2026-2027

CENTRAL STUDENT PROCEDURES

SCHOOL ADMINISTRATION

BRITTANY VANCLEAVE	HEAD
DEBY MCWATTERS	ASST. (8TH)
LESLIE SMITH	ASST. (7TH)
EZEQUIEL MADRIGAL	ASST. (6TH)

500 E. 9th St.
Edmond, OK 73034

Main Line: (405) 340-2890
Attendance Line: (405) 726-6130
central.middleschool@edmondschools.net

2026-2027

PEOPLE TO KNOW

Administration



Brittany VanCleave
Head



Ezequiel Madrigal
Asst. (6th)



Leslie Smith
Asst. (7th)



Deby McWatters
Asst. (8th)

Counselors



Julie Bakel
6th



Nicole Tomey
7th

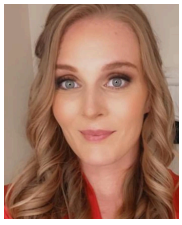


Lauren Pruiti
8th

Office Staff



Deborah Childers
Attendance Sec.



Molly McCabe
Principal Sec.



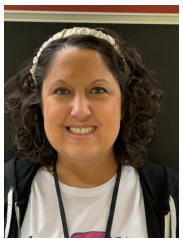
Kim Byers
Registrar



Gemy Coates
Financial Sec.



Kyla Rechlin
Psychologist



Sarah Stutzman
Nurse



Kenny MacWilliams
Facilities Mgr.

GET CONNECTED

Central offers many different ways to stay connected and receive the most up-to-date information. Check out the different ways below.

https://central.edmondschools.net

https://www.facebook.com/EdmondCentral/

Add our site Calendar to your own Google Calendar!
central.middleschool@edmondschools.net

Communication with teachers is essential! All teachers emails follow the same format:
firstname.lastname@edmondschools.net

Register for Parent Portal following the instructions that are automatically emailed to you, then download the mobile app and stay up-to-date on your student's grades and attendance.

GENERAL INFORMATION

Visitors and Visiting Classrooms

Parents are welcome to visit the school on designated days delineated by the site administrator. All visitors must check in at the attendance office, sign in with their Driver's License at our School Safe ID kiosk, and receive a visitor badge. Parents must schedule their visit at least 24 hours in advance.

Volunteer Opportunities

Central has established a variety of volunteer opportunities for parents to participate in during the school day. Parents wishing to volunteer must check in through the office or sign up with Central's Parent Organization. Each volunteer must follow the established procedures and protocol.

Student Visitors

Non-enrolled students are not allowed to visit.

Lost & Found

All lost and found clothing items should be placed in the lost and found in the Tiger Den. Items not claimed within a reasonable time will be given to a charitable organization. Remember to label all your personal items. Smaller items such as cell phones or jewelry will be held in the office.

Valuables

We are always amazed by the number of expensive items students bring to school, such as Stanley Water Bottles, iPads, tennis shoes, jackets, etc. It is not unusual for the items to become separated from their owners. They are too easily lost or misplaced. It is almost impossible for us to return property to the owners without proper identification. PLEASE LABEL ALL ITEMS CLEARLY WITH THE STUDENT'S NAME. Names written in pen or permanent marker inside a jacket sleeve or on shoe tongues are easy for adults to see and difficult to remove. DO NOT BRING LARGE AMOUNTS OF MONEY TO SCHOOL. Middle school students should not carry more than lunch money. Again, **DO NOT BRING VALUABLE ITEMS TO SCHOOL!** The school is not responsible for lost, stolen, or damaged property.

Nuisance Items

Students shall not bring toys, stuffed animals, blankets, trading cards, laser pointers, gadgets, electronic games, or any other items to school that would disrupt the instructional process. Teachers will confiscate items, and parents may reclaim them in the main office. No toy/water or play guns or play knives are EVER allowed at school.

GENERAL INFORMATION

Deliveries for Gifts & Lunch

We enjoy holidays and birthdays at Central as much as anyone. However, you can imagine how difficult and disruptive it would be to receive gifts for 1000+ students. With this in mind, flowers, balloons, or gift deliveries are discouraged and will not be delivered to the student during the school day. Thank you for understanding. It is also extremely disruptive to call students to the office to receive a lunch delivery. If a student calls home to report a forgotten lunch, please alert them to go by the attendance office to pick up their lunch on their way to lunch. This will reduce the number of calls into the classroom disrupting learning. We do NOT allow parents to provide lunch for anyone other than their own child. Multiple pizzas or food items will not be accepted for student delivery.

DoorDash and other delivery services are not permitted by students or parents.

MS Student Breakfast - $2.40 ***MS Student Lunch - $4.00***

Indoor Recess (Blacktop Time)

Indoor recess will be in place when the temperature/heat index is 100 degrees or above or if the temperature/wind chill is 32 degrees or below. Remember to send the appropriate outerwear for each season.

Field Trips

During the school year, students may have the opportunity to participate in a class or group field trip. Information and permission slips will be sent to parents/guardians by the classroom teacher. It is important to note that all students must ride the bus or school vehicle to the field trip with the class or group. Safety expectations and procedures on field trips are the same as if students, staff, and parents were at school.

Badges

Each student is issued a Student ID and lanyard for the current school year.

- During the School Day: Student ID badges must be worn at all times while at school.
- Attending Middle School Extra-Curricular Activities: All Middle school students must wear their Student ID while attending any Middle School Activities.
- Attending High School Extra-Curricular Activities: All Middle school students must wear their Student ID **and** must be accompanied by an adult while attending any High School Activities.

GENERAL INFORMATION

Telephone

Students will be permitted to use a school telephone if they are ill, need medication, or if the school changes plans unexpectedly (for example, sports practice or a game is canceled). Using the office phone for making plans, which can be arranged before arriving or after leaving the school, is inappropriate. Students must have a phone pass from their next hour teacher to use the office phone during the school day. If someone should call for you at school, you will not be brought from class to answer the phone. The person may leave a message, and the message will be delivered. In case of an emergency, the message will be delivered asap. Messages called into the school after 1:45 pm are sometimes not possible to deliver before school ends. Please make sure your parents are aware that messages received after 1:45 pm may not be delivered.

Items for Sale

Students are not allowed to sell anything at school for personal gain.

Textbooks

A student will rarely have a textbook checked out to them as most of our resources are utilized digitally through the Chromebook. However, students will be responsible for the books assigned specifically to them. No additional marks should be made in or on school books. A lost or damaged book will be your responsibility and replacement costs must be taken care of before you receive your final grades or participate in end of year activities.

Property Damage

Textbooks, technology, and other school property are available for student use. However, if lost or damaged, the cost of repair or replacement will be assessed to the student/student's parent or guardian.

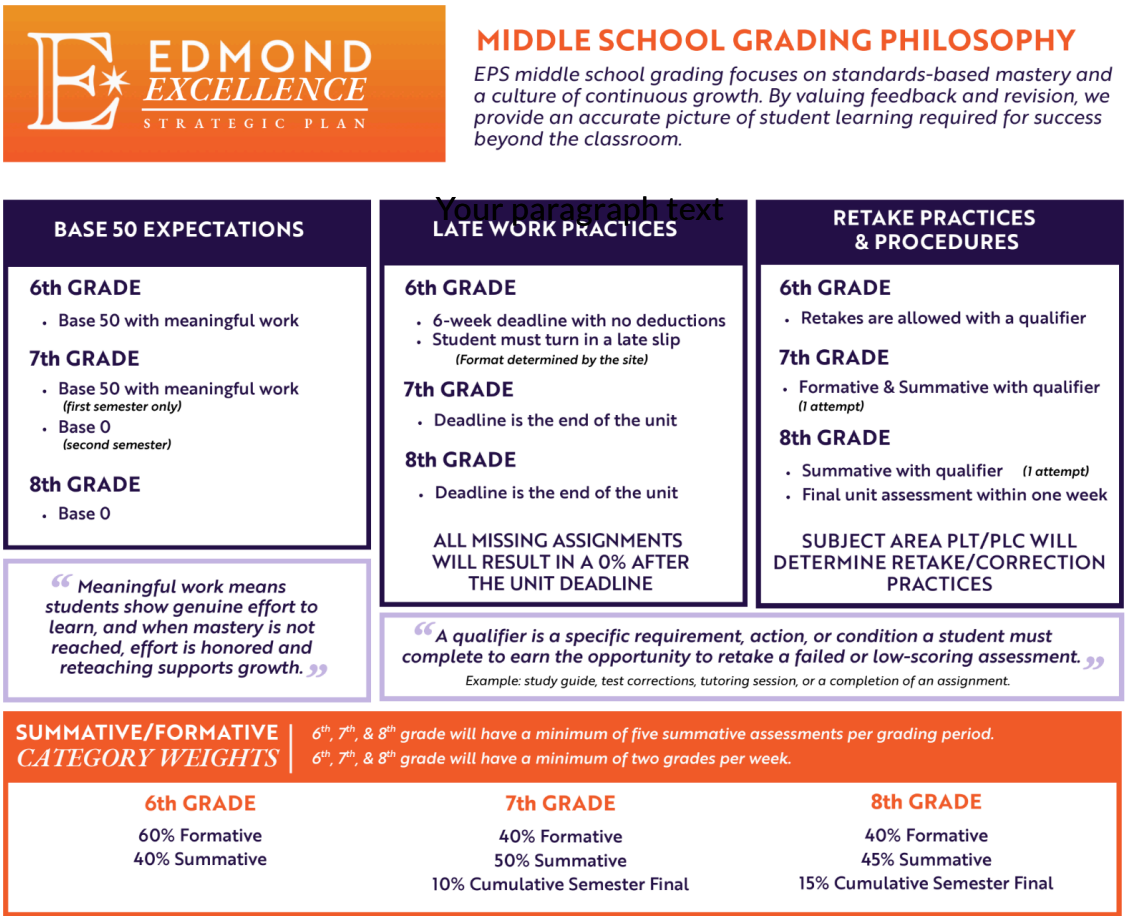
GRADING

Grading Scale

Grades are calculated using a weighted scale. Assessments will weigh more than daily work. Each teacher will go over the weighted scale for their individual class. As a Central student, you will be expected to achieve and maintain your best effort in each class. You have the responsibility of keeping yourself and your parents informed of your progress. The teacher will use multiple assignments, tests, and projects to determine student learning. Grades will be calculated based on a cumulative semester average. Families can also access grades via the Parent Portal through Infinite Campus.

A - (90 - 100)
B - (80 - 89)
C - (70 - 79)
D - (60 - 69)
F - (0 - 59)

EPS Middle Schools are implementing a district wide grading philosophy. Below are the agreed upon guidelines by grade level.



GRADING (CONTINUED)

Report Cards

The ability to monitor a student's attendance, grades, and any assignment information can be securely viewed from an internet browser at home, office, or public library through Infinite Campus. This secured access requires an internet connection as well as a confidential username and password. If you have not signed up to view your student's information via Infinite Campus, you may do so by downloading the Infinite Campus App and following the registration directions. More information concerning Infinite Campus can be found on the Edmond Public Schools Website. If you do not have access to a computer or internet, you must complete a written request form available in the office, to receive a printed copy of your student's progress report/report cards. All printed progress reports/report cards will be available for pickup by the parent or student in the counseling office at the end of a grading period.

Make-Up Work

Communicate with your teachers regularly! Students must make arrangements for make-up work due to absences. The procedure is as follows: upon returning to school, students receive one day (calendar school day and evening) for each day out, plus one additional day/evening.
Students who miss school to participate in school activities do **not** have an extra day to complete assignments; work will be due upon return from the activity. Missed tests must be coordinated with the teacher.

Honor Society

Seventh and eighth grade students will have the opportunity to earn the Edmond Middle School Honor Society Award. This is based on the grades earned in the previous two semesters before the ceremony.

FERPA

The Family Education Rights and Privacy Act (FERPA) affords certain rights to Parents and Eligible Students in regards to Education Records that are maintained by schools and universities. FERPA is extensive and is far too robust to include in this handbook. For more information about FERPA please visit https://studentprivacy.ed.gov/

GRADING (CONTINUED)

Eligibility

New School Year

A student must be passing five classes from the previous year or semester. If not, the student will not be eligible to participate during the first SIX WEEKS of the next semester. A student regains eligibility by achieving passing grades in ALL SUBJECTS at the end of a six-week period. Students enrolled for the first time must comply with the same requirements of eligibility.

Weekly Eligibility During a Semester

The Oklahoma Secondary Schools Activities Association (OSSAA) has established strict policies and procedures regarding scholastic eligibility for 7th and 8th grade students. In adherence to these rules, we are required to do weekly grade checks on Wednesday to determine eligibility for every student involved in a competitive activity (interschool athletics, band, vocal music, and orchestra). Student eligibility will be checked during the fourth week and each succeeding week thereafter. A student must be passing all subjects in which he/she is enrolled. If not, the student will be placed on probation for the next one-week period. If the student is failing one or more classes at the end of the probationary one-week period, the student will be ineligible to participate during the next one-week period. Week periods will begin on Monday and end on Sunday. Coaches are notified weekly of students who are on probation or ineligible. A student who is not passing all subjects will be notified by the coach. EACH STUDENT IS RESPONSIBLE FOR INFORMING THEIR PARENT CONCERNING THEIR ELIGIBILITY STATUS. A student who is failing for two consecutive weeks will be ineligible to participate in any activity the second week. A student who has lost eligibility under this provision must be passing all subjects to regain eligibility.

Proficiency Based Testing

Proficiency-Based Promotion is a system, which awards credit for students' knowledge in the core curriculum areas: foreign language, social studies, mathematics, science, and English. All students in grades K-12 currently enrolled in Edmond Public Schools wishing to demonstrate proficiency are eligible to take proficiency-based examinations. Students taking the tests for the core curriculum in grades 6-8 who receive at least a 90% on an assessment will be able to progress to the next level of the subject area. **Tests are administered semi-annually, in August and January.** Please contact a counselor to apply to take an exam. Refer to the Proficiency Based Examinations brochure available from the Administrative Center for more information.

ATTENDANCE

Student Retention

State law allows a teacher to recommend that a student be retained at the present grade level. If a parent or guardian is dissatisfied with the recommendation for retention, he or she may appeal the decision by complying with the District's appeal process. **School board policy does not allow parent appeals for student promotions.** The decision of the Board of Education shall be final.

Responsibility

In order to be successful in school, good attendance is imperative. Students should be on time for their first class, which begins at 7:35 a.m. If you must be absent, your parents should call the school's attendance secretary by 11:00 a.m. each day of your absence. The number is 726-6130.

To receive an excused tardy, it is your responsibility to have a written excuse or to be accompanied by a parent or guardian. Chronic tardiness (excused or unexcused) is a serious problem that will be addressed with consequences such as detention or AISP. School board policy FDC-R1 addresses middle school absenteeism. The policy notes that students are allowed nine absences per class period per semester. (School activity, documented medical absences, and religious observances do not count in the nine absences.) The tenth absence (excused or unexcused) may require the student to make up time at school to be determined at the principal's discretion. The ten-day limit may be extended by the principal due to a child's extended illness or hospitalization.

When a student has accumulated 18 absences in a class period, he/she may be required to meet with the Attendance Review Committee to discuss the student's placement for the next year. The Truancy "Compulsory Education Law" procedures will be followed (Oklahoma Statutes, Title 70, Sec. 10-106).

ATTENDANCE (CONTINUED)

Absences

An absence occurs when a student misses 15 minutes or more of one class. For virtual and remote learning days, students will be counted present if there is documented student/teacher/course interaction that may include, but is not limited to, online communication, emails, or posting/submission of lessons. For full virtual courses, students will be counted “present” or “in attendance” when the course provider provides evidence of student/teacher/course interaction that demonstrates student progress toward learning objectives and demonstrates regular student engagement in course activity.

Students shall not be excused from school to take private lessons of any kind except in those instances in which the school cannot provide appropriate facilities and/or instruction.

It is important for those students who are ill to stay home when sick. Students who have a fever or a measured temperature greater than or equal to 100 degrees Fahrenheit should not be at school or school activities.

Allowable Absences

Anytime a student is absent, a parent/guardian should contact the school to share the reason for the absence. “Excused” absences will only be granted for the following reasons:

1) Personal or family illnesses
2) Death of family member or friend
3) Medical appointments
4) Documented participation in 4-H activities each school year.
5) Documented speech therapy, occupational therapy, or any other service related to the child’s Individualized Education Program (IEP).
6) Legal/judicial matters
7) Observance of religious holy days if before the absence, the parent, guardian, or person having custody or control of the student submits a written request for the allowable absence. The school district shall allow a student pursuant to this subsection for the days on which the religious holy days are observed and for the days on which the student must travel to and from the site where the student will observe the holy days.
8) For the purpose of participating in a military funeral honors ceremony upon approval of the school principal
9) Extenuating circumstances or family emergencies deemed necessary by the principal.

Proper documentation may be requested before an excused absence is recorded. All attendance changes must be completed within the six (6) week reporting window that the absence occurred.

ATTENDANCE (CONTINUED)

Distance learning or virtual attendance

A student will not be considered absent from school if they are not physically present at school but are completing work in a remote learning program or a virtual online program provided by Edmond Public Schools and are meeting the following attendance requirements:

a. The student has completed no fewer than ninety percent (90%) of the instructional activities provided in a virtual or remote learning format to include online logins to the curriculum or programs, offline activities, completed assignments, testing, face-to-face communications, or meetings with school personnel via teleconference, videoconference, email, text, or phone.
b. The student is on pace for on-time completion of the course as required by the school district.
c. The student has a medical condition that incapacitates the student and precludes them from participating in instruction in a traditional school setting, and the student is able to progress in instruction via alternative education delivery methods approved by the local board of education.

Chronic Absences

Chronic absenteeism refers to a student who is absent 10 percent or more of the school days in the school year, exclusive of a significant medical condition. If the student is absent for a medical reason, medical documentation should be provided to the school for possible exemption from chronic absenteeism. A significant medical condition indicates a severe, chronic, or life-threatening physical or mental illness, infection, injury, disease, or emotional trauma.

ATTENDANCE (CONTINUED)

Checking Out

If you must leave school before the end of the day (illness, orthodontist, etc.,) only your parents, guardians, or those designated on your Infinite Campus may sign you out through the attendance office. Students should not be checked out for lunch by anyone other than their own parent(s), legal guardian(s), or Central staff. It is requested that students only be checked out for special occasions to limit the possibility of being tardy for their afternoon classes.

School Activities

Students may not be allowed to participate in after school or evening activities if they are absent with an unexcused absence the day of the activity or if they are serving a suspension. The school cannot assume responsibility for students when they leave the supervised activity and/or area.

Prevention Efforts

Stopping attendance problems at the earliest point is essential. It is also important that the school extends an effort to work with families to ensure a student's attendance problems are stopped at the earliest possible time. School administration may follow these steps for a full-day absence, half-day absence, or single-period absence.

Recommended Actions:

3rd day absence beyond a 4-week period - The school will send the families an auto-generated email and automated phone call. A counselor may also conference with students with a contact to parents to advise of the counselor-student conference. (Time of year dictates the tone & direction of the conversation).

6th day absence - Counselor or administrator conference with student followed by a letter of summary to parent (auto-generated email and automated phone call) and possibly study hall for academic recovery. Second semester take care to review the absences for appropriateness of response.

9th day absence beyond a semester - Call from administrator to parent with a possible conference, plus study hall or remediation for academic recovery. Following the administrator call, a Nudge Letter, drafted by the school and signed by the Edmond Public Schools' Truancy Officer, is sent via U.S. Mail. (See 3rd day if the 9 absences are all in one semester).

ATTENDANCE (CONTINUED)

10 or more day absence - Administrator, counselor, (possibly teacher), truancy officer, and SRO conference with parent and student to give City of Edmond truancy warning letter.

- At this meeting, the parent and student may be given the letter from the Edmond City Attorney. The SRO will interview the parent about possible defenses or extenuating circumstances that might defend the situation. The SRO will document this conference and information in a police case report.

Once the student has missed 10% of the school year, the SRO will be advised for consideration of citation to address chronic absenteeism.

Students who have accumulated twenty or more absences during the school year will be referred to the School Attendance Committee for a review of eligibility to be promoted to the next grade.

Tardies

Instruction is expected to begin when the class bell rings. Students who arrive after this time are considered tardy. Tardies are only excused for the same reasons an absence would be excused. If a tardy is to be excused, documentation must be submitted within three school days of when the tardy was recorded. Three (3) unexcused tardies equal one (1) absence and will be calculated in truancy totals. Additional consequences may be assigned by the school as appropriate to deter student tardiness. The consequences may include, but are not limited to:

1. Parent/guardian contact
2. Conference with student and/or parent/guardian
3. Detention
4. AISP

Make-Up Work

Communicate with your teachers regularly! Students must make arrangements for make-up work due to absences. The procedure is as follows: upon returning to school, students receive one day (calendar school day and evening) for each day out, plus one additional day/evening.
Students who miss school to participate in school activities do **not** have an extra day to complete assignments; work will be due upon return from the activity. Missed tests must be coordinated with the teacher.

ATTENDANCE (CONTINUED)

Attendance Codes

CODE	DESCRIPTION
4-H	Student is participating in 4-H activity outside of school.
AR	Removed from the classroom and placed in a non-academic environment
C	With a counselor, teacher or principal
D	Death in the immediate family - documentation must be provided. (Immediate family is defined as parent, step-parent, guardian, sibling, grandparent, aunt, uncle or cousin.)
DVA	Applies to distance learning of in-seat students.
DVAP	COVID or Remote Day for in-seat students.
F	Family Emergency - Documented by letter from parent stating situation and asking Principal to excuse as family emergency
ILL	Student has been called in sick by the parent (will be included in attendance letter counts)
IW	Inclement Weather
J	Judicial - Documentation provided by letter from court
M	Medical - Date-specific documentation by letter from physician (original or faxed from physician office)
OSS	Out of School Suspension
PA	Psych Approved
R	Religious - Documented by letter from church officiant and approved by principal
RT	Release Time - Student is going off campus to receive approved morality education; max 3 hrs/week
S	AISP - Alternative In-School Placement
SA	School activity outside the building
T	Unexcused tardy - Late with or without parent contact
U	Unexcused absence - For all reasons, if not one of the other codes, with or without parent contact
Y	Excused tardy - Late, considered excused for one of the starred reasons only, must provide documentation, otherwise tardy (T)

ATHLETICS & ACTIVITIES

- **Prior to participation or practice, ALL athletes must be compliant on the Rank One online platform. Coaches must confer with the program to confirm that ALL participants are current with the appropriate OSSAA physical and all permission and participation documents in a 13-month window of May 1st - May 31st.** It is the parents'/guardians' responsibility to complete all forms before a student is allowed to attend, participate, practice, or compete.

- Middle school athletes have two years of continuous eligibility from the student's first entry into the 7th grade. A student must meet the age, scholastic, and date of entry requirements before participation. Students may not participate in athletics when repeating 7th or 8th grade.

- To be eligible for any one semester, a student must satisfactorily fulfill his/her scholastic requirement by passing during the previous week as specified by the eligibility rules of the OSSAA. Passing is 60% or higher in all classes continually for the eligibility period.

- Athletic teams should be transported in school vehicles for games and/or practices outside of EPS.

- An injury report must be filed with the site AD in the event there is an incident. Situations that require emergency medical treatment should be reported to the site administrator ASAP.

- Athletes who require medical assistance or have a medical waiver for practice or participation must have a medical release prior to returning for participation and added to Rank One.

- Due to practice facility size, safety of athletes, and supervision, sports teams may be limited in size. This information will be shared at the sport specific parent meeting.

- Games and practices may be canceled or postponed due to OSSAA weather guidelines.

- Students are only allowed to participate in one sport per season (Fall sports, Winter Sports, Spring Sports).

PROCEDURES

Before & After School

Students are not allowed on campus before 7:10 a.m. Students arriving at school after 7:10 and before 7:35 should go directly to the cafeteria or main gym. After school, the building should be clear of all students by 2:30 unless they are participating in after-school athletics, with a teacher,, or in detention. Students staying after school need to be in their assigned location with their supervising adult by 2:30. Those students not riding the bus need to be picked up or leave campus no later than 2:45.

Lockers & Backpacks

Due to the number of students attending Central, it is no longer feasible for us to utilize lockers. Instead, students will be allowed to carry their belongings in a backpack or binder with them to each class. Athletes who have additional equipment will be notified by their coach as the location for their bags and equipment.

Cafeteria: Breakfast & Lunch

Students may purchase a lunch or bring one from home. Students wishing to purchase school lunches may open a lunch account. The student may deposit money in the account and access the money by use of their student ID badge. Parents can now manage their students' lunch account from the Internet. Log on to ***schoolcafe.com*** to register. The cafeteria cannot accept deposits after 9:30 a.m. daily. A student may also pay cash for lunch and breakfast. A plate lunch of four items (entrée, two vegetables/fruits/breads, and drink) may be purchased. Additional ala carte items (water, chips, muffins, ice cream, drinks, etc.) may be purchased at the snackbar with cash for an additional cost. Only those students who are wearing their school-issued ID badge will be allowed to purchase additional items at the snackbar.

MS Student Breakfast $2.50 MS Student Lunch $4.15

PROCEDURES (CONTINUED)

The following procedures will assist in making lunch a pleasant experience: Eating area should be left clean and all lunch items removed from the tables. Lunch is to be eaten in the cafeteria. No food/drink is to be taken from the cafeteria to be eaten later nor stored in a backpack. Follow the directions of the duty teachers. Do not cut into the lunch line. Take your turn and do not save places. Throwing food or other items in the cafeteria can be dangerous and disruptive. Students who choose to engage in such activity are subject to swift and serious consequences. Students are required to stay on the school grounds and within designated boundaries during lunch. Lunch duty teachers are in the cafeteria and outside during lunch each day to assist and supervise students. Students should not be checked out for lunch by anyone other than their own parent(s), legal guardian(s), or Central staff. Parents are reminded that we have limited time for students to eat lunch. Although we appreciate the desire of parents to take students out for special occasions (birthdays, etc.), when students arrive late in classes after lunch, it disrupts classes and affects the class routine. Parents may bring lunch to school **for their children only**. Bringing items like pizzas for several students often causes problems in the cafeteria and is not allowed. Please arrange in advance for your child to come by the office to pick up lunches. **Calling into a classroom is disruptive to learning. Due to space and safety issues, we cannot permit adults and non-Central students to eat in the cafeteria during lunch.**

The Central Campus

The Central campus is a closed campus. Once students arrive on the grounds, they must remain on campus until they are properly checked out through the office or are on the way home after the school day ends. School hours for students are from 7:35 a.m. until 2:25 p.m. Students should not arrive on campus until 7:10 a.m. as supervision begins at that time. Students need to be in their first hour classes prior to the 7:35 a.m. bell. Students who leave the campus without authorization may be assigned Alternative In-school Placement or out of school suspension.

For the safety of students, it is required that all students be picked up within 30 minutes of the end of the school day, school activity (such as study hall, clubs, or practice), sports activity (as a spectator), or ANY extra-curricular activity. Students not picked up within 30 minutes may have a verbal warning on the first late pick-up, a written notice or phone call on the second incidence, and a police issued trespass warning on the third late pick-up. Fourth and subsequent late pick-ups may result in trespass charges. If there is an emergency situation where your student cannot be picked up within 30 minutes, please communicate this to the school office. Please realize we have the safety of your student in mind and there is no supervision after the 30 minute time period after an event.

Counselors

A counselor is available to all students and may provide assistance to you in making appropriate decisions. To talk to a counselor, request an appointment at the office.

PROCEDURES (CONTINUED)

Media Center

The Library Media Specialist is happy to assist students, parents, & guardians in the use of books, Playaways (audiobook devices), and online research databases. Library hours are from 7:10 a.m. to 2:20 p.m. Students have regular access to the Media Center for book exchange through their English and/or Literacy classes. Students may also visit the Media Center throughout the school day as long as they have teacher permission and fill out a Workflow (digital hall pass). There is no limit to the total amount of materials that students can borrow. We suggest that students borrow no more than 3 items at a time. Materials can be put on hold. The patron is notified via email when these materials are available. Books are due three weeks after they have been checked out. A notice of overdue materials will be sent to your student EPS email once per week. Students are responsible for materials when you check them out. Any damaged, stolen, or lost items will be your financial responsibility. Central does maintain a small collection of books on parenting advice which we make available to parents and guardians through your student's account. It is a Central expectation that students come prepared to school with something to read every single day. Contact the Library Media Specialist with any questions or concerns.

Chromebooks

Some students have their Chromebooks from the previous school year. Those students will once again bring their Chromebooks to school everyday. For those who do not have a school issued Chromebook, one will be checked out to you within the first couple of days of school.
There is insurance available for your Chromebook called the Student Technology Protection Plan. This can help cover the cost of any damages that may occur **accidentally**.
Chromebooks are district issued devices and are property of the district. **Student activity on the device is monitored and the devices should only be used for school purposes.**

Change of Address/Phone

If you have a change in your name, address, or phone number, please make this change in Infinite Campus as soon as possible. There are times when we must contact parents, so please notify us when a parent's work number changes and especially cell phone changes.

Public Display of Affection

All students are expected to refrain from unacceptable public displays of affection whether in school, on school grounds, on busses, or at any district sponsored event, on campus or elsewhere.

Unacceptable public displays of affection include, but are not limited to, any prolonged embracing and/or kissing, inappropriate touching, and touching of a sexual nature. Unacceptable public displays of affection at school do not provide a distraction free environment conducive to learning and could also violate sexual harassment laws. Students who are displaying unacceptable public displays of affection may receive disciplinary action, counseling and/or parent intervention.

PROCEDURES (CONTINUED)

TRANSPORTATION

Busses

Riding a bus is a privilege that may be lost if behavior is inappropriate. All students are given a copy of the bus rules in a Bus Rider's Handbook to be signed by both the students and a parent or guardian. On the bus, students are under the direct control and supervision of the driver. If there are problems, the driver will file a written report with the school administration and appropriate action will be taken.

All district policies regarding dangerous weapons and drugs apply to all students, whether at school or on a bus. Standards of behavior should be the same as in the classroom. For emergencies, the Transportation Department phone number is 340-2962.

Skateboards & Bicycles

Skateboards will not be permitted on the campus at any time and should not be used as a means of transportation. If these items are brought to school, they will be kept in the office until a parent can come to get them. Wheelie shoe inserts are also not allowed on school grounds. The Edmond Board of Education has not approved the use of motorcycles on middle school campuses. Bicycles should be parked in the bike area when school begins. They should remain parked and locked until dismissal at 2:25 p.m. Bike riding is not permitted on school property. Bikes should be walked on and off the grounds. Central cannot be responsible for the security of bicycles parked and locked on campus.

POLICIES

Transfer Students

If a student transfer has been approved, it is for the current school year only unless marked permanent. However, the school principal may revoke transfers if the student's grades, attendance (absences and/or tardies), transportation arrangements, or behavior reach an unacceptable level.

Electronic Devices

Our goal is to have students and educators collaborate in rich engaging learning experiences using technology. Students may not bring their personal technology or utilize personal electronic communication devices at school. Each student is issued a Chromebook owned by EPS. The Chromebooks will be utilized for in-class instruction and should only be used for school-related purposes.

Dangerous Weapons

School Board Policy FNCGA
Guns (including pellet or B.B., facsimiles of guns including cap, toy, or water, knives and other dangerous weapons) are prohibited in Edmond Public Schools.

Drug and Alcohol Free School

School Board Policy FNCF
It is the policy of the Edmond Public Schools that no student shall possess, use, transmit, share, provide, sell, conspire to sell or possess or be in the chain of sale or distribution or be under the influence of any prohibited or controlled substance including a narcotic drug, illicit drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substances, alcoholic beverage or non-intoxicating beverage (defined by law, i.e. 3.2 beer). Counterfeit drugs (turkey drugs), drug paraphernalia and chemicals which provide a mood-altering effect are included as controlled substances. Illicit drugs include steroids and prescription and over-the-counter medications being used for an abusive purpose. This prohibition applies to competitions on school transportation, on school premises, at school functions, school-sponsored activities, performances, contests, athletic competitions, during lunch, or while under the supervision of school personnel. This policy is adopted in compliance with the Drug-Free Schools and Communities Act Amendments of 1989.

POLICIES (CONTINUED)

Bullying

School Board Policy FNCD

Harassment, intimidation, or bullying, whether verbal, physical, or written is not tolerated of Central students. This includes repeated demeaning remarks, implied or explicit threats, demeaning jokes, unkind jokes, stories, or activities directed at a student, or unwelcome physical contact.

Sexual Harassment

School Board Policy FB

Sexual harassment in any form will not be tolerated. If students, male or female, believe that they are being sexually harassed, they are encouraged to report any incident to their teacher, counselor, or building administrator. Information received will remain confidential, and all sexual harassment complaints will be investigated.

Proper Dress

School Board Policy FNCA

The student dress code is based upon the premise of recognizing fashion without sacrificing decency, safety, and appropriateness. It is the intent to restrict extremes and indecency, which will detract from the main purpose of the educational program. Dress and grooming which causes or is likely to cause disruption of the instructional program of the school is prohibited.

Student Behavior Policy

Discipline Policy FO

The Board of Education recognizes that students do not surrender any rights of citizenship while in attendance at Edmond Schools. The school is a community with rules and regulations. Those who enjoy the rights and privileges it provides must also accept the responsibilities that inclusion demands, including respect for and obedience to school rules.

Social Media

School Board Policy DHACA

Central recognizes the student right to use electronic media to communicate digitally with fellow students. However, non-district electronic devices cannot be used during the school day. If a student chooses to participate in online social networking or any other form of online publishing or discussion outside of school, it is his or her own decision. Any negative social media usage that impacts the school environment could result in consequences.

HEALTH & WELLNESS

Publicity & Sales

Posters publicizing activities must be approved by the principal before being displayed. Organizations that are not school-related cannot advertise in the school. Students are not allowed to sell items at school as part of out-of-school fundraisers.

First Aid

If ill or injured, please report to your teacher, and then to the office for assistance. Do not go to the restroom alone if you are feeling ill. Let a teacher know of any problem or discomfort, and follow your teacher's recommendation. Your parents will be notified if necessary. If they are unavailable, those listed as emergency contacts will be contacted. If you are involved in an accident at school, please report it to a teacher or administrator.

Medication

State Law binds the school on procedures regarding medication. The procedure is very strict because medication can be very dangerous if it is misused or abused; therefore, the following procedures will be followed: Only medication, which has been prescribed for a student by a physician, can be administered by school personnel. This includes non-prescription or over-the-counter medication. Medication brought to school to be administered by school personnel will be in a prescription vial with the pharmacy label that states the physician's name, the name of the medication, and the directions.
For medication to be administered at Central proper paperwork must be completed. Appropriate forms are available in the office upon request. No student should have medication or a chemical substance at school unless it follows the prescribed procedure and has been properly checked in for safekeeping in the office. Violation of this procedure can result in serious disciplinary consequences with possible suspension out of school.

Tobacco

Tobacco in any form, or tobacco products of any kind, or smoking related paraphernalia such as vape liquid, lighters, matches, cigarette papers, etc., shall not be used or possessed on school premises by students. This includes electronic smoking devices such as vapes. Tobacco shall not be possessed or used by students while attending any school-sponsored event outside school premises or while transporting to or from such an event. Consequences for this offense may include out-of-school suspension and notification to law enforcement.

QUESTIONS OR CONCERNS?

If you have a question about the policies or concerns about your student, please contact the grade level counselor or administrator. We are always happy to answer your questions. The best way to contact us about non-emergency issues is via email. The email addresses of teachers, counselors, and administrators can be found on the school website. The main number for the school reaches a secretary that can forward phone calls. The school number is 405-340-2890.

MORE RESOURCES

- EPS Website
- Infinite Campus Information
- Technology Support