and will be enforced.
- B. Students are to be at their assigned bus stop 5 minutes before the bus is scheduled to arrive.
- C. While waiting on the bus, students are to stand at least 10 feet from the bus stop. Students should wait until the bus is completely stopped, the door opened, and the driver signals it is safe, before approaching the bus.
- D. Students should always cross the roadway in front of the bus where they can be seen by the driver. Never cross the roadway behind the bus.
- E. Do not play in the roadway or at shuttle areas while waiting on the bus.
- F. Students should wait until the bus leaves the area before crossing the roadway to check a mailbox. This should be done under adult supervision.

General Rules of Safety & Discipline While Riding the Bus:

- A. Any act that jeopardizes the safety of others on the bus is prohibited.
- B. Follow the driver’s instructions, respect the driver, and do not distract the driver. Verbal abuse to a school bus driver or school personnel while riding a bus or school vehicle may result in bus riding privileges being revoked for the remainder of the school year.

- C.** Respect the rights of others; no bullying, harassment or intimidation of others will be Tolerated.
- D.** When loading and unloading the bus, enter and exit the bus in an orderly manner as directed by the driver.
- E.** Upon boarding the bus, students should go to their assigned seat, face forward while the bus is moving, and remain seated until time to exit the bus.
- F.** Students should only carry items that can be held in their lap with the exception of larger band instruments.
- G.** Keep the aisle clear of all objects at all times.
- H.** Speak in a normal tone of voice; no yelling, screaming, or distracting sounds will be allowed.
- I.** Students are to keep hands, feet, and objects to themselves and inside the bus. There will be a zero tolerance for fighting while riding school transportation vehicles. If a student fights on a bus or school vehicle, their riding privileges may be revoked for the remainder of the school year.
- J.** No food or drink, except bottled water, will be allowed on the bus without permission of the driver or school officials.
- K.** Students are not to bring glass containers, balloons, animals, or any object prohibited at school on the bus.
- L.** Students are not to tamper with emergency windows, doors, or other safety equipment on the bus.
- M.** Act 36 of 1987 makes the parents of a minor child responsible for reimbursing the school for any damages caused by the minor child up to \$5,000.00. Students are responsible for the seat they are assigned.
- N.** Act 814 makes it a misdemeanor for any person (student or adult) to threaten, curse, or use abusive language to a school bus driver. Violators will be duly prosecuted to the fullest extent of the law.
- O.** When riding a Fordyce School Bus, students are subject to be recorded. Electronic surveillance may be used to determine consequences in the event of misbehavior.
- P.** The Fordyce school district reserves the right to punish misbehavior which is subversive to the good order, safety, discipline, or efficiency of the bus operation and the rights of others who ride the bus even though such misbehavior is not specified in these rules or the rules of the campus handbook. If a student chooses to break bus rules, policies, or procedures, the following discipline policy will be used at the discretion of the principal or his/her designee depending on the severity of the offense. Removing a student from the bus for a period of time may be assigned in addition to other discipline measures taken on the student's campus by a principal or his/her designee.

Consequences

- 1st offense - Written warning and parent notification.
- 2nd offense - Three (3) day suspension from riding all buses.
- 3rd offense - Five (5) day suspension from riding all buses.
- 4th offense -Ten (10) day suspension from riding all buses.
- 5th offense -Suspension from riding all buses for the remainder of the school year.

**** This is not a discipline ladder; it is a random list of consequences that may be utilized as necessary to maintain order and preserve the safe and orderly environment on our school buses.**

Actions such as verbal abuse to school personnel, fighting, possession of drugs, alcohol, or tobacco, possession of dangerous weapons such as guns, knives, tasers may result in bus riding privileges being revoked for the remainder of the school year. Parents or Guardians will be notified by phone and/or letter for any suspension.

GUIDELINES FOR HOMEBOUND STUDENTS

The Homebound Program at Fordyce High School is intended to allow students to keep up with schoolwork. Students approved for this program may receive schoolwork to do over an extended period of time. The appropriate steps to take in order to be approved for and to participate in the Homebound Program are:

- The affected student and/or parent/guardian should bring a letter from a medical doctor stating the condition of the student and the recommendation to not attend school. This letter should specify the time period that the student would be unable to attend classes. This letter should be presented to the principal for his approval.
- Lessons are to be picked from and returned to the counselor's office each week.
- When the student is ready to return to school, a letter from the medical doctor giving his/her release for the student to return to school should be presented to the High School principal's office.
- Students charged with felonies will be assigned homebound status until their cases are properly adjudicated.

STANDARDIZED ASSESSMENTS

Standardized testing will be administered as required by and according to Arkansas Law. Students who do not perform at levels deemed satisfactory by the state shall be subject to all restrictions, requirements, and programs the state determines appropriate.

PROMOTION/RETENTION/COURSE CREDIT FOR 7- 12 SCHOOLS

A disservice is done to students through social promotion and is prohibited by state law. The district shall, at a minimum, evaluate each student annually in an effort to help each student who is not performing at grade level. Parents or guardians shall be kept informed concerning the progress of their student(s); student grades are available on the school's web site through the HOME ACCESS CENTER utilizing the student's unique user name and password. 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.

If there is doubt concerning the promotion or retention of a student, or the required retaking of a course, a conference between the parents/guardians, teacher(s), other pertinent personnel, and principal shall be held before the final decision is made. The conference shall be held at a time and place

that best accommodates those participating in the conference. The school shall document participation or non-participation in required conferences. If the conference attendees fail to agree concerning the student's placement, the final decision to promote or retain shall rest with the principal or his/her designee.

GRADE PROMOTION/RETENTION AND SUMMER SCHOOL OPTIONS

To be promoted to the next grade, students in the 7th and 8th grades must receive a passing grade (60% or above) in at least four (4) courses. Two of these courses must be core classes (math, science, language arts, and social studies). Students who do not make adequate grades to be promoted to the next grade level shall be retained in their current grade until the above criteria are met.

7th and 8th grade students may enroll in a summer school program, provided by the district, to make up a maximum of two courses. Students who need to make up more than two classes may enroll in the summer school program for the two courses, but will also need to successfully complete two additional courses (at their own expense) from a district-approved educational source. A list of approved external educational sources may be obtained from the high school counselor. Students who do not make adequate progress during the regular school year, and do not satisfactorily complete the mandatory coursework offered by the summer school program or by approved external providers will be retained and required to repeat the grade the following year.

REPEATING A COURSE

Students who do not pass a course will not be able to go to the next level class until the course is passed. The student must attend summer school or repeat the course.

SUMMER SCHOOL RULES AND REQUIREMENTS:

1. All handbook rules apply – including dress code, cell phones/earbuds, hats, hoodies, etc.
2. Any student who violates any rules that, during the regular school year, would result in In-School or Out of School Suspension, will be dropped from the Summer School Program and will not receive academic or remediation credit for that term.
3. Students may not leave campus at any time during the day. Students leaving without permission will be considered truant and dropped from the Summer School program.
4. Students are allowed a maximum of two (2) absences per summer session. Any student who is absent more than the two allotted days will be dropped from the Summer School program and will not receive academic or remediation credit for the session.

EXTRA HELP POLICY (FREE TUTORING)

Free tutoring will be available from every teacher at the time set by the teacher or at other times by appointment. Teachers are available from 7:30-7:45 a.m. or after school by appointment at teachers discretion. Students are urged to make appointments when possible to ensure more effective use of tutoring time.

ACADEMIC IMPROVEMENT PLAN (AIP)

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

Promotion/retention or graduation of students with an Individual Educational Plan (IEP) shall be based on their successful attainment of the goals set forth in their IEP. In addition, any student in grades 7 or 8 who fails two or more core classes by averaging both semester grades at the end of the year (English, Math, Science, or Social Studies) may be recommended for retention.

GRADES

Grades assigned to students reflect only educational objectives and are consistent with laws and regulations. Grades that reflect other educational objectives such as the student learning expectations contained in the curriculum frameworks may also be given.

Individual marking period grades are determined using twenty percent (20%) homework and eighty (80%) daily work and tests (a minimum of ten (10) grades must be recorded). Marking period tests, given for the 1st & 3rd marking periods, may count a maximum of twenty percent (20%) and are included in computing final grades for marking periods 3 & 4.

To calculate the semester grade, the 40% weight of each nine-week grade can be obtained by listing each grade twice and the 20% of the semester test grade can be obtained by listing the grade once. The sum of the five percentage grades can be divided by five to find the final semester grade. If a student is exempt from 2nd Semester tests, then the final grade will be the average of the 3rd and 4th nine weeks’ grades.

Example:

1st nine weeks = 68%

1st nine weeks = 68%

2nd nine weeks = 89%

2nd nine weeks = 89%

Semester Exam = 86%

Semester Grade = 400 (total) divided by 5 = 80%

GRADING SYSTEM

Letter Grade	Percentages	Definition of Work
A	100-90%	Excellent Work
B	89-80%	Good Work
C	79-70%	Average Work

D	69-60%	Below Average Work
F	59% and below	Failure

GRADING SCALES AND G.P.A. EQUIVALENTS

4.0 SYSTEM

A = 4 points
 B = 3 points
 C = 2 points
 D = 1 point
 F = 0 points

5.0 SYSTEM**

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

SEMESTER TESTS

Students in grades 7-12 may be exempt from their final tests. Exemptions will be based on academic, absenteeism, and disciplinary criteria. Students may take final exams in lieu of exemptions in an attempt to raise grade averages.

Academic Criteria will be:

Grade

Absences

A-----6 unexcused or fewer for the semester

B-----3 unexcused or fewer for the semester

Absentee & Discipline Criteria:

- Attendance will be counted to the day final exams begin. **Up to 5 excused absences will be allowed for exemptions.**
- Students who have been assigned to ISS or OSS from school during the second semester are not eligible for exemption.
- No student will be considered eligible for exemption who owes fines, dues, or other school bills. This includes both curricular and extracurricular activities and accounts.
- Students enrolled in Virtual Arkansas or college concurrent classes are NOT eligible for exemptions in those classes.

PROGRESS REPORTS

Student Progress Reports will be sent out by teachers to inform parents about a student’s academic standing during the fifth (5th) week of each marking period. Parents are encouraged to use the Home Access Center located on the school’s web page to more frequently check student grades.

HOMEWORK POLICY

Purposes of homework:

- Preparation-given to prepare students for upcoming lessons.
- Practice-given to reinforce lessons already taught.
- Enrichment-given to provide challenging learning opportunities for extension and enrichment of the lesson.
- Students enrolled in a distance learning class will follow the homework policies of both Fordyce High School and that of the distance-learning teacher.
- Homework should not be used as a punitive measure or assigned as “busy work.”
- For homework to be relevant it must be completed by the student—not by parents, siblings, or other students. Copying a homework assignment or allowing another student to copy a homework assignment will result in a grade of zero for both students.

LATE WORK

Homework or classwork turned in more than 48 hours late, or at a time determined at the teacher’s discretion, will receive a grade of zero.

CLASSIFICATION CREDIT REQUIREMENTS

Students must earn the amount of credits (units) listed below for classification in the classes indicated:

To be classified as a sophomore: 6 total credits

To be classified as a junior: 13 credits, 2 of which must be English

To be classified as a senior: 18 total credits, 3 of which must be English

CONCURRENT CREDIT

Students in grades 11-12 may be able to earn college and high school credit simultaneously through courses offered at FHS. Concurrent classes are offered through SAU Tech and Virtual Arkansas via ATU Russellville. Enrollment is determined by the provider’s requirements and restrictions. Any FHS student ninth grade and above can take a college course for concurrent high school credit provided an institution approved by the Arkansas Department of Higher Education is offering the course. It is at the expense of the student’s parent or guardian and an official transcript must be sent to FHS. If the student wants to replace a required high school credit course they must get pre-approval from the high school administration for credit replacement.

FHS currently offers 18 hours (6 classes) of concurrent credit with 15 hours being through SAU Tech with our own FHS teachers and 3 hours through ATU in Virtual Arkansas. Fordyce High School will cover the costs of 6 hours of concurrent credit. The expense of the remaining 12 hours (4 classes) will be passed along to the student’s parent or guardian at a reduced rate of \$50* per class. Should a student drop a concurrent class after the 5th day of school for that semester or fail the class, the parent or guardian will reimburse the school the costs of the class.

Students in grades 11-12 may be able to earn college and high school credit simultaneously through courses offered at FHS and the SAU Tech Career Academy. Currently, concurrent classes are offered through SAU Tech and Virtual Arkansas via Arkansas Tech University. Enrollment is determined by the provider's requirements and restrictions. Currently, a 19 in English and Reading on the ACT are required for Comp I/II and College World History/US History. A 19 in Math and successful completion of Alg I, II and Geometry is required for College Algebra.

GRADUATION

Students at Fordyce High School have three options for completing a high school education. Students may receive an Honor Diploma, a Regular Diploma, or a Basic Diploma. Beginning school year 20182019, students may receive either an "Honor Diploma" (24 Credits + 3.0 GPA) or a regular "Diploma" (22 Credits + 1.75 GPA) Students who are eligible for an honor diploma and who have a 3.5 GPA or higher at the end of eight semesters will be designated as HONOR GRADUATES. Beginning with the entering 9th grade class of the 2014 – 2015 school year, each high school student shall be required to take at least one digital learning course for credit to graduate. (Act 1280 of 2013)

To participate in graduation ceremonies and senior class activities, seniors must have paid all class dues, all other school related bills, and returned all books and uniforms as well as meet all academic requirements. WorkKeys testing is required for all seniors to complete in order to walk at graduation. ALL GRADUATION REQUIREMENTS (academic, financial, uniforms/devices/books returned) MUST BE COMPLETED BY THE SENIOR'S LAST REGULAR SCHOOL DAY TO ALLOW STUDENT PARTICIPATION IN GRADUATION COMMENCEMENT EXERCISES, SENIOR BREAKFAST, AND GRADUATION PRACTICE.

VALEDICTORIAN/SALUTATORIAN REQUIREMENTS*

A student must have been enrolled in Fordyce High School for at least (4) semesters as a Junior and Senior to be considered for the positions of Valedictorian and Salutatorian. Valedictorian(s) will be the student(s) who's GPA falls into the HIGHEST MATRIX LEVEL. Salutatorians will be those students whose GPA and AP class credits fall into the next highest matrix level. The levels are numbered I-VI, with level I being the highest level attainable at this time or in the near future. Almost each level of the matrix can be attained in more than one way. If for some reason no student fits into a matrix level directly below that of a Valedictorian, the Salutatorian will come from the next highest level on the matrix until a Salutatorian is placed. The grades of AP courses in the matrix are determined by semesters.

Class Rank is based on overall grade point average. Valedictorian and Salutatorian may not reflect class rank. For example, students ranked 1,2, or 3, may all have A's and be Co-Valedictorians. If a student earns a "C" grade or below in an AP course or college credit course, that class will not be counted towards the number of AP courses or college classes in the matrix. Students must also take the AP exam for the class to be counted in the Matrix.

Matrix to Determine Valedictorian and Salutarian:

Salutarians: Level I All A's with a combination of at least 3 college or AP courses	Salutarians: Level II 1 B with a combination of at least 3 college or AP courses
Salutarians: Level III 2 B's with a combination of at least 3 college or AP courses	

A. Valedictorians: Level I	B. Valedictorians: Level II 1 B with a combination of at least 4 college or AP courses
All A's with a combination of at least 4 college or AP courses	
C. Valedictorians: Level III 2 B's with a combination of at least 4 college or AP courses	

HONOR DIPLOMA

(Requires 24 Credits + 3.00 GPA)

(Exceeds new Common Core requirements established by Arkansas Department of Education)

- 4 Credits of Pre-AP English, AP English or Comp I & II
- 4 Credits of Social Studies (Civics/Econ, Pre-AP World History, Pre-AP US History, American Government, Honors Arkansas History, AP US or Concurrent)
- 4 Credits of Math -Algebra I, Algebra II, Geometry, Trig/Pre-Cal, College Algebra, AP Cal.
- 4 Credits of Science (Physical Science, Pre-AP Biology, Chemistry; AP Biology or Physics) ● ½ Credit of P.E.
- ½ Credit of Health
- ½ Credit of Fine Arts (Band, Choir, Art)
- ½ Credit of Speech (embedded in 10th grade English).
- 6 Credits of electives (3 credits may be activity credits, including athletics, Annual Staff, and driver's education)
- Beginning with the 9th grade class of 2026-2027, students who are eligible for an honor diploma and who have a 3.5 GPA or higher at the end of the eight semesters and scored a composite score of 19 or higher on their ACT will be designated as HONOR GRADUATES.

*Seniors must take math their Senior year. If they have 4 credits, then they must take another math class.

In calculating the grade point average for rank and graduation status, all academic classes taken in grades 9-12 at Fordyce High School count as follows: A=4pts, B=3pts, C=2pts, and D=1pt. Any student with these 24 credits and a GPA below 3.00 will receive a Regular Diploma. AP, Honors, or College Courses approved by ADE, will be computed on a 5.0 grading scale.

REGULAR DIPLOMA

(Requires 22 credits + 1.75 GPA)

(Exceeds new Smart Core requirements established by Arkansas Department of Education) ● 4 Credits of English

- 3 Credits of Social Studies: (Civics/Econ, World History, American History, AP US or Concurrent)
- 4 Credits of Math: (8th grade Algebra will count), Algebra I Algebra II, Geometry, Trig/Pre-Cal., Quantitative Literacy, College Algebra, Algebra III.
- 3 Credits of Science: Physical Science, Biology, Chemistry or Environmental Science. ● ½ Credit of Health
- ½ Credit of Fine Arts (Band, Choir, Art,)
- ½ Credit of Physical Education
- ½ Credit of Speech (embedded in 10th grade English.).
- 6 Credits of electives
- For a student to receive a regular diploma he/she must maintain a grade point average of 1.75. In calculating the grade point average for rank and graduation purposes, all academic classes taken in grades 9-12 at Fordyce High School count as follows: A=4pts, B=3pts, C=2pts.and D=1 pt. Grade point averages are based on final grades.

The core classes “English, History, Math, and Science” must be mastered in sequence before the student will be allowed to move on in the course of studies.

In the event that the student should fail one or more classes, must attend summer school or they will be placed back in that class during the next school year, in a credit recovery program, or ALE.

POLICY FOR RE-TAKING COURSES

Fordyce High School will allow students in grades 9-12 to retake courses in which they made an F. If this course is taken in summer school immediately following the year it was failed, the summer school grade will replace the F. A grade of C is the highest grade attainable in summer school for credit recovery. If the course is retaken during the next school year as part of the student’s schedule, then the F from the previous year remains and the student may earn any grade to the class. Credit recovery is intended to help students graduate, not become valedictorians or salutatorians.

ATHLETIC/ACTIVITY ELIGIBILITY

Any student at Fordyce High School may participate in interscholastic activities if he/she meets the guidelines set forth by the Arkansas Activity Association and the Department of Education.

ACTIVITIES

A variety of extracurricular and co-curricular activities are available at FHS for students who qualify. Enrollment, GPA, Arkansas Department of Education, competitive try-out, and other regulations may be used to determine student participation in activities. Activity sponsors will make participation requirements available to all interested students.

SPORTSMANSHIP

The Fordyce High School supports good sportsmanship and desires that good sportsmanship be displayed by all concerned at all conference extracurricular activities. It is the desire of the conference to have all persons involved in any contest display positive behavior toward all others. Negative behavior in any form directed toward anyone present at the contest is highly discouraged and should not be exhibited.

Although the hometown administration is in charge of crowd control and enforcing good sportsmanship, it is incumbent upon any supervisor at any game to assist in discouraging poor sportsmanship in any form. Consequences for a person exhibiting poor sportsmanship could result in removal from the gym or contest area.

In addition, if the behavior is determined to be severe, consequences could result in removal from all extracurricular activities for a period of up to one calendar year. FHS students are subject to the behavioral rules and consequences in this handbook when attending extracurricular events.

FORDYCE ATHLETIC TRAINING RULES and GUIDELINES FOR PARTICIPATION

Guidelines for training and participation in various athletic sports are set forth in the participation contracts developed and maintained by the coach(es) of each sport. It is the policy of this handbook to uphold the requirements, rules and consequences as stated in the contracts of each sport.

FORDYCE SCHOOL DISTRICT POLICY FOR CHEMICAL SCREENING AND TESTING OF STUDENT ATHLETES

Statement of Policy: The district has a keen interest in assuring that student athletes are drug free because they potentially could suffer injury during participation in interscholastic sports and because they are role models for other students. Therefore, it is the policy of Fordyce School District to discourage student athletes from using drugs in order to provide for their own health and safety and to encourage other students to remain drug free.

Consent: All student athletes and their parents or guardians shall sign a form provided by the district consenting to the drug testing requirements.

Drug Testing Requirement: All students in grades 7 through 12 who wish to participate in interscholastic athletic programs shall submit to drug testing by urinalysis before participating in interscholastic sports. Once a student athlete has been successfully tested, it will not be necessary for that athlete to be tested again unless he/she is selected for random testing.

Random Testing: Once each month during the season, the names of all student athletes for that sport shall be placed in a pool. A teacher, who is not a member of the athletic coaching staff, in the presence of two school administrators will blindly draw the names of ten percent (10%) of the student athletes for random testing. Students selected for random testing are to be notified and tested that day or as directed by the Athletic Director or Head Coach. If a student fails, without good cause, to report for drug testing on the day his or her name is selected or as directed by the Athletic Director or Head Coach, that student athlete shall be immediately and temporarily suspended from any participation in that sport until he/she has successfully completed, at the student's own expense, a drug screening test.

Drug Testing Expense: The Athletic Director and/or school Nurse will collect urine specimens. If a student is taking prescription medication, the student must identify the prescription medication to the Athletic Director/Nurse before being tested.

Testing of Specimen: The Drug Check Kit will test for amphetamine, cocaine, marijuana, opiates, and methamphetamine. The Drug Check Kit will show results in approximately five (5) minutes. The decision of the District to test for other drugs shall not be based on the identity of the student being tested.

Results of Testing: The Athletic Director will retain the test results in his files. Any specimen showing positive will be sent to Drug Detection Devices for further analysis by the company lab. The district administration will notify the parents or guardians of positive results and results sent to the lab. Students who choose to dispute a positive test results, may go to a hospital and retest on the same day, at their own expense. Specimens showing positive or negative will be destroyed immediately. The test

results shall only be made available to the Superintendent, Principal, Athletic Director, and Head Coach. The District will only keep the test results until the student graduates or transfers to another school district at which time the results will be destroyed. Students that leave the district and return will be retested before being allowed to participate in sport activities.

STATE MANDATED HEALTH SCREENINGS

1. Vision and Hearing Screens Grades Pre-K, K, 1, 2, 4, 6, 8 and all out of district transfer student referrals.
2. BMI—Height & Weight Screening (confidential) Grades K, 2, 4, 6, 8, 10
3. Scoliosis Screening (confidential) Girls: Grades 6 & 8 Boys: Grade 8

Any parent/guardian who wishes to exempt their child due to religious beliefs must send in a written statement to the school

SAU-TECH STUDENTS

Classes are offered through the SAU Tech Vocational program. FHS will provide transportation to and from SAU Tech during the day. The classes are offered to juniors and seniors only. The program will provide our students opportunities to earn certificates of proficiency in the following areas: Medical, Welding, and Computer Engineering.

The number of students we are allowed to offer the program will be determined by SAU Tech. FHS will require that a student not be behind on credits to be eligible for this program. SAU Tech will not tolerate misbehavior in any class and have the right to suspend anyone from their program for misbehavior. If a student is told not to return, then the student will be put back into regular classes.

ASBESTOS

Section 763.85(C) of the Asbestos Hazard Emergency Response Act states that local school districts are required to notify employees, students, and parents each year about the inspection that was performed and the existence of the management plan developed as a result of that inspection. A full inspection of the Fordyce School buildings for the presence of asbestos has been completed. These materials are re-inspected regularly to determine if there is any change in the condition of the material. All information regarding the asbestos program is included in the schools' management plans. The inspections and management plan are available for review in the Fordyce School District's Central Office.

2024-2025 Fordyce High School Parental Involvement Plan



Rhonda Lawson, Superintendent
Rebecca Cash, High School Principal
Mitchell Musgrove, Dean of Students
Anthony Socia, Dean of Students

Parent Advisory Committee Members:

Trish Hines - Parent
Tonya Carlson - Parent
Gabriela Sanchez - Parent
Crystal Stroud - Parent
Tabitha Petty - Parent
LaVaughn Socia - Teacher
Anthony Hammonds - Teacher
Rachel Graves - Counselor
Amanda Clemons - Parent Coordinator

Fordyce High School understands the importance of involving parents and the community in promoting higher student achievement and general good-will between the district and those it serves. The high school is committed to developing and maintaining meaningful and productive parental and community involvement. Our goal is to create partnerships that are mutually beneficial to the school, students, parents, and the community.

Goal 1: How will the LEA foster effective parental involvement strategies and support partnerships among school, parents, and the community to improve student achievement?

FHS's Parental Advisory Committee (PAC) has helped establish the 2023-2024 parental involvement plan along with the administration of Fordyce High School. Parents will be given a survey to complete at our spring Parent Teacher Conferences that be used as a tool to gauge the effectiveness of our parent/community reach throughout the school year. The results from this survey will be our base for improvements that need to be made and successes that we have implemented through the year. The survey will also be available in languages for our parents of limited English proficiency. We will also discuss Every Student Succeeds Act as set forth by ADE. The is allow our stakeholders to understand what the expectations are of a district for their students and teachers.

Goal 2: How will the district provide coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental involvement?

Our parents will have access to teacher emails and contact numbers to maintain communication over the wellbeing of the students. They will also have access to the HAC to stay knowledgeable of their students' grades/absences/tardies. Guidelines on how to access this information is available within our student handbook and online. Our meeting times with parents/community members will vary from meetings in order to meet the time needs of our members.

Parent/Student/Teacher compacts will also serve as a guide for the expectations of both teachers and parents on ways to make the students most successful within the school day.

Goal 3: How will the district build the school's capacity for strong parental involvement?

Parents will complete a volunteer survey at the beginning of the school year. This survey will allow parents to express their interest in volunteering. A list of willing parents/community members will be compiled from this survey and distributed to the teachers. It will allow the staff to be able to utilize our parents to help in the classrooms and through different activities throughout the year and grow relationships together for the students. It will also provide as a guide for teachers when creating opportunities that are focused on volunteer strengths and interests. Local businesses will also be encouraged to come into the district and speak to students on their professions. This provides insight to our younger students on what all jobs are offered locally. It also showcases the needed steps from our future graduates if they are interested in pursuing such careers.

Goal 4: How will the district conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the parental involvement policy as it relates to strategies for increasing parental participation and identifying barriers to greater participation?

Parents will be completing a survey at the spring parent teacher conference to provide their thoughts and ideas over the implementation of programs throughout the school year. The PAC will work together to create the questions used in the survey so that it best meets the language and expectations needed to fit our community members. This input will guide the PAC in creating/revising programs that better fit the needs of the students and parents. The PAC will also meet bi-monthly to create ideas for parent contact and engagement.

Goal 5: How will the teachers and parents maintain good communication in order to best serve our students?

Teachers are required to attend two parent teacher conferences throughout the school year. These serve as important opportunities to engage parents in being involved in more than just grades, but also in the development of the student socially and emotionally. Social Media has become a strong part of showcasing the positive actions and growth of our students. These accomplishments will be posted on various platforms for parents and community members to be aware of the good things happening with our students. Academically, student grades will be posted on a regular basis in our schools HAC for parents to view. This will also allow teachers and parents to express needed concerns for students as they happen instead of addressing issues too late.

FORDYCE HIGH SCHOOL HANDBOOK

ACKNOWLEDGEMENT OF RECEIPT OF STUDENT HANDBOOK

As evidenced by our signatures below, we have received a copy of the FORDYCE HIGH SCHOOL Handbook containing School Board Policies relating to students, guidelines for appropriate student behavior, and information contributing to a successful academic experience for students of FORDYCE HIGH SCHOOL. Although we may not agree with the regulations, we understand that the student must adhere to them while he/she is at school or in attendance at any school sponsored activities. In the event that we are not certain of some aspect of school policy, we will contact the principal for clarification within one week from receipt of this form.

Student's Signature

Student's Grade

Parent's Signature

Date

The rules contained within this handbook are in addition to broad, discretionary authority to maintain safety, order, and discipline in a school setting.

A copy of the student handbook is available on the school's web site.

_____ We Have access to the FHS website.

_____ We do not have access to the FHS school website.

TO BE FILLED OUT BY OFFICE PERSONNEL

Date Returned _____

STUDENT COMPUTER & INTERNET USE AGREEMENT

Student's Name (Printed) _____ Grade _____

FORDYCE HIGH SCHOOL agrees to allow the student identified above to use the district's technology to access the Internet under the following terms and conditions:

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

1. **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.
2. **Penalties for Improper Use:** If the Student violates this agreement and misuses the Internet, the Student shall be subject to disciplinary action, and may be subject to civil or criminal charges. A.C.A. 6-21-107 requires the district to have —...provisions for administration of punishment of students for violations of the policy with stiffer penalties for repeat offenders, and the same shall be incorporated into the district's written student discipline policy.¶
3. **Misuse of the district's access to the Internet¶¶ includes, but is not limited to, the following:**
 1. Using the Internet for other than educational purposes;
 2. Gaining intentional access or maintaining access to materials which are —harmful to minors¶¶ as defined by Arkansas law;
 3. Using the Internet for any illegal activity, including computer hacking and copyright or intellectual property law violations;
 4. Making unauthorized copies of computer software;
 5. Accessing —chat lines, message boards and blogs unless authorized by the instructor for a class activity directly supervised by a staff member;
 6. Using abusive or profane language in private messages on the system; or using the system to harass, insult, or verbally attack

7. Posting anonymous messages on the system;
8. Using encryption software;
9. Wasteful use of limited resources provided by the school including paper;
10. Causing congestion of the network through lengthy downloads of files;
11. Vandalizing data of another user;
12. Obtaining or sending information which could be used to make destructive devices such as guns, weapons, bombs, explosives, or fireworks;
13. Gaining or attempting to gain unauthorized access to resources of files;
14. Identifying oneself with another person's name or password or using an account or password of another user without proper authorization;
15. Invading the privacy of individuals;
16. Divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email. Personally identifying information includes full names, address, and phone number.
17. Using the network for financial or commercial gain without district permission;
18. Theft or vandalism of data, equipment, or intellectual property;
19. Attempting to gain access or gaining access to student records, grades, or files, other than their own;
20. Introducing a virus to, or otherwise improperly tampering with the system;
21. Degrading or disrupting equipment or system performance;
22. Creating a web page or associating a web page with the school or school district without proper authorization;
23. Providing access to the district's Internet Access to unauthorized individuals'
24. Failing to obey school or classroom Internet use rules; or

25. 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.
26. Installing or downloading software on district computers without prior approval of the technology director or his/her designee.
4. Liability for Debts: Students and their cosigners shall be liable for any and all costs (debts) incurred through the student's use or misuse of the computers or the Internet including penalties for copyright violations.
5. 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 email, voice, and video transmissions, to ensure proper use of the system. The district may share such transmissions with the student's parents/guardians.
6. No Guarantees: The district will make good faith efforts to protect children from improper or harmful matters 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.
7. 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.

Parent/Guardian Signature _____ Date _____

Student Signature _____ Date _____ Grade _____

CHEMICAL SCREEN (DRUG POLICY) (OPTIONAL*)

I understand that my performance as a participant in school activities and the reputation of my school are dependent in part on the conduct of students as individuals. I agree to accept and abide by the standards, rules, and regulations set forth by the Fordyce School District and the sponsors for the activities in which I participate.

I authorize the Fordyce School District to conduct a test for drugs and/or alcohol use on a urine specimen, which I will provide. I also authorize the release of information concerning the results of such a test to the Fordyce School District and my parents and/or legal Guardians.

This shall be deemed consent pursuant to the Family Education Right To Privacy Act for release of above information to the parties named above.

Student Signature _____ Date _____

I authorize the Fordyce School District to conduct a test for drugs and/or alcohol use on a urine specimen, which my child/student will provide. I also authorize the release of information concerning the results of such a test to the Fordyce School District.

This shall be deemed consent pursuant to the Family Education Right To Privacy Act for release of above information to the parties named above.

Parent/Guardian Signature _____ Date _____

*Students will not be allowed to participate in extracurricular activities or park on campus without the authorization provided through this form.

PHOTOGRAPH AND VIDEO RELEASE

I grant permission to the Fordyce School District to display or use the photograph or video clip of me/my child (if a student is under age 18) on the District’s website, including any page on the site, or in other District publications without further notice. I also grant the Fordyce School District the right to edit the photograph or video at its discretion.

The student’s name may be used in conjunction with the photograph or video. It is understood, however, that once the photo or video is displayed on the web site, the District has no control over how the photograph or video is used or misused by persons with computers accessing the District’s website.

The Fordyce School District also has my permission to videotape my child for the purpose of instruction. There are times when children may be filmed when the focus is on the teacher’s work or when the class is creating a class project.

The Fordyce School District has permission to photograph or videotape my child for the purpose of publicity. Furthermore, It is understood that my child may be included in programs or news stories that are released to the local media.

The Fordyce School District has my permission to publish photographs of my child or their work in the school newspaper.

Student’s Name _____ Grade _____

Parent/Guardian Signature _____ Date _____

PUBLICATION OF DIRECTORY INFORMATION

RETURN ONLY IF YOU OBJECT TO DISCLOSURE OF INFORMATION

I, the undersigned, being a parent of a student or a student 18 years of age or older, hereby note my objection to the disclosure or publication by the Fordyce School District of directory information as defined by Board policy 4.13, Privacy of Student’s Records, concerning the student named below. 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 10 days from the beginning of the current school year or the date the student is enrolled for school in order for the District to be bound by this objection. Failure to file this form within that time is a specific grant of permission to publish such information. I object and wish to deny the disclosure or publication of directory information as follows:

_____ Deny disclosure to military recruiters.

_____ Deny disclosure to institutions of postsecondary education

_____ Deny disclosure to potential employers

_____ Deny disclosure to all public and school sources. Selecting this option will prohibit the release of directory information to the three categories above along with other public sources such as newspapers and result in the student’s directory information not being included in the school’s yearbook or other publication.

_____ 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 student’s yearbook and other school publications.

PRINTED Student Name _____ Grade _____

_____ Parent/guardian Signature (or student if 18 or older)

TO BE FILLED OUT BY THE OFFICE PERSONNEL: Date Received at FHS _____
ACT 100 of 2003

EMERGENCY INFORMATION

PRINTED Student Name: _____ Grade: _____

PARENT/GUARDIAN

CURRENT MAILING ADDRESS

Home Phone Number

Mom's Work Phone Number

Mom's Cell Phone Number

Dad's Work Phone Number

Dad's Cell Phone Number

Please list at least two relatives, neighbors, or other responsible persons to contact when the parent/guardian cannot be located.

1. _____
Name

Phone Number

2. _____
Name

Phone Number

PARENTAL INVOLVEMENT SURVEY

PLEASE CHECK THE FOLLOWING ITEMS THAT YOU, AS A PARENT, WOULD BE WILLING TO DO AT FHS:

- _____ Volunteer in your child's classroom
- _____ Serve on a Parental Involvement Advisory Committee
- _____ Assist during Parent/Teacher Conferences
- _____ Helping students with class assignments/homework
- _____ Assist on field trips
- _____ Mentor at-risk students
- _____ Provide refreshments for various activities
- _____ Work with Parent-Teacher Association
- _____ I do not wish to volunteer at my child's school.

Time Available

_____ AM _____ PM _____ All Day

Please sign and return even if you do not check any of the items.

PRINTED Student Name _____ Grade _____

PRINTED Parent/Guardian Name _____

Parent/Guardian Signature _____

Fordyce High School

Parent – School Teamwork Compact

Fordyce High School Compact Agreement

Fordyce High School and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State’s high standards.

This school-parent compact is in effect during the 2024-2025 school year.

Fordyce High School will:

- Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State’s student academic achievement standards. Teachers and staff will receive high quality professional development annually.
- Hold parent-teacher conferences twice a year, during which this compact will be discussed as it relates to the individual child’s achievement. These conferences will be held on October 24, 2024 and February 13, 2025.
- Provide parents with regular reports on their children’s progress. The reports will be distributed at each of the parent teacher conferences mentioned above.
- Parents will also have online access to their child’s grades at any time through the E-School website, which can be accessed through the districts webpage www.fordyceschools.org
- Provide parents reasonable access to staff through two-way communication by way of personal contacts, scheduled conferences requests by either the parents or the teacher, phone calls, e-mails, and letters parents sign and return to the teachers.
- Provide parents the opportunity to volunteer and participate in their child’s class, and to observe classroom activities. This can be scheduled through parents and teachers.

Rebecca Cash

Date: July 1, 2024

Signature: Rebecca Cash

Principal, Fordyce High School

Fordyce High School
Parent – School Teamwork Compact

Student Agreement

It is important that I do my best to achieve a quality education. Therefore, I will:

- Attend school regularly, bringing all needed materials to each class
- Correctly complete and return all assignments by the date they are due
- Conduct myself in a way that reflect positively on myself and my school
- Demonstrate a positive attitude towards myself, my school, my teachers, my classmates, and my education.
- Listen, try, and learn all I can.

Student Printed Name: _____ Date _____

Student Signature: _____

Parent/Guardian Agreement

I, as a parent/guardian, will support my child’s learning in the following ways:

- See that my child is punctual and attends school regularly.
- Remind my child of the necessity of acceptable behavior and support the school in its effort to maintain proper and effective discipline.
- See that all assignments are completed and give assistance as needed.
- Encourage my child’s efforts and be actively involved in his/her education, attending scheduled parent-teacher conferences discussing with my child his/her progress, volunteering in the classroom, and serving on school committees when possible.
- Stay aware of what my child is learning,
- Monitor and minimize the time spent watching television or playing video games.
- Read with my child and let my child see me read.
- Review and monitor report cards, progress reports, and eschool grades (if possible).
- Model a positive attitude toward the teacher, school, and education in general.

Parent/Guardian Printed Name: _____ Date _____

Parent/Guardian Signature: _____

STUDENT SOCIAL MEDIA RELEASE FORM

Our district has several different social media outlets that highlight the successes and enjoyable times had on campus. Some classes have their own teacher-ran accounts, as well as the district ones. Please fill out below indicating if you approve or disapprove of your child being featured on any of our social media pages.



Please initial in the appropriate box.

Yes, I give permission for my child to be featured on social media platforms of Fordyce School District.

No, I do not give permission for my child to be featured on social media platforms of Fordyce School District.

Printed Student Name _____ Student Grade _____

Printed Parent/Guardian Name _____

Parent/Guardian Signature _____ Date _____

Corporal Punishment Release Form

A parent or guardian must submit a signed statement to the principal each year if he or she chooses to allow the use of corporal punishment with his or her child. A parent or guardian may revoke permission to use corporal punishment at any time during the school year by submitting a signed statement to the principal. Corporal punishment will be administered in according to law and district policy.

If permission has been granted, corporal punishment will be administered as soon as possible after an offense and will not be administered in anger. A principal or a designee will endeavor to contact the parent or guardian before corporal punishment is administered to advise the parent or guardian that corporal punishment will be used. Paddles used for administering corporal punishment will not be generally displayed and will be under the control of a principal or designee.

Parent/Guardian Statement Allowing Corporal Punishment:

I have read the information on the use of corporal punishment in the Fordyce School District, and I give my informed consent and permission for the district to administer corporal punishment to my child in accordance with law and district policy for the 2024-2025 school year. This form must be submitted annually and can be revoked by the parent or guardian at any time.

Name of parent or guardian: _____

Signature of parent or guardian: _____

Date: _____

Name of student: _____

Grade: _____

STRESS AND EMERGENCY DOSE MEDICATION ADMINISTRATION CONSENT FORM

Student's Name (Please Print) _____

This form is good for the 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 school has developed an individual health plan (IHP) acknowledging that my child has been diagnosed as suffering from adrenal insufficiency. The IHP authorizes the school nurse to administer a stress or emergency dose medication to my child in an emergency situation.

Date of health-care provider's order _____

Circumstances under which the stress or emergency dose medication may be administered

Other instructions _____

In the absence of the nurse, trained volunteer district personnel may administer a stress dose or emergency dose medication to my child in an emergency situation.

I hereby authorize the school nurse to administer a stress or emergency dose medication to my child, or, in the absence of the nurse, trained volunteer district personnel designated as care providers, to administer the stress or emergency dose medication to my child in an emergency situation. I will supply the stress or emergency dose medication to the school nurse 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, 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 the stress or emergency dose medication in accordance with this consent form and the IHP.

Parent or legal guardian signature _____

Date _____

MEDICATION ADMINISTRATION CONSENT FORM

Student's Name (Please Print) _____

This form is good for school year Fordyce. 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 designee, to administer the following medication to my student:

Name of medication _____

Name of prescribing health-care provider _____

Dosage _____

Instructions for administering the medication _____

Other instructions _____

I hereby authorize _____ to administer the above medication to my student in the unavailability of the school nurse at school in accordance with the above medication administration instructions.

I authorize the school nurse to take a photograph of my student to be used to verify my student's identification before the school nurse or an authorized individual administers medications to my student.¹

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 _____

ALBUTEROL EMERGENCY ADMINISTRATION CONSENT FORM

Student's Name (Please Print) _____

This form is good for school year 24-25. 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 that provides for the administration of albuterol in emergency situations. I hereby authorize the school nurse or other school employee certified to administer albuterol to administer albuterol in emergency situations when he/she believes my child is in perceived respiratory distress.

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 health-care provider's order _____

Circumstances under which albuterol 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 albuterol in accordance with this consent form, District policy, and Arkansas law.

Parent or legal guardian signature _____

Date _____