LAFAYETTE COUNTY SCHOOL DISTRICT

STUDENT HANDBOOK

2026-2027

Lafayette County School District
Lewisville, Arkansas

LAFAYETTE COUNTY SCHOOL DISTRICT
STATEMENT OF RESPONSIBILITY

Dear Parents:

Please take time now to read through the Student Handbook that can be accessed on-line at www.lcscougars.org (Click on State Information -then Handbooks). It is state law that you and your child sign this form. Your signature does not mean you agree with all of the content of the handbook; however, it does mean that you have been made aware of the guidelines of Lafayette County School District student expectations. Please complete the following FORMS and have your child return them to his/her teacher or the school office no later than Friday, August 28, 2026.

Respectfully,

Tony Hartsfield., LCHS Principal
Shane Crank, LCES Principal

1. **I have received the on-line address of the Lafayette County School District's Student Handbook. YES NO**

_____ _____
Parent or Guardian Signature **Date**

_____ _____
Student Signature **Date**

Please return form by Friday, AUGUST 28, 2026

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CURRENT INFORMATION/EMERGENCY NUMBERS

Important note to parents/guardian: By state law Lafayette County School District may not allow your Student to leave campus with someone whose name is NOT listed on this sheet. Include several names on this sheet so that the school will be able to find a responsible person in case of illness, discipline problem or an emergency. Please give accurate phone numbers. It is imperative that the school is able to reach a responsible person for your Student. Your Student will not be released to anyone under 21 years of age. You will always be called first, and if you are unavailable, the next person on the list will be called. Students must be picked up inside the office where they will sign out and the person picking them up will also sign.

The sheet will be kept in your Student's file. You may delete or add names at any time. Your signature indicates that you understand the responsibility to the school and to your Student in supplying the information and keeping it current. If your address or phone number changes, please notify the office where your child attends school.

Signature of Parent/Guardian:_____

PLEASE PRINT

Student Name: _____
Last First Middle

Address: _____
Street/P.O. Box City Zip Code

Physical Address_____

Student Social Security Number: _____

Parent/Guardian Name:_____

Parent/ Guardian Phone Number: (Home)_____ (Work)_____

Cell phone: _____

Email_____

Others to contact are: (**This also gives permission for contacts to pick up your child**)

Name/Relationship_____ Phone # _____

Name/Relationship_____ Phone #_____

Name/Relationship_____ Phone #_____

Name/Relationship_____ Phone #_____

Please return form by Friday, August 28, 2026

MEDIA RELEASE FORM

Read the statement below. Please mark Yes or No. Please sign and date this form.

I hereby give permission for my child to appear in media releases (Honor Roll lists, Student of the Month, etc.) as deemed necessary for the purpose of promoting the positive image of the Lafayette County School District.

(Check One)

_____Yes, I give permission for my child to appear in media releases.

_____No, I do not give permission for my child to appear in media releases.

Parent/ Guardian Signature_____ Date_____

PERMISSION TO DISPLAY PHOTO OF STUDENT ON WEB SITE

I hereby grant permission to the Lafayette County School District to display the photograph or video clip of me/my Student [if Student is under the age of eighteen {18} on the District's website, including any page on the site, or in other District publications without further notice. I also grant the Lafayette County School District the right to edit the photograph or video clip at its discretion.

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

Name of Student (Please Print)_____

Signature of Student (If over eighteen (18)_____

Signature of Parent (Required if student is under eighteen (18)_____

Date_____

Please return by Friday, August 28, 2026

STUDENT ELECTRONIC DEVICE and INTERNET USE AGREEMENT

Student's Name (Please Print) _____ Grade Level_____

School_____ Date_____

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

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

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

3. Penalties for Improper Use: If the Student violates this agreement and misuses the Internet, the Student shall be subject to disciplinary action. [**Note: 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." You may choose to tailor your punishments to be appropriate to the school's grade levels.]**

4. "Misuse of the District's access to the Internet" includes, but is not limited to, the following:

a. Using the Internet for other than educational purposes;
b. Gaining intentional access or maintaining access to materials which are "harmful to minors" as defined by Arkansas law;
c. Using the Internet for any illegal activity, including computer hacking and copyright or intellectual property law violations;
d. Making unauthorized copies of computer software;
e. Accessing "chat lines" unless authorized by the instructor for a class activity directly supervised by a staff member;
f. Using abusive or profane language in private messages on the system; or using the system to harass, insult, or verbally attack others;
g. Posting anonymous messages on the system;
h. Using encryption software;
i. Wasteful use of limited resources provided by the school including paper;
j. Causing congestion of the network through lengthy downloads of files;
k. Vandalizing data of another user;
l. Obtaining or sending information which could be used to make destructive devices such as guns, weapons, bombs, explosives, or fireworks;
m. Gaining or attempting to gain unauthorized access to resources or files;
n. Identifying oneself with another person's name or password or using an account or password of another user without proper authorization;
o. Invading the privacy of individuals;
p. Divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email unless it is a necessary and integral part of the student's academic endeavor. Personally identifying information includes full names, address, and phone number.

q. Using the network for financial or commercial gain without district permission;
r. Theft or vandalism of data, equipment, or intellectual property;
s. Attempting to gain access or gaining access to student records, grades, or files;
t. Introducing a virus to, or otherwise improperly tampering with the system;
u. Degrading or disrupting equipment or system performance;
v. Creating a web page or associating a web page with the school or school district without proper authorization;
w. Providing access to the District's Internet Access to unauthorized individuals;
x. Failing to obey school or classroom Internet use rules;
y. Taking part in any activity related to Internet use which creates a clear and present danger of the substantial disruption of the orderly operation of the district or any of its schools; or
z. Installing or downloading software on district computers without prior approval of the technology director or his/her designee.

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

6. No Expectation of Privacy: The Student and parent/guardian signing below agree that if the Student uses the Internet through the District's access, that the Student waives any right to privacy the Student may have for such use. The Student and the parent/guardian agree that the district may monitor the Student's use of the District's Internet Access and may also examine all system activities the Student participates in, including but not limited to email, voice, and video transmissions, to ensure proper use of the system. The District may share such transmissions with the Student's parents/guardians.

7. No Guarantees: The District will make good faith efforts to protect children from improper or harmful matter which may be on the Internet. At the same time, in signing this agreement, the parent and Student recognize that the District makes no guarantees about preventing improper access to such materials on the part of the Student.

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

Student's Signature: _____Date _____

Parent/Legal Guardian Signature: _____Date_____

Please return form by Friday, August 28, 2026

MEDICATION SELF-ADMINISTRATION CONSENT FORM

Student's Name (Please Print) _____

This form is good for the school year 2026-2027. This consent form must be updated anytime the student's medication order changes and renewed each year and/or anytime a student changes schools.

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

- A written statement from a licensed health-care provider who has prescriptive privileges that the health care provider has prescribed the rescue inhaler, auto-injectable epinephrine, and/or nasal spray epinephrine for the student and that the student needs to carry the medication on the student's person due to a medical condition;
- The specific medications prescribed for the student;
- An individualized health care plan developed by the prescribing health-care provider containing the treatment plan for managing asthma and/or anaphylaxis episodes of the student and for medication use by the student during school hours; and
- A statement from the prescribing health-care provider that the student possesses the skill and responsibility necessary to use and administer the asthma inhaler, auto-injectable epinephrine, and/or nasal spray epinephrine.

If the school nurse is available, the student shall demonstrate the student's skill level in using the rescue inhaler, auto-injectable epinephrine, and/or nasal spray epinephrine to the nurse.

Rescue inhalers, auto-injectable epinephrine, and/or nasal spray epinephrine for a student's self-administration shall be supplied by the student's parent or guardian and be in the original container properly labeled with the student's name, the ordering provider's name, the name of the medication, the dosage, frequency, and instructions for the administration of the medication (including times). Additional information accompanying the medication shall state the purpose for the medication, its possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings.

Students who self-carry a rescue inhaler, an epinephrine auto-injector, or nasal spray epinephrine shall also provide the school nurse with a rescue inhaler, an epinephrine auto-injector, and/or nasal spray epinephrine to be used in emergency situations.

I understand this form authorizes my student to possess and use the medication(s) included on this form while on school grounds and at school sponsored events but that distribution of the medication(s) included on this form to other students may lead to disciplinary action against my student.

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

Parent or legal guardian signature _____ Date_____

Please return form by Friday, August 28, 2026 (If Applicable)

Health Information (2026-2027 School Year): Please Answer All Questions

Name: _____ □ **M** □ **F** Date of Birth: _____Grade: _____
(Last) (First) (MI)

Bus Rider: YES NO **Drives Vehicle: YES NO**

Address: _____

Parent/Guardian Name(s): _____

Phone Number_____ Phone: _____

Authorized Emergency Contact: _____Phone: _____ Relationship: _____

Physician's Name: _____ Phone: _____

What medication(s) is your child currently taking?

_____

_____

_____(Please use back for additional space)

Medication given at: □ Home (Only) □ School (Only) □ Home & School □ Only in an Emergency

If your child has a medical condition, medication (Oral, Inhaler, Epi-Pen, Diastat, Insulin, ect.) or allergy that requires staff awareness and or medication attention during the school day, you MUST contact the school nurse to discuss and provide necessary information for implementing an Individual Health Care Plan.

THIS MUST BE DONE EACH SCHOOL YEAR AND PREFERABLY PRIOR TO OR ON THE 1ST DAY OF SCHOOL

Written permission must be received from the parent/guardian prior to medication administration EACH SCHOOL YEAR. Licensed school nurses will supervise administration of medications. All medications will be given according to the label instructions and the school district OTC medication policy.

Does your child have any allergies (Food/Medication) or SEVERE OR LIFE-THREATENING ALLERGY TO NUTS, LATEX, OR STINGS (specify)

_____

Other than Severe, what type of reaction does the allergy cause? _____

Please Indicate with a Check which medication you give consent for your child to have followed by a signature below. (Please mark through any medication you may not want your child to receive)

Listed Below are over-the-counter (OTC) medications kept in stock in the nurse's office:

- **Hydrocortisone cream ____**
- **Burn Cream _____**
- **Triple Antibiotic Ointment _____**
- **Eucerin (Generic for Aquaphor) ____**
- **Calamine Lotion ____**
- **Vicks Vapor Rub ____**
- **Visine Eye Drops ____**
- **Carmex ___**
- **Oral gel ____**

I acknowledge that the Lafayette County School District, the Board of Directors, and School Employees shall be immune from civil liability for damages resulting from the administration of medications in accordance with this consent.

Signature: _____

If you DO NOT CONSENT, sign here _____

No Tylenol, Ibuprofen, or Tums will be given by school nurse unless an Individual health plan (IHP) is on file (See Handbook page 192)

Health Information/Page 2 (2026-2027 School Year): Please Answer All Questions

The district conducts routine health screenings such as hearing, vision, BMI and scoliosis due to the importance these health factors play in the ability of a student to succeed in school. The intent of the exam or screenings to detect defects in hearing, vision, or other elements of health that would adversely affect the student's ability to achieve to his/her full potential. Should a student have Arkansas Medicaid, the district will seek reimbursement for hearing and vision screenings. By signing below, your consent grants the school district the ability to release student information for billing Medicaid for vision and hearing screenings for qualifying students.

My child may be screened for **BMI** □ **YES** □ **NO** My child may be screened for **Scoliosis** □ **YES** □ **NO**

Do you currently have Arkansas Medicaid? □ **YES** □ **NO**

Medicaid # _____

Do you give consent for Lafayette County School District to bill for reimbursement of mandated screenings? □ **YES** □ **NO**

Parent/Guardian _____ Date: _____

In the case of an emergency, the parent and guardian will ALWAYS be notified and informed, however in the instance that your child has to be transported to a hospital. What hospital do you prefer?

_____

_____

In compliance with the Family Education Right to Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) I give permission for my child to participate in the School Immunization Clinic. I understand that the appropriate Arkansas Department of Health consent forms will be provided for my consideration prior to the clinic.
□ **YES** □ **NO**

I will notify the school of any change in address, phone number, emergency contact or my child's health status. I understand that the above information may be released to appropriate School District employees and emergency personnel in order to facilitate health care for my child. I also understand that in the event of an emergency, EMS will treat and transport my child to the nearest hospital. The hospital and its medical staff have my authorization to provide treatment that a physician deems necessary for the well-being of my child.
□ **YES** □ **NO**

In compliance with the Family Education Rights and Privacy Act (FERPA) (20U.S.C. & 1232g; 34 CFR Part 99), I give permission for my child's personally identifiable information/student education records to be disclosed to Third Party Billing Vendor for the purpose of billing Medicaid and/or private insurance.
□ **YES** □ **NO**

Signature of Parent/Guardian:_____ Date:_____

Space Provided for Additional Information:

_____

_____

_____

_____

_____

Please Return Form by Friday, August 28, 2026

EPINEPHRINE EMERGENCY ADMINISTRATION CONSENT FORM

Student's Name (Please Print) _____

This form is good for the school year 2026-2027. 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 epinephrine in emergency situations. I hereby authorize the school nurse or other school employee certified to administer auto-injectable or nasal spray epinephrine to administer epinephrine in emergency situations when the individual believes my child is having a life-threatening anaphylactic reaction.

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

Date of health-care provider's order _____

Circumstances under which Epinephrine may be administered _____
_____
_____
_____

Other instructions
_____
_____
_____
_____
_____

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

Parent or Legal Guardian signature _____

Date _____

Please return form by Friday, August 28, 2026 (If Applicable)

OBJECTION TO PUBLICATION OF DIRECTORY INFORMATION

(Not to be filed if the parent/student has no objection)

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

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

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

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

Deny disclosure to military recruiters _____ (Yes or No)

Deny disclosure to Institutions of postsecondary education_____ (Yes or No)

Deny disclosure to Potential employers_____(Yes or No)

Deny disclosure to all public (i.e.: Newspaper) and school sources (i.e.: Yearbook)_____(Yes or No)

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

Deny disclosure to all public sources _____(Yes or No)

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

Name of Student (Printed)_____Date_____

Signature of Parent (or Student, if 18 or older)_____
Date_____

Please return form by Friday, August 28, 2026

PARENT, FAMILY, AND COMMUNITY ENGAGEMENT - SCHOOL

Lafayette County Elementary and Lafayette County High School understands the importance of involving parents, families, and the community as a whole in promoting higher student achievement and general good will between the school and those it serves. Therefore, Lafayette County Elementary and Lafayette County High School shall strive to develop and maintain the capacity for meaningful and productive parent, family, and community engagement that will result in partnerships that are mutually beneficial to the school, students, parents, families, and the community. To achieve such ends, the school shall work to:

1. Involve parents, families, and the community in the development and improvement of Title I programs for the school;
2. Have a coordinated engagement program where the engagement activities of the school enhance the involvement strategies of other programs such as Head Start, HIPPY, Parents as Partners, Parents as Teachers, ABC, ABC for School Success, area Pre-K programs, and Even Start;
3. Explain to parents, families, and the community the State's academic and achievement standards, State and local student assessments and how the school's curriculum is aligned with the state's academic standards and assessments and how parents, families, and the community can work with the school to improve students' academic achievement;
4. Provide parents and families with the materials and training they need to be better able to help their child achieve. The school may use parent resource centers or other community based organizations to foster parental involvement and provide literacy and technology training to parents.
5. Educate school staff, with the assistance of parents, in ways to work and communicate with parents and to know how to implement parent, family, and community engagement programs that will promote positive partnerships between the school and parents, families, and the community;
6. Keep parents, families, and the community informed about parent, family, and community engagement programs, meetings, and other activities they could be involved in. Such communication shall be, to the extent practicable, in a language the parents and families can understand;
7. Find ways to eliminate barriers that work to keep parents and families from being involved in their child's education. This may include providing transportation and child care to enable parents to participate, arranging meetings at a variety of times, and being creative with parent/teacher conferences;
8. Find and modify other successful parent, family, and community engagement programs to suit the needs of our school;
9. Train parents, families, and the community to enhance and promote the involvement of other parents, families, and members of the community;
10. Provide reasonable support for other parent, family, and community engagement activities as parents, families, and the community may reasonably request.

To help promote an understanding of each party's role in improving student learning, Lafayette County High School and Lafayette County Elementary shall develop a compact that outlines the responsibilities of parents, students, and the school staff in raising student academic achievement and in building the partnerships that will enable students to meet the State's academic standards.

Lafayette County High and Lafayette County Elementary shall convene an annual meeting, or several meetings at varying times if necessary to adequately reach parents and families of participating students, to inform parents and families of the school's participation in Title I, its requirements regarding parent, family, and community engagement, and the parents right to be involved in the education of their child.

Lafayette County High School and Lafayette Elementary shall, at least annually, involve parents, families, and the community in reviewing the school's Title I program and parent, family, and community engagement policy in order to help ensure their continued improvement. This policy shall be part of the school's Title I plan and shall be distributed to parents of the district's students and provided, to the extent practicable, in a language the parents can understand.

We, the persons signed below, have read and understand this policy.

Student Signature_____ Date_____

Parent Signature_____ Date_____

Please return form by Friday, August 28, 2026

SCHOOL-PARENT-STUDENT COMPACT

Student Name (Please Print)_____ Grade Level_____

Lafayette County High School and Lafayette County Elementary appreciates your involvement in your child's education. Together we share the responsibility for assisting your child's achievement of high academic and performance standards. Our *School-Parent-Student Compact* clarifies our roles and serves as a guide to maintaining a partnership for supporting your child's learning.

School Staff's Responsibility:

- Provide high quality curriculum, instruction, materials and equipment in an effective, caring and safe learning environment,
- Provide opportunities for ongoing communication through:
  - Parent-teacher conferences, including information on academic and performance standards, assessments, and related goals for improvement,
  - Frequent reports regarding your child's progress,
  - Opportunities to talk with staff, volunteer in class, observe classroom activities and other parent involvement activities that support a strong school-home partnership.

Parent's Responsibility:

- Encourage my child to participate in learning,
- Encourage my child to engage in positive school behavior,
- Provide a quiet place for studying and completing assignments; review my child's completed assignments,
- Encourage productive use of my child's extracurricular time,
- Volunteer in my child's school and classroom, and
- Attend parent-teacher conferences, serve on advisory groups (such as Parent Advisory Committee), and make decisions relating to the education of my child.

Student's Responsibility:

Contribute to a safe school environment by being a productive student through:

- Being ready and willing to learn,
- Helping develop and following school and class rules, completing and turning in my assignments, and respecting and assisting others at school.

Please review this School-Parent-Student Compact with your child. Thank you for your support and involvement in your child's education.

We, the persons signed below, have read and understand this agreement.

Student Signature_____ Date_____

Parent/Guardian Signature_____ Date_____

Please return form by Friday, August 28, 2026

STUDENT INSURANCE

TO: Parents or Guardians of ALL Students Who Participate In Athletics and/or AAA Sponsored Activities

FROM: Lafayette County School District

RE: Accident Insurance for Students in AAA Activities

1) The following facts should be fully understood by the parents and guardians of all Lafayette County School District athletics and Students who participate in school sponsored activities in grades K through 12.
2) The Lafayette County School District has entered into a contractual agreement with Health Special Risk Insurance for athletic and extracurricular insurance underwritten by Health Special Risk Insurance Company for Students in grade PK-12. This coverage is for AAA sponsored activities, including all AAA athletic events. Your child will be covered while participating in, practicing for, and traveling to and from such an activity in a school furnished vehicle.Lafayette County School District assumes no responsibility as a result of injuries that occur during an athletic or AAA event; company and with Health Special Risk Insurance. You will need to indicate on the claim form the name and address of your regular insurance carrier.
3) If the Student has no other insurance coverage, Health Special Risk Insurance will become the primary carrier and will pay accordingly. The parent or guardian should indicate on the claim form if they have no other health insurance.
4) All policies have limitations. Health Special Risk Insurance will pay up to the amounts that are listed on the Student Brochure. Parents will be responsible for any amounts remaining after both the primary health insurance and Health Special Risk Insurance limitations have been reached.
5) **The Lafayette County School District and its employees are NOT responsible for any costs for treatment to your child by any doctor.**
6) In case of an injury, it is the responsibility of the parent to file a claim form. These forms are available in the principal's office, from the trainer or coach, or the Administration Office, located at 712 Chestnut Street – Lewisville, AR, Claim forms can also be printed from Health Special Risk Insurance website at www.k12Studentinsurance.com. The coaches, trainer, sponsors or administrative personnel will be happy to help complete the form, however, no School District employee is responsible for filing your claim.
7) As with any policy, there are policy exclusions. Please review the Policy Exclusions and Limitations that are listed in the brochure.
8) Treatment must begin within 30 days from the injury and claims must be filed within 90 days of the injury. Benefits will be paid for covered expenses incurred within 52 weeks from the date of the accident.
9) Since the insurance is for AAA sponsored events only, you may wish to purchase the additional insurance that is available to your child. This should be purchased at the beginning of the school year and is the same basic coverage.

The At School Coverage provides coverage for injuries that occur at school or during school-sponsored activities during the regular school year. The 24 Hour Coverage provides coverage 24 hours a day until one year after the date the school year begins.

If you have any questions, feel free to call 870-921-5500/870-533-4464, or ask your sponsor or coach.
I have read and understand that the coverage provided by Lafayette County School District has certain limitations and is considered primary coverage only if I have no other coverage for my child(ren). I further understand that Lafayette County School District is not responsible for payment of any medical expenses not paid by Health Special Risk Insurance.

Student's Name: _____ School:_____

Signed:_____ Date: _____
Parent or Guardian

Please return form by Friday, August 28, 2026 (If Applicable)

DRUG POLICY CONSENT FORM

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

I authorize the Lafayette County School District to conduct a test for drugs and/or alcohol use on a urine specimen which I provide. I also authorize the release of information concerning the results of such a test to the Lafayette County School District and my parents and/or guardians.

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

Student Signature_____ Date_____

Parent or Guardian Signature_____ Date_____

Date Received in Principal's Office_____

Please return form by Friday, August 28, 2026

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GENERAL INFORMATION

STUDENT HANDBOOK
This Handbook has been prepared to give you information that you will need to be a successful student and to acquaint you with some of the activities and regulations of the school. Please read the contents carefully. It is your responsibility to know and abide by the instructions listed in this book.

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

SUPERINTENDENT

Mr. Richard (Jon) Estes
Phone – (870) 921-5500
Fax – (870) 921-4277

SCHOOL WEBSITE

www.lcscougars.org

MASCOT: Cougars/ **COLORS:** NAVY & SILVER

MISSION
The Lafayette County School District provides all students with educational programs and opportunities to develop their skills, knowledge, and character in a safe and respectful environment.

BOARD OF EDUCATION

Mrs. Christie Dunbar, President
Mrs. Elexia Harris, Vice President,
Mr. James Knighton, Jr., Secretary
Mr. Robert Thomas
Mrs. Yolanda Sims
Mr. Travis Gilmer
Mrs. Evelyn Dismuke

Elementary Code of Conduct

INTRODUCTION

Principal---Mr. Shane Crank
Counselor—Mr. John Mack
Elementary Secretary--Mrs. Michelle Richards
Nurse-Ms. Amber Haynes

(K-6) Elementary
Phone-(870) 533-4464
Fax-(870) 533-2367

School Hours
8:00 A.M. - 2:54 P.M.

VISION

Lafayette County Elementary School will strive for a quality education that will prepare our students to be successful in high school and beyond.

MISSION

The mission of the Lafayette County Elementary School is to lead all children to educational success.

CORE BELIEFS

Lafayette County Elementary staff believes we will:

- Provide a safe, positive and supportive learning environment
- Have high expectations for student achievement and the behaviors of students, faculty, and staff
- Provide opportunities for all students to be successful
- Engage parents and community members to be active in educating the children of our communities

Motto

LCES: Leading all Children to Educational Success

MESSAGE FROM THE PRINCIPAL

Dear Parents, Students, and Citizens of Lafayette County Elementary School:

The faculty, staff, and administration extend a hearty welcome to each of you for the 2026-2027 school year. One of our major goals is to partner with you and our students to create a learning environment that will enable all students to achieve at their maximum potential and become successful adults in a diverse ever-changing society. In order to reach this success, parents, teachers, students, and administration must partner together through high levels of communication between the home and the school.

The Student Handbook contains information about school routines that are part of the daily life at Lafayette County Elementary School. Demonstrating your understanding of these expectations contribute to an environment in which all students can succeed. We encourage you to read the handbook carefully, ask your child questions about the information, and discuss the rules and regulations with him/her.

The Handbook is designed to be in harmony with Board policy. Please be aware that this document is updated annually, while policy adoption and revision is an on-going process. Therefore, any changes in policy that affect the Student Handbook will be made available to students and parents.

It is REQUIRED BY Law that each student returns the Statement of Responsibility Form of the student Handbook signed by both the student and parent/guardian. The page will be kept in the student's file as proof that both the student and parents/guardians have received a copy of the Handbook, are aware of the guidelines and policies that govern the Elementary School and agree to adhere to said guidelines and policies. In addition to signing the first page of the Handbook, we also would like for you to sign and return to your child's teacher by **Friday, August 28, 2026**, **the Data Sheet**, **the Media Release Form, the School-Parent-Student Compact, the Parental/Community Involvement Form** and **the Parent/Student Internet Agreement Form** which are located at the front of the Handbook. If you wish for medication to be administered by the school, please sign and return the Medication Administration Consent Form and the Medication Self-Administration Consent Form and return it to the school office.

Lafayette County Elementary School is dedicated to providing a quality education for our students. Therefore, we encourage parental and community involvement. Many opportunities are available to the parents and the community to assist in the education of our children. Let us bond together and create a learning environment that is conducive to all participants. If you have questions or concerns, please call.

Sincerely,
Shane Crank
Lafayette County Elementary Principal

ACADEMICS/CURRICULUM COURSES OF STUDY

The following course of study has been developed to meet State standards and to accomplish the goals of Lafayette County Elementary School:

- Reading
- Language Arts
- Math
- Science
- Social Studies
- Arkansas History
- Health/ PE
- Art
- Music
- Computer Technology
- Tools for Learning

HONOR ROLL

Students in grades K-6 who maintain an A or B average in all classes for the grading period will be recognized as honor roll students for that grading period.

GRADE COMPUTATION

Grades assigned to students for performance in a course shall reflect only the extent to which a student has achieved the expressed academic objectives of the course. Grades that reflect other educational objectives such as those contained in the learner outcomes and curriculum frameworks and benchmarks may also be given. (This policy prohibits counting attendance, behavior, etc., as part of the academic grade).

GRADING

Parents or guardians shall be kept informed concerning the progress of their student. Parent-teacher conferences are encouraged and may be requested by parents, guardians, or teachers. If the progress of a student is unsatisfactory in a subject, the teacher shall attempt to schedule a parent-teacher conference. In the conference, the teacher shall explain the reasons for difficulties and shall develop, cooperatively with the parents, a plan for remediation which may enhance the probability of the student succeeding. The school shall also send timely progress reports and issue grades for each nine-week grading period to keep parents/guardians informed of their student's progress. The

evaluation of each student's performance on a regular basis serves to give the parents/guardians, students, and the school necessary information to help affect academic improvement. Students' grades shall reflect only the extent to which a student has achieved the expressed educational objectives of the course. The grading scale for all schools in the district shall be as follows:

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

Promotion/Retention

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

At least once each semester, the Parents, legal guardians, persons having lawful control of the student, or persons acting in loco parentis, and teacher(s) of a student in kindergarten through eighth (8th) grade shall be notified in writing of the student's independent grade-level-equivalency in reading.

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

Promotion or retention of students, or their required retaking of a course shall be primarily based on the following criteria:

Promotion and Retention of students in grades K-8

The Governing Board expects that each student will progress systematically through the grade levels and will meet grade-level standards of academic achievement established by the district and the Department of Education prior to being promoted to the next grade level of work. However, the Board recognizes that a student in grades K-12 who fails to meet the grade-level achievement standards at the end of the academic year may nonetheless be able to catch up and meet the grade level standards by the end of the next academic year with appropriate supplemental instruction.

The process of making decisions as to promotion and retention of elementary students should take into consideration a variety of factors including age, maturity, motor coordination, capacity for learning, and academic progress. Any teacher recommending retention must document using intervention strategies and their results. If a student needs to be retained based on the teacher's professional judgment of the student's academic performance and/or other factors, the parent(s) or guardian(s) of that student shall be informed as early in the school year as possible. In all cases, the decision of whether a student should be promoted or retained shall be made on the basis of which grade placement provides the student a better

chance of progressing in his/her educational development. If offered, successful completion of an approved summer school program after retention in a grade level may make the student eligible for promotion in the subsequent school year. The final authority for promotion/retention decisions for students in grades K – 8 rests with the principal. In cases (K-8) where a retention is contested, LCSD Review Committee will determine grade placement for the student.

Grades K-2

Kindergarten through second grade (K-2) students are expected to master academic readiness, social skills, and physical skills designated by the Arkansas Department of Education and the Lafayette County School District standards. Students in Kindergarten through second grade will be promoted unless there are indications that would prohibit them from coping with the academic expectations of the next grade level. Students in grades K-2 shall be promoted to the next grade level with a passing grade in reading and math. Students failing to pass reading and math will be retained in the same grade.

Grades 3-8

Students in grades 3-8 shall be promoted to the next grade level with a passing grade of 60 in three of the four core classes: language arts, math, science and or social studies. Students failing to pass three of the four core classes will be retained in the same grade.

If there is doubt concerning the promotion or retention of a student or his/her required retaking of a course, a conference shall be held before a final decision is made that includes the following individuals:

a. The building principal or designee;
b. The student's teacher(s);
c. School counselor;
d. A 504/special education representative (if applicable); and
e. The student's parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis.

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

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

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

By the end of grade eight (8), the student's SSP shall

- Guide the student along pathways to graduation;
- Address accelerated learning opportunities;

- Address academic deficits and interventions; and
- Include college and career planning components.

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

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

An SSP shall be created:

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

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

Students who either refuse to sit for a Statewide assessment or attempt to boycott a Statewide assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are originally administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular activity, including school dances, prom, homecoming, senior events, and may be prevented from walking or participating in graduation exercises. The student shall remain ineligible to participate until the student takes the same or a following Statewide assessment, as applicable. The Superintendent or designee may waive this paragraph's provisions when the student's failure was due to exceptional or extraordinary circumstances. Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.

Report Cards

Lafayette County Elementary School issues report cards every nine week grading period. Nine weeks grades are based on students' daily work, chapter and unit test scores, projects and other assignments.

EXTRACURRICULAR ACTIVITIES - ELEMENTARY (See Student Policy Section/Page 121)

STUDENT BEHAVIOR

The School Board and staff at Lafayette County Elementary School believe each student has the right to go to school in a safe environment conducive to learning. Each student deserves the opportunity to learn in a setting free from the influence of disruptive classmates. Therefore, it is imperative that we work

together to ensure that all persons are treated equally and with dignity in respect to their rights and responsibilities.

CONDUCT OVERVIEW

Students are entitled to enjoy the basic rights of citizenship recognized and protected by law for persons of their age and maturity. Students are expected to respect the rights and privileges of other students, teachers, and the District staff. The District's rules of conduct and discipline are established to achieve and maintain order in the school. Students who violate the rights of others or who violate District or school rules shall be subject to disciplinary measures designed to correct the misconduct and to promote adherence by all students to the responsibilities of citizens in the school community. The violations of a rule can occur whether the conduct takes place on the school grounds, at a school-supervised activity, function, or event or away from school (Act 742 of 1997).

Any administrator and/or teacher in Lafayette County Elementary School has jurisdiction over all students enrolled in this school. Any administrator and/or teacher shall have the authority and responsibility to correct any misconduct on the grounds, in the cafeteria, in the classroom, and at school functions, at home or away. Building administrators shall have both the authority and the duty to take disciplinary action whenever the behavior of the student(s) materially interferes with or substantially disrupts maintenance of a proper atmosphere for learning within classrooms or other parts of the school. It is important to note that while consistency in disciplinary actions is the goal of the building administrators, there are Federal Laws which pertain to students who have special needs as defined by Public Law 94-142 that may prohibit the enforcement of some rules in this student Handbook for those students who qualify for services under said law. Building administrators have the authority to move within the range of punishments to more appropriately address individual misbehavior and/or to promote the best interest of the overall safety and security of the entire student body.

The Elementary School administration and staff reserves the right to punish behavior that is not conducive to good order and discipline in our school even though such behavior is not specified in the handbook.

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 appeal procedures. Students have the responsibility to know and obey school rules, to express grievances in a polite and hospitable manner, and to give parents correct information concerning misconduct. Principals and teachers have the responsibility to follow Board established procedures in disciplinary actions against students. Principals are responsible for notifying and conferring with parents and students in cases involving suspension 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. The due process rights of students and parents are as follows:

- Prior to any suspension, the school principal or his/her designee shall advise the pupil in question of the particular misconduct of which he/she is accused, as well as the basis for such accusations.

- The pupil shall be given an opportunity at that time to explain his/her version of the facts to the school principal or his/her designee.
- Written notice of suspension and the reasons for the suspension shall be provided to the parent(s)/guardians of the pupil.

EXPECTED STUDENT BEHAVIOR

The following are general guidelines for student behavior:

- Students will be in their seat when the bell rings.
- Students will bring adequate study materials to class each day and participate cooperatively and fully in the activities planned by the teacher.
- Students will comply immediately and courteously with any reasonable request of any staff member.
- Students will behave in a cooperative and non-disruptive manner at all times.

Walkway Traffic

- Keep to the right on the stairs and walkways.
- Keep lines parallel to the wall at the drinking fountains so others may pass.
- Do not stop on stairs or in doorways to talk.
- Walk single file to avoid blocking walkways.
- Keep feet and books out of aisles.
- Do not push or try to trip anyone.
- Be courteous in passing to and from classes.
- Walk; don't run

Hall Passes and Class Changes During Class Time

- Students may not leave class during class time without permission and must always sign out when leaving and sign in when returning to class.
- Students should arrive in class with all necessary materials. Teachers will not issue passes to get forgotten books or materials; therefore, no student should expect one.
- Permission to leave class to use the restroom will be granted on a very limited basis. Students who need to use the restroom frequently for medical reasons will be allowed to do so after providing appropriate medical documentation to the school nurse or principal.

During Class Change 3-6

Students must move quickly from class to class. Yelling, whistling, running and other boisterous behavior is not permitted during class changes. When moving in the halls, keep to the right side of the hall to facilitate smooth traffic flow.

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

A Moment of Silence and recitation of The Pledge of Allegiance will be led during the first class period of each school day The Pledge of Allegiance shall be recited:

1. During the first class period of each school day;
2. At the commencement of each school-sanctioned after-school assembly; and
3. 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 Pledge may be recited at only one (1) of the school-sanctioned sporting events.

Students choosing to participate in the recitation of the Pledge shall do so by facing the flag with their right hands over their hearts, or in an appropriate salute if in uniform, while reciting the Pledge. Students choosing not to participate shall either stand or sit quietly while the other students recite the Pledge.

Students shall not be compelled to recite the Pledge, but students who choose not to recite the Pledge shall not disrupt those students choosing to recite the Pledge. Students choosing not to recite the Pledge who do not disrupt those students who choose to recite the Pledge shall not be subject to any comments, retaliation, or disciplinary action.

Following the recitation of the Pledge, there shall be an observance of one (1) minute of silence. During the one (1) minute of silence, each student may reflect, pray, meditate, or engage in any other silent activity that is not likely to interfere with or distract another student. Students who do not disrupt the one (1) minute of silence shall not be subject to any comments, retaliation, or disciplinary action.

Cafeteria

The LCES cafeteria is maintained as a vital part of the health program of this school. We require students to do their part to maintain the environment of the cafeteria by following these guidelines:

- Deposit your lunch litter in the wastebaskets provided.
- If you drop it, pick it up.
- Return all trays and utensils to the dishwashing area.
- Leave the tables and floor in a clean condition.
- If you bring your lunch to school, you will eat in the cafeteria. You are responsible for disposing of your waste in the wastebaskets provided.
- **Parents:** Parents are welcome to drop off a forgotten lunchbox to the school office; however, deliveries of restaurant food purchases should be done on a limited basis.

Lunch Prices

Lafayette County Elementary School participates in the CEP Program. (All Students receive a free breakfast and lunch). Adults/Guests breakfast $3.00. Adults/Guests lunch $5.00.

CHECK OUT POLICY

Child safety is a very high priority at Lafayette County Elementary School; therefore, the following procedure will be followed.

Procedures:
Any Student leaving the school campus before the end of the day must check out through the office. Students must sign out in the office in all instances before leaving the campus. Students under the age of 18 must be checked out by the parent or the persons designated by the parent on the Student's data sheet. Students not signing out in the office will be considered truant.

Students shall not be taken from school by anyone except a person who has custodial rights (parent, or legal guardian,) unless permission is granted in writing by the parent/guardian and is on file in the principal's office. **No student may be checked out by anyone younger than 21 years of age.**

No Student shall be taken from class or school and sent on errands except by permission of the principal and consent from the parent/guardian.

Please arrange transportation with your child before sending him/her to school. Calling the school office on a regular basis to have a message sent to your child is very disruptive. Should this be necessary, we ask that you do so **before 2:00 P.M.**

DISCIPLINARY RANGE OF INTERVENTION

Students who commit offenses are subject to the following consequences. These consequences identify permissible punishment, which may be used separately or in combination, for established violations of policies, rules, and regulations of the District. This list is not in the order of application:

- Verbal reprimand
- Communication to parent by note or telephone
- Conference with parent at school
- Restitution for damages
- Removal of school transportation privileges
- Exclusion from extracurricular activities
- Referral to school counselor
- In-school suspension (ISS)
- Probation
- Out of school suspension (OSS)
- Referral to law enforcement agency
- Referral to outside agency
- Tardy
- Suspension until parent conference
- Expulsion
- Other disciplinary techniques deemed appropriate by the principal
- FINS *For students who are unable to correct misbehavior through our discipline progression, a Family in Need of Service (FINS) Petition will be filed with the Lafayette County Juvenile Court System

RULES FOR STUDENT CONDUCT

Lafayette County Elementary School believes that order and conduct is necessary before teaching begins. Therefore, the administration and staff hold high expectations for all of its students. These expectations include respect for public property and the property of other students, an interruption-free environment where students can learn, and an environment that is healthy and safe. The written rules are an effort to specify these expectations. The disciplinary rules are written with the intent of consistency.

In all discipline situations, proper due process will be conducted in accordance with the state guidelines as well as the Lafayette County Board Policies. Frequent and continuous disciplinary violations may result in the student being found guilty of incorrigible behavior.

1. **ALTERING, FALSIFYING, OR DESTROYING STUDENT RECORDS**
   Punishment range: [Warning to ISS]

2. **PHYSICAL ATTACK OR HARM to a student- Punishment range: [ISS-Expulsion]**

3. **PHYSICAL ATTACK OR HARM a teacher, principal, superintendent, or other employee of Lafayette County School District---- Punishment range** [ISS-Expulsion and police notification]

4. **BULLYING/CYBER_BULLYING--Punishment range**:
   [Warning-Expulsion}

5. **BUS REFERRAL----Punishment range: [Parent Contact –Bus Suspension**]

   [Bus drivers will give verbal warnings prior to writing a bus referral]

   1st offense-Parent Contact
   2nd offense-3 days off the bus
   3rd offense-3 days off the bus
   4th offense-5 days or more/loss of bus privileges

Continuous misbehavior on the bus may result in suspension of bus privileges for the remainder of the year.

Fighting on the bus results in an automatic suspension of bus privileges for 5 days and possible suspension from school.

6. **CARRYING MESSAGES\Instigating---- Punishment range: [Warning-ISS]**

7. **CHEATING---- Punishment range: [Loss of credit for that work and parent notification]**

8. **COMPUTER INTERNET VIOLATION---- Punishment range:** [Warning- expulsion]

9. **DRESS CODE VIOLATION----Punishment range:** Students will change into clothes from the school clothes closet or parents will be called to bring a change of clothes. Students will remain in ISS until clothes are changed. **[Parent Contact and habitual offenders may be assigned to ISS.]**
The Lafayette County School 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.

Students shall come to school looking clean and neat and exhibiting grooming habits and wearing clothes that will not be a health or safety hazard to Students or others.

The district prohibits clothing/grooming which:

- Depicts pictures, emblems, or writing that are lewd, offensive, vulgar, or obscene
- Advertises or depicts tobacco products, alcoholic beverages, gang or organization affiliations or drugs may reasonably be expected (in the principal's judgment) to cause disruption of or interference with normal school operations.
- Shorts, dresses, and skirts must not be no shorter than 4 inches above the front and back of the kneecap when the arms are pointed straight down and are rigid. If the hemline is uneven, the shortest point on the shorts/skirt must meet the standard.
- Boxer shorts, biker shorts, spandex and are not to be worn.
- Student shirts must cover the midriff when arms are raised. No tank tops, mesh tops, spaghetti straps or short shirts which reveal the torso is prohibited.
- No undergarments may be worn as outer garments. Undergarments should not be seen or outlined in tight clothing.
- No sagging. Jeans, slacks, pants, or other garments worn below the natural waist are prohibited.
- Belts must be buckled (excessive belt length not allowed)
- No gloves, bandannas, do rags, strings of any color towels or sunglasses will be worn in the buildings during the regular school day. During after- school activities (both home and away) hats and caps must be worn with the bill facing forward.
- Shoes must be always worn. No house shoes.
- Jewelry that can be used as a weapon is prohibited.

- Pocket chains, oversized chains, dog collars or any accessory that may be construed or used as a weapon will be confiscated. All items confiscated will be held in the office and may be picked up at the end of the semester. Items left in the office will be discarded.
- No sleepwear to be worn to school (i.e. pajamas pants, house-shoes, etc)
- Garments with low necklines that accentuate cleavage will not be allowed.
- No clothing with holes that expose skin above the knee will be allowed.
- Clothing which reveals torso skin when arms are raised or clothing which does not meet dress code standards when the student is sitting or performing classroom physical activity is prohibited.
- No blankets, snuggles, throws or other coverings are allowed.
- Jeggings and leggings may be worn only if the shirt comes below the fingertips when arms are extended downward.
- No head coverings in the building including but not limited to bonnets, toboggans, bandanas, hats, & hoodies. **All students must remove the hood of the hoodie from their head upon entering the school building.**

10. **EATING/DRINKING AT INAPPROPRIATE TIMES---- Punishment range: [Confiscated and discarded-ISS]**

11. **FIGHTING----Punishment range:**
    1. 3 days ISS
    2. 5 days ISS
    3. 10 days ISS

12. **FORGERY----Punishment range: [Warning-ISS]**

13. **GAMBLING----Punishment range: [Warning –ISS]**

14. **GANG ACTIVITY----Punishment range: [Parent contact & ISS- Expulsion]**

15. **INAPPROPRIATE SEXUAL BEHAVIOR—Punishment range:**
    [Automatic referral to HOTLINE, parent notification and ISS to police notification]
    *** The severity of a given situation may cause the punishment steps to be overridden.

16. **INSUBORDINATION/DISRESPECT TO STAFF MEMBERS----Punishment range: [Parent Contact –ISS]**

17. **LYING TO TEACHERS, STAFF, OR ADMINISTRATORS----Punishment range: [Parent contact-ISS]**

18. **POSSESSION AND/OR DISTRIBUTION OF A LASER POINTER- Punishment range: [Confiscation-ISS]**

ACT 1408 —An act to prohibit the possession of hand-held laser pointers by minors.‖ SECTION 1. (a) It is unlawful for a person under eighteen (18) years of age to possess a hand-held laser pointer without the supervision of a parent, guardian, or teacher. (b) The law enforcement officer shall seize a hand-held laser pointer as contraband.

19. **POSSESSION AND/OR SHOOTING OF FIREWORKS ON SCHOOL PROPERTY Punishment range: [Confiscation to OSS]**

20. **POSSESSION OF FIREARMS OR OTHER WEAPONS----Punishment range: (See paragraph below.)**

    Note: No person in this state shall possess a handgun upon the property of the public schools or a school bus. Violation of this section shall be a class D felony, and no sentence imposed for violation thereof shall be suspended or probated or treated as a first offense under Arkansas Code 16-93-301 et seq. (Act 649 of 1989).

    The Gun-Free School Act of 1994 requires expulsion for students for a period of not less than one year for possession of any firearm or other weapon prohibited on school campus by law; however, the superintendent shall have discretion to modify such expulsion requirements for a student on a case-by-case basis**.**

21. **POSSESSION OF/OR UNDER THE INFLUENCE OF ANY ALCOHOLIC BEVERAGES OR ANY ILLEGAL DRUG, DRUG PARAPHERNALIA OR NON-INTENDED USE OF PRESCRIPTION OR ANY OTHER TYPE OF DRUG.** ***Alcoholic Beverages-Punishment range: [ISS—Expulsion] Drugs- Punishment range: [OSS-Expulsion]***

22. **POSSESSION OF PERSONAL ELECTRONIC DEVICES: Punishment range:**

    1. Warning/Released to the parent
    2. Released to the parent plus 3 days ISS
    3. Released to the parent at the end of the semester plus 5 days ISS

    Full Personal Electronic Device policy can be found on Page 154.

23. **POSSESSIONS OR DISTRIBUTION OF/ OR USE OF TOBACCO**

    Confiscation of item(s) and notification of parent/guardian and police to 5 days OSS.

    ACT 1555 —An act to require that a copy of the statute prohibiting smoking or use of tobacco or tobacco products on school property be posted in a conspicuous place at every entrance of each school building or school bus. SECTION 73 1 Arkansas Code 6-21-609 is amended to read as follows:6-21-609. Prohibition against smoking or use of tobacco or tobacco products – Exception. (a) Smoking or use of tobacco or

products containing tobacco in any form in or on any property owned or leased by a public school district, including school buses, is prohibited.

*Possession of a cigarette lighter and/or matches is prohibited on school campus.

*Any person violating the provisions of this section shall be guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not less than ten dollars ($10) nor more than one hundred dollars ($100).‖

24. **PROFANITY AND POSSESSION OF OBSCENE MATERIAL----Punishment range: [Parent Contact-ISS]**

25. **PUBLIC DISPLAY OF AFFECTION----Punishment range: [Parent notification to ISS]**

26. **UNEXCUSED TARDIES/TRUANCY Punishment range:**
    1. After 3 tardies – Parent notification
    2. After 5th tardy– 2 days ISS
    3. On 7th tardy -- 3 days ISS

    Note: A tardy is considered after 8:00 a.m. It is important to note that a student may receive more than one tardy on any particular day. Routinely, tardies will be reviewed. Students shall be responsible for the accrued discipline should they receive multiple tardies in a week. Tardies are accumulated for the semester period; punishment does not erase previous tardies. If students who are riding school buses arrive late to school, the school accepts the responsibility, and the student is not penalized. However, students being brought to school by parents, guardians, or friends are personally responsible for any tardies they receive. (Example: My parents didn't get me here on time.)

27. **Selling Merchandise on School Property** {Warning to ISS} Students are not to sell merchandise on school property unless it has been approved by the principal.

28. **TERRORISTIC THREATS OR THREATS TO ASSAULT ANY STUDENT, TEACHER, PRINCIPAL, SUPERINTENDENT, OR OTHER EMPLOYEE OF LAFAYETTE COUNTY SCHOOL DISTRICT. Punishment Range: [ISS to recommend expulsion and police will be notified].**

29. **VANDALISM/DAMAGE TO SCHOOL OR SCHOOL PERSONNEL OR GUESTS, PROPERTY, OR THEFT OF SAID PROPERTY OR THEFT OF STUDENT PROPERTY----Punishment range: [Restitution to Suspension]**

NOTE: The severity of a given situation may cause the punishment steps to be overridden. A student may be suspended or recommended for expulsion at any time the principal deems necessary.

Unless specifically stated in this handbook, the following are the range of days in ISS for the elementary campus. The range of days assigned will start over each semester.

ISS	
1st Assignment- 2 days	4th Assignment- 8 days
2nd Assignment- 4 days	5th Assignment- 10 days
3rd Assignment- 6 days	

High School Code of Conduct

GENERAL INFORMATION

PRINCIPAL---Mr. Tony Hartsfield

SECRETARY---Mrs. Vicky Smith

COUNSELOR---Mr. John Mack

NURSE-Ms. Amber Haynes

Phone: (870) 533-4464
Fax: (870) 533-2367

MISSION STATEMENT
The mission of the Lafayette County High School is to empower all Students in academic excellence while preparing them to become responsible members of a changing global society.

ACCREDITING ASSOCIATION
The Arkansas State Department of Education accredits the Lafayette County High School.

SCHOOL MOTTO
The school motto for Lafayette County High is ―Empowering Student Success‖

ALMA MATER
All hail Lafayette County High
Symbol of unity
And to the Blue and Silver
We Pledge our Loyalty Lafayette County strong and true
We lift our song in praise of you
We pledge to fly your colors high
Through all the years to be
All hail Lafayette County High
Symbol of unity

Written by: Julie Halter

Principal's Message

Dear Students, Parents and Citizens of Lafayette County High School:

On behalf of the faculty, staff and administration, I welcome you to a new and exciting school year. Lafayette County High School is a caring, learning community where all stakeholders actively participate and contribute to the education of all children.

As the new school year begins, please take some time to familiarize yourselves with this handbook. As one of many tools designed to help Students find success, this handbook includes our school's Code of Conduct. Understanding the Code of Conduct will help Students better appreciate what the school expects of them as learners and as responsible, contributing members of Lafayette County High and it will also help guide Students to make wise decisions throughout the year.

It is impossible to list in this handbook all the rules and guidelines for Students and staff. Therefore, the contents of this handbook should not be construed to limit or deny your rights and responsibilities as a member of the student body or as a citizen; neither should it be construed to limit or deny the school administration the right and responsibility to develop such necessary rules and regulations consistent with federal, state and Board of Education policies and regulations. As new policies are handed down throughout the year, policies will be made available to you.

The State requires that each Student receive a copy (Paper/Digital Address) of this handbook. [ACT 104 of 1983] requires that parents and Students sign the Statement of Responsibility Form and return it to the school office. In addition to completing and signing the Student Data Information, Sheet, Statement of Responsibility Form, please sign and return the additional forms that are located at the front of the Handbook by **Friday, August 28, 2026.** When you wish for medication to be administered by the school, please sign and return the Medication Administration Consent Form or the Medication Self-Administration Consent Form and return it to the school office.

The administration and staff look forward to an exciting and profitable year. We hope that your year at LCHS will be full of personal growth, service to the community, and academic achievement.

Sincerely,

Lafayette County High School Guiding Coalition
Mr. Tony Hartsfield, High School Principal

BUILDING REGULATIONS

Building regulations are those guidelines that are developed to facilitate Student life and learning in Lafayette County High School.

1. Students should not report to school before 7:25 a.m. unless they ride a bus or arrangements are made with school personnel. Teachers are not on duty until 7:25 a.m., and the school cannot be responsible for students until that time.
2. Students who miss one or more periods must check in through the office before going to class.
3. Students arriving after 8:15 a.m. will be considered absent from their first period class for that day.
4. Students needing to enter the building before the bell rings in the morning must enter through the designated doors.
5. Once Students have reported to school, they shall not leave the campus without permission from the principal's office. A Student is considered on campus if he or she is in a vehicle which is on school property. Students must get out of vehicles **immediately** upon arrival to campus.
6. **Students must be signed out by a parent, guardian or designated adult before being allowed to leave school.**
7. Students are to be in assigned classes or areas or have a hall pass from the assigned teacher before leaving class.
8. Students eating in the cafeteria must consume all food in the cafeteria.
9. Students bringing their lunch may eat outside in an area designated by the principal.
10. Students must clean up behind themselves. All trash must be placed in the trash can. Failure to follow rules will result in privileges being revoked. **Student Lunches must be brought to school with Students. Lunches may not be delivered to Students.**
11. Students will **not** be called from class to take phone calls except in emergencies, but the office staff will deliver necessary messages when time permits. The office staff will send to a Student necessary school items brought to the office by a family member.
12. The school will **not** accept items for delivery to Students. Neither will mail be delivered to Students. Under no circumstances may a Student accept a delivery from a vehicle. When time permits, the office staff will send to a Student necessary school items brought to the office by a family member.
13. School announcements will be read daily over the intercom by the Student Council president or another Student Council officer. Students are responsible for information given in the announcements. The announcements will be posted on the bulletin board, the LCHS web page, and each teacher will receive a copy by email. If a Student arrives at school after the announcements are made, it is the Student's responsibility to become familiar with the content of the day's announcements.
14. Students may not organize school social activities without the approval of the building principal. Overnight trips must be approved by the Lafayette County School District Superintendent.
15. Radios, tape players, electronic games, and other such devices may be disruptive to the educational process and are, therefore, not allowed on the school campus or buses without special permission. A violation will result in confiscation and other disciplinary action as determined by the school administration.

After being absent, the Student must have a note from the parent, medical, or professional personnel documenting their absence before returning to class. Students must present an attendance slip to the teacher upon entering class.

Students are not allowed to eat or drink inside the building. (Water is the only exception)

CLOSED CAMPUS

The Lafayette County High School operates under a —Closed Campus policy. Students will not be permitted to leave campus without parental permission any time during the day, without checking out through the office. Students leaving campus for any reason without the approval of the office will be subject to disciplinary action.

CHECK OUT POLICY

Child safety is a very high priority at Lafayette County High School; therefore, the following procedure will be followed.

Procedures:

Any Student leaving the school campus before the end of the day must check out through the office. Students must sign out in the office in all instances before leaving the campus. **Students under the age of 18 must be checked out by the parent or the persons designated by the parent on the Student's data sheet. Students not signing out in the office will be considered truant.**

Students shall not be taken from school by anyone except a person who has custodial rights (parent, or legal guardian,) unless permission is granted in writing by the parent/guardian and is on file in the principal's office. **No Student may be checked out by anyone under 21 years of age.**

No Student shall be taken from class or school and sent on errands except by permission of the principal and consent from the parent/guardian.

In emergency situations or extenuating circumstances, any Student 18 years or older may legally check out without parental approval. The student will be personally responsible for their attendance. The school does not recommend Students exercise this right. Students checking out will also be personally responsible for supplying the school with notes of excuse from their parents, guardian, court, or doctor.

Students that do exercise this privilege must leave campus in their own vehicle or with a parent or guardian. Students may not leave with other students.

Students 18 or older may not check out of school at any time to go off campus and then return to school during that day unless they have a doctor's, judge's, or attorney's excuse to return to class that day; otherwise, they may not return until the next morning.
Emancipated students who are 18 years of age must have a parent or legal guardian sign all school related documents unless the 18-year-old Student is emancipated [no longer under parental or legal guardian control].

WITHDRAWAL FROM SCHOOL

If a student withdraws from school for any reason, he or she must check-out through the counselor's office. The counselor will give the student a withdrawal form, which must be signed by each of the student's teachers, the librarian, the guidance counselor, and the food services attendant. The teacher will record the student's checkout grades and signify that all textbooks have been turned in. Once the student's records are cleared, the principal or counselor will then sign the form, and the student may take it to the next school in which he or she enrolls. Student records will only be forwarded to the new school when requested if the student has properly checked out.

EMANCIPATION

Students who are 18 years of age must have a parent or legal guardian sign all school related documents unless the 18-year old student is emancipated (no longer under parental or legal guardian control.)

BELL SCHEDULE

First Bell	**7:55**
1st Period	**8:00-8:52**
2nd period	**8:56-9:48**
3rd period	**9:52-10:44**
4th period	**10:48-11:40**
Lunch	**11:40-12:06**
5th period	**12:10-1:02**
6th period	**1:06-1:58**
7th period	**2:02-2:54**

ACADEMICS

CPR TRAINING FOR SENIORS

CPR training is required for all seniors. Seniors will be provided CPR training by the school nurse at the school prior to graduation.

Graduation for Seniors of the Math and Science School [ACT 1326 0f 1997]

Students who attend school in Lafayette County School District prior to acceptance to the Arkansas

School for Mathematics and Science may elect to participate in 40 graduation activities the year they graduate, including prom and all other activities. Math and Science School Students will be responsible for the costs of these activities to the same extent as Lafayette County Students. These Students must also agree to abide by the rules of Lafayette County Student Handbook. Math and Science School Students who violate the rules of the Student Handbook may be barred from attending other activities.

Math and Science School Graduates Guidelines

Students participating in the graduation ceremony must abide by the following guidelines:

1. The Student must wear the Lafayette County High School regalia.
2. If a Student is an honor graduate at the School of Math and Science, he/she must provide a letter from the Math and Science school verifying that the Student is a member of the National Honor Society. Once verification has been received, the Student may purchase a National Honor Society stole that is the same as the Lafayette County High School's stole to wear at graduation. The Student will be acknowledged on the graduation program as a member of the National Honor Society.
3. The Student must sit in alphabetical order and not by rank.
4. The Student must attend graduation practice.
5. The Student may attend the graduation breakfast.

Math and Science School Students who enroll or re-enroll in the Lafayette County School District for the purpose of graduating from LCHS will not be allowed the privilege of being the top graduate.

PARTICIPATION IN GRADUATION

Students participating in the graduation ceremony must have completed the minimum requirements of units as stipulated by the Arkansas Department of Education and the Lafayette County Public Schools prior to the date of graduation. A Student who is deficient one-half or more units will not be allowed to participate in the graduation ceremony. In addition, student debts must be paid in full, and all textbooks must be accounted for in order for students to participate in the graduation ceremony. Students must be in attendance at graduation practice in order to walk during the graduation ceremony, no exceptions.

GRADUATION CEREMONY

Graduation is a formal occasion. Graduates are expected to be dressed according to the following guidelines: Boys are to wear black slacks (no jeans) with a white dress shirt that has a collar and black dress shoes. Ladies are to wear a dress, dress pants, or a skirt that does not hang longer than the gown with black dress shoes. No house shoes, sandals or flip flops are to be worn. Failure to follow dress code will result in the Student not participating in the graduation ceremony. Graduates are expected to act mature. Inappropriate behavior or actions [dancing, throwing up signs or any behavior that is normally considered against school rules or distracting to the seriousness and formality of the occasion) exhibited during the ceremony will result in the graduate's diploma being

held for a period of at least 30 days. A conference with the parent/guardian, graduate, superintendent and principal will be held to determine if and when the graduate will receive his/her diploma. In addition, we ask that graduates inform their family members to hold all excessive applause during the ceremony so that everyone can hear when the next Student is recognized or when individuals are reading or speaking. Failure to follow any guidelines will result in a graduate meeting with the Lafayette County Board of Education.

EARLY GRADUATION

Any Student who is enrolled in Lafayette County High School and has earned the number of credits for graduation and has met the State assessment requirements on all EOC's (proficient, remediation, pass score,) shall be eligible to graduate from Lafayette County High without regards to the grade level the Student is enrolled in at the time such credits are earned. The Intent for Early Graduation form must be completed, submitted and approved prior to the Student's junior year.

STUDENT CLASSIFICATION (See Student Policy Section/Page 181)

Advanced Placement Courses

Lafayette County High School offers the following AP Courses:

AP Literature	AP English Comp	AP Biology
AP Calculus	AP Chemistry	AP U. S. History
AP Government and Politics		AP American History
		AP Psychology

CONCURRENT CREDIT (See Page 97 for full policy)

Articulate Credit

CBA

PROMOTION AND RETENTION

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

At least once each semester, the Parents, legal guardians, persons having lawful control of the student, or persons acting in loco parentis, and teacher(s) of a student in kindergarten through eighth (8th) grade shall be notified in writing of the student's independent grade-level-equivalency in reading.

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

Promotion or retention of students, or their required retaking of a course shall be primarily based on the following criteria. *Students who are in 7th and 8th grade must pass 3 out of 4 of their core credit courses (English, Social Studies, Mathematics, and Science), in addition to one other course to be promoted to the next grade level. Students who are in grades 9-12 must make 60% or higher in a course in order to receive credit for that course. Failure to make 60% will result in denial of credit for the course.* If there is doubt concerning the promotion or retention of a student or his/her required retaking of a course, a conference shall be held before a final decision is made that includes the following individuals:

a. The building principal or designee;
b. The student's teacher(s);
c. School counselor;
d. A 504/special education representative (if applicable); and
e. The student's parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis.

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

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

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

By the end of grade eight (8), the student's SSP shall

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

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

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

An SSP shall be created:

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

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

Students who either refuse to sit for a Statewide assessment or attempt to boycott a Statewide assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are originally administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular activity, including school dances, prom, homecoming, senior events, and may be prevented from walking or participating in graduation exercises. The student shall remain ineligible to participate until the student takes the same or a following Statewide assessment, as applicable. The Superintendent or designee may waive this paragraph's provisions when the student's failure was due to exceptional or extraordinary circumstances. Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.

PRE-ADVANCED PLACEMENT COURSES

All Students who are willing to accept the challenge of a rigorous academic curriculum should be given consideration for admission to Pre-Advanced Placement courses. Removal from the Pre-Advanced Placement classes will follow the LCHS policy for dropping a class or changing a schedule.

SUMMER SCHOOL

Lafayette County High School summer school is only offered for Students who have made an "F" or have lost credit in a class. If a Student has failed a course, he or she may repeat that course in summer school and obtain full credit providing the course is offered and the student successfully passes the class. The highest grade will count for GPA and eligibility for extracurricular participation. **LCSD summer school program is for students that attend the District. Requirements and guidelines may be picked up in the office.**

GRADING SCALE

A-100-90

B-89-80
C-79-70

D-69-60
F-59 and under

GRADE CHANGES

After a grade has been submitted to an electronic grade book, verified by the teacher, entered into E- School, and printed on a report card, a grade change for a student must be submitted in writing by the teacher to the counselor and signed by the teacher, student, parent, or guardian of the student, the principal and counselor. A reason for the grade change must be given and approved by all above, which will be signified by their signatures; then and only then, will a counselor make the grade change in e-School.

GRADE COMPUTATION

Grades assigned to Students for performance in a course shall reflect only the extent to which a Student has achieved the expressed academic objectives of the course. Grades that reflect other educational objectives such as those contained in the learner outcomes and curriculum frameworks and benchmarks may also be given. (This policy prohibits counting attendance, behavior, etc., as part of the academic grade).

NINE-WEEK GRADES

4/5 Daily Work, Class Recitation, class work, quizzes/tests, etc. 1/5 Nine Week Test **Note:** If a nine-week test is not given, daily work then counts 100% of the grade.

SEMESTER GRADES

2/5 First-Third 9 weeks grade
2/5 Second-Fourth 9 weeks grade
1/5 Semester Exam

EXAM EXEMPTIONS

Students in the Lafayette County High School grades (7-12) may be exempt from semester exams under the following conditions.

- Students must have an (A) average in the class for the semester with no more than four (4) absences or a (B) average in the class for the semester with no more than two (2) absences [avg. of both nine-week grades). Administrative absences do not affect exemptions.
- Students must not have had an office referral for discipline reasons (any type referral including ISS, Saturday detention, bus, etc.) No Student, regardless of classification or special education membership shall be exempt if said Student has any discipline referrals.
- Seniors are not to be exempted from second semester final exams.

Discipline records end 5 days before the start of semester tests. Any discipline or tardies received during semester test week will be applied to the following semester exemptions.

REPORT CARDS

Lafayette County High School issues report cards every nine week grading period. Nine weeks grades are based on students' daily work, chapter and unit test scores, projects and other assignments. Report

cards are given to the students the following week after the nine weeks period ends. Report Cards for the 4th nine weeks can be picked up in the office the week after the last day of school. Students wishing to have their report card mail may leave a self-address, stamped envelope in the office and we will mail their record to you. Report cards will be held for those students owing fines.

SCHEDULE CHANGES

Students will have five (5) school days in which to notify the counselor of a desire to change, add, or drop a class from their schedules. After five (5) school days have passed, Students must stay in the classes for which they enrolled until the end of the semester. At that time the Students must stay in the classes for which they enrolled until the end of the semester. At that time the Students will again have five (5) school days to change. All schedule and/or class changes must be made through the counselor's office and approved by the principal. The parent must also sign off on schedule changes. Students in athletic classes that choose not to participate will not be allowed to change the class before semester.

Schedule change requests in the fall and spring WILL BE PERMITTED ONLY for the following reasons:

- Student has completed a course during summer school
- Student failed a course prerequisite
- Change is required due to a clerical error
- Recommendation by a teacher or school counselor
- Enrollment in a course is insufficient (less than five)

Students in 7th and 8th grade will not be permitted to change core classes.

TEXTBOOKS

Textbooks for Students in grades 7-12 are furnished free by the State of Arkansas and Lafayette County School District. Students shall be responsible for the care and return of textbooks and may be charged for replacement of lost or damaged textbooks. Students who temporarily misplace their textbooks may rent a replacement through the office for $1 per day. Rented books must be turned in at the end of the day, or an additional charge of $1 per day will be added until the book is returned. The following charges will be accessed for the abuse of textbooks:

- Lost book-Full replacement cost
- Destroyed book-Full replacement cost
- Tearing out of pages-Full replacement cost
- Marking and writing in a book-A cost equivalent to the de-valued cost of the textbook.

TRANSCRIPT REQUEST

A Student must be 18 years of age or have written parent/ guardian permission to obtain an academic transcript. A graduating senior will be given copies of his/her transcript at no charge.

EXTRACURRICULAR ACTIVITIES – SECONDARY SCHOOLS (See Student Policy Section/Page 122)

ORGANIZATIONS/OTHER ACTIVITIES

ART CLUB

Membership is limited to those Students who have successfully completed one semester of art and are in the 10th, 11th, or 12th grade. Dues are $5 a student.

ATHLETICS

To participate in athletics (football, volleyball, basketball, track, baseball, softball, trap shooting) Students must meet the guidelines of the Arkansas Activities Association, the Department of Education, and the Lafayette County High School.

BAND

Students are eligible to join the band and band directed activities provided they meet the following requirements:

- obtain permission from the band director
- meet AAA standards for participation (pass four academic subjects and maintain
- GPA requirements)
- Flag requirements:
    1. Grades 7 through 12
    2. Meet eligibility/grade point requirements
    3. Attend a summer camp for flag instruction
    4. Be selected at the yearly tryout

- **Drum major requirements:**
    1. Grades 10 through 12
    2. Meet eligibility/grade point requirements
    3. Attend a summer camp for drum majors
    4. Be selected at the yearly tryouts

Note: No persons shall be allowed to participate in any school function if they are not in attendance at school at least one-half day on the day of the event.

CHEERLEADERS

Selection and requirements: Guidelines/rules may be obtained through the office of the principal.

CHESS CLUB

This organization is hereby called the Lafayette County High School Chess Club. The purpose of the club is to promote the game and learning of chess. Members will explore and further the educational aspects of the game of Chess. They will participate in events at the regional and state level.

DRAMA CLUB

The Drama Club is open to all Lafayette County High School Students, grades 9-12

FAMILY CAREER & COMMUNITY LEADERS OF AMERICA

Family Career and Community Leaders of America is a vocational Student organization that functions as an integral part of the Family and Consumer Sciences education curriculum and operates within the school system. FCCLA is the only in-school Student organization with the family as its central focus. The goal of the organization is to help youth assume active roles in society through Family and Consumer Science education in areas of personal growth, family life, vocational preparation, and community involvement. LCHS FCCLA members are involved in District meetings, Star Events, and State Convention. Members also participate in State and National Projects. Any Student enrolled in school who is taking or has taken a Family and Consumer Science course may become a member. Membership is voluntary.

FIRE MARSHALS

Marshals are chosen by the principal to staff regular monthly fire drills.

FUTURE BUSINESS LEADERS OF AMERICA

The Future Business Leaders of America Chapter is the local organization for all Students enrolled in business classes at LCHS.

FUTURE FARMERS OF AMERICA

The Future Farmers of America is an integral part of the instructional program in vocational agriculture. Students must be enrolled in vocational agriculture to be eligible for membership in FFA. FFA Students must learn and recite the FFA creed, pass a test on and have working knowledge of FFA history, know the duties and responsibilities of FFA membership, pay dues to local, state, and national organizations yearly, and take part in local meetings and activities. In addition, Students must meet all other requirements that the chapter votes for its membership.

FUTURE TEACHERS OF AMERICA

The Lafayette County High School Chapter of the Future Teachers of America is an organization that focuses on the Student's academic and social development. It is dedicated to motivating and promoting Students who have displayed an early desire and interest in teaching. The primary focus is to help students successfully enter and remain in teacher education. This organization is dedicated to the future of the teaching profession and actively promotes a positive image of the teaching profession. This organization also strives to attract talented young people into tomorrow's classroom.

LCHS TRAP MASTERS

Lafayette County High School is a member of the Arkansas Youth Shooting Sports Program. The program's purpose is to bring the joy of the outdoors and the rewards of safely learning to shoot to the students of Lafayette County High.

NATIONAL HONOR SOCIETY

As set forth in Chapter By-Laws and National Constitution, Membership eligibility requirements:

- Candidates must be members of the sophomore, junior, or senior class.
- Candidates must have been in attendance at this school the equivalent of one semester.
- Candidates must have a cumulative grade point average of 3.25 in the core classes.

(Computation beginning 1st semester of 9th grade) C-GPA excludes band, PE, and Athletics. After each C-GPA has been computed for the fall semester, Students who are eligible scholastically will be notified in writing.

Students will be told that for further consideration of selection into the NHS chapter, they must complete the Student Activity Information Form. This will help the faculty council determine Student's interest in membership and to obtain information regarding service and leadership activities. These Students are then eligible for consideration on the basis of leadership, service, citizenship, and character. The faculty council consists of five faculty members that are appointed annually by the principal. Members who fall below the standards which were the basis for their selection will be promptly warned in writing by the Chapter advisor and given one semester to correct the deficiency; exception–in the case of a flagrant violation of school rules or civic responsibility, a member will not have to be warned. If a member is dismissed, a written notice of the decision will be sent to the member and his or her parents. The member must surrender the NHS emblem (pin) and membership card to the chapter advisor. If the member is unwilling to do this, the matter will be treated as a school disciplinary matter. Students who are dismissed or resign may never again become a National Honor Society member. Circumstances that might cause Students to deviate from the requirements listed above will be considered on an individual basis by the faculty

STUDENT COUNCIL

The Student Council of Lafayette County High School serves as the tie between the faculty, community, and the Student body. The aims of the Student Council are to establish higher and better ideas of conduct, to train Students to acquire experience and efficiency in the practice of democracy, to encourage Students to participate in all school activities, and create and foster a spirit of cooperation between Students and faculty. The Student Council fosters school spirit through assemblies, contests and stunts, conducts elections, promotes interest in good government, investigates and adopts or presents to proper authorities' suggestions for improvements of the school, honors teachers and administrators, cooperates with outside organizations in approved youth movements and with other schools in promoting the Good Sportsmanship Code. All Student council officers and representatives will participate in the decorating of the cultural center for homecoming and the setting up of the royalty area for homecoming at the football field. The Student Council must charter all clubs and

organizations. Final authority on all Student Council activities is with the school administration. Each April, the Student body shall elect a president, vice-president, secretary, and treasurer. These officers may come from 10th, 11th, and 12th grades. All officers must have a 3.00 C-GPA. The president must be a senior. There will be two representatives elected each May from grades 8 through 11. Students must have a 2.00 C-GPA to be eligible to run for a position on the Student Council.

CLASS OFFICERS

The following Class Officers will be elected each year.

- President
- Vice-President
- Secretary

Requirements for candidacy for class officers follow:

- GPA of 2.00 for the previous semester before candidacy
- No suspensions or assignments to ISS during the previous year

Elections will be held in the fall of each year. Duties of the class officer will be as assigned by the Class Sponsors.

HOMECOMING GUIDELINES

The Lafayette County School District believes that students representing our student body should meet certain criteria to be eligible for homecoming ceremonies. Students want to be represented by those who show pride in themselves as well as our school. The following is the criteria to be eligible and the requirements for participation:

1. All participants must have a minimum of a 2.0 GPA.
2. All participants must be an active member of at least one extra-curricular activity.
3. No OSS or OCS from the previous or current semester.
4. A student may only be elected one time during their 10th & 11th grade year. They may be re-elected during their 12th grade year.
5. All dresses must be approved one week prior to the ceremony.
6. Elections will be held for all those eligible and they will be elected by their class. The top two receiving the highest votes will be the ones elected to the Court to represent their grade (10th & 11th). The senior class will elect four senior maids.
7. The senior high football team will vote for the queen from the four senior maids chosen by the senior class. The senior maid with the most votes will be Queen and the senior maid with the second highest number of votes will be Maid of Honor.
8. The Queen will choose two escorts from senior boy athletes in grades 10-12.
9. Once the Queen chooses her escorts, the remaining maids will then choose their escorts from senior boy athletes in grades 10-12.
10. The flower bearer & ring bearer will be chosen from the Kindergarten class by the Kindergarten teachers.
11. The flower bearer will wear a white dress, white socks and white shoes (navy or silver accents are permitted).
12. The crown bearer will wear either a white or black suit or tux (navy or silver accents are permitted).

13. The Homecoming Court Maids will wear navy or silver dresses.
14. The Senior maids, maid of honor, and queen will wear white dresses.
15. Each member of the homecoming court will be responsible for decorating their own truck for the homecoming parade. The crown & flower bearer may decorate and ride in one truck or individually.

PROM

The Lafayette County High School's junior class will host a prom for the senior class. Attendees must be in the 11th or 12th grade class. Students in the 10th grade may be invited by an upper classman to attend prom. No Student over the age of 19 will be allowed to attend. Students not in attendance at LCHS must present proof of age and must be in good standing with neighboring schools and/or have no prior record with law enforcement. All outside guests must be approved by the principal.

- Students must follow the behavioral guidelines that are in the school handbook
- Students may not leave the prom and return later.
- Students must be in at least the 10th grade to attend prom or no older than 19. A background check will be done on all Non-LCHS Students and final approval given by the principal.
- Students purchasing a ticket for a guest before the guest is approved will forfeit their money.
- Students must wear formal attire. Students having doubts about their dress selection must have it approved by the principal. Students inappropriately dressed will not be admitted.
- Committee members assigned to work must follow all requests of the Prom/Committee Director. Failure to comply will result in disciplinary action.
- Homebound students are not allowed to attend.

***Prom dues are non-refundable**

WAITERS/WAITRESSES

Waiters and Waitresses for prom are selected from the sophomore class by the junior class officers. The male and female receiving the most votes will be named head waiter and waitress. The number of waiters or waitresses selected will be decided by the junior class prom sponsor and the school principal. Students selected to be waiters or waitresses may not attend prom as a guest. To be eligible for prom waiter and waitress, a sophomore must have the following criteria pertaining to the tenth-grade year:

1. 2.0 GPA or better
2. No suspension or ISS

USHERS

Each year ushers are selected to assist with Senior Awards Assembly, Baccalaureate, and Commencement. Selection is made from the junior class according to class ranking. Students assigned to ISS or suspended from school their junior year, prior to the completion of the selection process, are NOT eligible. Class sponsors and administration reserve the right to determine eligibility if an infraction occurs after the selection.

STUDENT PARKING

Auto Policy

Uncontrolled usage of automobiles around groups of Students creates a safety hazard. Strict rules regarding the entering and leaving of school grounds with vehicles must be observed. All Students driving to school must adhere to the following regulations:

1. Students must purchase a parking permit from the office; provide proof of driver's license, and proof of liability insurance.
2. A vehicle parked on campus without a parking permit may be towed at the Student's expense after proper investigation by school officials.
3. Vehicles must be parked on first arrival in the morning and not re-entered until the Student is leaving school for the day.
4. When reporting to school in a vehicle, Students shall park the vehicle immediately and go to the approved area on campus where a faculty member is on duty.
5. Students may not ride around campus or leave once they have driven on school campus.
6. Drivers must observe the maximum speed limit while on the school parking lots and a 15 mph limit on other school grounds.
7. Students must park vehicles in designated Student areas.
8. No one is to drive through bus loading areas.
9. Excessively loud music is prohibited on campus and violates local police codes.
10. High school Students who drive are not to be on the elementary campus except to load or unload passengers whose parent or guardian has approved such transportation and notified the building principal of such approval.
11. Students must drive in a safe, orderly fashion and observe all traffic signs.
12. Students are not allowed to ride on the outside of any vehicle, including truck beds.
13. Students must be inside the vehicle with doors properly closed.
14. If a Student has a vehicle accident on campus, the accident should be reported to the building principal immediately.
15. The Lafayette County School District will not be responsible for damage done to Student vehicles or the contents within the vehicle while the vehicle is parked on the school campus.
16. Lafayette County High School Students may be dropped off and picked up in the parking lot in front of the building.
17. Students must park in the Student parking lot for all after school activities.

DRIVER'S LICENSE APPLICATION

Students applying for driver's license must obtain a transcript signed by the counselor or principal stating that the Student is in good standing and has a grade point average of at least a (C).

LOSS OF DRIVER'S LICENSE

The Department of Finance and Administration shall be notified when a Student 14 years of age or older is no longer in school, and the Student shall be subject to losing his/her driver's license.

HEALTH SERVICES

CHEMICAL SCREEN TEST

The Lafayette County 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. The Lafayette County Board of Education is determined to help students by providing another option for them to say —No! Chemical abuse includes, but is not limited to, the use of illegal drugs, alcohol, and the misuse of legal drugs and medications.

Purpose of a Chemical Abuse Policy

1. To inform students of Lafayette County School District that the school is concerned about their total well-being. 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 Lafayette County 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 Lafayette County 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 by providing counseling and by giving parents information about other resources.
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 Lafayette County Schools in grades seven through twelve. The proposed policy would require all students who participate in extracurricular activities or have a parking permit to be subject to random drug testing. No student will be allowed to participate in any school activity (*any activity outside the regular curriculum whether it is during the school day or out) or park on campus until the consent form has been signed by both student and custodial parent/legal guardian and returned to the principal or designee. Positive screening results are kept for a maximum of two years or as long as the student is enrolled in the 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.

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 refused to submit to random drug testing and/or retesting is considered having tested positive.

Testing Procedure
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:

1. The examinee will be positively identified.

2. 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.

3. The student will not be outside of the presence of the observer and not have access to faucets, soaps dispensers, or cleaning agents until after the specimen has been provided and sealed.

4. The student will be allowed to provide the specimen in a stall or other partitioned area that allows for privacy. After the specimen has been provided, the student should leave the stall.

5. 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.

6. 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 this time, the student will remain in the vicinity of the collection area and under the observation of the district staff.
7. Immediately after collection, the observer will check the temperature of the specimen and inspect the specimen for color and signs of contaminants.

8. Both the observer and students 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 samples being immediately delivered to the district's contracted certified laboratory for confirmation with results provided to the school in one or two days.

Results and Notification

Test results will be reported to the Superintendent or his/her designee and to the parties outlined in the Consent form. 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/her designee in a separate, locked file.

The records will not be kept in a student's regular file. Only the Superintendent or his/her 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 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, and the student's principal. Counseling will be strongly recommended for the student who tests positive, and the district will provide general counseling services. A referral/resource list will be made available to the student and parent/legal guardian. Any rehabilitation or special counseling services costs will be the responsibility of the student and or/parent.

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 in any school activity (*any activity outside the regular curriculum whether it is during the school day or out) 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-day probationary period, the student must be tested again at the district's expenses and a written copy of the results will be given to the Superintendent or his 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 30 additional days. 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.

Clarification

Exception: A student must be retested on day thirty-one to regain eligibility. 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.

Secondary Positive Test
For the second positive test, the student will not be allowed to participate in any school activity until the 30-day probation has ended. To regain eligibility for participation in activities, a student must have a negative chemical screen test. The test will be administered by the school nurse and the specimen will be sent to the District's chemical screening company for final results.

Third Positive Result
For the third positive result, the student will be suspended from participating in or attending any activity program and park on campus for the remainder of the school year. A third positive screen could come from a third positive test from the random pool or a result of a re-screen at the end of the 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.

**Examples of school activities:* club trips & meetings, pep rally participation, homecoming, dances, FFA & 4-H shows, cheerleading & sports games & after school practice.

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 or no less than (3) working days after testing positive. Failure to provide documentation in the (3) working will be considered testing positive (no exceptions). 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 consent form must be co-signed by the student's custodial parent/legal guardian. No student will be allowed to participate in any school activity (*any activity outside the regular curriculum whether it is during the school day or out) or park on campus until the consent form has been signed by both student and custodial parent/legal guardian and returned to the principal or designee. Consent forms for students participating in fall sports or extracurricular activities 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 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 parent's expense.

LUNCH PRICES
Lafayette County High School participates in the CEP Program. (All Students receive a free breakfast and lunch). Adults/Guests breakfast $3.00. Adults/Guests lunch $5.00.

INSURANCE FOR STUDENTS
The school nurse is available to Students who become ill or injured during school hours and will contact a parent/ guardian when the situation warrants. Feel free to contact her with any questions or comments regarding the health and safety of your child. Please do not send sick or injured children to school with the intention that they will be diagnosed and treated by the nurse. Because the majority of your child's waking hours are spent at school, it is imperative that we have as much health history on our Students as possible, as well as emergency contact phone numbers. Please update these with the school office throughout the year if change occurs.

DISCIPLINE

AUTHORITY FOR STUDENT DISCIPLINE

Teachers, principals, administrators, bus drivers, paraprofessionals, and security officers have the authority to take customary and reasonable measures to maintain proper control and discipline among students placed under their care and supervision. Such measures may include the use of reasonable force in the exercise of lawful authority to restrain or correct pupils and maintain order.

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 appeal procedures. Students have the responsibility to know and obey school rules, to express grievances in a polite and hospitable manner, and to give parents correct information concerning misconduct.

Principals and teachers have the responsibility to follow Board established procedures in disciplinary actions against Students. Principals are responsible for notifying and conferring with parents and Students in cases involving suspension 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. The due process rights of Students and parents are as follows: Prior to any suspension, the school principal or his/ her designee shall advise the pupil in question of the particular misconduct of which he/she is accused, as well as the basis for such accusations. The pupil shall be given an opportunity at that time to explain his/her version of the facts to the school principal or his/her designee. Written notice of suspension and the reasons for the suspension shall be provided to the parent(s) of the pupil. Any parent(s) tutor or legal guardian of a pupil assigned in in-school suspension shall have the right to appeal to the superintendent level only.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance shall be recited during the first-class period of each school day. The pledge is recited in unison over the intercom.

PROHIBITED CONDUCT

Prohibited behaviors include, but shall not be limited to, the following Code of Conduct. Infractions range from a minimum consequence of a verbal warning to a maximum of recommendation for expulsion to expulsion.

Lafayette County High School administration and staff reserves the right to punish behavior that is not conducive to good order and discipline in our school even though such behavior is not specified in the handbook.

DISCIPLINARY RANGE OF INTERVENTION

Students who commit offenses are subject to the following consequences. These consequences identify permissible punishment, which may be used separately or in combination, for established violations of policies, rules, and regulations of the District. This list is not in the order of application:

- Verbal reprimand
- Communication to parent by note or telephone
- Conference with parent at school
- Restitution for damages
- Removal of school transportation privileges
- Exclusion from extracurricular activities
- Referral to school counselor
- Lunch Detention
- In-School suspension (ISS)
- Probation
- Out-of-school suspension (OSS)
- Referral to law enforcement agency
- Referral to outside agency
- Suspension until parent conference
- Expulsion
- FINS *For students who are unable to correct misbehavior through our discipline progression, a Family in Need of Service (FINS) Petition will be filed with the Lafayette County Juvenile Court System
- Other disciplinary techniques deemed appropriate by the principal.

LCHS CODE OF CONDUCT

1. **ACADEMIC DISHONESTY [Loss of credit for that work to Suspension]** Students will be disciplined for cheating, copying, helping another to cheat, or passing off another's work as his or her own work.

2. **ALTERING, FALSIFYING, OR DESTROYING Student RECORDS [ISS to Parent notification; notification of Law Enforcement**]
   Students are not to change grades or any other reports. (Example: Changing grades on report cards or deficiency slips)

3. **PHYSICAL ATTACK OR HARM [OSS to Expulsion & Reporting to Legal Authority]**
   Willfully and intentionally assaulting or threatening to assault or physically abusing any Student. A Student shall not threaten, physically abuse, or attempt to physically abuse, or behave in such a way as to be perceived to threaten bodily harm to any other person. Any gestures, vulgar, abusive or insulting language, taunting, threatening, harassing, or intimidating remarks by a Student toward another person that threatens their well-being is strictly forbidden. This includes, but is not limited to, fighting, racial, ethnic, religious, or sexual slurs. A parent-student-principal/assistant principal conference will be required upon re-entering school following any suspension for fighting. Avoiding a fight is defined as removing yourself from the situation and informing the duty teacher, principal,

assistant 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.

4. **PHYSICAL ATTACK OR HARM OF EMPLOYEE [OSS to Expulsion & Reporting to Legal Authority]** A Student shall not threaten, physically abuse, or attempt to physically abuse, or behave in such a way as to be perceived to threaten bodily harm to any school employee.

5. **BOMB THREATS – Students [Expulsion & Reporting to Legal Authorities]** A Student who calls in or participates in a bomb threat to a school will be referred to the legal authorities and will be recommended for expulsion.

6. **BULLYING/CYBER-BULLYING [Warning - Expulsion]** 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. **(See Bullying Policy)**

7. **BUS REFERRAL [Warning-Suspension of Bus privileges]** Continuous misbehavior on the bus may result in a suspension of bus privileges for the remainder of the semester or the year.

   ****Fighting on the bus**, results in automatic suspension of bus privileges for 10 days plus fighting consequence (See #11 Fighting/Page 64).

8. **CARRYING MESSAGES/INSTIGATING [ISS to OSS]** Students are to refrain from carrying messages from one Student to the next or trying to start a ruckus or fight.

9. **CELL PHONE/PERSONAL ELECTRONIC DEVICES [Confiscation and/or Fine]** Students are not to possess personal electronic devices (including cell phones, ear buds, smartwatches, handheld video games, etc.) on school campus between the hours of 7:56 a.m. and 3:00 p.m.

The full Personal Electronic Device policy can be found on Page

Students' failure to abide by the cell phone/personal electronic device guidelines will result in the following consequences being administered:

- **First offense:** Warning/Device is returned to the student at the end of the day
- **Second offense:** $10 fine or Device is confiscated and returned to the student after 3 days
- **Third offense**: $15 fine or Device is confiscated and returned to the student after 5 days
- **Fourth offense**: $20 fine or Device is confiscated and returned to the student after 10 days
- **Fifth offense**: $25 fine and a Parent must pick-up the device

The school or district is Not responsible for damaged, lost or stolen cellphones.

10. **DISRESPECT TO EMPLOYEE (ISS – Expulsion)** Disrespect for a school employee may be demonstrated by failing to comply with their reasonable directions or otherwise demonstrating insubordination. Employees are protected from abusive language and conduct by state law. An employee may report to the police any language which is calculated to do the following:
    - Cause a breach of the peace
    - Materially and substantially interfere with the objectives of the school and/or
    - Arouse the person to whom the language is addressed to anger, to the extent likely to cause imminent retaliation.
11. **FIGHTING**

    1st Offense: 5-Days ISS
    2nd Offense: 5-Days OSS
    3rd Offense: 10-Days OSS with recommendation for expulsion.

12. **VERBAL DISRESPECT TO STAFF [OSS to recommended expulsion]** Profanity directed toward a teacher falls under the Assault section and carries a much more severe consequence.

13. **DISRUPTIVE BEHAVIOR [ISS - Expulsion & Legal Authority]** No Student shall by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, bullying or any other conduct, intentionally cause the disruption of any lawful mission, process, or function of the school, or engage in any such conduct for the purpose of causing disruption or obstruction of any lawful mission, process, or function. Nor shall any Student encourage any other Student to engage in such activities. Disorderly activities by any Student or group of Students that adversely affect the school's orderly educational environment shall not be tolerated at any time on school grounds. Teachers may remove from class and send to the principal or principal's designee's office a Student whose behavior is so unruly, disruptive, or abusive that seriously interferes with the teacher's ability to teach the Students, the class, or with the ability of the Student's classmates to learn. Students who refuse to leave the classroom voluntarily will be escorted from the classroom by the school administration or resource officer.

14. **DRESS AND GROOMING** [**Suspension until clothes are changed to ISS**]. Students shall come to school looking clean and neat and exhibiting grooming habits and wearing clothes that will not be a health or safety hazard to Students or others.
    The district prohibits clothing/grooming which:
    - Depicts pictures, emblems, or writing that are lewd, offensive, vulgar, or obscene
    - Advertises or depicts tobacco products, alcoholic beverages, gang or organization affiliations or drugs may reasonably be expected (in the principal's judgment) to cause disruption of or interference with normal school operations.

- Shorts, dresses, and skirts must not be no shorter than 4 inches above the front and back of the kneecap when the arms are pointed straight down and are rigid. If the hemline is uneven, the shortest point on the shorts/skirt must meet the standard.
- Boxer shorts, biker shorts, spandex and are not to be worn.
- Student shirts must cover the midriff when arms are raised. No tank tops, mesh tops, spaghetti straps or short shirts which reveal the torso is prohibited.
- No undergarments may be worn as outer garments. Undergarments should not be seen or outlined in tight clothing.
- No sagging. Jeans, slacks, pants, or other garments worn below the natural waist are prohibited.
- Belts must be buckled (excessive belt length not allowed)
- No gloves, bandannas, do rags, strings of any color towels or sunglasses will be worn in the buildings during the regular school day. During after- school activities (both home and away) hats and caps must be worn with the bill facing forward.
- Shoes must be always worn. No house shoes.
- Jewelry that can be used as a weapon is prohibited.
- Pocket chains, oversized chains, dog collars or any accessory that may be construed or used as a weapon will be confiscated. All items confiscated will be held in the office and may be picked up at the end of the semester. Items left in the office will be discarded.
- No sleepwear to be worn to school (i.e. pajama pants, house-shoes, etc)
- Garments with low necklines that accentuate cleavage will not be allowed.
- No clothing with holes that expose skin above the knee will be allowed.
- Clothing which reveals torso skin when arms are raised or clothing which does not meet dress code standards when the student is sitting or performing classroom physical activity is prohibited.
- No blankets, snuggles, throws or other coverings are allowed.
- Jeggings and leggings may be worn only if the shirt comes below the fingertips when arms are extended downward.
- No head coverings in the building including but not limited to bonnets, toboggans, bandanas, hats, & hoodies. **All students must remove the hood of the hoodie from their head upon entering the school building.**

***The principal or an administrator will make final determinations regarding above dress code violations**. (See Dress Code Policy)

15. **Eating/Drinking at Inappropriate Times [Confiscation to ISS]** Students are not to eat or drink in the classrooms or hallways. Food shall not be taken out of the cafeteria. No can or bottle drinks allowed in the cafeteria, classrooms, or hallways.

16. **Extortion [Warning - Expulsion]** Students shall not obtain or threaten to obtain anything from another person by force or threat of force.

17. **Gambling [ISS to OSS]** Students shall not gamble while on school property or school buses or at school-sponsored activities.

18. **Gangs and Gang Activity [Parent Contact and ISS-OSS-Expulsion]** Prohibition of Gangs and Secret Societies **(See Gang Policy)**

19. **Chronic Disciplinary Problems**: **[ISS-Expulsion]** Chronic Disciplinary referrals or refractory behavior may result in suspension or recommendation for expulsion. Students who display chronic patterns of misbehavior or have repeated disciplinary referrals resulting in multiple assignments to In–school suspension or Out of school suspension will face additional consequences.
20. **Inappropriate Activity [ISS to OSS]** Any behavior (scuffling, meddling, horseplay, etc.) that can be deemed as inappropriate on school premises and at school activities is prohibited.

21. **Inappropriate Physical Contact [ISS to recommendation for expulsion]** Striking of another Student when only one Student throws a blow is considered inappropriate physical contact. Any Student found to be guilty of such behavior will be deemed as causing disorderly conduct.

22. **Inappropriate Sexual Activity [OSS to expulsion to police notification**] Any sexual behavior that can be deemed as inappropriate on school premises and at school activities is prohibited.

23. **Indecent Exposure [OSS with recommendation for expulsion and police notification]** Students are forbidden from exposing themselves on school premises, at any school function both home and away.

24. **Interference with School Procedures [ISS-Expulsion]** Students that engage in any act that interrupts the school day. Such acts may include or not be limited to bomb threats, pulling of fire alarms, pranks, etc.

25. **Language and/or Gestures [ISS - OSS]** A Student may not use profane, violent, vulgar, abusive, or insulting language or gestures at any time. Severe profanity will result in immediate suspension.

26. **Laser Pointers [Confiscation & Suspension]** Students shall not possess any hand held laser pointer while in school; on or about school property, before or after school; in attendance at school or any school sponsored activity; en route to or from school or any school-sponsored activity; off the school grounds, at any school bus stop or at any school sponsored activity or event. School personnel shall seize any laser pointer from the Student possessing it.

27. **Littering [Remove litter to ISS]** Students are not to throw litter on school campus.

28. **Loitering or Trespassing [Warning - Expulsion]** No suspended or expelled Student shall linger on school grounds or within 100 feet of the school without permission of the school officials, nor shall a

Student go on Lafayette County School District property for any purpose while serving suspension or expulsion. No Student from another campus is allowed on another school's campus during school hours without permission of school officials. (Legal References: A.C.A. 6-21-66 and 6-21-6-7)

29. **Lying to teachers, staff or administration [ISS to OSS]** Lying is an assertion of something known or believed by the speaker to be untrue with the intent to deceive; an untrue, inaccurate statement that may or may not be believed true by the speaker; something that misleads or deceives.

30. **Network User Policy [Warning to Revoking of Privileges - Expulsion & Reporting to Legal Authority]** Use of computers in school is a privilege, not a right. All Students will follow the rules and regulations of the User Network Policy**. (See Policy)**

31. **Possession and/or Shooting of Fireworks on School Property [ISS to Expulsion]** Students are not to possess, discharge or use, transmit fireworks while on school premises, during any school term on or off school premises at a school-related activity, function or event.

32. **Possession of Obscene Material [ISS to OSS to expulsion]** Students are not to possess or transmit obscene material while on school premises, during any school term on or off school premises at a school-related activity, function or event.

33. **Possession of/or Under the Influence of Any Alcoholic Beverage or Any Illegal Drug, Drug Paraphernalia or Non-Intended Use of Prescription or Any Other Type of Drug [Parent Notification, ISS - Expulsion & Reporting to Legal Authority]** Students shall not possess, use, or transmit; 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 of the following substances while on school premises during any school term or on or off school premises at a school-related activity, function, or event. Prohibited substances shall include, but are not limited to, alcohol, any alcoholic beverage, inhalants or any ingestible matter that alter a Student's ability to act, think, or respond, LSD, or any other hallucinogen, marijuana, cocaine, heroin, or any other narcotic drug, PCP, amphetamines, steroids, designer drugs, look-alike drugs, or any controlled substance.

34. **Public Displays of Affection [Warning – Expulsion]** Public display of affection is inappropriate in a school environment. Students will not embrace; kiss, etc. in school, on campus, or at any school- sponsored event.

35. **Refusal to Take Punishment [Parent Notification and Suspension]** Student will have to do the initial punishment when he/she returns to campus.

36. **Sagging (ISS)**

37. **Selling Merchandise on School Property [ISS to OSS]** Students are not to sell merchandise on school property unless it has been approved by the principal or his/her designee.

38. **Sexual Harassment [ISS to OSS – Expulsion and legal authorities]** Sexual Harassment is prohibited by Title VII of the Civil Rights Act of 1964, which protects the adolescent at work, and Title IX of 1972 that protects the teen from sex discrimination at school. Lafayette County High School is committed to the eradication of sexual harassment in the school. Such harassment is illegal and will not be tolerated. Legal References: Title IX of the Education Amendments of 1972, 20 USC

1681, et seq. A.C.A. § 6-15- 1005 [b] [1]

39. **Tardy Policy [Warning – ISS]** A Student is tardy if he or she is not in the classroom or other assigned location by the time the tardy bell stops ringing. Generally, there are no excused tardies unless school personnel detain a Student, in which case, the staff member should send a note with the Student to class. Tardies shall start over each semester. Detention times are at the discretion of the principal.

Tardy Policy

- **3rd Tardy-** Lunch Detention (1 Day)
- **6th Tardy-** ISS Assignment (See ISS Range- Table)
- **9th Tardy-** ISS Assignment (See ISS Range- Table)

40. **Terroristic Threats First Degree [OSS to Expulsion & notify police]** Students threatening to cause death, serious physical injury or property damage to any Student and/or school employee acting in the line of duty are considered to be engaging in terroristic threats.

41. **Tobacco, Tobacco Products, and Electronic Smoking Devices [Confiscation, parent notification and ISS to Expulsion and police notification]** Students shall not possess or use tobacco products, including but not limited to cigarettes, cigars, pipes, snuff, electronic smoking devices or chewing tobacco, while under the school's jurisdiction. Possession of a lighter and/or matches is also prohibited. Smoking or use of tobacco or products containing tobacco in any form (including, but not limited to, cigarettes, cigars, chewing tobacco, and snuff) in or on any real property owned or leased by a District school, including school buses owned or leased by the District, is prohibited. Students who violate this policy may be subject to legal proceedings in addition to Student disciplinary measures.

42. **Truancy Policy [ISS-FINS]** Students are truant if they skip class, play hooky, and are not in the expected place at the appropriate time, absent without consent of parents/guardian, leave school without properly checking out in the office, or leave class without receiving permission from the teacher. Students leaving campus without signing out in the office are also considered truant. The Student will not be permitted to make-up work missed as a result of the truancy (except semester or 9 week exams), and a grade of zero will be recorded for any daily work or tests which are missed. Disciplinary action to be taken involving truancy includes the following
    - Leaving class without permission-2 Days of ISS
    - Leaving campus without permission 4 days ISS to notification of juvenile authorities
    - Habitual truancy will result in FINS.

43. **Vandalism or Theft [Restitution ISS - Expulsion & Notification of Legal Authority]** A Student will not willfully or intentionally damage, threaten to damage, or steal school property or the property of another Student or employee.

44. **Weapons [OSS to recommendation for expulsion for one calendar year and police notification]** No Student shall possess a weapon, display what appears to be a weapon, or threaten to use a weapon while in school, on or about school property, before or after school, in attendance at school

or any school sponsored activity, en route to or from school or any school sponsored activity, off the school grounds at any school bus stop, or at any school sponsored activity or event.

45. **Violation of Classroom Management Rules [Completion of Work Assigned to ISS- OSS]** Students refusing to complete classroom management consequences will be subjected to the aforementioned consequences.

    The severity of a given situation may cause the punishment steps to be overridden. A student may be suspended or recommended for expulsion at any time the principal deems necessary.

    Unless specifically stated in this handbook, the following are the range of days in ISS for the high school campus. The range of days assigned will start over each semester.

ISS	
1st Assignment: 2 Days	4th Assignment: 8 Days
2nd Assignment: 4 Days	5th Assignment: 10 Days
3rd Assignment: 6 Days	

NOTIFICATION OF RIGHTS UNDER FERPA FOR SECONDARY SCHOOLS

The Family Educational Rights and Privacy Act [FERPA) afford parents and Students over 18 years of age (―eligible Students‖) certain rights with respect to the Student's education records. These rights are:

- The right to inspect and review the Student's education records within 45 days of the day the principal a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible Student of the time and place where the records may be inspected.
- The right to request the amendment of the Student's education records that the parent or eligible Student believes is inaccurate, misleading, or otherwise in violation of the Student's privacy rights under FERPA. Parents or eligible Students who wish to ask the School to amend a record should write to the School principal, clearly identify the part of the record they want changed and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible Student, the School will notify the parent or eligible Student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible Student when notified of the right to a hearing.
- The right to consent to disclosures of personally identifiable information contained in the Student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. 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 as its agent to provide a service instead of using its own employees or officials (such as a 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. 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. Upon request, the School discloses education records without consent to officials of another school district in which a Student seeks or intends to enroll.

- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are: Family Policy Compliance office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-5920

MISCELLANEOUS

CHANGE OF ADDRESS/TELEPHONE

It is very important that every student maintains an up-to-date address and telephone number record on file in the school office. Notify the school immediately if you have a change of address or telephone number during the school year. This will ensure that you may be reached in the event of an emergency.

DELIVERIES

Deliveries made during school will be left in the office until dismissal. (Balloons will not be allowed on any bus.)

CARE OF SCHOOL FURNITURE

The school has placed furniture and equipment in various areas for the convenience of the students. The quality of citizenship of a student body is evident in the care given to the furniture and equipment entrusted to them. Students who damage school property deliberately will be required to pay the cost of renovating or replacing the property.

TEXTBOOKS

Students shall be responsible for the care and return of textbooks and may be charged for replacement of lost or damaged textbooks. State law clearly defines abuse and destruction of state property. This includes buildings, grounds, furniture, and textbooks. The following charges will be assessed for the abuse of textbooks:

- Lost book-Full replacement cost
- Destroyed book- Full replacement cost
- Tearing out of pages-Full replacement cost

CONFISCATED ITEMS

All confiscated items will be kept in the principal's office for the remainder of the semester in which the items were confiscated. All items not picked up by the last day of semester exams will be destroyed, and the school will not accept any monetary responsibility due to said student not following this guideline.

INCLEMENT WEATHER

During bad weather, students will be allowed to go to a designated supervised area before school and during recess. Bad weather includes falling precipitation and /or very low temperature. In case of school closing due to ice, snow, or another emergency, an announcement will be made on area television and radio stations.

PARTICIPATION IN AFTER SCHOOL ACTIVITIES AND ATTENDANCE

In order to participate in an after-school activity, the student must have been recorded present for a minimum of one-half day

SHARED RESPONSIBILITY

Freedom is a constitutional right, but does not mean the absence of reasonable rules and regulations that serve to guide the actions of individuals. Along with freedom comes the responsibility to act in such a manner as to ensure that all participants may enjoy the same freedom. To obtain the greatest possible benefit to the students, teachers, administrators, parents, Board of Education, and the entire community, it is essential that all work together to insure that all persons are treated equally and with dignity in respect to their rights and responsibilities.

STUDENT RESPONSIBILITIES

How to Handle Problems on Campus

1. Students are to attempt to handle student arguments themselves.
2. Students should contact the nearest adult (teacher, para-professional, administrator, etc.) immediately, upon recognizing that there is a problem with another student.
3. Students' conduct should never stop the educational process. If students choose to interrupt class with unacceptable behavior for any reason, the teacher in charge or the building administrator or his/her designee will discipline said situation.
4. The proper way to handle a problem that occurs in a classroom is to raise your hand and notify the instructor of the situation. It will be at the teacher's discretion as to when he/she will handle the problem. Teachers are encouraged to handle these problems at the end of class or in between classes.

Students have the responsibility to pursue their education in the Lafayette County School District in a manner that shows respect for other students, faculty members, parents, and other citizens.

Students should be aware that they have a responsibility to cooperate with and assist the school staff in the orderly and efficient conduct of the school by abiding by rules and regulations established by the Board of Education and implemented by teachers and school administrators. Students are responsible for their own conduct at all times. When students' conduct threatens the physical well- being of another person or themselves, they may be physically restrained until the proper authorities or parents arrive.

Students will be responsible for all debts prior to any release of school information, i.e. report cards, transcripts, health records, or registering for the following semester.

Students will have the opportunity to tell their side of any problem at the time the building administrator questions them in reference to a discipline problem. Students will not be able to show up at a later date, change their stories, and expect the administrator to change his/her position after the student has had an opportunity to fabricate a story. This promotes telling the truth the first time questioned.

PARENT OR GUARDIAN RESPONSIBILITIES

Parents or guardians are responsible for exercising the required controls so that their children's behavior

at school will be conducive to their progress and not disruptive to the school's educational program. They are responsible for alerting school personnel when they have reason to believe that their children are experiencing difficulties at school or at home, and that by actively soliciting the help of the school, behavior standards may be maintained. It is the responsibility of the parents or guardians to see that their student attends school. Failure to do so may result in notification of the proper authorities with reference to the violation of the Arkansas Mandatory Attendance Law. Parents or guardians are encouraged to attend the teacher/parent conferences. However, parents should realize that they are welcomed and encouraged to visit the school on a regular basis, not just when there is a problem.

TEACHER RESPONSIBILITIES

All teachers are responsible for the supervision of the behavior of all students in the school. This includes not only the students who are regularly assigned to the teacher but also all other students with whom the teacher comes in contact. Each teacher is expected to maintain the kind of atmosphere and decorum that will promote the learning process and to utilize sound techniques that seem appropriate. Those techniques may include conferences with students and parents, referrals to the counselor, or referrals to other supportive service personnel of the district. When teachers are unable to assist students in maintaining proper control of their behavior, students are to be referred to the principal. Teachers are on duty all day.

PRINCIPAL RESPONSIBILITIES

At the beginning of the year, the principal is expected to disseminate to returning students and new students upon registration, the rules and regulations currently in effect. The principal is also expected to inform the parents or guardians of students' behavior when it is in serious conflict with established laws, rules and procedures.

BOARD OF EDUCATION RESPONSIBILITIES

The Lafayette County School District's Board of Education, acting through the superintendent, holds all school employees responsible for the supervision of the behavior of students while legally under the supervision of the school. The Board expects all employees to be concerned with student behavior and to take appropriate action when unacceptable behavior occurs.

TITLE IX OF THE EDUCATION AMENDMENT OF 1972

Title IX of the Education Amendments of 1972 (Title IX) prohibits sex discrimination in any education program or activity receiving federal financial assistance. Title IX Coordinator can be reached by phone at (870) 921-5094 Monday through Friday. Title IX coordinator can be reached after hours and on weekends at (870) 953-0965. The Title Coordinator can also be reached by email: hsellers@lcs.k12.ar.us

Student Policies

DISTRICT BOARD POLICIES

ABSENCES

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

Education is more than the grades students receive in their courses. Important as that is, students' regular attendance at school, whether in person or digitally, 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.

Absences for students enrolled in synchronous digital courses shall be determined in the same manner as for District students attending courses in person.

Students may miss only 8 days per semester. No more than 4 of these may be unexcused.

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: the student's illness or when attendance could jeopardize the health of other students. A maximum of eight (8) 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.

1. The student's illness or when attendance could jeopardize the health of other students. A maximum of eight (8) 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;
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. Absences due to conditions related to pregnancy or parenting, including without limitation:
    - Labor, delivery, and recovery;
    - Prenatal and postnatal medical appointments and other medically necessary, pregnancy-related absences;
    - The illness or medical appointment of a child belonging to a parent who is enrolled at a District school;
    - A legal appointment related to pregnancy or parenting, including without limitation:
        - Adoption
        - Custody; and
        - Visitation;
    - A reasonable amount of time to accommodate a lactating student's need to express breast milk or to breastfeed the student's child on the District's campus; and
    - At least ten (10) school days of absences for both a parenting mother and a parenting father after the birth of a child.
13. Absences for a student who is the child of a fallen service member or fallen first responder:
    a. Due to a mental health concern; or
    b. To attend an event from a sponsoring organization that provides support to families of fallen service members or first responders or provides support for traumatic loss, grief, or resiliency.
14. Upon the written consent of a student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to the student, the District shall grant an excused absence for the following purposes:
    a. Social or public policy advocacy; or
    b. Attempts to influence legislation or other governmental policy-making at the local, state, or federal level.

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.

Up to one (1) time during each scheduled election, a student shall not be considered absent from school for the time the student accompanies the student's parent when the parent is exercising the parent's right to vote in a scheduled election.

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

a. Bring a written statement to the principal or designee upon the student's return to school from the student's parent, legal guardian, or treating physician 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, legal guardian, or treating physician stating the reason for the student's absence through the District's digital course management platform for review by the principal or designee.

c. Provide documentation as proof of a student's participation in an activity or program scheduled and approved by the 4-H program that is provided by a 4-H county extension agent, 4-H educator, or other appropriate entity associated with the 4-H activity or program.

d. The student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to the student provides written documentation that the student's absence is to attend an event from a sponsoring organization that:
    - Provides support to families of fallen service members or first responders or provides support for traumatic loss, grief, or resiliency; and
        - May be verified as an organization that provides support to the military and first responder community by reviewing the Resources Page for Military Family Engagement on the Department of Education website.

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

A student shall not be eligible to receive an excused absence for #13 above if:

- The student is not in good academic standing;
- The student does not have a prior record of good attendance; or
- The absence occurs during a date on which standardized testing is being administered.

The District shall annually provide a report by June 30 to the Division of Elementary and Secondary Education that contains the following:

- The number of absences requested under number 14;
- The number of absences granted under number 14; and
- The stated purposes of the absence.

Unexcused Absences

Absences that are not defined above do not have an accompanying note from the parent; legal guardian; person having lawful control of the student, person standing in loco parentis, the student's treating physician, or a 4-H county extension agent, 4-H educator, or other appropriate entity associated with the 4-H activity or program;or have an accompanying note that is not presented or uploaded within the timeline required by this policy, shall be considered as unexcused absences. Students with **(4)** unexcused absences in a course in a semester may not receive credit for that course. At the discretion of the principal after consultation with persons having knowledge of the circumstances of the unexcused absences, the student may be denied promotion or graduation. Excessive absences shall not be a reason for expulsion or dismissal of a student.

When a student has *(2)* unexcused absences, his/her parents, legal guardians, persons with lawful control of the student, or persons standing in loco parentis shall be notified. 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 **(4)** unexcused absences in a semester, the District shall notify the prosecuting authority and the parent, legal guardian, persons having lawful control of the student, or persons standing in loco parentis shall be subject to a civil penalty as prescribed by law.

It is the Arkansas General Assembly's intention that students having excessive absences be given assistance in obtaining credit for their courses. Therefore, at any time prior to when a student exceeds the number of unexcused absences permitted by this policy, the student, or his/her parent, legal guardian, person with lawful control of the student, or person standing in loco parentis may petition the school or district's administration for special arrangements to address the student's unexcused absences. If formal arrangements are granted, they shall be formalized into a written agreement which will include the conditions of the agreement and the consequences for failing to fulfill the agreement's requirements. The agreement shall be signed by the student, the student's parent; legal guardian; person having lawful control of the student; or person standing in loco parentis, and the school or district administrator or designee Students who attend in-school suspension and/or OCS shall not be counted absent for those days.

Students serving OSS *are not permitted on campus except to attend a student/parent/administrator conference.*

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

Students serving in-school suspension and/or OSS shall not attend or participate in any school sponsored activities during the imposed suspension.

The District shall notify the Department of Finance and Administration whenever a student fourteen (14) years of age or older is no longer in school. The Department of Finance and Administration is required to suspend the former student's operator's license unless the former student meets certain requirements specified in the statute.

Elementary Students:
Students arriving at school between 8:01 a.m. and 9:29 a.m. will receive a tardy for the day. Students arriving at school between 9:30 a.m. and 11:30 a.m. will receive a morning absence.

ACADEMIC COURSE ATTENDANCE BY PRIVATE SCHOOL AND HOME SCHOOL 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:

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:

- 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:

- Indicate the course(s) the private school or home-schooled student is interested in attending;
- 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;
- 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;
- Agree to follow the District's discipline policies; and
- Submit immunization documentation required by Policy 4.57—IMMUNIZATIONS.
- *LCSD reserves the right to request the student pay for any required text/workbook that might be required for any classes taken.*

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.

ACCELERATED LEARNING COURSES

Definition

"Accelerated learning" means an organized method of learning that enables a student to meet individual academic goals and graduation requirements while pursuing higher levels of skill development, including without limitation the following coursework:

1. A College Board Pre-Advanced Placement and Advanced Placement (AP) course;
2. An International Baccalaureate (IB) Diploma Program course;
3. A Cambridge Advanced International Certificate of Education course;
4. A concurrent credit course; and
5. A substantially similar course or program approved by the Division of Elementary and Secondary Education (DESE).
6.

Students in grades seven through twelve (7-12) who take accelerated learning courses or other courses approved for weighted credit by the Division of Elementary and Secondary Education (DESE) or the Division of Career and Technical Education (DCTE) shall be graded according to the following schedule:

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

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

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

For a student to be eligible to receive weighted credit for an AP, or IB course:

- The course must be taught by an Arkansas licensed teacher who has received the appropriate training required by the appropriate accrediting organization; and

- The student takes the applicable AP or IB examination after completing the entire course. Credit shall be given for each grading period during the course of the year, but shall be retroactively removed from a student's grade for any course in which the student fails to take the applicable exam. Students who do not take the applicable exam shall receive the same numeric value for the grade the student receives in the course as if it were a non-AP or IB course.

DESE shall approve additional courses, including other accelerated learning courses, for weighted credit if the course:

- Exceeds the curriculum standards for a non-weighted credit class;
- Meets or exceeds the standards of a comparable accelerated learning course; or
- Is identified by DESE as an honors class.

For career and technical education courses taken after July 1, 2023, career and technical courses that are eligible for weighted credit are those career and technical education courses that:

- Exceed the curriculum standards for a non-weighted class; and
- Lead to an approved industry-recognized certification or concurrent credit.

A student shall receive weighted credit for each approved career and technical education course upon the student:

- Completing the relevant career and technical pathway; and
- Earning the high-value industry credential aligned with the career and technical pathway

A student who transfers into the district will be given weighted credit for the accelerated learning courses and other courses approved by DESE and DCTE for weighted credit that were taken for weighted credit at the student's previous school(s) according to the preceding scale.

ALTERNATIVE LEARNING

The District shall provide an eligible alternative learning environment (ALE) for each eligible ALE student enrolled in a District school. The ALE shall be part of an intervention program designed to provide guidance, counseling, and academic support to students who are experiencing emotional, social, or academic problems. Placement of a student in an ALE shall not be punitive in nature.

The superintendent or designee shall appoint an Alternative Education Placement Team which shall have the responsibility of determining student placement in the ALE. A student may be enrolled in an ALE only on the referral of the Alternative Education Placement Team. The team's placement decision is final and may not be appealed.

The team is to be comprised of the following:

- a school counselor from the referring school;
- the ALE administrator and/or ALE teacher;
- the building principal or assistant principal from the referring school;
- a parent, legal guardian, person having lawful control of the student, or person standing in loco parentis (if they choose to participate);

The District shall document its efforts to contact the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to schedule a meeting or a phone call for a placement meeting at the convenience of the parent, legal guardian, person having lawful control of the student, or person standing in loco parentis, and maintain such documentation in the student's Student Action Plan (SAP).

- LEA special education/504 representative (if applicable);
- at least one (1) of the student's regular classroom teacher(s); and
- if the District so chooses, the student.

Students who are placed in the ALE shall exhibit at least two (2) of the following characteristics:

a. Ongoing, persistent lack of attaining proficiency levels in literacy and mathematics
b. Abuse: physical, mental, or sexual;
c. Frequent relocation of residency;
d. Homelessness;
e. Inadequate emotional support;
f. Mental/physical health problems;
g. Pregnancy;
h. Being a single parent;
i. Personal or family problems or situations;
j. Recurring absenteeism;
k. Dropping out from school; or
l. Disruptive behavior.

Before or upon entry into the ALE, the ALE program shall assess the student in order to provide intervention services designed to address the student's specific educational and behavioral needs, with the focus for behavioral needs on long-term improvement of the student's ability to control the student's behavior.

No later than five (5) school days after a student begins alternative education interventions, the Alternative Education Placement Team shall develop a signed agreement between the ALE; the parent, legal guardian, person having lawful control of the student, or person standing in loco parentis (if they choose to participate); and the student, outlining the responsibility of the ALE; parent, legal guardian, person having lawful control of the student, or person standing in loco parentis; and the student to provide assurance that the plan for each student is successful.

No later than one (1) week after a student begins alternative education interventions, the Alternative Education Placement Team shall assess the student's current functioning abilities and all relevant social, emotional, academic, career, and behavioral information and develop an SAP outlining the intervention services to be provided to the student that is in compliance with the Division of Elementary and Secondary Education (DESE) Rules. The SAP may be revised from time to time by the ALE placement team. The SAP shall contain at a minimum:

1. A plan of intervention services to be provided to address the student's specific educational needs and, if appropriate, the student's behavioral needs;
2. Goals and objectives necessary to achieve positive reintegration into the regular educational environment;
3. Exit criteria on which to base a student's return to the regular educational environment;

4. Documentation of the presence of the characteristics listed above that were the reason for the student's referral to the ALE program;
5. Documentation of the specific ALE programming and supports that will address each identified characteristic or situation causing a barrier to the student's success; and
6. A positive behavior or transitional plan prior to a student's return to the regular educational environment.

The district's ALE program shall follow class size, staffing, curriculum, and expenditure requirements identified in the DESE Rules.

Districts are no longer mandated to provide or participate in an ALE program.

ANTISEMITISM PROHIBITED

"Antisemitism" means a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities. Antisemitism may be expressed in speech; writing; visual forms; and actions, and employs sinister stereotypes and negative character traits.

The following are examples of actions, when taken as a whole, that may constitute antisemitism:

· The targeting of the state of Israel, conceived as a Jewish collectivity;

· Charging Jews with conspiring to harm humanity;

· Calling for, aiding, or justifying the killing or harming of Jews in the name of a radical ideology or an extremist view of religion;

· Making mendacious, dehumanizing, demonizing, or stereotypical allegations about Jews as such or the power of Jews as collective — such as, especially but not exclusively, the myth about a world Jewish conspiracy or of Jews controlling the media, economy, government or other societal institutions;

· Accusing Jews as a people of being responsible for real or imagined wrongdoing committed by a single Jewish person or group, or even for acts committed by non-Jews;

· Denying the fact, scope, mechanisms (e.g. gas chambers) or intentionality of the genocide of the Jewish people at the hands of National Socialist Germany and its supporters and accomplices during World War II (the Holocaust);

· Accusing the Jews as a people, or Israel as a state, of inventing or exaggerating the Holocaust;

· Accusing Jewish citizens of being more loyal to Israel, or to the alleged priorities of Jews worldwide, than to the interests of their own nations;

· Denying the Jewish people their right to self-determination, e.g., by claiming that the existence of a State of Israel is a racist endeavor;

· Applying double standards by requiring of Israel a behavior not expected or demanded of any other democratic nation;

· Using the symbols and images associated with classic antisemitism (e.g., claims of Jews killing Jesus or blood libel) to characterize Israel or Israelis;

· Drawing comparisons of contemporary Israeli policy to that of the Nazis; or

· Holding Jews collectively responsible for actions of the state of Israel.

Antisemitism does not include criticism of Israel similar to the criticism leveled against any other country.

Discrimination and harassment based on antisemitism is expressly prohibited.

The District shall appoint an individual to act as the District's Title VI Coordinator, who shall be responsible for investigating any complaints of discrimination or harassment based on antisemitism. The District shall:

1. Include contact information for the Title VI Coordinator in information that is provided to staff, students, and parents; and

2. Provide the following on the District website that may be accessed through a link titled "Antisemitism/Title VI":

   a. The District's definition of antisemitism;
   b. A statement that antisemitism is prohibited in the District's educational programs and activities;
   c. A statement that complaints of discrimination or harassment based on antisemitism may be filed with the Title VI Coordinator;
   d. Contact information for the District's Title VI Coordinator; and
   e. Information on how to file a complaint of antisemitism with the Title VI Coordinator at the Arkansas Department of Education.

A student or a student's parent may contact the District Title VI Coordinator directly with any complaints of discrimination or harassment based on antisemitism. District employees are responsible for timely notifying the District Title VI Coordinator of any complaints they receive or incidents they witness of discrimination or harassment based on antisemitism.

Complaints of discrimination or harassment based on antisemitism shall be investigated and handled in accordance with Policy 6.7—COMPLAINTS.

A student who is found to have violated the provisions of this policy may be subject to discipline, up to and including expulsion.

The District Title VI Coordinator shall report an incident or complaint of discrimination or harassment under this policy to the Arkansas Department of Education Title VI Coordinator.

In addition to the filing of a complaint under this policy, complaints of discrimination or harassment based on antisemitism may be submitted directly to the Title VI Coordinator at the Arkansas Department of Education.

Nothing in this policy shall be construed to diminish or infringe upon any right protected under the First Amendment to the United States Constitution or Arkansas Constitution, Article 2, §§ 4, 6, and 24.

ARKANSAS COURSE CHOICE PROGRAM

District students in grades six through twelve (6-12) are eligible to take courses through the Arkansas Course Choice Program (ACCP) if the student is:

- Seeking to take a course not offered by the District; or
- Attending a District school that received a school letter grade of D, or F and the course is required for graduation.

The ACCP course catalog shall be made available to all students during student course selection. The District shall not actively discourage, intimidate, or threaten a student during course selection to not take a course through the ACCP.

A student attending courses through the ACCP shall enroll in at least one (1) course at the District, which may be either in person or a digital course offered by the District.

A District student attending courses through the ACCP is entitled to the following services as if the student were attending courses at the District:

1. Required assessments, including without limitation:
    a. Statewide assessments;
    b. Advanced Placement; and
    c. International Baccalaureate;
2. Participation in extracurricular or co curricular activities; and
3. Special education services pursuant to the student's individualized education program.

Credits earned through the ACCP shall appear on a student's official transcript and count fully towards the student's graduation requirements.

ARKANSAS DIRECT ADMISSIONS PROGRAM

The District shall participate in the Arkansas Direct Admissions Program.* As part of the District's participation, the District shall provide data to the Division of Higher Education (DHE) that includes, without limitation:

- A student's grade point average;
- A student's assessment scores;
- A student's course completion; and
- Other information required by DHE.

The District shall inform all students about how the student may participate in the Arkansas Direct Admissions Program.

The District shall not actively discourage or prohibit an eligible student from participating in the Arkansas Direct Admissions Program.

*Note: A.C.A. $6-60-1703 requires that the Program be in place for the graduating class of 2026-2027.

ATTENDANCE REQUIREMENTS FOR STUDENTS IN GRADES 9 - 12

Students in grades nine through twelve (9-12) are required to schedule and attend at least 350 minutes of regularly scheduled class time daily. Part of this requirement may be met by students taking post-secondary courses. Eligible students' enrollment and attendance at a post-secondary institution shall count toward the required weekly time of school attendance. Each credit hour shall count as three (3) hours of attendance time. This means a three (3) hour course shall count as nine (9) hours of the weekly required time of attendance.

Study Halls

Students may be assigned to no more than one (1) class period each day for a study hall that the student shall be required to attend and participate in for the full period. Such study halls are to be used for the purposes of self-study or for organized tutoring which is to take place in the school building.

Extracurricular Classes

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

Course Enrollment Outside of District

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

In rare instances, students may be granted waivers from the mandatory attendance requirement if they would experience proven financial hardships if required to attend a full day of school.

For the purpose of this policy, proven financial hardships is defined as harm or suffering caused by a student's inability to obtain or provide basic life necessities of food, clothing, and shelter for the student or the student's family. The superintendent shall have the authority to grant such a waiver, on a case-by-case basis, only when convinced the student meets the definition of proven financial hardships.
In any instance where a provision of a student's Individual Education Plan (IEP) conflicts with a portion(s) of this policy, the IEP shall prevail.

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:

a. May address an attribute of the other student, public school employee, or person with whom the other student or public school employee is associated;
b. Involves an actual or reasonably perceived power imbalance;
c. Is repeated or has a high likelihood of repetition; and
d. 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:

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

“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, persons 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.

To prevent multiple, simultaneous investigations into the same alleged conduct, if the facts that support an alleged incident of bullying may also constitute a violation of another District policy; State or Federal law,- State rule; or Federal regulation, then the District shall investigate and dispose of the alleged incident of bullying in accordance with the other applicable District policy; State or Federal law; State rule; or federal regulation in lieu of the requirements of this policy.
Copies of this policy shall be available upon request. "Mean talk or hurting other people is called bullying. Bullying is against the rules and can get you in trouble, suspended, or expelled. If someone bullies you, or you see someone being bullied, get help by telling an adult".

CLOSED CAMPUS

All schools in the District shall operate closed campuses. Students are required to stay on campus from their arrival until dismissal at the end of the regular school day, unless given permission to leave the campus by a school official. Students must sign out in the office upon their departure.

It is a goal of the Board and the District to be responsive to the community it serves and to continuously improve the educational program offered in its schools. The Board or the District welcomes constructive criticism when it is offered with the intent of improving the quality of the system's educational program or the delivery of the District's services.

COMPLAINTS

The Board formulates and adopts policies to achieve the District's vision and elects a Superintendent to implement its policies. The administrative functions of the District are delegated to the Superintendent, who is responsible for the effective administration and supervision of the District. Individuals with complaints concerning personnel, curriculum, discipline (including specific discipline policies), coaching, or the day to day management of the schools need to address those complaints according to the following sequence:

1. Teacher, coach, or other staff member against whom the complaint is directed
2. Principal
3. Superintendent

Other than in the few instances where statutorily allowed or required, student discipline and personnel matters may not be discussed in Board meetings. Individuals with complaints regarding such matters need to follow the sequence outlined above.

Unless authorized by the Board as a whole for a specific purpose, no individual Board member has any authority when acting alone. District constituents are reminded that the Board serves as a finder of fact, not unlike a jury, in matters such as student suspensions initiated by the Superintendent, expulsions, and personnel discipline. For this reason, the board may not be involved or informed prior to a board hearing on particular disciplinary matters.

Complaints that are related to district use or administration of federal funds generated through specific programs identified by the Division of Elementary and Secondary Education (DESE) and authorized in the Elementary and Secondary Education Act may be taken directly from a patron or by referral from DESE. If taken directly from a patron, the complaint may be submitted by either a signed statement or by a certified, recorded deposition or statement in which the complainant is identified. The complaints shall be addressed in the following manner:

1. The complaint shall be referred to the federal programs director, who shall assemble a team of at least two (2) people to investigate the complaint.
2. Throughout the investigation, sufficient notes and records will be taken and maintained to substantiate the position of the findings of the investigation.

The team will interview the complainant and others as necessary to enable the team to make a determination of the validity of the complaint. The team may consult with individuals with knowledge or expertise in the matter which is the subject of the complaint, including legal counsel.

1. The investigation of complaints referred by the DESE shall be completed within thirty (30) calendar days of receipt of the complaint, unless a longer time period has been approved by the DESE.
2. The investigation of complaints made directly to the district shall be completed within forty (40) calendar days unless there are extenuating circumstances; in such a case, a preliminary report shall be made within forty (40) calendar days of receipt of the complaint, which shall include an explanation of the unusual circumstances requiring additional time to complete the investigation.
3. The report of the conclusions of the investigation shall be given to the complainant. It shall contain:
    a. A summary of the allegations of the complaint;
    b. A summary of the investigative actions taken by the team;

c. A summary of the findings concerning each alleged violation or implied violation; and
d. A statement of corrective actions needed to resolve the issues involved in each allegation and finding of the complaint.

COMMUNICABLE DISEASES AND PARASITES

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

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

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

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

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

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

Communicating a Death Threat

ACT 1046. Section 1. (a) A person commits the offense of communicating a death threat concerning a school employee or Student if: (1) The person communicates to any other person a threat to cause the death of a school employee or Student; (2) The threat involves the use of a firearm or deadly weapon; (3) A reasonable person would believe the person making the threat intends to carry out the threat; (4) The person making the threat purposely engaged in conduct that constitutes a substantial step in a course of conduct intended to culminate in the commission of the threatened act and (5) There is a close temporal relationship between the threatened act and the substantial step. (b) Conduct is not a substantial step under this section unless it is strongly corroborative of the person's criminal purpose.

(c) Communicating a death threat concerning a school employee or Student is a Class D felony. Section 2. For purposes of this act, ―school means any: (1) Elementary, junior high, or high school; (2) Technical institute or post- secondary vocational technical school; or (3) Two (2) or four (4) year college or university.

Communicating a False Alarm to an Educational Institution

Act 567 Class D felony. Section 1. Arkansas Code 5-71-210 is amended to read as follows: 5-71-210. Communicating a false alarm. [a) A person commits the offense of communicating a false alarm if the person purposely initiates or circulates a report of a present, past, or impending bombing, fire, offense, catastrophe, or other emergency knowing that the report is false or baseless and knowing that it is likely; (1) to cause action of any sort by an official or volunteer agency organized to deal with emergencies, or (2) To place any person in fear of physical injury to himself or herself or another person or of damage to his or her property or that of another person; or (3) To cause total or partial evacuation of any occupied structure, vehicle, or vital public facility (b) 1) Communicating a false alarm is a Class D felony if: (A) Physical injury to a person results; or (B) The false alarm communicates a present or impending bombing and is made to or about a public or private educational institution. (2) Otherwise. Communicating a false alarm is a Class A misdemeanor. Communication of Profane, Violent, Vulgar, Abusive or insulting Language Towards any Public School Employee…Act 1565, Section 1. Arkansas Code 6-17-106(a), pertaining to insult or abuse of a teacher is amended to read as follows: (a) (1) It is unlawful during regular school hours and in a place where a public employee is required to be in the course of his or her duties, for any person to address a public employee using language which, in its common acceptation, is calculated to: (A) Cause a breach of the peace; (B) Materially and substantially interfere with the operation of the school; or (C) Arouse the person to whom it is addressed to anger, to the extent likely to cause imminent retaliation. (2) A person who violates this section shall be

guilty of a misdemeanor and upon conviction be liable for a fine of not less than one hundred dollars ($100) or more than one thousand five hundred dollars ($1,500).

COMPULSORY ATTENDANCE REQUIREMENTS

Every parent, legal guardian, person having lawful control of the child, or person standing in loco parentis 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 the child and ensure the attendance of the child at a District school with the following exceptions:

1. The child is enrolled in private or parochial school.
2. The child is being home-schooled and the conditions of policy (4.6—HOMESCHOOLING) have been met.
3. The child will not be age six (6) on or before August 1 of that particular school year and the parent, legal guardian, person having lawful control of the child, or person standing in loco parentis of the child elects not to have the child attend kindergarten. A kindergarten waiver form prescribed by regulation of the Division of Elementary and Secondary Education must be signed and on file with the District administrative office.
4. The child has received a high school diploma, G.E.D., or its equivalent as determined by the State Board of Education.
5. The child is age sixteen (16) or above and is enrolled in a post-secondary vocational-technical institution, a community college, or a two-year or four-year institution of higher education.
6. The child is age sixteen (16) or seventeen (17) and has met the requirements to enroll in an adult education program as defined by A.C.A. § 6-18-201 (b).

COMPUTER SCIENCE COURSE PREREQUISITES AND PROGRESSION

Traditional Progression

A student who has not previously received a computer science credit may elect to take an introductory level computer science course. A student who passes a computer science course level is eligible to take the next level computer science course in the same computer science course emphasis.

Alternative Progression

A student who does not have credit for any computer science course, the introductory level computer science course for the particular computer science emphasis, or the preceding level course for the computer science emphasis may be placed in a computer science course based on any combination of the following factors:

- The student's grade point average;
- Recommendation from the student's teacher(s);
- Completion of computer science internships or independent studies;
- Demonstration of previous computer science work by the student; or
- Proficiency report from a computer science proficiency evaluation tool.

COMPUTER SCIENCE INTERNSHIPS AND INDEPENDENT STUDIES

Internships

The Board of Directors believes that students who intend to begin careers immediately upon high school graduation or intend to complete post-secondary training prior to starting a career can benefit from an internship experience. The desired outcomes of the District's internship program include students advancing computer science skills, sharpening soft-skills, and learning new skills while in a workplace environment. The internship program provides intense, competency-based worksite immersion in advanced computer science concepts while linking the internship participants to current resources, information, and guidance from computing professionals. Students who wish to participate in the internship program shall submit an application to the Computer Science Teacher. In order for a student to be eligible to participate in the internship program, the student must have:

1. Received enough credits to qualify as a junior;
2. Either:
    - Have at least one (1) credit from an ADE approved computer science course; or
    - Submit computer science work product that satisfactorily demonstrates the competencies expected within the Arkansas Department of Education (ADE) Computer Science Standards to the Computer Science Teacher; and
3. At least a 3.0 GPA.

The student participating in an internship program is responsible for making sure the Computer Science Teacher receives documentation authenticated by the student's supervisor of the hours worked by the student, proof of the student having completed projects, and regular evaluations of the student's work by the student's internship supervisor.

A student who completes a computer science internship shall receive credit for the internship as a Computer Science Flex Credit based on the amount of documented on-the-job work hours as follows:

a. Half (1/2) credit for completing sixty (60) on-the-job work hours; or
b. One (1) credit for completing one hundred twenty (120) on-the-job work hours.

Independent Studies

A Computer Science Independent Study Program shall be designed to enrich the student's computer science educational experience. A student who desires to complete an independent study shall

1. Either:
    - Have at least one (1) credit from an ADE approved computer science course; or
    - Submit computer science work product that satisfactorily demonstrates the competencies expected within the ADE Computer Science Standards to an Advisory Panel;
2. Develop an educational plan that is tied directly to extending the computer science concepts found within:

- The most current revision of the Arkansas High School Computer Science Standards;
- College Board AP Computer Science Principles or A; and/or
- IB Computer Science SL or HL;

3. Submit the study plan to a local advisor for approval;
4. Have at least a 3.0 GPA; and
5. Produce a final product for presentation.

The advisor is responsible for reviewing, monitoring, and approving the student's study plan. The study plan should include anticipated objectives that allow the advisor to evaluate the student's study progress. The student is responsible for submitting regular written reports to the advisor concerning the student's progress towards the student's independent study goals.

The student's hours of study shall be documented by the most appropriate of the following methods:

a. Being assigned a class period during the instructional day that is dedicated to the student's independent study.

A student who completes a computer science independent study shall receive credit for the independent study as a Career Focus Credit based on the amount of documented study hours as follows:

a. Half (1/2) credit for completing sixty (60) study hours; or
b. One (1) credit for completing one hundred twenty (120) study hours.

COLLEGE COURSES

A ninth (9th) through twelfth (12th) grade student who successfully completes a college course(s) from an institution of higher education (IHE) approved by the Division of Higher Education (DESE) shall be given credit toward high school grades and graduation at the rate of one (1) high school credit for each three (3) semester hours of college credit.

A student who takes a three (3) semester hour remedial/developmental education course shall receive a half (1/2) credit for a high school career focus elective. The remedial/developmental education course cannot be used to meet core subject area/unit requirements.

Students will retain credit, including any weighted credit, earned as a concurrent credit course or as a dual enrollment course that was applied to a student's transcript from a previously attended, accredited, public school.

Concurrent Credit Courses

A student's participation in the concurrent high school and college credit program must be either:

1. Documented by a written agreement between:

- The student;

- The student's parent(s), legal guardian(s), person(s) standing in loco parentis to the student, or person(s) having lawful control of the student if the student is under the age of eighteen (18);
- The District; and
- The publicly supported community college, technical college, four-year college or university, or private IHE the student attends to take the concurrent credit course; or

2. Taken through the Arkansas Course Choice Program.

While students are ultimately responsible for having the transcript for the concurrent credit course(s) they've taken sent to their school in order to receive credit for the course(s), the District shall work with the IHE(s) to establish a process for the District to receive student transcripts. Credit for concurrent credit courses will not be given until a transcript is received. Students may not receive credit for the course(s) they took or the credit may be delayed if the transcripts are not received at all or in a timely manner; this may jeopardize students' eligibility for extracurricular activities; graduation; awarding of a diploma of merit or a diploma of distinction; or *honors' graduate*.

A student or a student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to the student shall not be responsible for tuition, fees, or materials for participation in a concurrent credit course.

The District shall work with the IHE to ensure that a student receives any accommodations for a concurrent credit course that are required by the student's Individual Education Program (IEP) or 504 Plan.

Dual Enrollment Courses

Dual enrollment courses are college courses that are:

- Taken at an IHE the District does not have an agreement with;
- Taken at an IHE the District has an agreement with but are beyond the number of courses a student is allowed to take per year under the agreement with the IHE;
- Taken at an IHE the District has an agreement with but is a course offered by the IHE that is outside of the course list included in the agreement with the IHE; or
- Not taken through the Arkansas Course Choice Program.

Unless approved by the school's counselor, prior to enrolling for the course, dual enrollment courses shall be applied toward the student's graduation requirements as an elective.

Students are responsible for having the transcript for the dual enrollment course(s) they've taken sent to their school in order to receive credit for the course(s). Credit for dual enrollment courses will not be given until a transcript is received. Students may not receive credit for the course(s) they took or the credit may be delayed if the transcripts are not received at all or in a timely manner; this may jeopardize students' eligibility for extracurricular activities; graduation; awarding of a diploma of merit or a diploma of distinction; or honors' graduate.

A student or a student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to the student are solely responsible for tuition, fees, or materials for participation in a dual enrollment course.

The student's parent, legal guardian, person standing in loco parentis to the student, or the person having lawful control of the student or the student if the student is eighteen (18) years of age or older are responsible for working with the IHE to ensure that the student receives any necessary accommodations for a dual enrollment course.

CONDUCT TO AND FROM SCHOOL AND TRANSPORTATION ELIGIBILITY

The District's Student Code of conduct applies to students while traveling to and from school or to and from a school activity to the same extent as if the students were on school grounds. Appropriate disciplinary actions may be taken against commuting students who violate the District's Student Code of Conduct.

The preceding paragraph also applies to student conduct while on school buses. Students shall be instructed in safe riding practices. The driver of a school bus shall not operate the school bus until every passenger is seated. In addition to other disciplinary measures provided for violations of the District's Student Code of Conduct, the student's bus transportation privileges may be suspended or terminated for violations of the Student Code of Conduct related to bus behavior.

Students are eligible to receive district bus transportation if they meet the following requirements. The transportation to and from school of students who have lost their bus transportation privileges is the responsibility of the student's parent or guardian.

CONTACT WITH STUDENTS WHILE AT SCHOOL

CONTACT BY PARENTS

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

CONTACT BY NON-CUSTODIAL PARENTS

If there is any question concerning the legal custody of the student, the custodial parent shall present documentation to the principal or the principal's designee establishing the parent's custody of the student. It shall be the responsibility of the custodial parent to make any court ordered "no contact" or other restrictions regarding the non-custodial parent known to the principal by presenting a copy of a file-marked court order. Without such a court order on file, the school will release the child to either of his/her parents. Non-custodial parents who file with the principal a date-stamped copy of current court orders granting unsupervised visitation may, to extend authorized by the court order, eat lunch, volunteer in their child's classroom, or otherwise have contact with their child during school hours and the prior approval of the school's principal. Such contact is subject to the limitations outlined in Policy 4.16, Policy 6.5, and any other policies that may apply. The District shall not act as a supervisor for non-custodial parent visitation purposes under any circumstance.

Arkansas law provides that, in order to avoid continuing child custody controversies from involving school personnel and to avoid disruptions to the educational atmosphere in the District's schools, the transfer of a child between his/her custodial parent and non-custodial parent, when both parents are present, shall not take place on the school's property on normal

school days during normal hours of school operation. The custodial or non-custodial parent may send to/drop off the student at school to be sent to/picked up by the other parent on predetermined days in accordance with any court order provided by the custodial parent or by a signed agreement between both the custodial and non-custodial parents that was witnessed by the student's building principal. Unless a valid no-contact order has been filed with the student's principal or the principal's designee, district employees shall not become involved in disputes concerning whether or not that parent was supposed to pick up the student on any given day.

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

If the District makes a report to any law enforcement agency concerning student misconduct or if access to a student is granted to a law enforcement agency due to a court order, the principal or the principal's designee shall make a good faith effort to contact the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis. The principal or the principal's designee shall not attempt to make such contact if presented documentation by the investigator that notification is prohibited because a parent, legal guardian, person having lawful control of the student, or person standing in loco parentis is named as an alleged offender of the suspected child maltreatment. This exception applies only to interview requests made by a law enforcement officer, an investigator of the Crimes Against Children Division of the Division of Arkansas State Police, or an investigator or employee of the Department of Human Services.
In instances other than those related to cases of suspected child abuse, principals must release a student to either a police officer who presents a subpoena for the student, or a warrant for arrest, or to an agent of state social services or an agent of a court with jurisdiction over a child with a court order signed by a judge. Upon release of the student, the principal or designee shall give the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis notice that the student has been taken into custody by law enforcement personnel or a state's social services agency. If the principal or designee is unable to reach the parent, he or she shall make a reasonable, good faith effort to get a message to the parent to call the principal or designee and leave both a day and an after-hours telephone number.

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

Corporal Punishment

The Lafayette County School Board prohibits the use of corporal punishment by any employee of the District against any student.

DIGITAL LEARNING COURSES

For the purposes of this policy:

"Blended Learning" is education in which instruction and content are delivered through supervised instruction in a classroom and online delivery of instruction with some element of student control over time, place, path, or pace.

"Digital Learning" means a digital technology or internet-based educational delivery model that does not rely exclusively on compressed interactive video (CIV). Digital learning includes online and blended learning.

"Instructional Materials" means:

1. Traditional books, textbooks, and trade books in printed and bound form;
2. Activity-oriented programs that may include:
    a. Manipulatives;
    b. Hand-held calculators;
    c. Other hands-on materials; and
1. Technology-based materials that require the use of electronic equipment in order to be used in the learning process.

"Online Learning" is education in which instruction and content are delivered primarily over the Internet. The term does not include print-based correspondence education, broadcast television or radio, videocassettes, compact disks and stand-alone educational software programs that do not have a significant Internet-based instructional component.

"Public School Student Accessing Courses at a Distance" means a student who is scheduled for a full course load through the District and attends all classes virtually.

Digital Course Offerings

The District may offer one or more digital learning course(s) through one or more District approved provider(s) as either a primary or supplementary method of instruction. The courses may be in a blended learning, online-based, or other technology-based format and shall be tailored to meet the needs of each student.

All digitally offered courses shall meet or exceed the State Board of Education's curriculum standards and requirements and be capable of being assessed and measured through standardized or local assessments. Additionally, the District shall ensure there is sufficient infrastructure to handle and facilitate a quality digital learning environment.
The District shall annually determine what District created digital learning courses it will provide to our students. The District may also choose to provide digital learning courses by contracting with outside providers of such courses, who have been pre-approved as part of the Arkansas Course Choice Program by the Division of Elementary and Secondary Education (DESE). The School Board shall determine the provider method or combination of methods for the District. The Superintendent shall ensure that all digital learning courses provided to District students, regardless of the source of the course, have been approved by DESE.

District created digital courses and any digital courses the district purchases from outside providers shall adhere to the guidelines for the use of digitally transmitted copyrighted materials set forth in Policy 5.8—USE OF COPYRIGHTED MATERIALS as well as applicable statutory requirements.

The District shall require all outside providers to incorporate Policy 5.8 as a condition of the service contract. Failure of the outside provider to abide by Policy 5.8 shall constitute a breach of contract and the outside provider shall be responsible for any costs resulting from such breach.

A student may elect to take any scheduled courses digitally if offered digitally by the District or, if applicable, through the Arkansas Course Choice Program. The student's attendance in the student's digital course(s) shall be determined in accordance with Policy 4.7—ABSENCES.

The District is responsible for providing all instructional materials for each student who enrolls in a District approved digital learning course.

Except as required by Policy 5.19, the District may restrict a student's access to digital courses when the student's building principal determines the student's participation in such a course would not be academically appropriate based on the student's past performance in digital courses. Furthermore, the student's building principal may revoke a student's eligibility to continue taking a digital learning course if the student's performance during the semester indicates the student is not succeeding in the course.

DISRUPTION OF SCHOOL

Definitions

"Appropriate interim learning environment" means an appropriate learning environment that is used for a period of time not to exceed ten (10) days.

"Appropriate learning environment" means a setting within the District that provides a similar structure to the following, without limitation:

1. A classroom; or
2. In-school suspension.

"Violent or abusive behavior" means, without limitation:

a. Using threatening language;
b. Throwing an item that risks or causes:
    i. Harm to another individual;
    ii. Injury to another individual; or
    iii. Damage to property;
c. Physically abusing a teacher or another student; or
d. Any other similar action that presents a physical danger or a threat of physical danger or a threat of physical danger to a teacher or another student.

No student shall by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause the disruption of any lawful mission, process, or function of the school, or engage in any such conduct for the purpose of causing disruption or obstruction of any lawful mission, process, or function. Nor shall any student encourage any other student to engage in such activities.
Disorderly activities by any student or group of students that adversely affect the school's orderly educational environment shall not be tolerated at any time on school grounds.

A teacher may, but is not required to, remove a student from class:

· Who has been documented by the teacher as repeatedly interfering with the teacher's ability to teach the students in the class or with the ability of the student's classmates to learn; or

· Whose behavior is so unruly, disruptive, violent, or abusive that it seriously interferes with the teacher's ability to teach the students, the class, or with the ability of the student's classmates to learn.

A student who is removed from class shall:

- Be sent to the office of the principal or the principal's designee;
- Be escorted from the classroom by the school administration if the student refuses to leave the classroom voluntarily;
- Not be returned to the teacher's class until a conference is held; and
- Be placed in another appropriate classroom learning environment until the conference is completed.

The conference shall be held for the purpose of:

1. Determining the causes of the problem that led to the student's removal and possible solutions;

2. Serving as a manifestation determination review if the student removed from the class is a student with a disability;

3. Determining if a behavioral threat assessment is necessary for the student who was removed from the class due to violent behavior.

The following individuals shall be present at the conference:

a. The principal or the principal's designee;

b. The teacher;

c. The school counselor;

d. A 504/special education representative (if applicable);

e. The parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis; and

f. The student, if appropriate.

The failure of the parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis to attend the conference shall not prevent the conference from being held nor prevent any action from being taken as a result of that conference.

Following the conclusion of the conference, the principal or the principal's designee may take any of the following actions against a student who was removed from class:

§ Place the student into another appropriate learning environment or into in-school suspension;

§ Except for a student who was removed for violent or abusive behavior, return the student to the class; or

§ Take other appropriate action consistent with the District's discipline policy, state law, and federal law.

A student who is removed from class three (3) times during the same school year shall be placed in another appropriate learning environment for the remainder of the school year.

The District shall follow all requirements under the IDEA and 504 for students with a disability, including those surrounding a change in placement.

DISTRICT WEBSITE

The Lafayette County School District shall maintain a web page to provide information about its schools, students, and activities to the community. This policy is adopted to promote continuity between the different pages on the district website by establishing guidelines for their construction and operation.

The Lafayette County District website shall be used for educational purposes only. It shall not create either a public or a limited public forum. Any link from any page on the District's site may only be to another educational site. The website shall not use "cookies" to collect or retain identifying information about visitors to its website nor shall any such information be given to "third parties." Any data collected shall be used solely for the purpose of monitoring site activity to help the district improve the usefulness of the site to its visitors.

Each school's web page shall be under the supervision of the school's Web Master and the District's website shall be under the supervision of the District's Web Master. They shall have the responsibility for ensuring that web pages meet appropriate levels of academic standards and are in compliance with these guidelines and any additional administrative regulations. To this end, the District and School Web Masters shall have the authority to review and edit any proposed changes to web pages to ensure their compliance with this policy. All such editing shall be viewpoint neutral.

District and school web pages shall also conform to the following guidelines:

1. All pages on the District's website may contain advertising and links only to educational sources.
2. The District's home page shall contain links to existing individual school's web pages and the school home pages shall link back to the District's home page. The District's home page may also include links to educational extracurricular organization's web pages, which shall also link back to the District's home page.
3. Photos along with the student's name shall only be posted on web pages after receiving written permission from the student's parents or the student if the student is over the age of eighteen (18).
4. The District's web server shall host the Lafayette County District's website.
5. No web page on the District website may contain public message boards or chat rooms.
6. All web pages on the District website shall be constructed to download in a reasonable length of time.
7. The District's home page shall contain a link to a privacy policy notice, which must be placed in a clear and prominent place and manner.
8. With the exception of students who may retain the copyright of material they have created that is displayed on a District web page, all materials displayed on the District web site are owned by the District.

The District shall include the following information on its website through a link located on the District's homepage titled "State Required Information":

a. Local and state revenue sources;
b. Administrator and teacher salary and benefit expenditure data;
c. District balances, including legal balances and building fund balances;
d. Minutes of regular, emergency, and special meetings of the school board;
e. The district's budget for the ensuing year;
f. A financial breakdown of monthly expenditures of the district;
g. The salary schedule for all employees including extended contract and supplementary pay amounts;
h. Current contract information (not including social security numbers, telephone numbers, personal addresses or signatures) for all district employees;
i. The district's annual budget;
j. The annual statistical report of the district;
k. Agenda of regular, emergency, and special meetings of the District board of directors;
l. The names, email addresses, position (including zones), and terms of office for all members of the school district board of directors;
m. The district's personnel policies;
n. The annual School Performance Report;

o. School-Level Improvement Plans;
p. The District Strategic Plan;
q. Student discipline policies;
r. Comprehensive School Counseling Plan;
s. The District financial policies;
t. Student handbooks;
u. The Annual Report to the Public;
v. The parent, family, and community engagement plan;
w. The Immunization waiver report from Policy 4.57—IMMUNIZATIONS;
x. School District Calendar;
y. List of statutory, rule, or Standards for Accreditation waivers the District has received under A.C.A. § 6-15-103;
z. The total amount of State funds used for teacher salaries
aa. The District's policy addressing the selection, relocation, retention and challenging of materials that are physically present in the library and available to the public;

The information and data required for items A through N in 9 above shall be the actual data for the previous two (2) school-years and the projected data for the current school-year.

Before July 15 of each year, the District shall post on its website the following information:

- The dyslexia intervention programs used during the previous school year that were specifically responsive to assisting students with dyslexia;
- The number of students during the previous school year who received dyslexia intervention; and
- The total number of students identified with dyslexia during the previous school year.

If the District's reading curriculum is not taken from the DESE list of approved curricula, the District shall post the reading curriculum the District uses and a statement that the curriculum is not on the list of DESE approved curricula.

The District shall include the following information on its website that may be accessed through a link located on the District's homepage titled "Title IX/Sex Discrimination":[11]

- Contact information for the District's Title IX Coordinator;
- A statement that any person may report sex discrimination, including sexual harassment, to the Title IX Coordinator in person or by using the mailing address, telephone number, or email address provided. 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 sexual harassment;
- Copies of the District's sexual harassment policies;
- Copies of the District's Procedures governing the grievance and appeal process;
- The process for filing a formal complaint of sexual harassment; and
- Direct links to or copies of the materials used to train the District's Title IX Coordinators, investigators, and decision-makers.

The District shall include the following information on its website that may be accessed through a link located on the District's homepage titled "Military Families" (If the District has 20 or more dependents of Uniformed Service Members enrolled in the District):

- The student enrollment application process;
- Career-ready pathways and other academic or education programs offered;
- Required academic courses for each curriculum and elective course options;
- School and community-sponsored extracurricular activities, including without limitation individual and team sports, clubs, junior reserve officer training corps opportunities, and Purple Star School program ambassadors;
- Notable District and District school Purple Star School Programs;
- The District military family education coordinator contact information; and
- The District schools' military family education facilitator contact information.

The District shall post the following on the District website that may be accessed through a link titled "Antisemitism/Title VI":

1. The District's definition of antisemitism;
2. A statement that antisemitism is prohibited in the District's educational programs and activities;
3. A statement that complaints of discrimination or harassment based on antisemitism may be filed with the Title VI Coordinator;
4. Contact information for the District's Title VI Coordinator; and
5. Information on how to file a complaint of antisemitism with the Title VI Coordinator at the Arkansas Department of Education.

The District and school webmasters are responsible for ensuring all District webpages meet required standards to be accessible to individuals with disabilities.

DRESS AND GROOMING

The Lafayette County School 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.

Students shall come to school looking clean and neat and exhibiting grooming habits and wearing clothes that will not be a health or safety hazard to Students or others.

The district prohibits clothing/grooming which:

- Depicts pictures, emblems, or writing that are lewd, offensive, vulgar, or obscene
- Advertises or depicts tobacco products, alcoholic beverages, gang or organization affiliations or drugs may reasonably be expected (in the principal's judgment) to cause disruption of or interference with normal school operations.
- Shorts, dresses, and skirts must not be no shorter than 4 inches above the front and back of the kneecap when the arms are pointed straight down and are rigid. If the hemline is uneven, the shortest point on the shorts/skirt must meet the standard.
- Boxer shorts, biker shorts, spandex and are not to be worn.
- Student shirts must cover the midriff when arms are raised. No tank tops, mesh tops, spaghetti straps or short shirts which reveal the torso is prohibited.
- No undergarments may be worn as outer garments. Undergarments should not be seen or outlined in tight clothing.
- No sagging. Jeans, slacks, pants, or other garments worn below the natural waist are prohibited.
- Belts must be buckled (excessive belt length not allowed)
- No gloves, bandannas, do rags, strings of any color towels or sunglasses will be worn in the buildings during the regular school day. During after- school activities [both home and away) hats and caps must be worn with the bill facing forward. During cold or inclement weather, .
- Shoes must be always worn. No house shoes.
- Jewelry that can be used as a weapon is prohibited.
- Pocket chains, oversized chains, dog collars or any accessory that may be construed or used as a weapon will be confiscated. All items confiscated will be held in the office and may be picked up at the end of the semester. Items left in the office will be discarded.
- No sleepwear to be worn to school (i.e. pajama pants, house-shoes, etc)
- Garments with low necklines that accentuate cleavage will not be allowed.
- No clothing with holes that expose skin above the knee will be allowed.
- Clothing which reveals torso skin when arms are raised or clothing which does not meet dress code standards when the student is sitting or performing classroom physical activity is prohibited.
- No blankets, snuggles, throws or other coverings are allowed.
- Jeggings and leggings may be worn only if the shirt comes below the fingertips when arms are extended downward.
- No head coverings in the building including but not limited to bonnets, toboggans, bandanas, hats, & hoodies. **All students must remove the hood of the hoodie from their head upon entering the school building.**

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 Lafayette County 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;
- 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

EMERGENCY DRILLS

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

The District shall annually conduct a lockdown drill at all schools in the District in collaboration with local law enforcement, medical professionals, fire department officials, and emergency management personnel. The lockdown drill training will include use of the District's emergency communication method with law enforcement. Students will be included in the drills to the extent that is developmentally appropriate for the age of both the students and grade configuration of the school.

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

Other types of emergency drills may also be conducted to test the implementation of the District's emergency plans in the event of violence, terrorist attack, natural disaster, other emergency, or the District's emergency communication with law enforcement methods. Students shall be included in the drills to the extent practicable.

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.

<u>A student may enter kindergarten if the student:</u>

- 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 six (6) years of age 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 six

(6) years of age during the school year in which the student 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 the student's 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 birth certificate;
    - A statement by the local registrar or a county recorder certifying the child's date of birth;
    - An attested baptismal certificate;
    - A passport;
    - 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;
    - United States military identification; or
    - 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 the Uniformed Services member’s 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 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;
- Veterans of the uniformed services who are injured in the line of duty and medically separated or retired;
- Members of the uniformed services who die on active duty or as a result of injuries sustained on active duty~~.~~;
- 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 the member attends monthly and annual training periods.

“Transition” means the:

- Formal and physical process of transitioning from public school to public school; or
- 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 possess specialized knowledge regarding the educational needs and unique challenges faced by children of uniformed service families.

An eligible child as defined in this policy shall:

1. Be allowed to continue the student's enrollment at the grade level commensurate with the student's grade level the student was in at the time of transition from the student's 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 the student's previous school;
3. Enter the District's school on the validated level from the student's 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 the student's 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 the student's previous school based on the student's 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 the student 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 and an enrollment application of an eligible student from a military family, the District shall:

- Provisionally enroll, provide placement for, and enter academic course requests on behalf of the incoming student based on the student's education record provided by the student's family or the sending district;
- Provide the uniformed services family with information regarding:
    - a. Career-ready pathways and other academic or education programs offered;
    - b. Required academic courses for each curriculum and elective course options;
    - c. School and community-sponsored extracurricular activities, including without limitation individual and team sports, clubs, junior reserve officer training corps opportunities, and Purple Star School program ambassadors;
    - d. Contact information for the designated military family education coordinator and the Purple Star School program military family education facilitator, if applicable; and
    - e. Other relevant information regarding the District.

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:

- 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
- Request the eligible child's official education records from the sending district.

The District shall not deny the enrollment of a Uniformed Service Member dependent unless the District has reached the maximum student-to-teacher ratio allowed under federal law; state law; the Standards for Accreditation for Public Schools and School Districts; state rules; or other applicable federal regulations, and the District timely notifies the parent, legal guardian, person having lawful control of the student, or person standing in loco parentis of the lack of capacity.

The District shall notify a prospective student's family in writing regarding whether the student's enrollment has been accepted or rejected within fifteen (15) calendar days of receiving the student's enrollment application and supporting documentation.

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.

The District may request a waiver from the State Board as necessary to accommodate an eligible student.

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.

EQUAL EDUCATIONAL OPPORTUNITY

No student in the Lafayette County 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 color, religion, national origin, sex, age, or disability. 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 the Federal Programs/Curriculum Coordinator, who may be reached at: hsellers@lcs.k12.ar.us
725 Chestnut Street Lewisville, AR and/or 870-921-5094.

Any person may report sex discrimination, including sexual 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 sexual 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.

EXPULSION

The Board of Education may expel a student for a period longer than ten (10) school days for violation of the District's written discipline policies. The Superintendent may make a recommendation of expulsion to the Board of Education for student conduct:

- Deemed to be of such gravity that suspension would be inappropriate;
- Where the student's continued attendance at school would disrupt the orderly learning environment; or
- Would pose an unreasonable danger to the welfare of other students or staff.

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

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

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

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

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

During the hearing, the Superintendent, or designee, or representative will present evidence, including the calling of witnesses, who gave rise to the recommendation of expulsion. The student, or his/her representative, may then present evidence including statements from persons with personal knowledge of the events or circumstances relevant to the charges against the student. Formal cross-examination will not be permitted; however, any member of the Board,

the Superintendent, or designee, the student, or his/her representative may question anyone making a statement and/or the student. The presiding officer shall decide questions concerning the appropriateness or relevance of any questions asked during the hearing.

Except as permitted by policy 4.22, the Superintendent shall recommend the expulsion of any student for a period of one (1) year for possession of any firearm prohibited on school campus by law. The Superintendent shall, however, have the discretion to modify the expulsion recommendation for a student on a case-by-case basis. Parents, legal guardians, persons having lawful control of a student, or persons standing in loco parentis of a student enrolling from another school after the expiration of an expulsion period for a weapons policy violation shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property. The parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

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

The District shall establish programs, measures, or alternative means and methods to continue student engagement and access to education during a student's period of expulsion.

EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR HOME SCHOOLED STUDENTS

Home-schooled student means a student legally enrolled in an Arkansas home school and who meets or has met the criteria for being a home-schooled student, as established by A.C.A. § 6-15-503.

Interscholastic activity means an activity between schools subject to regulations of the Arkansas Activities Association that is outside the regular curriculum of the school district, such as an athletic activity, fine arts program, or a special interest group or club.

Each school in the District shall post on its website its schedule of interscholastic activities, including sign-up, tryout, and participation deadlines, at least one semester in advance of those activities. A hard copy of the schedule shall be available upon request.

Home-schooled students whose parents or guardians are legal residents of the school district will be permitted to pursue participation in an interscholastic activity in the student's resident school zone as permitted by this policy.

Home-schooled students whose parent or legal guardian are not residents of the school district will be permitted to pursue participation in an interscholastic activity in the District if:

- The superintendent of the student's resident district and the superintendent of the District both agree in writing to allow the student to participate in interscholastic activities at the District; or

- The student's resident school does not offer the interscholastic activity and the superintendent of the non-resident district agrees to allow the student to enroll in the interscholastic activity.

Although not guaranteed participation in an interscholastic activity, home-school students who meet the provisions of this policy, AAA Rules, and applicable Arkansas statutes shall have an equal opportunity to try out and participate in interscholastic activities without discrimination. The District shall provide a reasonable alternative to any prerequisite for eligibility to participate in an interscholastic activity that the home-schooled student is unable to meet because of the student's enrollment in a home school.

To be eligible to try out and participate in interscholastic activities, the student or the parent of a student shall mail or hand deliver the student's request to participate to the student's school's principal before the signup, tryout or participation deadline established for traditional students. Additionally, the student shall demonstrate academic eligibility by obtaining a minimum test score of the 30th percentile or better in the previous 12 months on the Stanford Achievement Test Series, Tenth Edition; another nationally recognized norm-referenced test; or a minimum score on a test approved by the State Board of Education.

A student who meets the requirements for eligibility to participate in an interscholastic activity is required to register for no more than one non-academic course in the District's school where the student is intending to participate in an interscholastic activity that coincides with the interscholastic activity in which the homeschooled student participates and shall be required to be at school only when participation in the interscholastic activity requires other students who participate in the interscholastic activity to be at school.

The student shall regularly attend the class in which the student is registered beginning no later than the eleventh (11th) day of the semester in which the student's interscholastic activity participation is desired. The student must attend the practices for the interscholastic activity to the same extent as is required of traditional students. A student and the parent or legal guardian of the student shall sign and return an acknowledgement of receipt and review of an information sheet regarding signs and symptoms of sudden cardiac arrest before the student may participate in an athletic activity and before each school year the student participates in an athletic activity.

A home-schooled student who has met the try out criteria; and who has been selected to participate in the Interscholastic activity shall meet the following criteria that also apply to traditional students enrolled in the school:

- standards of behavior and codes of conduct;
- attend the practices for the interscholastic activity to the same extent as is required of traditional students;
- required drug testing;
- permission slips, waivers, physical exams; and
- participation or activity fees.

Students who participate in extracurricular or athletic activities under this policy will be transported to and from the interscholastic activities on the same basis as other students are transported.

A home schooled student may begin participating in an interscholastic activity immediately upon being approved to participate by the District if:

- The home schooled student has not withdrawn from an Arkansas Activities Association member school; or
- The student has withdrawn from an AAA member school and enrolled in a home school but did not participate in an interscholastic activity that is a varsity sport at the student's resident district prior to the students withdrawal from the AAA member school.

A home schooled student shall not be eligible to participate for up to three hundred sixty-five (365) days if:

1. The District is the home schooled student's resident district and the home schooled student is not approved to participate in an interscholastic activity at the District by June 1 of the school year the student will be enrolled in grade seven (7), eight (8), nine (9), or ten (10);
2. The District is not the home schooled student's resident district and the home schooled student is not approved to participate in an interscholastic activity that is a varsity athletic activity at the District by June 1 of the school year the student will be enrolled in grade seven (7), eight (8), nine (9), or ten (10); or
3. The home schooled student withdrew from an AAA member school and participated in an interscholastic activity that is a varsity athletic activity at the student's resident district during the previous three hundred sixty-five (365) days and is seeking to participate in an interscholastic activity that is a varsity athletic activity in the District.

A student who is prohibited from participation in an interscholastic activity due to number 1 shall not become eligible to participate in any interscholastic activity until the completion of the three hundred sixty-five (365) day period. A student who is prohibited from participation in an interscholastic activity that is a varsity athletic activity due to numbers 2 or 3 shall not be eligible for full participation in an interscholastic activity that is a varsity athletic activity until the completion of the three hundred sixty-five (365) day period. A student who is not eligible for full participation may participate in tryouts, practices, classes, or other endeavors associated with the interscholastic activity until the completion of the three hundred sixty-five (365) day period.

EXTRACURRICULAR ACTIVITY FOR PRIVATE SCHOOL STUDENTS

Interscholastic activity means an activity between schools subject to rules of the Arkansas Activities Association that is outside the regular curriculum of the school district, such as an athletic activity, fine arts program, or a special interest group or club.

"Private school" means a nonpublic elementary or secondary school that is a registered nonprofit and accredited or licensed by an accrediting association recognized by the State Board of Education.

"Private school student" means a student attending a private school.

Each school in the District shall post on its website its schedule of interscholastic activities, including signup, tryout, and participation deadlines, at least one semester in advance of those activities. A hard copy of the schedule shall be available upon request.

Private school students whose parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis are legal residents of the school district will be permitted to pursue participation in an interscholastic activity in the student's resident school if the private school the student attends does not offer the interscholastic activity.

Although not guaranteed participation in an interscholastic activity, private students who meet the provisions of this policy, AAA Rules, and applicable Arkansas statutes shall have an equal opportunity to try out and participate in interscholastic activities without discrimination. The District shall provide a reasonable alternative to any prerequisite for eligibility to participate in an interscholastic activity that the private school student is unable to meet because of his or her enrollment in a private school.

No student shall be required to pay for individual or group instruction in order to participate in an interscholastic activity.

To be eligible to try out and participate in interscholastic activities, the student or the parent of a student shall mail or hand deliver the student's request to participate to the student's school's principal before the signup, tryout or participation deadline established for traditional students.

A student who meets the requirements for eligibility to participate in an interscholastic activity is required to register for no more than one non-academic course in the District's school where the student is intending to participate in an interscholastic activity that coincides with the interscholastic activity in which the private school student participates and shall be required to be at school only when participation in the interscholastic activity requires other students who participate in the interscholastic activity to be at school.

The student shall regularly attend the class in which the student is registered beginning no later than the eleventh (11th) day of the semester in which the student's interscholastic activity participation is desired. The student must attend the practices for the interscholastic activity to the same extent as is required of traditional students.

A student and the parent or legal guardian of the student shall sign and return an acknowledgement of receipt and review of an information sheet regarding signs and symptoms of sudden cardiac arrest before the student may participate in an athletic activity and before each school year the student participates in an athletic activity.

A private school student who has met the tryout criteria and has been selected to participate in the interscholastic activity shall meet the following criteria that also apply to traditional students enrolled in the school:

- Standards of behavior and codes of conduct;
- Attend the practices for the interscholastic activity to the same extent as is required of traditional students;
- Required drug testing;

- Permission slips, waivers, physical exams; and
- Participation or activity fees.

Students who participate in extracurricular or athletic activities under this policy will be transported to and from the interscholastic activities on the same basis as other students are transported.

EXTRACURRICULAR ACTIVITIES - ELEMENTARY

Definitions

"Extracurricular activities" are defined as: any school sponsored program where students from one or more schools meet, work, perform, practice under supervision outside of regular class time, or are competing for the purpose of receiving an award, rating, recognition, or criticism, or qualification for additional competition. Examples include, but are not limited to, inter/interscholastic athletics, cheerleading, band, choral, math, or science competitions, field trips, and club activities.

"Field Trips" are when individual students or groups of students are invited to programs or events when there is no competition and the students are not interacting with each other for the purpose of planning, qualifying, or arranging for future programs or for the purpose of receiving recognition.

"Interscholastic Activities" means athletic or non-athletic/academic activities where students compete on a school vs. school basis.

"Interscholastic Activities" means athletic or non-athletic/academic activities where students compete with students from within the same school.

Extracurricular Eligibility

The Board believes in providing opportunities for students to participate in extracurricular activities that can help enrich the student's educational experience. At the same time, the Board believes that a student's participation in extracurricular activities cannot come at the expense of his/her classroom academic achievement. Interruptions of instructional time in the classroom are to be minimal and absences from class to participate in extracurricular activities shall not exceed one per week per extracurricular activity (tournaments or other similar events excepted with approval of the building principal). All students are eligible for extracurricular activities unless specifically denied eligibility on the basis of criteria outlined in this policy.

A student may lose his/her eligibility to participate in extracurricular activities when, in the opinion of the school's administration, the student's participation in such an activity may adversely jeopardize his/her academic achievement. Students may also be denied permission to participate in extracurricular activities as a consequence of disciplinary action taken by the administration for inappropriate behavior.

Any student who refuses to sit for a Statewide assessment or attempts to boycott a Statewide assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are administered or scheduled as make-up days shall not be permitted to

participate in any non-curriculum related extracurricular activity. The student shall remain ineligible to participate until the student takes the same or a following statewide assessment, as applicable. The superintendent or designee may waive this paragraph's provisions when the student's failure was due to exceptional or extraordinary circumstances. Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.

A student who enrolls in the district and meets the definition of "eligible child" in Policy 4.2—ENTRANCE REQUIREMENTS shall be eligible to try out for an extracurricular activity regardless of the date the student enrolls in the District so long as the student meets all other eligibility requirements and the extracurricular activity is still ongoing.

No student shall be required to pay for individual or group instruction in order to participate in an extracurricular activity.

A student and the parent or legal guardian of the student shall sign and return an acknowledgement of receipt and review of an information sheet regarding signs and symptoms of sudden cardiac arrest before the student may participate in an athletic activity and before each school year the student participates in an athletic activity

EXTRACURRICULAR ACTIVITIES – SECONDARY SCHOOLS

Definitions:

"Academic Courses" are those courses for which class time is scheduled, which can be credited to meet the minimum requirements for graduation, which is taught by a teacher required to have State licensure in the course or is otherwise qualified under Arkansas statute, and has a course content guide which has been approved by the Division of Elementary and Secondary Education (DESE). Any of the courses for which concurrent high school credit is earned may be from an institution of higher education recognized by DESE. If a student passes an academic course offered on a block schedule, the course can be counted twice toward meeting the requirement for students to pass four (4) academic courses per semester as required by this policy.

"Extracurricular activities" are defined as: any school sponsored program where students from one or more schools meet, work, perform, practice under supervision outside of regular class time, or are competing for the purpose of receiving an award, rating, recognition, or criticism, or qualification for additional competition. Examples include, but are not limited to, inter/intrascholastic athletics, cheerleading, band, choral, math, or science competitions, field trips, and club activities.

"Field Trips" are when individual students or groups of students are invited to programs or events when there is no competition and the students are not interacting with each other for the purpose of planning, qualifying, or arranging for future programs or for the purpose of receiving recognition.

"Interscholastic Activities" means athletic or non-athletic/academic activities where students compete on a school vs. school basis.

“Intrascholastic Activities” means athletic or non-athletic/academic activities where students compete with students from within the same school.

“Supplemental Improvement Program (SIP)” is an additional instructional opportunity for identified students outside of their regular classroom and meets the criteria outlined in the current Arkansas Activities Association (AAA) Handbook.

Extracurricular Eligibility

The Board believes in providing opportunities for students to participate in extracurricular activities that can help enrich the student’s educational experience. At the same time, the Board believes that a student’s participation in extracurricular activities cannot come at the expense of the student’s classroom academic achievement. Interruptions of instructional time in the classroom are to be minimal and absences from class to participate in extracurricular activities shall not exceed one (1) per week per extracurricular activity (tournaments excepted). Additionally, a student’s participation in, and the District’s operation of, extracurricular activities shall be subject to the following policy. All students are eligible for extracurricular activities unless specifically denied eligibility on the basis of criteria outlined in this policy.

Any student who refuses to sit for a Statewide assessment or attempts to boycott a Statewide assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular activity. The student shall remain ineligible to participate until the student takes the same or a following statewide assessment, as applicable. The superintendent or designee may waive this paragraph's provisions when the student’s failure was due to exceptional or extraordinary circumstances. Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.

A student who enrolls in the district and meets the definition of “eligible child” in Policy 4.2—ENTRANCE REQUIREMENTS shall be eligible to try out for an extracurricular activity regardless of the date the student enrolls in the District so long as the student meets all other eligibility requirements and the extracurricular activity is still ongoing.

A student and the parent or legal guardian of the student shall sign and return an acknowledgement of receipt and review of an information sheet regarding signs and symptoms of sudden cardiac arrest before the student may participate in an athletic activity and before each school year the student participates in an athletic activity.

No student shall be required to pay for individual or group instruction in order to participate in an extracurricular activity.

Interscholastic Activities

Each school in the District shall post on its website its schedule of interscholastic activities, including sign-up, tryout, and participation deadlines, at least one semester in advance of those activities. A hard copy of the schedule shall be available upon request.

Any student that has a grade of "F" in a core class (i.e. Math, Science, English, or Social Studies) will not be allowed to travel and/or participate if the team has to leave early during the school day.

ACADEMIC REQUIREMENTS: Junior High

A student promoted from the sixth to the seventh grade automatically meets scholarship requirements. A student promoted from the seventh to the eighth grade automatically meets scholarship requirements for the first semester. The second semester eighth-grade student meets the scholarship requirements for junior high if the student has successfully passed four (4) academic courses the previous semester.

The first semester ninth-grade student meets the scholarship requirements for junior high if the student has successfully passed four (4) academic courses the previous semester.

The second semester ninth-grade student meets the scholarship requirements for junior high if the student has successfully passed (4) academic courses the previous semester which count toward the student's high school graduation requirements.

Ninth-grade students must meet the requirements of the senior high scholarship rule by the end of the second semester in the ninth grade in order to be eligible to participate in the fall semester of their tenth-grade year.

ACADEMIC REQUIREMENTS: Senior High

In order to remain eligible for competitive interscholastic activity, a student must have passed (4) academic courses the previous semester and either:

1. Have earned a minimum Grade Point Average (GPA) of 2.0 from all academic courses the previous semester; or
2. If the student has passed four (4) academic courses the previous semester but does not have a 2.0 GPA the student must be enrolled and successfully participating in an SIP to maintain their competitive interscholastic extracurricular eligibility.

STUDENTS WITH AN INDIVIDUAL EDUCATION PROGRAM

In order to be considered eligible to participate in competitive interscholastic activities, students with disabilities must pass at least four (4) courses per semester as required by their individual education program (IEP).

Homeless Students: Students who are determined to be experiencing homelessness by the school's homeless LEA shall be eligible for participation in interscholastic activities.

ARKANSAS ACTIVITIES ASSOCIATION

In addition to the foregoing rules, the district shall abide by the rules of AAA governing interscholastic activities. AAA provides catastrophic insurance coverage for students

participating in AAA governed extracurricular activities who are enrolled in school. As a matter of District policy, no student may participate in a AAA governed extracurricular activity unless the student is enrolled in a district school, to ensure all students are eligible for AAA catastrophic insurance.

Intrascholastic Activities
AAA Governed Activities

Students participating in intrascholastic extracurricular activities that would be governed by AAA if they were to occur between students of different schools shall meet all interscholastic activity eligibility requirements to be eligible to participate in the comparable intrascholastic activity. The District will abide by the AAA Handbook for such activities to ensure District students are not disqualified from participating in interscholastic activities.

Non-AAA Governed Activities

Unless made ineligible by District policies, all students shall be eligible to participate in non-AAA governed intrascholastic extracurricular activities. Intrascholastic activities designed for a particular grade(s) or course(s) shall require the student to be enrolled in the grade(s) or course(s).

School Choice Transfers

A student who transfers under a legal school choice option shall not be denied participation in an extracurricular activity where the student transfers based exclusively on the student's decision to transfer. A student who transfers after June 1 of the year the student enters grade seven through ten (7-10) shall complete a Changing Schools/Athletic Participation form as defined by AAA, which must be signed by the:

- Superintendent of the student's resident school district;
- Superintendent of the nonresident school district to which the student transfers; and
- Parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to the student.

The completed Changing Schools/Athletic Participation form shall be filed with the non-resident school district where the student transfers and the AAA. The Changing Schools/Athletic Participation form shall be signed by the superintendent of a student's resident school district and the superintendent of the nonresident school district to which a student transfers unless there is demonstrable evidence of recruiting by the receiving school district personnel or that the student is transferring to the nonresident school district solely for athletic purposes.

A student who transfers into the District and is enrolled in the District by June 1 of the school year the transfer student will be enrolled in grade seven (7), eight (8), nine (9), or ten (10) shall be immediately eligible to participate in an extracurricular activity that is an athletic activity. If a transfer student is not enrolled in the District by June 1 of the school year the student will be enrolled in grade seven (7), eight (8), nine (9), or ten (10), then the transfer student shall not be

eligible to participate in an extracurricular activity that is a varsity athletic activity for up to three hundred sixty-five (365) days.

FOOD SERVICE PREPAYMENT

Meal Charges

Lafayette County School District participates in USDA's Community Eligibility Provision (CEP) and provides meals to all students at no charge. The District does provide credit for staff to charge for meals. A la carte or other food and beverage items may be purchased by either providing payment for the items at the time of receipt or by a prepaid account with the District that may be charged for the items. Staff and parents, or students choosing to do so, may pay in advance for a la carte or other food and beverage items through any of the following methods:

- Submitting cash or check payment to the school food service office or cashier

Free Breakfast

In accordance with A.C.A. $6-18-722, a student shall be provided one (1) breakfast at no cost during each school day upon the student's request regardless of whether the student qualifies for a federally funded free or reduced-price meal.

Unpaid Meal Access

The District will notify a student's parents of unpaid balances from previous school years prior to CEP. Calls will be made monthly, as well as letters sent home. Every attempt will be made to collect unpaid debt.

Students who have submitted proper documentation to receive a meal modification in accordance with Policy 4.50—SCHOOL MEAL MODIFICATIONS shall receive the same type of modification for an unpaid meal.

FOOD SHARING AND ITS REMOVAL FROM FOOD SERVICE AREA

The District has no food sharing system for food items other than milk and juice. Students who do not intend to drink milk or juice received as part of a meal may place the milk/juice in a designated ice-filled cooler located at the end of the service line where another student may retrieve it at no charge. Milk and juice may not be taken by another student unless the carton is unopened and was completely covered by ice while in the cooler. A student may not return to the cooler to place for sharing or retrieve an item after the student has left the service line.

At all times, the cooler will be under the supervision of the food service staff. Remaining items should be discarded at the end of the meal period, and no item is to remain in the cooler for longer than four (4) hours.

Removing Food Items from the Food Service Area

No student shall remove school provided food items from the food service area at the end of the meal period, especially milk, juice, and other items requiring temperature controlled environments.

Except for food service workers as required by their job duties, District employees may only remove school provided food items from the food service area when required by a 504 plan or a student's IEP.

FUNDRAISING

All fund raising activities held in the District or in the name of the District must be pre-approved in writing by the Superintendent and affected school principal. Approval will be predicated on the potential for return relative to the time and energy to be invested in the fund raising. Fundraising that conflicts excessively with and/or detracts from student or teacher instructional time in either the planning or the execution of the activity will not be approved.

Neither an individual school nor the District shall be liable for any contract between clubs or organizations and third parties.

Student participation in any fund raising activity shall:

1) Be voluntary. Students who choose not to participate shall not forfeit any school privileges. It shall not be considered discriminatory to reward those who participate; and
2) Do not influence or affect the student's grade.

For purposes of this policy, —Door-to-door sales means the selling of merchandise outside of the child's home and off the school grounds.
Students are responsible for all monies collected and making sure all monies are brought to the appropriate club sponsor or organization. Students are also responsible for making sure that any products ordered are delivered to those who ordered and/or paid for the products.

Secondary Schools

Fund raising in the secondary schools may only be done by officially sanctioned student clubs, spirit groups, school PTAs, or parent booster clubs. Student clubs and spirit groups must receive written approval from their sponsor and the school principal before submitting the fund raising proposal to the Superintendent.

Door to door fundraising activities are generally discouraged. If approved, students wishing to participate who are under the age of eighteen (18) must return to their sponsor a signed parental notification and permission form.

Elementary Schools (K-6)

Fund raising in the elementary schools may only be done by the school or a school sponsored organization. Door to door fundraising activities are generally discouraged, but there shall be no more than one such activity per school per school year.

Schools must provide written notification of the following to parents or legal guardians of elementary students who participate in fundraising programs.

1) Student participation in fundraising programs is voluntary;
2) Students who do not participate will not forfeit any school privileges;
3) Students may not participate in fundraising programs without written parental permission returned to school authorities;
4) An elementary student who sells fundraising merchandise door to door must be accompanied by a parent or an adult; and
5) Unless the school provides supervision, parents must accept responsibility for appropriate adult supervision.

GANGS

The Board is committed to ensuring a safe school environment conducive to promoting a learning environment where students and staff can excel. An orderly environment cannot exist where unlawful acts occur causing fear, intimidation, or physical harm to students or school staff. Gangs and their activities create such an atmosphere and shall not be allowed on school grounds or at school functions.

The following actions are prohibited by students on school property or at school functions:

1. Wearing or possessing any clothing, bandanas, jewelry, symbol, or other sign associated with membership in, or representative of, any gang;
2. Engaging in any verbal or nonverbal act such as throwing signs, gestures, or handshakes representative of membership in any gang;
3. Recruiting, soliciting, or encouraging any person through duress or intimidation to become or remain a member of any gang; and/or
4. Extorting payment from any individual in return for protection from harm from any gang.

Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion.

Students arrested for gang related activities occurring off school grounds shall be subject to the same disciplinary actions as if they had occurred on school grounds.

GRADING

Parents, legal guardians, persons having lawful control of a student, or persons standing in loco parentis shall be kept informed concerning the progress of their student. Parent-teacher conferences are encouraged and may be requested by parents, guardians, persons having lawful control of a student, persons standing in loco parentis, or teachers. If the progress of a student is unsatisfactory in a subject, the teacher shall attempt to schedule a parent-teacher conference. In the conference, the teacher shall explain the reasons for difficulties and shall develop, cooperatively with the parents, a plan for remediation, which may enhance the probability of the student succeeding. The school shall also send timely progress reports and issue grades for each nine (9) week grading period to keep parents/guardians informed of their student's progress. The evaluation of each student's performance on a regular basis serves to give the parents/guardians, students, and the school necessary information to help affect academic

improvement. Students' grades shall reflect only the extent to which a student has achieved the expressed educational objectives of the course.

The grades of a child in foster care shall not be lowered due to an absence from school due to:

1) A change in the child's school enrollment;
2) The child's attendance at a dependency-neglect court proceeding; or
3) The child's attendance at court-ordered counseling or treatment.

The grading scale for all schools in the district shall be as follows:
A =100 – 90
B = 89 – 80
C = 79 – 70
D = 69 – 60
F = 59 and below
For the purpose of determining grade point averages, the numeric value of each letter grade shall be:

The grade point values for accelerated learning courses and other approved courses for weighted credit shall be one (1) point greater than for regular courses with the exception that an F shall still be worth zero (0) points.

The final grades of students who transfer in for part of a semester will be determined by blending the grades earned in the district with those earned outside the district. Each final grade will be the sum of the percentage of days in the grading period transferred from outside the district times the transferred grade from outside the district plus the percentage of days in the grading period while in the district times the grade earned in the district.

For example: The grading period had forty (40) days. A student transferred in with a grade of eighty-three percent (83%) earned in ten (10) days at the previous school. The student had a grade of seventy-five percent (75%) in our district's school earned in the remaining thirty (30) days of the grading period. Ten (10) days is twenty-five percent (25%) of forty (40) days while thirty (30) days is seventy-five percent (75%) of forty (40) days. Thus, the final grade would be (0.25 X 83) + (0.75 X 75) = 77%.

GRADUATION REQUIREMENTS

Information regarding Graduation requirements will be sent home with students prior to their enrolling in seventh (7th) grade, or when a seventh (7th) through twelfth (12th) grade student enrolls in the district for the first time. This policy is to be included in student handbooks for grades six (6) through twelve (12) and both students and parents must sign an acknowledgement they have received the policy. All students are required to fulfill the Core curriculum or the Alternate Pathway to Graduation when required by their IEP to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians as part of the creation of the student's Student Success Plan.

This policy and the courses necessary for graduation shall be reviewed by staff, students, and parents as part of the annual school district strategic plan development process to determine if

changes need to be made to better serve the needs of the district's students. The superintendent, or the superintendent's designee, shall select the composition of the review panel.

Sufficient information relating to the district's graduation requirements shall be communicated to parents and students to ensure their informed understanding; this shall be accomplished through holding an informational meeting for parents, legal guardians, or persons standing in loco parentis to students enrolled in grades six through twelve (6-12) with the school counselor and may be accomplished through any or all of the additional following means:

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

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

To the best of its ability, the District shall follow the requirements covering the transfer of course credit and graduation set forth in the Interstate Compact on Educational Opportunity for Military Children and the Arkansas Military Child School Transitions Act of 2021 for all students who meet the definition of "eligible child" in Policy 4.2—ENTRANCE REQUIREMENTS including the waiving of specific courses that are required for graduation if similar coursework has been satisfactorily completed.

GRADUATION REQUIREMENTS

The number of units students must earn to be eligible for high school graduation is to be earned from the categories listed below. A minimum of twenty-two (22) units is required for graduation. The Accelerated learning courses or career education courses that are determined by DESE to be eligible for use in the place of a listed course may be substituted for the course as designated by DESE.

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

Students shall be trained in quality psychomotor skill bases in cardiopulmonary resuscitation and the use of automated external defibrillators in order to graduate.

Personal and Family Finance

All students shall receive credit in a course covering the Personal and Family Finance Standards in order to graduate.

Computer Science

All students shall earn one (1) unit of credit in a computer science or computer science related career and technical education course in order to graduate.

Community Service

Except as otherwise provided by this policy or the student's IEP, each student must receive seventy-five (75) clock hours of community service that is certified by the service agency or organization where the student volunteers or the student's parent.
The community service must be in programs or activities, either in Arkansas or outside of Arkansas, that meet the requirements established by the State Board and the District Board of Directors and include preparation, action, and reflection components. A student who transfers into the District after ninth (9th) grade must receive at least the following documented clock hours of community service each year:

- Fifteen (15) hours for students in grade nine (9);
- Twenty (20) hours for students in grade ten (10);
- Twenty (20) hours for students in grade eleven (11); and
- Twenty (20) hours for students in grade twelve (12).

Students transferring into the District after grade nine (9) or students who are graduating early may receive a diploma provided that the minimum requirement for each year the student attends the District is met. The District Board of Directors may grant a waiver of the community service requirement for extenuating circumstances on a case-by-case basis, which may include without limitation:

- A major illness associated with a student or a family member of a student;
- Student homelessness or housing insecurity; and
- Notice to the public school district board of directors if the student is a major contributor to family income.

English: four (4) units – English I, II, III, & IV

Oral Communications: one-half (½) unit

Mathematics: four (4) units

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

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

Science: three (3) units

a. DESE approved biology – 1 credit;
b. DESE approved physical science – 1 credit; and
c. A third unit that is either:
    - An additional science credit approved by DESE; or
    - A computer science flex credit may be taken in the place of a third science credit.

Social Studies: three (3) units

- Civics one-half (½) unit
- World history, one (1) unit

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

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

Economics – one half (½) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.[7]

Fine Arts: one-half (½) unit

CAREER FOCUS: - Six (6) units

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

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

Homebound Students

If a student enrolled at LCSD is unable to attend school due to an illness, homebound instruction may be requested. In order to be eligible for homebound instruction, written medical verification from a physician stating the Student's inability to attend school must be presented to the principal for approval. **Applications for Homebound Instruction can be found with this policy (4.65 – Homebound Student-Application)**. Incomplete forms will not be considered for approval.

Assignment of all homebound instruction, with the exception of special education students, is under the direction of the building principal. The principal is responsible for determining the need for and the amount of instruction that will be provided to each individual student. Scheduling of homebound instruction for special education students will be determined by the IEP committee and the Special Education Coordinator.

Attendance policies continue to apply to student absences until homebound instruction is officially approved by the District's administration and the student (Parent/Guardian) has been notified of the approval for homebound. Submitting a request does not assure approval of the request.

Instruction will be provided for a maximum of four hours per week. To be eligible for homebound instruction, a Student shall have proper documentation from a physician or health

care facility. **Every 30 days, the Student must be re-evaluated by the physician or health care facility verifying continuous participation in the homebound program.**
Instruction will be provided by a certified teacher or principal's designee of the district. The designated instructor will be responsible for gathering homework assignments, tests, etc. from the Student's regular teachers and return all completed work to each teacher. Credit cannot be earned in certain courses through homebound instruction if an excessive number of days will be missed (example: physical education, drama, art, speech, lab courses, band, vocal music, etc.) Students refusing to do assignments in a timely manner will be dropped from the homebound program.

The principal, parent/guardian, and homebound instructor will determine a suitable location for instruction time (i.e. Student's home, public library, city hall, school). Students must notify the homebound tutor or principal immediately if they anticipate not completing their assignments by the assigned deadlines. Students/guardians must contact the homebound instructor if they are unable to meet during the appointed time/location. Homebound services can be discontinued due to repeated cancellations.

HOMELESS STUDENTS

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

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

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

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

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

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

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

1. Continue the child's or youth's education in the school of origin for the duration of homelessness:
   - In any case in which a family becomes homeless between academic years or during an academic year; and
   - For the remainder of the academic year, if the child or youth becomes permanently housed during an academic year; or
2. Enroll the child or youth in any public school that non homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

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

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

If the District determines that it is not in the child's or youth's best interest to attend the school of origin or the school requested by the parent or guardian, or (in the case of an

unaccompanied youth) the youth, the District shall provide the child's or youth's parent or guardian or the unaccompanied youth with a written explanation of the reasons for its determination, in a manner and form understandable to such parent, guardian, or unaccompanied youth, including information regarding the right to appeal. For an unaccompanied youth, the District shall ensure that the LEA liaison assists in placement or enrollment decisions, gives priority to the views of such unaccompanied youth, and provides notice to such youth of the right to appeal.

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

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

A homeless student shall be immediately eligible to participate in interscholastic activities at the school in which the student is enrolled.

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

A. Are:
   - Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason;
   - Living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations;
   - Living in emergency or transitional shelters;
   - Abandoned in hospitals; or

B. Have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;

C. Are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and

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

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

HOME SCHOOLING

Enrollment in Home School

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

1. At the beginning of each school year, but no later than August 15;

2. Five (5) school days prior to withdrawing the child (provided the student is not currently under disciplinary action for violation of any written school policy, including, but not limited to, excessive absences) and at the beginning of each school year thereafter; or
3. Within thirty (30) calendar days of the parent or legal guardian establishing residency within the district during the school year.

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

- Electronically, including without limitation by:
- Use of the Division of Elementary and Secondary Education's (DESE) online system;
- Email; or
- Facsimile;
- By mail; or
- In person.

The notice shall include:

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

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

A student who has been temporarily issued items, resources, supplies, materials, or other property belonging to the District is eligible for enrollment in a home school during the school year after:

- The items, resources, supplies, materials, or other property belonging to the District have been returned to the District;
- The items, resources, supplies, materials, or other property belonging to the District have been paid for; or
- The semester has ended.

The superintendent or the board of directors may waive the required five (5) school day waiting period for a student's enrollment in home school during a semester if the superintendent or the board of directors is satisfied with the return of temporarily issued items, resources, supplies, materials, or other District property .

Enrollment or Re-Enrollment in Public School

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

- A transcript listing all courses taken and semester grades from the home school;
- Score of at least the thirtieth percentile on a nationally recognized norm-referenced assessment taken in the past year; and
- A portfolio of indicators of the home-schooled student's academic progress, including without limitation:
    - Curricula used in the home school;
    - Tests taken and lessons completed by the home-schooled student; and
    - Other indicators of the home-schooled student's academic progress.

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

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

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

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

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

HOMEWORK

Homework is considered to be part of the educational program of the District. Assignments shall be an extension of the classroom, homework. Homework must be planned and organized and should be viewed by the students as purposeful.

Teachers should be aware of the potential problem students may have completing assignments from multiple teachers and vary the amount of homework they give from day to day. Parents shall be notified of this policy at the beginning of each school year.

HONOR ROLL AND HONOR GRADUATE

HONOR ROLL

Students in grades K-6 who maintain an A or B average in all classes for the grading period will be recognized as honor roll students for that grading period. Semester grades will determine the honor roll at the end of each semester.

Students in grades 7-12 who maintain an A or B average in all courses for the grading period will be recognized as an honor roll student for that grading period. Semester grades will determine the honor roll at the end of each semester.

HONOR GRADUATES

Students who have successfully completed the minimum core of courses recommended for preparation for college as defined by the Higher Education Coordinating Board and the State Board of Education and have a cumulative GPA of 3.25 on a weighted scale will be designated as honor students by the Lafayette County School District. The GPA shall be derived from credit-bearing courses taken in public schools.

Valedictorian will be awarded to the honor student with the highest GPA on a 5- point grading scale. In order for a student to qualify for valedictorian, the student must take at least two accelerated learning courses which may consist of at least one AP course and/or one concurrent credit course or AP course. The student must have completed their senior year in the Lafayette County School District. Any student transferring into the district after the first day of school of their senior year will share the distinction with the student that has always been in the district.

Salutatorian will be awarded to the honor student with the second highest GPA on a 5- point grading scale. In order for a student to qualify for salutatorian, the student must take at least two accelerated learning courses which may consist of at least one AP course and/or one concurrent credit course or AP course. The student must have completed their senior year in the Lafayette County School District. Any student transferring into the district after the first day of school of their senior year will share the distinction with the student that has always been in the district.

The valedictorian with the highest GPA will give the Honor's Address at graduation. In case of a tie, the student with the highest ACT score will be designated as the valedictorian to

give the commencement address at graduation. The salutatorian gives the Farewell address at graduation.

Students with a grade point average of a 3.25 or better on a 5-point grading scale will be recognized as honor graduates.

Students participating in the graduation ceremony must have completed the minimum requirements of units as stipulated by the Arkansas Department of Education and the Lafayette County Public Schools prior to the date of graduation. A student who is deficient one-half or more units will not be allowed to participate in the graduation ceremony. In addition, students' debts must be paid in full, and all textbooks must be accounted for in order for students to participate in the graduation ceremony.

IMMUNIZATIONS

Definitions

"In process" means the student has received at least one dose of the required immunizations and is waiting the minimum time interval to receive the additional dose(s).

"Serologic testing" refers to a medical procedure used to determine an individual's immunity to Hepatitis B, Measles, Mumps, Rubella and Varicella.

General Requirements

Unless otherwise provided by law or this policy, no student shall be admitted to attend classes in the District who has not been age appropriately immunized against:

- Poliomyelitis;
- Diphtheria;
- Tetanus;
- Pertussis;
- Red (rubeola) measles;
- Rubella;
- Mumps;
- Hepatitis A;
- Hepatitis B;
- Meningococcal disease;
- Varicella (chickenpox); and
- Any other immunization required by the Arkansas Department of Health (ADH).

The District administration has the responsibility to evaluate the immunization status of District students. The District shall maintain a list of all students who are not fully age appropriately immunized or who have an exemption provided by ADH to the immunization requirements based on medical, religious, or philosophical grounds. Students who are not fully age appropriately immunized when seeking admittance shall be referred to a medical authority for consultation.

The only types of proof of immunization the District will accept are immunization records provided by a:

A. Licensed physician;
B. Health department;
C. Military service;
D. Official record from another educational institution in Arkansas; or
E. An immunization record printed off of the statewide immunization registry with the Official Seal of the State of Arkansas.

The proof of immunization must include the vaccine type and dates of vaccine administration. Documents stating "up-to-date", "complete", "adequate", and the like will not be accepted as proof of immunization. No self or parental history of varicella disease will be accepted as a history of varicella disease must be documented by a licensed physician, advanced practice nurse, doctor of osteopathy, or physician assistant. Valid proof of immunization and of immunity based on serological testing shall be entered into the student's record.

In order to continue attending classes in the District, the student must have submitted:

1) Proof of immunization showing the student to be fully age appropriately vaccinated;
2) Written documentation by a public health nurse or private physician of proof the student is in process of being age appropriately immunized, which includes a schedule of the student's next immunization;
3) A copy of a letter from ADH indicating immunity based on serologic testing; and/or
4) A copy of the letter from ADH exempting the student from the immunization requirements for the current school year, or a copy of the application for an exemption for the current school year if the exemption letter has not yet arrived.

Students whose immunization records or serology results are lost or unavailable are required to receive all age appropriate vaccinations or submit number 4 above.

Temporary Admittance

While students who are not fully age appropriately immunized or have not yet submitted an immunization waiver may be enrolled to attend school, such students shall be allowed to attend school on a temporary basis only. Students admitted on a temporary basis may be admitted for a maximum of thirty (30) days (or until October 1st of the current school year for the tetanus, diphtheria, pertussis, and meningococcal vaccinations required at ages eleven (11) and sixteen (16) respectively if October 1st is later in the current school year than the thirty (30) days following the student's admittance). No student shall be withdrawn and readmitted in order to extend the thirty (30) day period. Students may be allowed to continue attending beyond the thirty (30) day period if the student submits a copy of either number 2 or number 4 above.

Students who are in process shall be required to adhere to the submitted schedule. Failure of the student to submit written documentation from a public health nurse or private physician demonstrating the student received the vaccinations set forth in the schedule may lead to the revocation of the student's temporary admittance; such students shall be excluded from school until the documentation is provided.

The District will not accept copies of applications requesting an exemption for the current school year that are older than two (2) weeks based on the date on the application. Students who submit a copy of an application to receive an exemption from the immunization requirements for the current year to gain temporary admittance have thirty (30) days from the admission date to submit either a letter from ADH granting the exemption or documentation demonstrating the student is in process and a copy of the immunization schedule. Failure to submit the necessary documentation by the close of the thirty (30) days will result in the student being excluded until the documentation is submitted.

Exclusion from School

In the event of an outbreak, students who are not fully age appropriately immunized, are in process, or are exempt from the immunization requirements may be required to be excluded from school in order to protect the student. ADH shall determine if it is necessary for students to be excluded in the event of an outbreak. Students may be excluded for no fewer than twenty-one (21) days or even longer depending on the outbreak. No student excluded due to an outbreak shall be allowed to return to school until the District receives approval from ADH.

Students who are excluded from school are not eligible to receive homebound instruction unless the excluded student had a pre-existing IEP or 504 Plan and the IEP/504 team determines homebound instruction to be in the best interest of the student. To the extent possible, the student's teacher(s) shall place in the principal's office a copy of the student's assignments:

- for the remainder of the week by the end of the initial school day of the student's exclusion; and
- by the end of each school's calendar week for the upcoming week until the student returns to school.

It is the responsibility of the student or the student's parent/legal guardian to make sure that the student's assignments are collected.

Students excluded from school shall have five (5) school days from the day the student returns to school to submit any homework and to make up any examinations. State mandated assessments are not included in "examinations" and the District has no control over administering state mandated make-up assessments outside of the state's schedule. Students shall receive a grade of zero for any assignment or examination not completed or submitted on time.

Annually by December 1, the District shall create, maintain, and post to the District's website a report that includes the following for each disease requiring an immunization under this policy:

- The number of students in the District that were granted an exemption by the Department of Health from an immunization;
- The percentage of students in the District that were granted an exemption by the Department of Health from an immunization;
- The number of students within the District who have failed to provide to the public school proof of the vaccinations required and have not obtained an exemption from ADH;

- The percentage of students within the District who have failed to provide to the public school proof of the vaccinations required and have not obtained an exemption from ADH; and
- The percentage of a population that must receive an immunization for herd immunity to exist.

INTERNET SAFETY and ELECTRONIC DEVICE USE POLICY

Definition

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

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

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

Technology Protection Measures

The District is dedicated to protecting students from materials on the Internet or world wide web that are inappropriate, obscene, or otherwise harmful to minors; therefore, it is the policy of the District to protect each electronic device with Internet filtering software that is designed to prevent students from accessing such materials. For purposes of this policy, ―harmful to minors‖ means any picture, image, graphic image file, or other visual depiction that: (A) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (B) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (C) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Internet Use and Safety

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

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

Misuse of Internet

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

- The disabling or bypassing of security procedures, compromising, attempting to compromise, or defeating the district's technology network security or Internet filtering software;
- The altering of data without authorization;
- Disclosing, using, or disseminating passwords, whether the passwords are the student's own or those of another student/faculty/community member, to other students;
- Divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email unless it is a necessary and integral part of the student's academic endeavor. Personally identifying information includes full names, addresses, and phone numbers.
- Using electronic devices for any illegal activity, including electronic device hacking and copyright or intellectual property law violations;
- Using electronic devices to access or create sexually explicit or pornographic text or graphics;
- Using electronic devices to violate any other policy or is contrary to the Internet safety and electronic device use agreement.

LCSD SERVICE LEARNING STUDENT SUPERVISION and SAFETY POLICY Student safety and supervision are of the utmost importance of Lafayette County School District. The following guidelines have been established to provide students with a safe and proper environment for their service learning experiences.

1. It is required that the service learning site provides adult supervision and guidance for the student at all times.
2. Students should be clear as to their responsibilities, and to whom at the service learning site they are to report.
3. Students may not handle monetary transactions nor collect pledges.
4. Students may not participate in any activity involving the use of dangerous or potentially dangerous tools and/or equipment. Hazardous areas are dangerous and

unsuitable for student learners. Under no circumstances will students perform their service learning in an area that involves dangerous activities.

5. Each student will be assigned responsibilities and activities consistent with his/her age, experience and maturity level.
6. Students may not operate a motor vehicle while performing service learning. The service learning site will not assign and/or allow students to drive while engaged in the service learning experience. Students may not transport individuals in a motor vehicle as part of their service learning experience. (This does not include transportation to and from the service learning site.). Students will not be expected to participate in service learning activities at either unreasonably early or late hours of the day or evening.
7. Students engaged in clinical, medical, hospital or related settings will not attend to any duties resulting in exposure to fluids, excretions, or contaminations known to be harmful, contagious, or injurious.
8. The service learning site may not allow students to participate in service without the expressed written consent of both the parent/guardian and the school Service Learning Coordinator and /or Principal.
9. In case of injury or illness, the service learning site will notify, as per the medical release information on the Service Learning Agreement Form and/or the Student Emergency Contact Information Form.

Liability

Lafayette County School District shall not be liable for any injuries unless directly caused by the District and unless the District would otherwise be liable under applicable law. If a student becomes ill or injured at a service site, the student's primary insurance will be responsible for all medical treatment. The school's insurance will be secondary. If a student becomes ill or injured at the site, the service learning site coordinator and/or school sponsor/service learning coordinator will attempt to notify the student's parent or legal guardian. If a student becomes seriously ill or is injured while participating in a service learning project/activity and the parent cannot be contacted, the failure to make such contact shall not unreasonably delay the service learning site coordinator and/or school sponsor/ service learning coordinator expeditious transport of the student to an appropriate medical facility. The school assumes no responsibility for the treatment of students.

Medical Release Information

Each parent must complete an Emergency Medical Release Form prior to any student participating in a service learning project. In case of emergency, the parent or their designee must be contacted. If the parent or designee cannot be reached, the Medical Release information allows for the transportation and treatment of the student.

Transportation

Transportation to and from a service learning site will be the responsibility of the student, and or parent. Some school-based group projects may allow for the district bus transportation with the approval of the Service Learning Coordinator and Principal.

Discipline
Students are to maintain the high level of behavior that is expected of all Lafayette County High School students. Students come under the jurisdiction of all LCSD discipline policies. Service Learning is a school sponsored program, and all school rules apply.

Any high school student in grades 9-12 who fails to meet his obligations, including absences and tardiness, or who fails to perform in an acceptable manner may be removed from the service learning experience. In the event of dismissal of any student in grades 9-12, the service learning site coordinator and/or the service learning school coordinator and /or principal may elect to withhold hours. Dismissal of any student from a service learning site/activity may warrant an office referral. Students with continual behavior difficulties at service learning sites/activities may be dismissed from participating in any other service learning activity/project.

Falsifying Documents
Falsifying service learning documents will result in an office referral and appropriate discipline as per the Student Handbook Discipline Policy.

LASER POINTER
Students shall not possess any handheld laser pointer while in school; on or about school property, before or after school; in attendance at school or any school-sponsored activity; en route to or from school or any school-sponsored activity; off the school grounds at any school bus stop or at any school-sponsored activity or event. School personnel shall seize any laser pointer from the student possessing it and the student may reclaim it at the close of the school year, or when the student is no longer enrolled in the District.

LICENSED PERSONNEL AS MANDATED REPORTERS
It is the statutory duty of school district employees to:

- If the employee has reasonable cause to suspect child abuse or maltreatment, then the employee shall directly and personally report these suspicions to the Arkansas Child Abuse Hotline, by calling 1-800-482-5964; by calling the child maltreatment hotline at 1-800-482-5964 and submitting a report to the child maltreatment hotline; or if the employee can demonstrate that the child maltreatment, neglect, or abuse is not an emergency, then the employee may notify the child maltreatment hotline through submission of a fax only. Failure to report suspected child abuse, maltreatment, or neglect through the Hotline can lead to criminal prosecution and individual civil liability of the person who has this duty. Notification of local or state law enforcement does not satisfy the duty to report; only notification by means of the Child Abuse Hotline discharges this duty.
- If the employee has a good faith belief that there is a serious and imminent threat to the public based on a threat made by an individual regarding violence in or targeted at a

school that has been communicated to the employee in the ordinary course of his/her professional duties, then the employee shall make every attempt to immediately notify law enforcement of the serious and imminent threat to the public and have notified law enforcement within twenty-four (24) hours of learning of the serious and imminent threat to the public.

The duty of mandated reporters to report suspected child abuse or maltreatment or serious and imminent threats to the public is a direct and personal duty, and cannot be assigned or delegated to another person. There is no duty to investigate, confirm or substantiate statements a student may have made which form the basis of the reasonable cause to believe that the student may have been abused or subjected to maltreatment by another person or that form the basis of the serious and imminent threat to the public; however, a person with a duty to report may find it helpful to make a limited inquiry to assist in the formation of a belief that child abuse, maltreatment, or neglect has occurred; that a serious and imminent threat to the public exists; or to rule out such a belief.
Employees and volunteers who notify the Child Abuse Hotline or who report serious and imminent threats to the public to law enforcement in good faith are immune from civil liability and criminal prosecution.

By law, no school district or school district employee may prohibit or restrict an employee or volunteer from directly reporting suspected child abuse, maltreatment, or a serious and imminent threat to the public, or require that any person notify or seek permission from any person before making a report to the Child Abuse Hotline or law enforcement.

MAKE-UP

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

1. Students are responsible for asking the teachers of the classes they missed what assignments they need to make up. Elementary staff are to provide missed assignments when they return to school.
2. Teachers are responsible for providing the missed assignments when asked by a returning student. Elementary teachers must provide the missed assignments to the student.
3. Students are required to ask for their assignments on their first day back at school or their first class day after their return. Elementary teachers are required to give missed assignments on their first day back at school or their first class day after their return.
4. Make-up tests are to be rescheduled at the discretion of the teacher, but must be aligned with the schedule of the missed work to be made up.
5. Students shall have one class day to make up their work for each class day they are absent.
6. Make-up work which is not turned in within the make-up schedule for that assignment shall receive a zero.
7. Students are responsible for turning in their make-up work without the teacher having to ask for it. Elementary staff is responsible for collecting student's assignments.

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

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

Work may not be made up for credit for unexcused absences **unless** the unexcused absences are part of a signed agreement as permitted by policy 4.7—ABSENCES.
Work for students serving an out-of-school suspension or expulsion shall be in accordance with the District's programs, measures, or alternative means and methods to continue student engagement and access to education during the student's period of suspension or expulsion.

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

In addition to the make-up work process above, at the conclusion of a pregnancy-related or parenting-related period of absence, a student may choose from various options to make up missed work, including without limitation:

- Retaking a semester at the District school where the student is enrolled;
- Participating in an online course credit recovery program;
- Being granted six (6) weeks to continue at the same pace and finish the semester at a later date, provided that the student may;
    - Complete the student's coursework within the current school year; or
    - Attend previously scheduled summer school classes made available by the District where the student is enrolled; and
- Receiving home-based instruction services.

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:

A school-sanctioned band program;
A school-sanctioned chorale program, vocal group, or vocalist; or
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.

PARENT, FAMILY, AND COMMUNITY ENGAGEMENT – DISTRICT

The Lafayette County School District understands the importance of involving parents, families, and the community as a whole in promoting higher student achievement and general good will between the district and those it serves. Therefore, the district shall strive to develop and maintain the capacity for meaningful and productive parent, family, and community engagement that will result in partnerships that are mutually beneficial to the school, students, parents, families, and the community. To achieve such ends, the district shall work to:

1. Involve parents, families, and the community in the development of the long range planning of the district;
2. Give the schools in the district the support necessary to enable them to plan and implement effective parent, family, and community engagement activities;
3. Have a coordinated engagement program where the engagement activities of the district enhance the involvement strategies of other programs such as Head Start, HIPPY, Parents as Partners, Parents as Teachers, ABC, ABC for School Success, area Pre-K programs, and Even Start;
4. Explain to parents, families, and the community the State's academic and achievement standards; State and local student assessments; how the district's curriculum is aligned with the state's academic standards and assessments; and how parents, families, and the community can work with the district to improve students' academic achievement;
5. Provide parents and families with the materials and training they need to be better able to help their child achieve. The district may use parent resource centers or other community based organizations to foster parent and family engagement and provide literacy and technology training to parents.
6. Educate district staff, with the assistance of parents, in ways to work and communicate with parents and to know how to implement parent, family, and community engagement programs that will promote positive partnerships between the school and parents, families, and the community;
7. Keep parents, families, and the community informed about parent, family, and community engagement programs, meetings, and other activities they could be involved in. Such communication shall be, to the extent practicable, in a language the parents and families can understand;
8. Find ways to eliminate barriers that work to keep parents and families from being involved in their child's education. This may include providing transportation and child care to enable parents to participate, arranging meetings at a variety of times, and being creative with parent/teacher conferences;
9. Find and modify other successful parent, family, and community engagement programs to suit the needs of our district;
10. Train parents, families, and the community to enhance and promote the involvement of other parents, families, and members of the community;
11. Provide reasonable support for other parent, family, and community engagement activities as parents, families, and the community may reasonably request.

To ensure the continued improvement of the district's parent, family, and community engagement program, the district will conduct an annual review of its parent, family, and community engagement policies to examine their effect on promoting higher student achievement. The review shall be done by a committee consisting of parents and other community members, certified and classified staff, and member(s) of the administration.

This policy shall be part of the school's Title I plan and shall be distributed to parents of the district's students and provided, to the extent practicable, in a language the parents can understand.

PARENT, FAMILY, AND COMMUNITY ENGAGEMENT - SCHOOL

Lafayette County School understands the importance of involving parents, families, and the community as a whole in promoting higher student achievement and general good will between the school and those it serves. Therefore, Lafayette County School shall strive to develop and maintain the capacity for meaningful and productive parent, family, and community engagement that will result in partnerships that are mutually beneficial to the school, students, parents, families, and the community. To achieve such ends, the school shall work to:

1. Involve parents, families, and the community in the development and improvement of Title I programs for the school;
2. Have a coordinated engagement program where the engagement activities of the school enhance the involvement strategies of other programs such as Head Start, HIPPY, Parents as Partners, Parents as Teachers, ABC, ABC for School Success, area Pre-K programs, and Even Start;
3. Explain to parents, families, and the community the State's academic and achievement standards; State and local student assessments; and how the school's curriculum is aligned with the state's academic standards and assessments; and how parents, families, and the community can work with the school to improve students' academic achievement;
4. Provide parents and families with the materials and training they need to be better able to help their child achieve. The school may use parent resource centers or other community based organizations to foster parent and family engagement and provide literacy and technology training to parents.
5. Educate school staff, with the assistance of parents, in ways to work and communicate with parents and to know how to implement parent, family, and community engagement programs that will promote positive partnerships between the school and parents, families, and the community;
6. Keep parents, families, and the community informed about parent, family, and community engagement programs, meetings, and other activities they could be involved in. Such communication shall be, to the extent practicable, in a language the parents and families can understand;
7. Find ways to eliminate barriers that work to keep parents and families from being involved in their child's education. This may include providing transportation and child care to enable parents to participate, arranging meetings at a variety of times, and being creative with parent/teacher conferences;
8. Find and modify other successful parent, family, and community engagement programs to suit the needs of our school;
9. Train parents, families, and the community to enhance and promote the involvement of other parents, families, and members of the community;
10. Provide reasonable support for other parent, family, and community engagement activities as parents, families, and the community may reasonably request.

To help promote an understanding of each party's role in improving student learning, Lafayette County Elementary and Lafayette County High School shall develop a compact that outlines the responsibilities of parents, students, and the school staff in raising student academic achievement and in building the partnerships that will enable students to meet the State's academic standards.

Lafayette School shall convene an annual meeting, or several meetings at varying times if necessary to adequately reach parents and families of participating students, to inform parents and families of the school's participation in Title I, its requirements regarding parent, family, and community engagement, and the parent's right to be involved in the education of their child.

Lafayette County Elementary and Lafayette County High School shall, at least annually, involve parents, families, and the community in reviewing the school's Title I program and parent, family, and community engagement policy in order to help ensure their continued improvement.

This policy shall be part of the school's Title I plan and shall be distributed to parents of the district's students and provided, to the extent practicable, in a language the parents can understand.

PERMANENT RECORDS

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

PHYSICAL EXAMINATION or SCREENINGS

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

The rights provided to parents under this policy transfer to the student when he/she turns 18 years old. Except in instances where a student is suspected of having a contagious or infectious disease, parents shall have the right to opt their student out of the exams or screenings by using form 4.41F or by providing certification from a physician that he/she has recently examined the student.

PLACEMENT OF MULTIPLE BIRTH SIBLINGS

The parent, guardian or other person having charge or custody of multiple birth siblings in grades pre-K through 6 may request that the multiple birth siblings are placed in either the same or separate classrooms. The request shall be in writing not later than the 14th calendar day prior to the first day of classes at the beginning of the academic year. The school shall honor the request unless it would require the school to add an additional class to the sibling's

grade level. If one parent of multiple birth siblings requests a placement that differs from that of the other parent of the same multiple birth siblings, the school shall determine the appropriate placement of the siblings.

The school may change the classroom placement of one or more of the multiple birth siblings if:

- There have been a minimum of 30 instructional days since the start of the school year; and
- After consulting with each classroom teacher in which the siblings were placed, the school determines the parent's classroom placement request is:
- Detrimental to the educational achievement of one or more of the siblings;
- Disruptive to the siblings' assigned classroom learning environment; or
- Disruptive to the school's educational or disciplinary environment.

If a parent believes the school has not followed the requirements of this policy, the parent may appeal the multiple birth siblings' classroom placement to the Superintendent. The Superintendent's decision regarding the appeal shall be final.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance shall be recited:

1. During the first class period of each school day;
2. At the commencement of each school-sanctioned after-school assembly; and
3. 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 Pledge may be recited at only one (1) of the school-sanctioned sporting events.

Students choosing to participate in the recitation of the Pledge shall do so by facing the flag with their right hands over their hearts, or in an appropriate salute if in uniform, while reciting the Pledge. Students choosing not to participate shall either stand or sit quietly while the other students recite the Pledge.

Students shall not be compelled to recite the Pledge, but students who choose not to recite the Pledge shall not disrupt those students choosing to recite the Pledge. Students choosing not to recite the Pledge who do not disrupt those students who choose to recite the Pledge shall not be subject to any comments, retaliation, or disciplinary action.
Following the recitation of the Pledge, there shall be an observance of one (1) minute of silence. During the one (1) minute of silence, each student may reflect, pray, meditate, or engage in any other silent activity that is not likely to interfere with or distract another student. Students who do not disrupt the one (1) minute of silence shall not be subject to any comments, retaliation, or disciplinary action

POSSESSION AND USE OF PERSONAL ELECTRONIC DEVICES

Definitions

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

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

"Personal electronic device" means without limitation a:

1. Cellular telephone;
2. Paging device;
3. Beeper;
4. Mobile telephone that offers advanced computing and internet accessibility;
5. Digital media player;
6. Portable game console;
7. Tablet, notebook, or laptop computer;
8. Digital camera;
9. Digital video or audio recorder;
10. Smart watch; and
11. Device that can connect and transmit data through Bluetooth technology.

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

"Special school events" may include: Activities held during the school day that occur outside of the standard in-class curriculum, which may include any of the following activities:

- Pep rallies;
- Interscholastic activities;
- Concerts and performances;
- Art shows and science fairs;
- School sponsored events held off campus; and
- Graduation ceremonies; or
- Regular school activities where the public is invited.

Possession of Personal Electronic Device

Except as permitted under this policy, a student shall not be in possession of a personal electronic device during the school day. A student may possess a personal electronic device during the school day if:

- The personal electronic device is required by the student's individual education plan (IEP), 504 Plan, or Individual Health Plan for health reasons.
- The possession of the personal electronic device is during an emergency as defined by this policy;
- The personal electronic device is issued by the District for the student's use during the school day;
- The possession of the personal electronic device is by a student enrolled in an endorsed concurrent enrollment course at an institution of higher education in order to utilize two-factor authentication to access course work and resources for the endorsed concurrent enrollment course; or

- The possession of the personal electronic device is during a special event during the school day.

Use of Personal Electronic Device

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

- The personal electronic device is required by the student's individual education plan (IEP), 504 Plan, or Individual Health Plan for health reasons;
- The use of the personal electronic device is during an emergency as defined by this policy;
- The personal electronic device is issued by the District for the student's use during the school day;
- The use of the personal electronic device is by a student enrolled in an endorsed concurrent enrollment course at an institution of higher education in order to utilize two-factor authentication to access course work and resources for the endorsed concurrent enrollment course; or
- The use of the personal electronic device is during a special event during the school day.

A student may possess and use a personal electronic device at a special school event for the purpose of taking photographs. The District shall inform the students and students' parents, legal guardians, persons having lawful control of the student, and persons standing in loco parentis the following before a special school event takes place:

- When and where the special school event will take place;
- Whether or not personal electronic devices shall be allowed at the special school event; and
- Where personal electronic devices may be used at the special school event.

The use of personal electronic 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.

Misuse of Personal Electronic Devices

Even if a student is allowed to possess or use a personal electronic device under this policy, the misuse of a personal electronic device is prohibited. Misuse of personal electronic devices includes, but is not limited to:

1. Using personal electronic devices issued by the District during class time in any manner other than specifically permitted by the classroom instructor;
2. Permitting any audible sound to come from the personal electronic 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 personal electronic 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 regardless whether the image is real or created through the use of artificial intelligence.

6. Using a personal electronic device issued by the District in a manner that violates the Electronic Device and Internet Use Agreement regardless of whether the violation occurred on or off campus;
7. Using a personal electronic device at an event during the school day that was not designated as a special school event or in a manner or location that was not authorized as part of the special school event;
8. Using personal electronic devices issued by the District while driving any vehicle at any time; or
9. Using a personal electronic 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.

Discipline

A student may have a personal electronic device confiscated if:

- The student is found to possess or use a personal electronic device when the use or possession is not authorized by this policy and the personal electronic device was not issued by the District;
- The student misuses a personal electronic device as defined by this policy; or
- The student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis uses the remote recording or listening capabilities of a personal electronic device, either through an app installed on the personal electronic device or the built-in capacity of the personal electronic device, except when authorized by the District.

Confiscated personal electronic devices may be picked up at the school's administration office by the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis. Students have no right of privacy as to the content contained on any personal 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.

A student and the student's parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis expressly assume any risk associated with a student's possession or use of a student's personal electronic device that is not issued by the District. The District shall not be liable for a personal electronic that is confiscated if the personal electronic device is lost, stolen, or damaged.

In addition to the confiscation of a personal electronic device for a violation of this policy, a student may be subject to the following discipline by campus:

Personal Electronic Device Guidelines by Campus

Elementary Guidelines

Elementary students bringing personal electronic devices to school must submit them to their teacher at the beginning of the school day. Teachers will lock student devices in a secure storage area during the school day and return them to the student at the end of the school day.

Punishment range for violations:

1st Offense: Warning/Device is released to the parent

2nd Offense: 3 ISS days/Device is released to the parent
3rd Offense: 5 ISS days/Device is released to the parent at the end of that semester

High School Guidelines
CELL PHONE/Personal Electronic Device [Confiscation and/or Fine]
High school students must properly secure their personal electronic device inside their backpack and/or within their pockets between the hours of 7:56 A.M. and 3:00 P.M. During state testing, cell phones are to be taken up by the test coordinator daily. Lafayette County High School is not responsible for lost, stolen, or damaged electronic devices.

- **First offense**: Warning/Device will be confiscated & returned to the student at the end of the school day.
- **Second offense:** $10 fine or Device is confiscated & returned to student after 3 days
- **Third offense**: $15 fine or Device is confiscated & returned to student after 5 days
- **Fourth offense:** $20 fine or Device is confiscated & returned to student after 10 days
- **Fifth offense:** $25 fine and the parent must pick up the device.

To protect the integrity of the administration of the assessments under the Arkansas Educational Support and Accountability Act, a student who is found to be in possession of or to use a personal electronic device during the administration of a statewide assessment that is not required by the student's IEP, 504 Plan, or issued by the District shall have the discipline the student is subject to increased by an additional level.

PPRA Notice and Consent/Opt-Out for Specific Activities

The Protection of Pupil Rights Amendments (PPRA), 20 U.S.C. sec. 1232H, requires the Lafayette County School District to notify the parent or guardian and obtain consent or allow the parent or guardian to opt your child out of participating in certain school activities. These activities include a Student survey, (—protected information surveys): analysis, or evaluation that concerns one or more of the following eight areas:

1. Political affiliations or beliefs of the Student's parents
2. Mental or psychological problems of the Student or Student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the Student or parents, or
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of Student information for marketing purposes (marketing surveys), and certain physical exams and screenings. The Lafayette County School District will provide parents, within a reasonable period of time prior to the administration of the surveys and activities, notification of the surveys and activities and be provided an opportunity to opt their child out, as well as an opportunity to review the surveys.

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) days of the request. The district forwards education records, including disciplinary records, to schools that have requested them and in which the student seeks or intends to enroll, or is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer.

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

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

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

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

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

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

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

who will have access to and the responsibility for disclosing information in emergency situations.
When deciding whether to release PII in a health or safety emergency, the District may take into account the totality of the circumstances pertaining to a threat to the health or safety of a student or other individuals. If the District determines that there is an articulable and significant threat to the health or safety of a student or other individuals, it may disclose information from education records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.
For purposes of this policy, the Lafayette County 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 front 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.

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. Sexual harassment;
22. Bullying;
23. Operating a vehicle on school grounds while using a wireless communication device;
24. Theft of another individual's personal property: and
25. Antisemitism

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.

RESIDENCE REQUIREMENTS

Definitions

"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 co-op 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.

SCHOOL BUS REGULATIONS

Bus transportation to and from school is a privilege and not a right. A system of free transportation will be provided for students of the school district in a manner prescribed by the Board of Education based on funds available. All students will be assigned seats. Bus drivers may change or reassign a seat for disciplinary reasons. While riding the bus, students are always under the supervision of the bus driver, and they must obey the driver. Students are subject to the same rules of conduct while traveling to and from school as they are on school grounds. After following due process, the driver has the authority to recommend temporary suspension of a student from riding the bus. Students are expected to conduct themselves in a manner that will not distract the attention of their driver or disturb other riders on the bus. Should a student's conduct become a problem, the bus driver will give a verbal warning; if the misbehavior continues, the bus driver will send an office referral to the principal. The principal will have the authority to suspend a student from riding the bus. **Only school employees will be allowed to view bus tapes**.

Bus Operating Procedures / Rules of Student Conduct on Bus

1. The driver of a school bus shall not operate the school bus until every passenger is seated.
2. No food or drinks on the bus - No Exceptions!
3. Be quiet - Observe the same conduct as in the classroom.
4. No profanity - Be polite and courteous at all times.
5. Keep the bus clean - If you bring it on the bus, then you take it off the bus.
6. No back-talking to the driver - You must always follow his/her instructions.
7. No tobacco products of any kind allowed on the bus.
8. Stay in your seat always while the bus is in motion.
9. Being destructive or defacing public property is a violation of state law.
10. Keep head, hands, and feet inside the bus.
11. Bus driver will assign seats.
12. No pushing while loading, riding, or leaving the bus.
13. When a student plans to get off the bus somewhere other than his/her designated bus stop, he/she must bring a note signed from his/her parent /guardian designating the point of delivery. Otherwise, deliveries will only be made to the designated bus stop.
14. No running to or from the bus.
15. Students shall be always seated face forward while on the bus.
16. Students are to load and unload only when the bus is completely stopped, and the signal is flashing. This is for students' protection.
17. Keep bus aisles free from any objects [feet, legs, bags, band instruments etc. . . .) Fighting will automatically get you removed from the bus for ten (10) days. Students are only allowed to ride their assigned buses, unless they have a note signed by the parent/guardian. The student must present the note to the office to obtain initial approval before school starts.

Note: Act 247 states that a person over eighteen (18) is guilty of a class B misdemeanor if the person enters a school bus with the intent to commit a criminal offense; disregards the orders or instructions of the driver; refuses to leave the bus after being ordered to do

so by the driver; intentionally causes or attempts to cause a disruption or an annoyance to another person on the bus or recklessly engages in conduct that creates a substantial risk of creating apprehension in any person on the bus.

SCHOOL CHOICE

Exemption

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

Definition

"Lack of capacity" means, based on the maximum student to teacher ratio allowed under federal law; state law; the Rules Governing the Standards for Accreditation for Arkansas Public Schools and School Districts; state rules; or other applicable federal regulations, that ninety-five percent (95%) or more of the seats at the grade level in which the student would be assigned at the nonresident school are filled on the date the school choice application is made.

"Parent" includes parents, legal guardians, persons having lawful control of a student, and persons standing in loco parentis to a student.

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

Annual Reporting

The District shall report annually to the Secretary of the Department of Education the:

1. Number of transfer applications received;
2. Number of applications accepted;
3. Number of applications rejected; and
4. Reason (s) for each rejection.

The data for items one through four above shall be subdivided by whether the transfer application is to a non-resident:

- School within the District under Standard School Choice;
- District under Standard School Choice;
- School within the District under Opportunity School Choice; or
- District under Opportunity School Choice.

Standard School Choice

Transfers into or Within the District

Capacity Determination and Public Pronouncement

The Board of Directors will annually adopt a resolution containing the capacity standards for the District. The resolution will contain the acceptance determination criteria identified by academic program, class, grade level, and individual school. The school is not obligated to add any teachers, other staff, or classrooms to accommodate choice applications. The District may only deny a Standard School Choice application if the District or school has a lack of capacity.

The District shall advertise in appropriate broadcast media and either print media or on the internet to inform students and parents in the District and adjoining districts of the range of possible openings available under the School Choice program. The public pronouncements shall state the application deadline; the requirements and procedures for participation in the program; and include contact information for the primary point of contact at the District for school choice questions. Such pronouncements shall be made no later than January 1.

Application Process

The student's parent shall submit a school choice application on a form approved by DESE to:
-This District and the student's resident district for students transferring into the District; or
-Only this District for students transferring to another school within the District.

Except for students who are transferring under Uniformed Service Member Dependent School Choice, the transfer application must be postmarked, emailed, or hand delivered between January 1 and June 1. The District shall date and time stamp all applications the District receives as both the resident and nonresident district as they are received in the District's central office. Except for applications from students who are transferring under Uniformed Service Member Dependent School Choice, applications postmarked , emailed, or hand delivered on or after June 2 will not be accepted. Statutorily, preference is required to be given to siblings of students who are already enrolled in the District. Therefore, siblings whose applications fit the capacity standards approved by the Board of Directors may be approved ahead of an otherwise qualified non-sibling applicant who submitted an earlier application as identified by the application's date and time stamp.

Except for students who are transferring under Uniformed Service Member Dependent School Choice, no earlier than January 1 of each year the Superintendent will consider all properly submitted applications for School Choice. By no later than the fifteenth (15th) calendar day following the receipt of an application, the Superintendent shall notify the following, in writing, of the decision to accept or reject the application:

- For transfers within the District, the student's parent; or
- For transfers into the District, the student's parent and the student's resident district.

Accepted Applications

Applications which fit within the District's stated capacity standards shall be provisionally accepted- in writing. A student's acceptance shall be effective on the earlier of:

1. The day the District provides notification to the student of the student's acceptance; or
2. The day the State Board grants an appeal of the student's application.

The written notice of acceptance shall inform the student that the student has ten (10) school days from when the notice is received to either:

A) Enroll in the district or in the other District school; or B) Inform the district that the student intends to enroll in the district or the other District school at the start of the next school year.

The acceptance shall be null and void if the student fails to enroll within the ten (10) school day period or fails to inform the district within the ten (10) school day period of the student's intent to transfer at the start of the next school year.

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

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

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

Rejected Applications

The District may reject an application for a transfer into or within the District under Standard School Choice due to a lack of capacity. The District shall use the date and time stamp the District placed on a student's application to determine when the District has reached capacity. A student's application shall be used to determine capacity regardless of whether the student intends to transfer immediately or at the start of the next school year.

The decision to accept or reject an application shall not be based on the student's previous academic achievement; athletic or other extracurricular ability; English proficiency level, or previous disciplinary proceedings other than a current expulsion.

An application may be provisionally rejected if it is for an opening that was included in the District's capacity resolution, but was provisionally filled by an earlier applicant. A

provisionally rejected applicant could be provisionally approved and would have to meet the acceptance requirements to be eligible to enroll in the District or another district school if:

- A provisionally approved applicant subsequently does not enroll in the District;
- A provisionally approved applicant subsequently does not enroll in the District school the District student was seeking to transfer to; or
- A District student submits a school choice application to transfer to another district or another school within the District.

The superintendent shall notify the previously provisionally rejected student within fifteen (15) days of the change in status and shall provide notice of all final rejections by July 1.

Rejection of applications shall be in writing and shall state the reason(s) for the rejection. Unless the student's application was rejected due to the application not being timely received by the student's resident district only for transfers within the District or both the resident and nonresident districts for transfers into the District or another district, a student whose application was rejected may request a hearing before the State Board of Education to reconsider the application. The request for a hearing must be submitted in writing to the State Board within ten (10) days of receiving the rejection letter from the District.

Transfers Out of the District

All Standard School Choice applications for transfers out of the District shall be granted.

Facilities Distress School Choice Applications

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

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

Opportunity School Choice

Transfers Into or Within the District

Unless there is a lack of capacity at the District's school or the transfer conflicts with the provisions of a federal desegregation order applicable to the District, a student may transfer from the student's assigned school to another school in the District or from the student's resident district into the District if:

- Either:
- The student's resident district has been classified by the state board as in need of Level 5 — Intensive support; or

- The student's assigned school has a rating of "F"; or
- The parent or the student, if the student is 18 years of age or older, believes it is in the best interest of the student to transfer to a nonresident school district or nonresident school; and

Except for students who are transferring under Uniformed Service Member Dependents School Choice, the student's parent, or the student if the student is over eighteen (18) years of age has submitted an application of the student's request to transfer by no earlier than January 1 and no later than June 1 of the school year before the school year the student intends to transfer to the District for students transferring within the District or both the sending and receiving school districts for students that are transferring into the District.

Except for students who are transferring under Uniformed Service Members Dependent School Choice or seeking to transfer within the District, the Superintendent shall notify in writing the parent, or the student if the student is over eighteen (18) years of age, and the student's resident district whether the Opportunity School Choice application has been accepted or rejected by no later than July 1 of the school year the student is seeking to enroll. If the student is seeking a transfer within the District, the Superintendent shall notify in writing the parent , or the student if the student is over eighteen (18) years of age, whether the Opportunity School Choice application has been accepted or rejected within fifteen (15) days from receipt of the student's application. The notification shall be sent via First-Class Mail to the address on the application.

If the application is accepted, the notification letter shall state the deadline by which the student must enroll in the receiving school or the transfer will be null and void.
If the District rejects the application, the District shall state in the notification letter the specific reasons for the rejection. Unless the student's application was rejected due to the application not being timely received by the District for students transferring within the District or both the resident and nonresident districts for students that are transferring into the District, a parent or guardian, or the student if the student is over eighteen (18) years of age, may appeal the District's decision to deny the application to the State Board of Education. The appeal must be in writing to the State Board of Education via hand delivery or certified mail, return receipt requested, no later than ten (10) calendar days, excluding weekends and legal holidays, after the notice of rejection was received from the District.

Except for students who are transferring under Uniformed Service Member Dependent School Choice, a student's transfer under Opportunity School choice is effective at the beginning of the next school year and the student's enrollment is irrevocable for the duration of the school year and is renewable until the student completes high school or is beyond the legal age of enrollment. This provision for continuing eligibility under Opportunity School Choice does not negate the student's right to apply for transfer to a district other than the student's assigned school or resident district under the Standard School Choice provisions of this policy.

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

Transfers out of, or within, the District

If a District school receives a rating of “F”, or the District has been classified by the State Board as in need of Level 5 Intensive Support, the District shall timely notify parents, or students, if over eighteen (18) years of age, as soon as practicable after the school or district designation is made of all options available under Opportunity School Choice. The District shall offer the parent, or the student if the student is over eighteen (18) years of age, an opportunity to submit an application to enroll the student in:

- A school district that has not been classified by the State Board as in need of Level 5 Intensive Support; or
- If there is more than one school within the District covering the grade level of the student seeking to transfer that does not have a rating of “F”, a public school within the District that is nearest to the student’s legal residence that does not have a rating of “F”; or
- If there is not more than one school within the District covering the grade level of the student seeking to transfer that does not have a rating of “F”, a public school that does not have a rating of “F” within a School district that has not been classified by the State Board as in need of Level 5 Intensive Support.

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

Uniformed Service Member Dependent School Choice

"Uniformed service member" means an active or reserve component member of the:

- United States Army, United States Navy, United States Air Force, United States Marine Corps, United States Space Force, or United States Coast Guard;
- National Oceanic and Atmospheric Administration Commissioned Officer Corps; or
- United States Commissioned Corps of the Public Health Service.

"Uniformed service veteran" means a former uniformed service member who has been discharged under conditions other than dishonorable.

A student shall be eligible for school choice under Uniformed Service Member Dependent School Choice if the student is a dependent of a:

o Uniformed service member in full-time active-duty status;
o Surviving spouse of a uniformed service member;
o Reserve component uniformed service member during the period six (6) months before until six (6) months after a Title 10, Title 32, or state active duty mobilization and service; or
o Uniformed service veteran who is returning to civilian status at the conclusion of the uniformed service veteran's active duty status.

A student's parent shall submit a school choice application by mail, e-mail, or in person to the student's resident district only for transfers within the District or to both the student’s nonresident district and resident district. The application shall be accompanied by:

a. A copy of the identification card of the student's parent that qualifies the student under Uniformed Service Member Dependent School Choice; and
b. A copy of the official orders, assignment notification, or notice of mobilization of the student's parent.

The application deadline required under Standard School Choice and Opportunity School Choice shall not apply to uniformed service member dependents.

The parent shall be notified in writing whether the student's application has been accepted or rejected within fifteen (15) days of the receipt of the application: by:

- The District superintendent for students transferring within the District; or
- The superintendent of the nonresident district for students transferring to a nonresident district.

A student's transfer under the Uniformed Services Member Dependent School Choice is effective immediately upon the written notification of an acceptance.

A student shall be permitted only one (1) school transfer per academic year.

A student's parent shall be responsible for transportation of the student.

Unsafe School Choice Program

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

SCHOOL MEAL MODIFICATIONS

Except for requests to receive "lactose free" milk, the district only provides modified meal components on menus to accommodate students with a disability. A parent/guardian wishing to request dietary accommodations for their student with a disability must submit to the district's Director of Child Nutrition a medical statement completed by a State licensed healthcare professional, which includes:

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

The medical statement should include:

1. A description of the student's disability that is sufficient to understand how the disability restricts the student's diet;
2. An explanation of what must be done to accommodate the disability, which may include:

a. Food(s) to avoid or restrict;

b. Food(s) to substitute;

c. Caloric modifications; or

d. The substitution of a liquid nutritive formula.

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

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

Parents may submit a written request for their student to be provided "lactose free" milk. The parent's request is not required to be accompanied by a medical statement in order for it to be granted.

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

Except for requests to receive "lactose free" milk, the district will not prepare meals outside the normal menu to accommodate a family's religious or personal health beliefs.

SEARCH AND SEIZURE

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

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

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

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

State Law requires that Department of Human Services employees, local law enforcement, or agents of the Crimes Against Children Division of the Division of Arkansas State Police, may interview students without a court order for the purpose of investigating suspected child abuse. In instances where the interviewers deem it necessary, they may exercise a "72-hour hold" without first obtaining a court order. Other questioning of students by non-school personnel shall be granted only with a court order directing such questioning, with permission of the parents of a student (or the student if above eighteen [18] years of age), or in response to a subpoena or arrest warrant.
If the District makes a report to any law enforcement agency concerning student misconduct or if access to a student is granted to a law enforcement agency due to a court order, the principal or the principal's designee shall make a good faith effort to contact the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis. The principal or the principal's designee shall not attempt to make such contact if presented documentation by the investigator that notification is prohibited because a parent, guardian, person having lawful control of the student, or person standing in loco parentis is named as an alleged offender of the suspected child maltreatment. This exception applies only to interview requests made by a law enforcement officer, an investigator of the Crimes Against Children Division of the Division of Arkansas State Police, or an investigator or employee of the Department of Human Services.

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

SELECTION OF LIBRARY/MEDIA CENTER MATERIALS

The ultimate authority for the selection and retention of materials for the school's media centers rests with the Board of Education which shall serve as a final arbiter in resolving a challenge to any media center materials. Licensed media center personnel shall make the initial selections in consultation with school and district Licensed staff. Materials selected shall be in accordance with the guidelines of this policy.

The purpose of the schools' libraries/media centers is to supplement and enrich the curriculum and instruction offered by the District. Promoting the dialogue characteristic of a healthy democracy necessitates the maintenance of a broad range of materials and information representing varied points of view on current and historical issues. In the selection of the materials and resources to be available in each library/media center consideration will be given to their age appropriateness. Materials should be available to challenge the different interests, learning styles, and reading levels of the school's students and that will help them attain the District's educational goals.

Selection Criteria

The criteria used in the selection of media center materials shall be that the materials:

1) Support and enhance the curricular and educational goals of the district:
2) Are appropriate for the ages, learning styles, interests, and maturity of the school's students, or parents in the case of parenting literature.
3) Contribute to the examination of issues from varying points of view and help to broaden students understanding of their rights and responsibilities in our society;
4) Help develop critical thinking skills;
5) Are factually and/or historically accurate, in the case of non-fiction works and/or serve a pedagogical purpose;
6) Have literary merit as perceived by the educational community; and
7) Are technically well produced, physically sound (to the extent appropriate), and represent a reasonably sound economic value.

Retention and Continuous Evaluation

Media center materials shall be reviewed regularly to ensure the continued appropriateness of the center's collection to the school's curriculum and to maintain the collection in good repair. Those materials no longer meeting the selection criteria, have not been used for a long period of time, or are too worn to be economically repaired shall be withdrawn from the collection and disposed of. A record of withdrawn media materials including the manner of their disposal shall be maintained for a period of three years.

Gifts

Gifts to the media centers shall be evaluated to determine their appropriateness before they are placed in any media center. The evaluation shall use the same criteria as for all other materials considered for inclusion in the media centers. Any items determined to be unacceptable shall be returned to the donor or disposed of at the discretion of the media specialist. The media centers shall have a list of desired items to give to prospective donors to aid them in their selection of materials to donate.

Kindergarten Through Grade Five (K-5) Libraries

The library media center located in a District elementary school that serves students in kindergarten through grade five (K-5) shall store non-age-appropriate sexual content, including without limitation a book or other resource that is located in the library media center that is available to the public, in a locked compartment.

For purposes of this policy, "non-age-appropriate sexual content" means any materials that include explicit instruction, promotion, or advocacy of sexual ideology, behaviors, or orientations that are not developmentally appropriate for Kindergarten through grade five (K-5) students.
A student enrolled in the school shall not view or check out a book or other resource that concerns non-age-appropriate sexual content without the prior written approval from the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to the student.
District staff who are found to have knowingly violated the provisions of this section of the policy shall be disciplined in accordance with A.C.A 6-25-107.

Challenges:
The parent, legal guardian, person having lawful control of a student, or person acting in loco parentis of a student affected by a media selection, or a District employee, may formally challenge the appropriateness of a media center selection by following the procedure outlined in this policy. The challenged material shall remain available throughout the challenge process.

Before any formal challenge can be filed, the individual contesting (hereinafter complainant) the appropriateness of the specified item shall request a conference through the principal's office with a licensed media center employee. The complainant shall be given a copy of this policy and the *Request for Formal Reconsideration Form* prior to the conference. The meeting shall take place at the earliest possible time of mutual convenience, but in no case later than five (5) working days from the date of the request unless it is by the choice of the complainant.
In the meeting, the media specialist shall explain the selection criteria and how the challenged material fits the criteria. The complainant shall explain the complainant's reasons for objecting to the selected material. If, at the completion of the meeting, the complainant wishes to make a formal challenge to the selected material, the complainant may do so by completing the *Request for Formal Reconsideration Form* and submitting it to the principal's office.
To review the contested media, the principal shall select a committee of five (5) or seven (7) licensed personnel consisting of the principal as chair and at least one media specialist. The remaining committee members shall be licensed personnel with curriculum knowledge appropriate for the material being contested and representative of diverse viewpoints. The task of the committee shall be to determine if the challenged material meets the criteria of selection. No material shall be withdrawn solely for the viewpoints expressed within it and shall be reviewed in its entirety and not selected portions taken out of context.

The principal shall convene a meeting after a reasonable time for the committee members to adequately review the contested material and the *Request for Formal Reconsideration Form* submitted by the complainant. All meetings of the committee shall be open to the public. The complainant shall be allowed to present the complaint to the committee after which time the committee shall meet to discuss the material. The committee shall vote to determine whether the contested material shall be relocated within the media center's collection to an

area that is not accessible to minors. A member from the voting majority shall write a summary of the reasons for their decision. A notice of the committee's decision and the summary shall be given (by hand or certified mail) to the complainant. If the decision is to not relocate the material, the complainant may appeal the committee's decision to the district Board of Directors by filing a written appeal to the superintendent within five (5) working days of the committee's decision or of written receipt of the decision. The Superintendent shall present the original complaint and the committee's decision along with the summary of its reasons for its position plus a recommendation of the administration, if so desired, to the Board within fifteen (15) days of the committee's decision. The Board shall review the material submitted to them by the Superintendent and make a decision within thirty (30) days of receipt of the information. The Board's decision is final.

SPECIAL EDUCATION

In accordance with the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973, the Americans With Disabilities Act, and Arkansas Statutes, the district shall provide a free appropriate public education and necessary related services to all children with disabilities who reside:

- Within the district boundaries; or
- Outside of the District boundaries but are enrolled in the District.

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

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

The Board directs the superintendent to ensure procedures are in place for the implementation of special education services and that programs are developed to conform to the requirements of state and federal legislation. The superintendent is responsible for appointing a district coordinator for overseeing district fulfillment of its responsibilities regarding students with disabilities. Among the coordinator's responsibilities shall be ensuring district enforcement of the due process rights of students with disabilities and their parents.
SPED/504-LEA Director (Christiana Jobe)- christiana.jobe@swaec.org

STUDENT ACCELERATION

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

Generally, acceleration can occur through one of two broad categories: content based and grade based. Grade based acceleration shortens the number of years a student would otherwise spend in K-12 education, while content based acceleration occurs within the normal K-12 time span. Either form of acceleration can be triggered by either a parent/guardian, student, or community member's request or by the referral of school personnel.

The process of determining the appropriateness of a request shall be under the direction of the district/school Gifted and Talented Program Coordinator. The district/school Gifted and Talented Program Coordinator shall convene the Acceleration Placement Committee and communicate with the individuals necessary for the Acceleration Placement Committee to make an informed decision, which shall include the student's parents or guardians.

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

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

The parents/guardians of any student whose request for acceleration has been denied may appeal the decision, in writing to the District's GT Coordinator. The Districts GT Coordinator and the Acceleration Placement Committee will again thoroughly review the case study that was completed on the student. Upon completion of the review, the Committee will either request additional new testing be conducted to help the Committee make its determination or it will uphold the initial decision. The Committee's decision may not be further appealed.

Course Selection Students
District students who attend a District school that authorizes the student to select individual courses shall have acceleration options provided to them by the counselor during the course selection process. The course selection process shall be part of the Student Success Plan created and modified in accordance with Policy 4.55- Student Promotion and Retention.

STUDENT ASSAULT OR BATTERY

A student shall not threaten, physically abuse, attempt to physically abuse, or behave in such a way as to be perceived to threaten bodily harm to any other person (student, school employee, or school visitor). Any gestures; vulgar, abusive, or insulting language; taunting, threatening, harassing, or intimidating remarks by a student toward another person that threatens their well-being is strictly forbidden. This includes, but is not limited to, fighting, racial, ethnic, religious, or sexual slurs.

Furthermore, it is unlawful, during regular school hours, and in a place where a public school employee is required to be in the course of his or her duties, for any person to address a public school employee using language which, in its common acceptation, is calculated to:

a. Cause a breach of the peace;
b. Materially and substantially interfere with the operation of the school; or

c. Arouse the person to whom it is addressed to anger, to the extent likely to cause imminent retaliation.

Students guilty of such an offense may be subject to legal proceedings in addition to any student disciplinary measures.

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:

A definition or description of the desired target behavior or outcome in specific measurable terms;

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;

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;

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;

A plan for managing a crisis situation;

A system to collect, analyze, and evaluate data about the student;

The school personnel, resources, and training needed before implementation of the BIP; and
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 the student or others.

"Crisis intervention" means the implementation of a service, support, or strategy to immediately stabilize a crisis and prevent the crisis from recurring 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:
The review of existing records and other sources of information;
Diagnostic or historical interviews;
Structured academic or behavioral observations; and
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 for 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.

"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.

Multi-Tiered Behavioral Interventions

The District shall establish a multi-tiered system of behavioral interventions for each student who exhibits social, emotional, or behavioral difficulty that may escalate, if not addressed, to potentially dangerous behavior.

Behavior Intervention Team

A behavior intervention team (BIT) shall be established for each student who exhibits social, emotional, or behavioral difficulty that may escalate, if not addressed, to potentially dangerous behavior. The BIT shall include members who are academic and behavioral assessment and intervention professionals.

A student's BIT shall:

Work with the teachers of a student to complete a FBA of the student and an assessment of any problematic situations involving the student;

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
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:
When imminent danger or serious physical harm to the student or others dissipates;
If a medical condition occurs that puts the student at risk of harm;
Unless the behavior of the student poses an imminent danger of serious physical harm to the student or others;
After the threat of imminent danger of serious physical harm to the student or others dissipates; or
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 BIT;
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.[1]

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:

- Include all information contained in the Division of Elementary and Secondary Education (DESE) Physical Restraint or Seclusion Incident Record and Debriefing Report;
- Be maintained in the student's education record; and
- 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 member of school personnel who was present during the incident;
- 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;
- A school administrator; and
- 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 behavioral intervention procedures 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:

- Consider relevant information in the student's education record, including without limitation:
    - The concerns of the student's parent;
    - The student's social and medical history;

The student's FBA, if one exists; and
The student's BIP, if one exists;
Consider relevant information from the teachers, parents, and other District professionals;
Discuss whether the District's behavioral intervention procedures were appropriately implemented;
Discuss the duration and frequency of the use of physical restraint on the student;
Discuss appropriate action that may be taken to prevent and reduce the need for physical restraint;
Consider whether additional intervention and support is necessary for the student;
Consider whether additional intervention and support is necessary for school personnel; and
Consider how and when to debrief a person who was not present at the debriefing meeting, including without limitation:
- The student;
- The student's parent; and
- 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.

STUDENT CLASSIFICATION

Students at Lafayette County High School will be classified as freshmen, sophomore, junior, or senior status according to the number of credits they have earned. Classification for each student will be confirmed during registration. Classification will not change during the school year; therefore, students will remain in the same grade classification for the entire year.

Classification	Credits
Freshman	Promoted from 8th Grade
Sophomore	4 credits
Junior	8 credits
Senior	15 credits

To Graduate from LCHS, a student must have earned 22 credits

STUDENT DISCIPLINE

The Lafayette County School 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:

- A felony or an act that would be considered a felony if committed by an adult;
- An assault or battery;
- Drug law violations; or
- Sexual misconduct of a serious nature.

Any disciplinary action pursued by the District shall be in accordance with the student's appropriate due process rights.

The District shall incorporate the District's multi-tiered behavioral intervention procedures 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 Lafayette County 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.

STUDENT HANDBOOK

It shall be the policy of the Lafayette County School District that the most recently adopted version of the Student Handbook be incorporated by reference into the policies of this district. In the event that there is a conflict between the student handbook and a general board policy or policies, the more recently adopted language will be considered binding and controlling on the matter provided the parent(s) of the student, or the student if eighteen (18) years of age or older have acknowledged receipt of the controlling language. Principals shall review all changes to student policies and ensure that such changes are provided to students and parents, either in the Handbook or, if changes are made after the handbook is printed, as an addendum to the handbook.

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

STUDENT ILLNESS/ACCIDENTS

If a student becomes too ill to remain in class and/or could be contagious to other students, the principal or designee will attempt to notify the student's parent or legal guardian. The student will remain in the school's health room or a place where he/she can be supervised until the end of the school day or until the parent/legal guardian can check the student out of school.

If a student becomes seriously ill or is injured while at school and the parent/legal guardian cannot be contacted, the failure to make such contact shall not unreasonably delay the school's expeditious transport of the student to an appropriate medical care facility. The school assumes no responsibility for treatment of the student. When available, current, and applicable, the student's emergency contact numbers and medical information will be utilized. Parents are strongly encouraged to keep this information up to date.

Students who are eighteen (18) years of age or older are considered to be legal adults, and as such have the right to check themselves out of school.

STUDENT INTERVENTION SERVICES AND SUMMER SCHOOL

School Year Student Intervention Services

The Lafayette County School District shall offer intervention programs during the school year to those students in kindergarten through third grade (K-3) not performing at grade level.

Summer School

Students in kindergarten through third grade (K-3) not performing at grade level during the regular school year shall successfully participate in a summer school remediation program to be eligible for promotion to the next grade. Transportation to and from the school shall be the responsibility of the student's parent or guardian.
Summer school for students 4-12 may be provided at the discretion of the Board.

STUDENT MEDIA AND THE DISTRIBUTION OF LITERATURE

The Superintendent and the student media advisors(s) shall jointly develop administrative regulations for the implementation of this policy. The regulations shall include definitions of terms and the time(s), place(s), and manner(s) of the dissemination of student media, which shall include timelines for the review of materials.

Definitions

"School-sponsored media" means all student media that are:

- Supported financially by the school;
- Supported by the use of school facilities; or
- Produced in conjunction with a class.

"Student journalist" means a student who gathers, writes, edits, photographs, records, video tapes, or prepares information for dissemination in student media.

"Student media" means any means of communication that are:

- Prepared, substantially written, published, or broadcasted by a student;
- Distributed or generally made available, either free of charge or for a fee, to members of the student body; and
- Prepared under the direction of a student media advisor.

"Student media" does not include media that is intended for distribution or transmission solely in the classroom in which it is produced.

"Student media advisor" means an individual who is employed, appointed, or designated by the District to supervise or provide instruction with respect to student media.

Student Media

While the District recognizes a student's right of expression under the First Amendment of the Constitution of the United States, school-sponsored media does not provide an open public forum for public expression. Student media, as well as the content of student expression in school-sponsored activities, shall be subject to the editorial review of the District's administration, whose actions shall be reasonably related to legitimate pedagogical concerns and adhere to the following limitations:

1) Advertising may be accepted for media that does not condone or promote products that are inappropriate for the age and maturity of the audience or that endorses such things as tobacco, alcohol, or drugs.
2) Media may be regulated to prohibit communications determined by the appropriate teacher, student media advisor, and/or administrator to be ungrammatical; poorly written; inadequately researched; biased or prejudiced; vulgar or profane; or unsuitable for immature audiences.
3) Media may be regulated to prohibit the dissemination of material that may reasonably be perceived to advocate drug or alcohol use; irresponsible sex; conduct that is otherwise inconsistent with the shared values of a civilized social order; or to associate the school with any position other than neutrality on matters of political controversy.
4) Prohibited media includes those that:
    a. Are obscene as to minors;
    b. Are libelous or slanderous, including material containing defamatory falsehoods about public figures or governmental officials, and made with knowledge of their falsity or a reckless disregard of the truth;
    c. Constitute an unwarranted invasion of privacy as defined by state law;
    d. Suggest or urge the commission of unlawful acts on the school premises;
    e. Suggest or urge the violation of lawful school regulations;
    f. Scurrilously attacks ethnic, religious, or racial groups; or
    g. Harass, threaten, or intimidate a student.

Student Media on School Web Pages

Student media displayed on school web pages shall follow the same guidelines as listed above and shall also:

1) Not contain any non-educational advertisements;
2) Adhere to the restrictions regarding use of Directory Information as prescribed in Policy 4.13 including not using a student's photograph when associated with the student's name unless written permission has been received from the student's parent or student if over the age of eighteen (18);
3) State that the views expressed are not necessarily those of the School Board or the employees of the district.

Student Distribution of Non-school Literature, Publications, and Materials

A student or group of students who distribute ten (10) or fewer copies of the same non-school-sponsored literature, publications, or materials shall do so in a time, place, and manner that does not cause a substantial disruption of the orderly education environment. A student or group of students wishing to distribute more than ten (10) copies of non-school-sponsored materials shall have school authorities review their non-school-sponsored

materials at least three (3) school days in advance of their desired time of dissemination. School authorities shall review the non-school-sponsored materials, prior to their distribution and will bar from distribution those non-school-sponsored materials that are obscene, libelous, pervasively indecent, or advertise unlawful products or services. Material may also be barred from distribution if there is evidence that reasonably supports a forecast that a substantial disruption of the orderly operation of the school or educational environment will likely result from the distribution. Concerns related to any denial of distribution by the principal shall be heard by the superintendent, whose decision shall be final.

The school principal or designee shall establish reasonable regulations governing the time, place, and manner of student distribution of non-school-sponsored materials. The regulations shall:

1) Be narrowly drawn to promote orderly administration of school activities by preventing disruption and may not be designed to stifle expression;
2) Be uniformly applied to all forms of non-school-sponsored materials;
1. Allow no interference with classes or school activities;
2. Specify times, places, and manner where distribution may and may not occur; and
3. Not inhibit a person's right to accept or reject any literature distributed in accordance with the regulations.

Students shall be responsible for the removal of excess literature that is left at the distribution point for more than 2 days.

STUDENT MEDICATIONS

Prior to the administration of any medication, including any dietary supplement or other perceived health remedy not regulated by the US Food and Drug Administration, to any student under the age of eighteen (18), written parental consent is required. The consent form shall include authorization to administer the medication and relieve the Board and its employees of civil liability for damages or injuries resulting from the administration of medication to students in accordance with this policy. All signed medication consent forms are to be maintained by the school nurse.

Unless authorized to self-administer, 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 **must** bring the student's medication to the school nurse. When medications are brought to the school nurse, the nurse shall document, in the presence of the parent, 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 that 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.

Schedule II Medications

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 sentence shall be allowed to ***have them signed in by the parent/guardian to the school nurse*** 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. 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.

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 or nasal spray epinephrine;
2) Perform the student's 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 the student's person:
   a) A rescue inhaler;
   b) Auto-injectable or nasal spray epinephrine; or
   c) The necessary supplies and equipment to perform the student's 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 the student's 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 or nasal spray 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 or nasal spray 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, and 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 trained school employees designated by the school nurse as a care provider who have been trained and certified by a licensed physician may administer epinephrine, either through an auto-injector or nasal spray, in emergency situations to students who have an IHP that provides for the administration of epinephrine 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 trained school employee(s) certified to administer epinephrine to administer auto-injector or nasal spray epinephrine to the student when the employee believes the student is having a life-threatening anaphylactic reaction.

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

The school nurse for each District school shall keep epinephrine on hand that are suitable for the students the school serves. The school nurse or other trained school employee designated by the school nurse as a care provider who has been certified by a licensed physician may administer epinephrine to those students who the school nurse, or other trained 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 trained school employees designated by the school nurse as a care provider who have been 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 trained 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 trained school employee designated by the school nurse as a care provider who has been certified by a licensed physician, advanced practice registered nurse, or physician assistant may administer albuterol to those students who the school nurse, or other trained 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 and the school nurse and school resource officer shall possess an anti-opioid at all times when on duty. 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.

An opioid overdose rescue kit shall be placed within all storage locations in the District high school buildings that currently contain an automated external defibrillator for public use. The opioid overdose rescue kits shall be located where it is readily available to the public, be visually free of advertisement, and contain an anti-opioid.

Emergency Administration of Emergency Adrenal Insufficiency Medication

The school nurse or other trained school employees designated by the school nurse as a care provider who have been 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 trained 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.

Seizure Disorder Medications

Students who have been diagnosed with a seizure disorder shall have a seizure action plan that shall be a written IHP designed to acknowledge and prepare for the healthcare needs of the student. The student's seizure action plan shall be created in collaboration between District staff and the student's Parents, legal guardians, persons having lawful control of the student, or persons acting in loco parentis or the student if over eighteen (18). As part of the creation of the student's seizure action plan, the student's Parents, legal guardians, persons having lawful control of the student, or persons acting in loco parentis shall:

1. Provide the school with written authorization to administer the seizure medication at school;
2. Provide a written statement from the student's healthcare provider that shall contain the following information:
   - The student's name;
   - The name and purpose of the medication;
   - The prescribed dosage
   - The route of administration;
   - The frequency that the medication should be administered; and
   - The circumstances under which the medication should be administered;
3. Provide the prescribed medication to the school in its unopened, sealed package with the label affixed by the dispensing pharmacy intact, which shall be stored in a safe and secure location accessible only by District personnel or volunteers with training to administer seizure medication.

The written authorization, written statement, and seizure action plan shall be kept on file in the office of the school nurse or school administrator and distributed to any school personnel or volunteers responsible for the supervision or care of the student.

EPINEPHRINE EMERGENCY ADMINISTRATION CONSENT FORM

Student's Name (Please Print) _____

This form is good for the school year 2026-2027. 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 epinephrine in emergency situations. I hereby authorize the school nurse or other school employee certified to administer auto-injectable or nasal spray epinephrine to administer epinephrine in emergency situations when the individual believes my child is having a life-threatening anaphylactic reaction.

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

Date of prescribing health-care provider's order _____

Circumstances under which Epinephrine may be administered

_____

_____

Other instructions

_____

_____

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

Parent or legal guardian signature:_____

Date:_____

MEDICATION SELF-ADMINISTRATION CONSENT FORM

Student's Name (Please Print) _____

This form is good for the school year 2026-2027. This consent form must be updated anytime the student's medication order changes and renewed each year and/or anytime a student changes schools.
The following must be provided for the student to be eligible to self-administer a stress dose medication. Eligibility is **only** valid for this school for the current academic year.

- A written statement from a licensed health-care provider who has prescriptive privileges that the health care provider has prescribed the rescue inhaler, auto-injectable epinephrine, and/or nasal spray epinephrine for the student and that the student needs to carry the medication on the student's person due to a medical condition;
- The specific medications prescribed for the student;
- An individualized health care plan developed by the prescribing health-care provider containing the treatment plan for managing asthma and/or anaphylaxis episodes of the student and for medication use by the student during school hours; and
- A statement from the prescribing health-care provider that the student:
  - Possesses the skill and responsibility necessary to use and administer the asthma inhaler, auto-injectable epinephrine, and/or nasal spray epinephrine.

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

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

I understand this form authorizes my student to possess and use the medication(s) included on this form while on school grounds and at school sponsored events but that distribution of the medication(s) included on this form to other students may lead to disciplinary action against my student.

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

Parent or legal guardian signature _____
Date _____

STUDENT NAME, TITLE, OR PRONOUN

Unless a District employee has the written permission of the parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to the student or the student if the student is an emancipated minor or over eighteen (18) years of age, a District employee shall not address a student with a:
1. Name other than that listed on the student's birth certificate, except for a derivative of the name; or
2. Pronoun or title that is inconsistent with the student's biological sex.

A student shall not be subject to discipline for declining to address a person using a:
a. Name other than that listed on the student's birth certificate, except for a derivative of the name; or
b. Pronoun or title that is inconsistent with the person's biological sex.

STUDENT ORGANIZATIONS/EQUAL ACCESS

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

1. The meeting is to be voluntary and student initiated;
2. There is no sponsorship of the meeting by the school, the government, or its agents or employees;
3. The meeting must occur during non-instructional time;

4. Employees or agents of the school are present at religious meetings only in a non- participatory capacity;
5. The meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school; and
6. Non-school persons may not direct, conduct, control, or regularly attend activities of student groups.

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

Fraternities, sororities, and secret societies are forbidden in the District's schools. Membership to student organizations shall not be by a vote of the organization's members, nor be restricted by the student's race, religion, sex, national origin, or other arbitrary criteria. Hazing, as defined by law, is forbidden in connection with initiation into, or affiliation with, any student organization, extracurricular activity or sport program. Students who are convicted of participation in hazing or the failure to report hazing shall be expelled.

PARTICIPATION IN AFTER SCHOOL ACTIVITIES

In order to participate in an after-school activity, the student must have been recorded present for a minimum of one-half day.

STUDENT PERSONAL PROPERTY

The District assumes no responsibility for damage to, theft of, or the loss of, personal property brought to District facilities and events, including school buses and District vehicles, by students. This applies to items listed, but not limited to: laptops, cell phones, iPads, any headphones/ear buds, money, etc…

STUDENT PROMOTION AND RETENTION

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

Each time a student is assessed by use of a high-quality literacy screener, at with results at least once each semester, the Parents, legal guardians, persons having lawful control of the student, or persons acting in loco parentis, and teacher(s) of a student in kindergarten through eighth (8th) grade shall be notified in writing of the student's independent grade-level- equivalency in reading and, in a parent friendly manner, the student's reading progress.
Any grades, course credits, and/or promotions received by a student while enrolled in the Division of Youth Services system of education shall be considered transferable in the same manner as those grades, course credits, and promotions from other accredited Arkansas public

educational entities.

Promotion or retention of students, or their required retaking of a course shall be primarily based on the following criteria:

Promotion and Retention of students in grades K-8

The Governing Board expects that each student will progress systematically through the grade levels and will meet grade-level standards of academic achievement established by the district and the Department of Education prior to being promoted to the next grade level of work. However, the Board recognizes that a student in grades K-12 who fails to meet the grade-level achievement standards at the end of the academic year may nonetheless be able to catch up and meet the grade level standards by the end of the next academic year with appropriate supplemental instruction.

The process of making decisions as to promotion and retention of elementary students should take into consideration a variety of factors including age, maturity, motor coordination, capacity for learning, and academic progress. Any teacher recommending retention must document using intervention strategies and their results. If a student needs to be retained based on the teacher's professional judgment of the student's academic performance and/or other factors, the parent(s) or guardian(s) of that student shall be informed as early in the school year as possible. In all cases, the decision of whether a student should be promoted or retained shall be made on the basis of which grade placement provides the student a better chance of progressing in his/her educational development.. If offered, successful completion of an approved summer school program after retention in a grade level may make the student eligible for promotion in the subsequent school year. The final authority for promotion/retention decisions for students in grades K – 8 rests with the principal. In cases (K-8) where a retention is contested, LCSD Review Committee will determine grade placement for the student.

Students in grades 9-12 must have the designated number of units prior to being promoted to the next grade level and classification.

Grades K-2

Kindergarten through second grade (K-2) LCSD are expected to master academic readiness, social skills, and physical skill designated by the Arkansas Department of Education and the Lafayette County School District standards. Students in Kindergarten through second grade will be promoted unless there are indications that would prohibit them from coping with the academic expectations of the next grade level. Students in grades K-2 shall be promoted to the next grade level with a passing grade in reading and math. Students failing to pass reading and math will be retained in the same grade.

Grades 3-8

Students in grades 3-8 shall be promoted to the next grade level with a passing grade of 60 in three of the four core classes: language arts, math, science and or social studies. Students failing to pass three of the four core classes will be retained in the same grade.

Grades 9-12 Classifications

For students to be permitted to move to the next higher grade level, the following standards must be met:

9th Grade (Freshmen)-Promoted from 8th grade

9th to 10th Grade (Sophomore) – students who have earned at least four (4) units will be classified as tenth graders.

10th to 11th Grade (Junior)- students who have earned at least eight (8) units will be classified as eleventh graders.

11th to 12th Grade (Senior) – students who have earned at least fifteen (15) units,

If there is doubt concerning the promotion or retention of a student or his/her required retaking of a course, a conference shall be held before a final decision is made that includes the following individuals:

a. The building principal or designee;
b. The student's teacher(s);
c. School counselor;
d. A 504/special education representative (if applicable); and
e. The student's parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis.

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

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

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

The SSP for a student in kindergarten through grade three (K-3) who does not meet the reading standard As set by the state board and determined by a high-quality literacy screener or the statewide assessment shall include an individual reading plan for each student. An individual reading plan shall include:

1. The student's specific, diagnosed reading skill needs, including without limitation:
   - Phonemic awareness;
   - Phonics decoding;
   - Text reading fluency;
   - Vocabulary-building strategies; and
   - Self-regulated use of reading comprehension strategies, as identified by high-quality literacy screener data;
2. The goals and benchmarks for the student's growth;
3. How the student's progress will be monitored and evaluated;

4. The type of additional instructional services and interventions the student may receive;
5. The intensive, evidence-based literacy intervention program aligned to the science of reading the student's teacher will use to address the areas of phonemic awareness, phonics, fluency, vocabulary, and comprehension;
6. The strategies the student's parents, legal guardians, or persons standing in loco parentis to the student are encouraged to use in assisting the student to achieve the student's reading goal; and
7. Any additional services the student's teacher determines are available and appropriate to accelerate the student's reading skill development.

All parents, legal guardians, or persons standing in loco parentis shall be notified in writing:
a. Of the content of their child's independent reading plan and progress on the independent reading plan throughout the year; and
b. By no later than October 1 of each year, or as soon as practicable if a student's reading need is identified after October 1:

- Of their student's eligibility to participate in the literacy tutoring grant program;
- The process for applying for the literacy tutoring grant program; and
- Other information provided by DESE.

For each student who does not meet the reading standard established by the state board by the end of third (3rd) grade, including students who are promoted to the fourth (4th) grade under a good cause waiver, the District, during the subsequent summer and school year, shall :
a. Provide at least ninety (90) minutes of evidence-based literacy instruction aligned to the science of reading during each school day;
b. Assign the student to:

- If the District has a teacher with a value-added model score in the top quartile statewide in English language arts for the past three (3) years, a teacher with a value-added model score in the top quartile statewide in English language arts for the past three (3) years; or
- If the District is unable to identify a teacher with a value-added model score in the top quartile statewide in English language arts for the past three (3) years, a teacher:
  - With a highly-effective rating according to the Teacher Excellence and Support System, when possible; or
  - Deemed to be a high-performing teacher as defined by a Master Professional Educator designation.

c. Provide parents, legal guardians, or persons standing in loco parentis to students with a "read-at-home" plan to support student early literacy growth, which shall include evidence-based science of reading strategies and tools that are aligned to a student's individual reading plan for parents, legal guardians, or persons standing in loco parentis to use with their student;
d. Notify parents, legal guardians, or persons standing in loco parentis to a student regarding their student's eligibility for a literacy tutoring grant;
e. Be given priority to receive a literacy tutoring grant; and
f. Be given the option to participate in additional intensive, evidence-based literacy intervention programs aligned to the science of reading.

The SSP of a student in kindergarten through grade eight (K-8) who is not performing at or above grade level on the state assessment, as defined by the State Board of Education shall include a math intervention plan. The math intervention plan may include the:

1. Provision of each student with access to high-dosage, targeted math tutoring in the subsequent school year, which shall include three (3) or more tutoring sessions a week in a one-on-one or small-group setting;
2. Assignment to:
   - if the District has a teacher with a value-added model score in the top quartile statewide in math for the previous three (3) years, a teacher, with a value-added model score in the top quartile statewide in math for the previous three (3) years; or
   - if the District is unable to find a teacher with a value-added model score in the top quartile statewide in math for the previous three (3) years, a teacher:
     - With a highly-effective rating in the Teacher Excellence and Support System, when possible; or
     - Deemed to be a high-performing teacher as defined by a Master Professional Educator designation; and
3. Provision of each student with extended time on math instruction during or after school.

By the end of grade eight (8), the student's SSP shall

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

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

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

A student's SSP shall include the recommended sequence of courses for successful completion of the diploma pathway selected by the student but be sufficiently flexible to allow the student to change the student's selected diploma pathway. The school counselor shall meet with the student's parent, legal guardian, or persons standing in loco parentis and the student to review the student's SSP annually and to revise the student's SSP as necessary to identify the courses to be taken each year until all required core courses are completed. Part of the review shall include an explanation of the possible impacts the revisions to the plan might have on the student's graduation requirements and postsecondary education goals. Any change made to a student's SSP as part of the review that amends the student's diploma pathway shall be structured to ensure that the student will meet the high school graduation requirements for the student's chosen diploma pathway and be qualified for admission to a postsecondary educational institution or to enter the workforce. After each review, the student's SSP shall be signed by the student; student's parent, legal guardian, or person standing in loco parentis to the student; and the school counselor.

An SSP shall be created:

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

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

Students who either refuse to sit for a Statewide assessment or attempt to boycott a Statewide assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are originally administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular activity, including school dances, prom, homecoming, senior events, and may be prevented from walking or participating in graduation exercises. The student shall remain ineligible to participate until the student takes the same or a following Statewide assessment, as applicable. The Superintendent or designee may waive this paragraph's provisions when the student's failure was due to exceptional or extraordinary circumstances. Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.

STUDENT PUBLICATION

All publications that are supported financially by the school or by use of school facilities, or are produced in conjunction with a class shall be considered school sponsored publications. School publications do not provide a forum for public expression. Such publications, as well as the content of Student expression in school sponsored activities, shall be subject to the editorial control of the District's administration whose actions shall be reasonably related to legitimate pedagogical concerns and adhere to the following limitations. Advertising may be accepted for publications that do not condone or promote products that are inappropriate for the age and maturity of the audience or that endorse such things as tobacco, alcohol, or drugs. Publications may be regulated to prohibit writings which are, in the opinion of the appropriate teacher and/or administrator, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences. Publications may be regulated to refuse to publish material which might reasonably be perceived to advocate drug or alcohol use, irresponsible sex, or conduct otherwise inconsistent with the shared values of a civilized social order, or to associate the school with any position other than neutrality on matters of political controversy.

Prohibited publications include:

- Those that are obscene as to minors;

- Those that are libelous or slanderous, including material containing defamatory false hoods about public figures or governmental officials, which are made with knowledge of their falsity or reckless disregard of the truth;
- Those that constitute an unwarranted invasion of privacy as defined by state law
- Publications that suggest or urge the commission of unlawful acts or violation of school regulations
- Publications which suggest or urge the violation of lawful school regulations;
- Hate literature that scurrilously attacks ethnic, religious, or racial groups.

Student Publications on School Web Pages

Student publications that are displayed on school web pages shall follow the same guidelines as listed above plus they shall • Not contain any non-educational advertisements. • Not contain any personally identifying information, without the written permission of the parent of the Student or the Student if over eighteen (18); State that the views expressed are not necessarily those of the School Board or the employees of the district.

STUDENT RELIGIOUS EXPRESSION

The Lafayette County 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.

<u>Student Assignments</u>

Student assignments include, but are not limited to:

- Homework;
- Classwork;
- Artwork; and
- 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.

A student or the student's parent can request the student's teacher to 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.

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.

Review of written student forums shall be handled in accordance with Policy 4.14—STUDENT MEDIA AND THE DISTRIBUTION OF LITERATURE.

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.
Information on how to participate in a student forum shall be provided to all students.[1]

In addition to the salutatorian and valedictorian selection process in Policy 5.17—HONOR ROLL AND HONOR GRADUATES, the following students may speak during the District's graduation ceremony.

STUDENT SEXUAL HARASSMENT

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

The District believes the best policy to create an educational environment free from sexual harassment is prevention; therefore, the District shall provide informational materials and training to students, parents/legal guardians/other responsible adults, and employees on sexual harassment. The informational materials and training on sexual harassment shall be age appropriate and, when necessary, provided in a language other than English or in an accessible format. The informational materials and training shall include, but are not limited to:

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

Definitions

"Complainant" means an individual who is alleged to be the victim of conduct that could constitute sexual 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 sexual harassment occurs.

"Formal complaint" means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting an investigation of the allegation of sexual harassment.
"Respondent" means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

"Sexual 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; or
   b. Uses the rejection of sexual conduct as the basis for academic decisions affecting that individual;
2. The conduct is:
   a. Unwelcome; and
   b. Determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity; or
   c. Constitutes:
   d. Sexual assault;
   e. Dating violence
   f. Domestic violence; or
   g. 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 sexual harassment; counseling; extensions of deadlines or other course-related adjustments; modifications of work or class schedules; campus escort services; mutual restrictions on contact between the 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, sexual harassment is prohibited between any of the following: students; employees and students; and non-employees and students.

Actionable sexual harassment is generally established when an individual is exposed to a pattern of objectionable behaviors or when a single, serious act is committed. What is, or is not, sexual harassment will depend upon all of the surrounding circumstances and may occur

regardless of the sex(es) of the individuals involved. Depending upon such circumstances, examples of sexual harassment include, but are not limited to:

- Making sexual propositions or pressuring for sexual activities;
- Unwelcome touching;
- Writing graffiti of a sexual nature;
- Displaying or distributing sexually explicit drawings, pictures, or written materials;
- Performing sexual gestures or touching oneself sexually in front of others;
- Telling sexual or crude jokes;
- Spreading rumors related to a person's alleged sexual activities;
- Discussions of sexual experiences;
- Rating other students or employees as to sexual activity or performance;
- Circulating or showing emails or Web sites of a sexual nature;
- Intimidation by words, actions, insults, or name calling; and
- Teasing or name-calling related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct or is homosexual, regardless of whether or not the individual self-identifies as homosexual or transgender.

Students who believe they have been subjected to sexual harassment, or the parent/legal guardian/other responsible adult of a student who believes their student has been subjected to sexual harassment, are encouraged to 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 sexual harassment is not the Title IX Coordinator, then the District staff person shall inform the Title IX Coordinator of the alleged sexual harassment. As soon as reasonably possible after receiving a report of alleged sexual 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 formal complaint.

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 complaint or where no 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.

Formal Complaint

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

- Notice of the District's grievance process and a copy of the procedures governing the grievance process;
- Notice of the allegations of sexual harassment including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include:
  - The identities of the parties involved in the incident, if known;
  - The conduct allegedly constituting sexual harassment; and
  - The date and location of the alleged incident, if known;
- 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;
- A statement that retaliation is prohibited;
- That the parties may have an advisor of their choice, who may be, but is not required to be, an attorney;
- That the parties may inspect and review evidence relevant to the complaint of sexual harassment; and
- 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 formal complaints of allegations of sexual harassment where the allegations of sexual harassment arise out of the same facts or circumstances and the formal 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 formal 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 formal 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 ten (10) 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 ten (10) 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:

- Provide each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness;
- Provide each party with the answers;
- Allow for additional, limited follow-up questions from each party; and
- Provide an explanation to the party proposing the questions 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 ten (10) days following the completion of the investigation period, the decision-maker, who cannot be the same person as the Title IX Coordinator or the investigator, shall issue a written determination regarding responsibility. The written determination shall include—

1. Identification of the allegations potentially constituting sexual harassment;
2. A description of the procedural steps taken from the receipt of the 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 formal complaint. If the conduct alleged in the formal complaint would not constitute sexual 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 sexual 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:

- The complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the complaint or any allegations therein;
- The respondent is no longer enrolled at the District; or
- Specific circumstances prevent the District from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein; or

Upon the dismissal of a 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 District may hire an individual or individuals to conduct the investigation or to act as the determination-maker when necessary.

Appeals

Either party may appeal a determination regarding responsibility or from a dismissal of a 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 sexual harassment, both informal reports and 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 harassment by an employee towards a student; or
- The extent necessary to provide either party due process during the grievance process.

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 sexual 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 formal complaint of sexual harassment,; testified; assisted; or participate or refused to participate in any manner in an investigation, proceeding, or hearing on sex discrimination or sexual 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 sexual 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 to be subjected to, or to subject another person to, sexual 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 sexual 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 sexual 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 sexual harassment alone is not sufficient to conclude that any party made a false allegation or materially false statement in bad faith.

Records

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

- Each sexual 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 formal complaint of sexual 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.

Student Technology Device Agreement

Access and Support: This Agreement is entered into between Lafayette County School District, and the Student and the Parent(s)/Guardian(s) of the Student.

1. **Introduction:** Lafayette County School District provides each student a device (i.e., laptop, Chromebook, or iPad) which the student is to use as a positive learning tool in coordination with the District's curriculum. Although this Agreement authorizes the student's use of the device for the year, the device is the property of the District and must be returned upon the District's request or on the last day of the student's attendance for the school year.

2. **Prerequisites to Receive:** To receive a device to use, the student and his or her parent/guardian must sign and submit to this Student Technology Device Agreement.

3. **Applicable Policies:** In using the device, the student is subject to and must comply with District's Board of Education Policies, Authorization for Internet Safety and Electronic Device Use Policy, and Student Handbook Policies addressing student discipline, harassment/bullying, and acceptable use of electronic network/technology and their associated administrative procedures and regulations. A violation of any of these policies could result in loss of network privileges, loss of right to use the device, or appropriate discipline, up to and including suspension or expulsion.

Expectations

Students may not:

a. Disrupt the educational process of the school district through non-educational use of the device;
b. Endanger the health or safety of themselves or anyone else through the use of the device;
c. Invade the rights and privacy of others at school through the use of the device;

d. Engage in illegal or prohibited conduct of any kind through the use of the device; or
e. Violate the conditions and rules of acceptable use of electronic network/technology.

Maintenance of Device.

I. Students must keep the device in good and working condition. In addition to following the manufacturer's maintenance requirements, students should:
   a. Use only a clean, soft cloth to clean the device's screen. No cleansers such as abrasives, alcohol, ammonia, acids or bleach
   b. Insert and remove cords and cables carefully to prevent damage to connectors;
   c. Do not write or draw on the device or apply any stickers or labels that are not property of the District;
   d. Handle the device carefully and ensure others do the same; Use device on firm surface such as a table or desk
   e. Do not leave the device in places of extreme temperature, humidity, or limited ventilation (e.g., in a car) for an extended period of time;
   f. Secure the device when it is out of their sight. The device should not be left in an unlocked locker, a desk, or other location where someone else might take it;
   g. Use a protective carrying case with the device.

II. **Daily Use of Devices.** Unless otherwise instructed, the device is intended for use at school every day. If students are permitted to use the device at home, they are responsible for bringing it to school every day, fully charged.

III. **No Unauthorized Software or Data.** Only legally licensed software, apps, media, or other data is permitted on the device. Students will not download software, apps, media or other data (including songs, photos, or videos) without a District employee's prior approval. Students will not replace the manufacturer's operating system with custom software (i.e., "jailbreak" the device), or remove or modify the District-Installed device configuration.

IV. **No Right to Privacy.** The devices are District property; therefore, the District may examine the devices and search their contents at any time for any reason. Neither students nor parents/guardians have any right to privacy of any data saved on the device or in a cloud-based account to which the device connects. The school administration may involve law enforcement, if it is possible the device may have been used for an illegal purpose.

Additional Terms

1. **Damage to or Loss of device.** Parent(s)/guardian(s) are responsible for their child's use of the device, including any damage to or loss of the device.
   A. Damage/Theft: In the event of damage to the device, the parent is responsible for covering the entire replacement cost.
   B. Loss: In the event that the device is lost, the parent is responsible for covering the entire replacement cost.

The decision to assess a charge, as well as the amount of any charge, is at the sole discretion of the District, but will not be greater than the full replacement value of the device.

2. **Hardware or Functionality Problems.** If a problem arises with the functionality of a student's device, the student must notify his or her classroom teacher of the problem within 24 hours or on the next school day. Under no circumstances may the student or his/her parent(s)/guardian(s) attempt to fix or allow anyone but District staff the attempt to fix suspected hardware faults or the device's operating system. Do not take the device to any repair shop; the student should report the issue to his/her classroom teacher, who will report it to the District's Technology Department.

3. **Failure to Return the Device.** If a student fails to return the device and any assigned accessories as directed, the District may, in addition to seeking reimbursement from the student's parent(s)/guardian(s), file a theft report with local law enforcement authorities.

4. **Internet Filter Outside of School.** Although the District employs Internet filters and monitors students' Internet activity at school, it may not filter or monitor students' Internet access at home or off school grounds. By signing this Agreement, parent(s)/guardian(s) understand and acknowledge this and agree that their child's use of the Internet on the device at home or off of school grounds is at the discretion of, and should be monitored by, the parent(s)/guardian(s). Some sites accessible via the Internet may contain material that is illegal, defamatory, inaccurate, or offensive to some people. Parent(s)/guardian(s) assume complete responsibility for the Internet access beyond the network provided by the District. When using the device outside the District, students are bound by the same policies, procedures, and guidelines as in school.
5. **Data as Records.** Data saved to the device is not maintained by the District as public records or as student records. In the event this data needs to be maintained by the District for any reason, the District will take affirmative steps to preserve it.

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 non resident 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 to a District school shall be evaluated by District staff, including a review of a student's transcript, grades, course credits, and test scores, to determine the student's appropriate grade placement. 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. A student transferring from home school 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.

STUDENT TRANSPORTATION WITHIN THE SCHOOL DISTRICT

From time to time students will be transported from campus to campus for intra-district activities via bus or school vehicle. For example: Kindergarten graduation practice, 6/7th grade orientation, Farm Day, etc. Permission slips will not be sent home for intra-district trips. Parents/Legal guardians must contact administration if they do not want their student to be transported via a school vehicle. Students are subject to the same rules of conduct while traveling to and from school as they are while on school grounds. Appropriate disciplinary actions may be taken against commuting students who violate student code of conduct rules.

STUDENT USE OF MULTIPLE OCCUPANCY ROOM

Definitions

"Multiple occupancy room" means an area in a District building that is designed or designated to be used by one (1) or more individuals at the same time and in which one (1) or more individuals may be in various stages of undress in the presence of other individuals, which includes, without limitation, a restroom, locker room, changing room, or shower room.

"Sex" means the physical condition of being male or female based on genetics and physiology, which may be demonstrated by the sex identified on a student's original birth certificate.

Each multiple occupancy room in a District building shall be designated as either male or female. Except as permitted by this policy, a student shall not enter a multiple occupancy room that does not correspond to the student's sex.

An individual who is unwilling or unable to use a multiple occupancy room designated for the individual's sex shall be granted a reasonable accommodation, which may include, without limitation, access to a single-occupancy restroom or changing area. A reasonable accommodation shall not include access to a restroom or changing area that is designated for use by members of the opposite sex to an individual while members of the opposite sex of the individual are present or may be present in the restroom or changing area.

The prohibitions in this policy do not apply to an individual who enters a multiple occupancy room designated for use by the opposite sex when the individual enters for any of the following reasons:

- custodial, maintenance, or inspection purposes;
- To render emergency medical assistance;
- To address an ongoing emergency, including without limitation a physical altercation;
- To accommodate individuals protected under the Americans with Disabilities Act; or
- To assist young children who are in need of physical assistance when using a restroom or changing facility that is located in the District.

STUDENT USE OF ARTIFICIAL INTELLIGENCE

Definitions

"Artificial Intelligence (AI) Tools" means Software applications or platforms that utilize machine learning algorithms to perform tasks typically requiring human intelligence, such as generating content, providing recommendations, or solving problems. For purposes of this policy, AI tools do not include the use of spell check or grammar check.

The purpose of this policy is to establish guidelines for the responsible use of AI tools by District students. The policy applies to all students enrolled in the District and covers the use of AI tools when completing District assignments or projects.

The district shall provide teachers and students resources and education on AI literacy and digital citizenship. The District shall establish a committee who shall be responsible for the review and selection of AI tools that shall be available for students to use. All AI tools selected by the committee shall comply with applicable state and federal data privacy laws. Students shall only use AI tools that were approved by the District committee for classroom assignments or projects.

Teachers are responsible for providing instructions on when and how AI tools may be used for classroom assignments. Students may use AI tools as approved by their classroom teacher to enhance learning and develop future-ready skills.

Students should use AI tools ethically and responsibly, aligning with the district's educational objectives, and in a manner that does not harm themselves or others. As part of using AI tools responsibly, students should be cautious about the information they provide to AI tools and consult with a teacher if unsure. At no time shall Students share personal, sensitive, or confidential information with AI tools, especially AI tools requiring data input.

When a student uses AI tools, a student shall:

1. Review and verify the accuracy of content that is generated by an AI tool;

2. Cite AI tools used as part of an assignment or project as a source, following District citation guidelines; and

3. Be transparent about their use of AI in completing assignments.

Students must ensure all submitted work is their own and properly acknowledge or cite any assistance from AI tools. Students are encouraged to ask questions if they are unsure about the acceptable use of AI tools.

The following actions regarding AI tools are strictly prohibited:

· Misuse of AI tools for cheating, plagiarism, or any form of academic dishonesty, including the submission of assignments that were fully generated by an AI tool and presented as original student work;

· Altering or falsifying academic documents or records using AI tools;

· Using AI tools to:

o Gain unauthorized access to District systems; or

o Bypass District security measures;

· Using AI tools to produce misleading or false information, imagery, or any form of false outputs about themselves, other students, or staff members.Students should report any inappropriate content or security concerns encountered while using AI tools to a teacher or administrator.Violations of this policy shall be handled in accordance with the District's disciplinary procedures.

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.

STUDENTS WHO ARE FOSTER CHILDREN

The District will afford the same services and educational opportunities to foster children that are afforded other children and youth. The District shall work with the Department of Human Services (DHS), the Division of Elementary and Secondary Education (DESE), and individuals involved with each foster child to ensure that the foster child is able to maintain the foster child's continuity of educational services to the fullest extent that is practical and reasonable.

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

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

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

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

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

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

Foster Child School Choice

If DHS approves a request from a foster parent, or the foster child if the foster child is eighteen (18) years of age, to transfer to another school in the District or into the district as being in the best interest of the foster child, the District shall allow the foster child to transfer to another school in the District or into the District if the foster parent, or the foster child if the foster child is eighteen (18) years of age, submits a request to transfer on a form approved by DESE that is

postmarked by no later than June 1 of the year the student seeks to begin the fall semester at another school in the District or in the District.

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

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

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

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

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

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

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

When a foster child transfers from the foster child's school of origin to another school in the District or into the District, the foster child or the foster parent is responsible for the foster child's transportation to and from the school the foster child transferred to. The District and the foster parent, or the foster child if the foster child is eighteen (18) years of age, may enter into a written agreement for the District to provide the transportation to and from the school the foster child transferred to.

SUSPENSION

Students who are not present at school cannot benefit from the educational opportunities the school environment affords. Administrators, therefore, shall strive to find ways to keep students

in school as participants in the educational process. There are instances, however, when the needs of the other students or the interests of the orderly learning environment require the removal of a student from school. The Board authorizes school principals or their designees to suspend students for disciplinary reasons for a period of time not to exceed ten (10) school days, including the day upon which the suspension is imposed. The suspension may be in school or out of school. Students are responsible for their conduct that occurs:

- At any time on the school grounds;
- Off school grounds at a school-sponsored function, activity, or event; and
- Going to and from school or a school activity.

A student may be suspended for behavior including, but not limited to, that:

1. Is in violation of school policies, rules, or regulations;
2. Substantially interferes with the safe and orderly educational environment;
3. School administrators believe will result in the substantial interference with the safe and orderly educational environment; and/or
4. Is insubordinate, incorrigible, violent, or involves moral turpitude.

Out-of-school suspension (OSS) shall not be used to discipline a student in kindergarten through fifth (5th) grade unless the student's behavior:

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

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

The school principal or designee shall proceed as follows in deciding whether or not to suspend a student:

1. The student shall be given written notice or advised orally of the charges against him/her;
2. If the student denies the charges, he/she shall be given an explanation of the evidence against him/her and be allowed to present his/her version of the facts; and
3. If the principal finds the student guilty of misconduct, he/she may be suspended.

When possible, notice of the suspension, its duration, and any stipulations for the student's re-admittance to class will be given to the parent(s), legal guardian(s), person(s) with lawful control of the student, person(s) standing in loco parentis, or to the student if age eighteen (18) or older prior to the suspension. Such notice shall be handed to the parent(s), legal guardian(s), person(s) having lawful control of the student, person(s) standing in loco parentis, or to the student if age eighteen (18) or older or mailed to the last address reflected in the records of the school district.

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

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

- A primary call number;
- The contact may be by voice, voice mail, or text message.
- An email address;
- A regular first class letter to the last known mailing address.

The district shall keep a log of contacts attempted and made to the parent, legal guardian, person having lawful control of the student, or person standing in loco parentis.

The District shall establish programs, measures, or alternative means and methods to continue student engagement and access to education during a student's period of OSS.

During the period of their suspension, students serving OSS are not permitted on campus except to attend a student/parent/administrator conference or when necessary as part of the District's engagement or access to education program.

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

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

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

TARDIES

Promptness is an important character trait that District staff is encouraged to model and help develop in our schools' students. At the same time, promptness is the responsibility of each student. Students who are late to class show a disregard for both the teacher and their classmates which compromises potential student achievement.

TITLE VI (RACE)
TITLE IX (SEX) SECTION 504 (HANDICAP) In keeping with the guidelines of

Title VI, Section 601, Civil Rights Act of 1964; Title IX, Section 901, Education Amendment of 1972, and Section 504 of the Rehabilitation Act of 1973, Lafayette County School District assures that no person in the United States shall on the basis of race, color, national origin, age, sex, or handicap be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

TITLE IX

In June 1972, Congress passed Title IX of the Education Amendments, a law that affects virtually every educational institution in the country. The law prohibits discrimination by sex in educational programs that receive federal funds. The law states in part that, ―No person in the United States shall on the basis of sex be excluded from participation in, be denied that benefit of, or be subjected to discrimination under any education program or activity receiving federal assistance… Male and female Students must be eligible for benefits, services, and financial aid without discrimination on the basis of sex.

TOBACCO, ELECTRONIC NICOTINE DELIVERY SYSTEMS AND RELATED PRODUCTS

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

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

Law enforcement officers and employees of a school are immune from civil liability for the confiscation from a minor on a school campus or at a school-sponsored event of:

- Nicotine, tobacco products, vapor products, alternative nicotine products, e-liquid products, or cigarette papers; or
- A product that the individual reasonably believes to be a vapor product.

VIDEO SURVEILLANCE

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

The placement of video surveillance cameras shall be based on the presumption and belief that students, staff and visitors have no reasonable expectation of privacy anywhere on or near school property, facilities, vehicles, or equipment, with the exception of places such as rest rooms or dressing areas where an expectation of bodily privacy is reasonable and customary. In accordance with Arkansas law (By the 2027-2028 school year), the District has audio recording devices in each of the District's locker rooms, changing rooms, and dressing rooms.

Signs are posted on campus buildings and in district vehicles to notify students, staff, and visitors that video cameras may be in use. By the 2027-2028 school year: Signs shall be posted

in a conspicuous place in each of the District's locker rooms, changing rooms, and dressing rooms notifying individuals of the presence of an audio recording device in the locker room, changing room, or dressing room. Parents and students shall also be notified through the student handbook that: Cameras may be in use in school buildings, on school grounds, and in school vehicles and Audio recording devices (By the 27-28 school year) are present in each of the District's locker rooms, changing rooms, and dressing rooms. Students will be held responsible for any violations of school discipline rules caught by the cameras and other technologies authorized in this policy.

The district shall retain copies of video recordings until they are erased which may be accomplished by either deletion or copying over with a new recording. Other than video recordings being retained under the provisions of this policy's following paragraph, the district's video recordings may be erased any time greater than 30 days after they were created.
Videos, automatic identification, audio recordings, or data compilations containing evidence of a violation of student conduct rules and/or state or federal law shall be retained until the issue of the misconduct is no longer subject to review or appeal as determined by board policy or student handbook; any release or viewing of such records shall be in accordance with current law.

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

VIDEO TAPING OF LESSONS

As part of the evaluation process for teachers, the videotaping of lessons at times may be a recommendation of the teacher's mentor or administration. The purpose of the videotaping is a means for the teacher to observe and reflect on his/her teaching in order to improve instruction. It is not a means of evaluating students in any way. The video may become a part of the teacher's portfolio, but will only be seen by the teacher (and should the teacher so choose, a mentor or the administration) as a means of critiquing instruction.

VOLUNTEERS

Enlisting the support of volunteers is a way the District can expand the scope of resources and knowledge available to enrich the students' educational experiences, while strengthening the relationship between the school and the community. Volunteers can also perform non-instructional tasks that allow licensed personnel more time to devote to instruction.

The Superintendent shall be responsible for establishing and maintaining a program to coordinate the services volunteers are willing and able to contribute with the needs of District personnel. The program shall establish guidelines to ensure volunteers are aware of pertinent District policies and rules. Volunteers who violate school policies or rules, or knowingly allow students to violate school rules, may be asked to leave the school campus. The guidelines

should also include provision for evaluation of the volunteer program and a method for soliciting suggestions from both the volunteers and staff for its improvement.

All volunteers who intend to act as head coaches or assistant coaches must:

1. Be at least twenty-two (22) years of age; and
2. Meet the requirements adopted by the Arkansas Activities Association (AAA) to volunteer for any athletics program for grades seven (7) through twelve (12).

A member of the board of directors of the District or the spouse of a member of the board of directors of the District may not be a registered volunteer for the District unless a majority of the disinterested members of the Board of Directors approves a resolution for the board member or board member's spouse to be a registered volunteer. The resolution approving the board member or board member's spouse to be a registered volunteer shall be effective for only one (1) school year.

A volunteer may act as a head coach in all varsity junior and senior high sports administered by the AAA except in the following sports:

- Football;
- Basketball; and
- Track and field.

Background Checks for Volunteers

For the purposes of this policy, ―clear background check means that:

- A background check was performed on the potential school volunteer in accordance with A.C.A. §§12-12-1601 et seq.;
- The potential school volunteer has not committed any of the crimes or offenses contained in A.C.A.§§ 6-17-410, 6-17-411 or 6-17-414 according to both the National and Arkansas background checks;
- The potential school volunteer's name was not found on the Child Abuse Central Registry; and
- The Arkansas Educator Licensure System does not indicate the potential volunteer to:
    - Have a currently suspended or revoked educator's license; or
    - Be the recipient of a current Level 3 or Level 4 public notification of ethics violation.

A person wishing to volunteer in a capacity that requires a background check may not perform volunteer services requiring a background check until a clear background check is received by the District. Once received, a clear background check is good for 5 years; a background check renewal must be applied for and a clear background check received prior to the time of renewal or an interruption of permitted volunteer service could occur. A clear background check will be accepted of any individual wishing to volunteer provided it was conducted within the timeframe provided for in this policy.

The Application for an initial background check may be made through the District administrative office. The District may charge the potential volunteer the same fee charged

by the State of Arkansas for performing the check. For a volunteer who has passed his/her previous background check, the District will incur the fee charged by the State of Arkansas for performing a renewal background check.

A person who failed a previous background check may petition the Board for a waiver from this policy's requirement. The petition shall be accompanied by a signed authorization for disclosure of his or her entire criminal and child abuse registry history. In deciding whether to grant a waiver, the board may take into consideration: the circumstance or circumstances surrounding the act or omission that lead to the conviction, Child Abuse Registry true finding, or the receipt of the Level 3 or Level 4 Public Notification of Ethics Violation; the age of the person at the time of the act or omission; the length of time that has passed without reoffending; and other relevant circumstances. If the Superintendent recommends a waiver be granted, the Board may adopt a resolution by majority vote providing an exception to this policy's requirement for a time period not to exceed five (5) years. The board must consider this matter in open session, and may not confer or deliberate in closed or executive session.

The board shall not have the authority to waive the application of this policy to any potential volunteer who is a Registered Sex Offender or whose educator license has been revoked or is currently suspended.

Clear background checks for school volunteers are required for those individuals who are required to be or who seek to become Registered Volunteers, as defined in A.C.A. § 6-22-102 et seq. In addition to volunteers wishing to participate in the registered volunteers program, clear background checks are required for those individuals who will exercise direct unsupervised access to students or who will be granted supervisory responsibility over students.

No information relating to the application for or receipt of a criminal background check, including that a background check has or has not been applied for, shall be subject to disclosure under the Arkansas Freedom of Information Act, as provided by A.C.A. §§ 12-12-1601 et seq. Requests for background checks and reports on background checks obtained under this policy shall be retained by the district for a minimum of three (3) years.

The superintendent or a third-party vendor shall report to the state board the name of any person working as a registered volunteer in an athletic coaching capacity who:

- Has pleaded guilty or nolo contendere to or has been found guilty of any felony or misdemeanor listed in A.C.A. $6-17-410 (b);
- Has been arrested or charged with any felony or misdemeanor listed in A.C.A. $6-17-410 (b);
- Has intentionally compromised the validity or security of any student test or testing program administered or required by the Division of Elementary and Secondary Education (DESE);
- Has knowingly submitted falsified information or failed to submit information requested or required by law to DESE, the State Board, or Arkansas Legislative Audit; or
- Has a true report in the Child Maltreatment Central Registry.

The District shall maintain the following information on volunteers:

a. The total number, location, and duties of all volunteers;
b. The total number of annual hours of service provided by volunteers; and
c. Any reimbursements made to volunteers for expenses, transportation, or other costs incurred in connection with volunteer services.

Volunteers who are mandated reporters will be made aware of their status as mandated reporters of child maltreatment and will receive training on the responsibilities of a mandated reporter.

Registered volunteers who will be working with students in an athletic coaching capacity or are in the process of obtaining a coaching certificate through the Arkansas Activities Association shall be informed that they are bound by the Code of Ethics for Arkansas Educators and shall receive training on the Code of Ethics.

WEAPONS AND DANGEROUS INSTRUMENTS

Definitions

"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:

- In a school building;
- On or about school property;
- At any school sponsored activity or event;
- On route to or from school or any school sponsored activity; or
- 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 I 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.

WELLNESS POLICY

The health and physical well-being of students directly affects their ability to learn. Childhood obesity increases the incidence of adult diseases occurring in children and adolescents such as heart disease, high blood pressure and diabetes. The increased risk carries forward into their adulthood. Research indicates that a healthy diet and regular physical activity can help prevent obesity and the diseases resulting from it. It is understood that the eating habits and exercise patterns of students cannot be magically changed overnight, but at the same time, the Board of Directors believes it is necessary to strive to create a culture in our schools that consistently promotes good nutrition and physical activity.

The problem of obesity and inactivity is a public health issue. The Board of Directors is keenly aware that it has taken years for this problem to reach its present level and will similarly take years to correct. The responsibility for addressing the problem lies not only with the schools and the Division of Elementary and Secondary Education (DESE), but with the community and its residents, organizations and agencies. Therefore, the District shall enlist the support of the

larger community to find solutions that improve the health and physical activity of our students.

Wellness Committee

To enhance the district's efforts to improve the health of our students, a wellness committee shall be formed. It shall be structured in a way to ensure age-appropriate recommendations are made that correlate to the District's grade configurations.The wellness committee shall have the powers and responsibilities delegated to it by statute and Rule and are incorporated into this policy by reference. The overarching goal of the wellness committee shall be to promote student wellness by monitoring how well the District is doing at implementing this policy. The wellness committee shall use modules 1, 2, 3, 4, 10, and 11 of the Centers For Disease Control' (CDC) School Health Index as a basis for annually assessing each school's progress toward meeting the requirements of this policy. The results of the annual assessment shall be included in the District's district strategic plan (DSP), provided to each school's principal, and reported to the board. Goals and objectives for nutrition and physical activity shall also be included in the DSP.

The wellness committee shall be made up of Individuals from the following groups to the extent interested persons from each group desire to be included in the development, implementation, and periodic review of the District's wellness policy:

· Members of the District's Board of Directors;

· School administrators;

· School nutrition personnel;

· Teacher organizations;

· Teachers of physical education;

· Parents;

· Students;

· Professional groups (such as nurses);

· School health professionals (such as school nurses, school counselors, and social workers); and

· Community members.

The wellness committee shall provide written recommendations to the District's Child Nutrition Director concerning menus and other foods sold in the school cafeteria. Such recommendations shall be based, at least in part, on the information the Committee receives from the District on the requirements and standards of the National School Lunch Program and from menus for the National School Lunch Program and other food sold in the school cafeteria on a quarterly basis.

The wellness committee will meet at least quarterly. Meeting dates for the wellness committee will be placed on the District's calendar.

School Health Coordinator

To assist the wellness committee in ensuring that the District fulfills the requirements of this policy, a District level School Health Coordinator (Designated District Official) shall be appointed. In addition, a school level School Health Coordinator shall be appointed who shall be responsible for assisting the District level School Health Coordinator in ensuring that each school fulfills the requirements of this policy.

Goals

In its efforts to improve the school nutrition environment, promote student health, and reduce childhood obesity, the District will adhere to the DESE Rules Governing Nutrition and Physical Activity Standards And Body Mass Index For Age Assessment Protocols. To promote nutrition, physical activity, and other school based activities that will improve student wellness, the District, working with the wellness committee, has established the following goals:[6]

1. Implement a grade appropriate nutrition education program that will develop an awareness of and appreciation for nutrition and physical activity throughout the curriculum;

2. Engage students in healthy levels of vigorous physical activity;

3. Strive to improve the quality of physical education curricula and increase the training of physical education teachers;

4. Follow the Arkansas Physical Education and Health Education Frameworks in grades K-12;

5. Not use food or beverages as rewards for academic, classroom, or sports performances;

6. Establish class schedules and bus routes that do not directly or indirectly restrict meal access;

7. Provide students with ample time to eat their meals in pleasant cafeteria and dining areas;

8. Abide by the current allowable food and beverage portion standards;

9. Meet or exceed the more stringent of Arkansas' or the U.S. Department of Agriculture's (USDA) Nutrition Standards for reimbursable meals and a la' carte foods served in the cafeteria;[7]

10. Restrict access to competitive foods as required by law and rule;

11. Conform new and/or renewed vending contracts to the content restrictions contained in the Rules and reduce district dependence on profits from the sale of competitive foods;

12. Provide professional development to all district staff on the topics of nutrition and/or physical activity;

13. Utilize the School Health Index available from the CDC to assess how well the district is doing at implementing this wellness policy and at promoting a healthy environment for its students.

Food and Beverages Outside of the District's Food Service Programs

The District will ensure that drinking water is available without charge to all students throughout the school including, but not limited to, in the District's food service areas.

All food and beverages sold to students on school campus during the school day by school administrators or school non-licensed or licensed staff (principals, coaches, teachers, club sponsors, etc.); students or student groups; parents or parent groups; or another person, company, or organization associated with the school shall meet the Federal Smart Snacks requirements and Arkansas Nutrition Standards at a minimum.[9] These restrictions include, but are not limited to, food and beverages sold in vending venues (machines, ice chests, cabinets) in school stores or as part of school fundraisers.

All food and beverages provided, but not sold, to students on the school campus during the school day by school administrators or school non-licensed or licensed staff (principals, coaches, teachers, club sponsors, etc.); students or student groups; parents or parent groups; or another person, company, or organization associated with the school shall meet the Federal Smart Snacks requirements and Arkansas Nutrition Standards at a minimum. These restrictions include, but are not limited to, food and beverages provided in vending venues (machines, ice chests, cabinets) in school stores or as part of school fundraisers.

Up to a maximum of nine (9) times per school year, school administration may schedule school wide events where food and beverages provided to students are not required to meet the Federal Smart Snacks standards during the scheduled time. The schedule of the events shall be by school, approved by the principal, and shall be part of the annual school calendar.

Food and beverages outside of the District's food service programs may not be sold, served, or provided to students in the District's food service areas during meal times.

Elementary students shall not have in-school access to vending machines.

The District does not place nutrition restrictions on food or beverages brought from home that are intended for personal consumption only.

Advertising

In accordance with the USDA regulations, oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product that are made by the producer, manufacturer, seller, or any other entity with a commercial interest in the product shall only be permitted on school campus during the school day if they meet or exceed the Federal Smart Snacks standards.[11] This restriction does not apply to:

§ Materials used for educational purposes in the classroom, including, but not limited to:

- The use of advertisements as a media education tool; or

- Designing and implementing the health or nutrition curriculum;

- Clothing, apparel, or other personal items used by students and staff;
- The packaging of products brought from home for personal consumption; and
- Currently existing advertisements on school property, including but not limited to, the exterior of vending machines, posters, menu boards, coolers, trash cans, cups used for beverage dispensing, and other food service equipment; however, all future contracts and replacement items shall meet the Federal Smart Snacks standards.

Adoption Awareness Instruction

The District shall provide any information provided to students on the District's adoption awareness instruction that was in written form to the parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to a pregnant student who is enrolled in the District.

Breast Feeding

In addition to providing age-appropriate education for students regarding the nutritional benefits of breastmilk and breastfeeding practices, the District shall provide:

· Space in the District's school facilities for District employees, students, and volunteers who are breastfeeding mothers that is a private, secure, and sanitary room or other location, other than a toilet stall, that contains Access to a power source for a breast pump or any other equipment used to express breast milk where an employee, student, or volunteer can express breast milk;
· Space in the District's school facilities for District students who are breastfeeding mothers that is a private, secure, and sanitary room or other location, other than a toilet stall, where a student can breastfeed the student's child;
· Permission to bring a breast pump and any other equipment used to express breast milk to school;
· Access to a place to safely store breast milk, which shall include, but not be limited to, a refrigerator or cooler in:
- A nurse's office;
- A teachers' lounge; or
- Another private location or location with limited accessibility in which the breast milk may be safely secured;

· Access to a location to clean a breast pump and any other equipment used to express breast milk at school.
· Break time:
- To an employee or volunteer for the purpose of expressing breast milk that, to the extent possible, shall run concurrently with existing break times; and
- To a student that is a reasonable amount of time to accommodate the student's need to express breast milk or to breastfeed the student's child on the District's campus;

· That a student shall not incur an academic penalty for expressing breast milk or for breastfeeding the student's child on the District's campus; and

· A student has the opportunity to make up any work missed due to expressing breast milk or for breastfeeding the student's child on the District's campus.

Child Care

The District shall provide student mothers and fathers information regarding available child care services.

Community Engagement

The District will work with the wellness committee to:

a. Encourage participation in extracurricular programs that support physical activity, such as walk-to-school programs, biking clubs, after-school walking etc.;

b. Encourage the implementation of developmentally appropriate physical activity in after-school childcare programs for participating children;

c. Promote the reduction of time youth spend engaged in sedentary activities such as watching television and playing video games; and

d. Encourage the development of and participation in family-oriented community-based physical activity programs.

The District will annually inform the public:

- Of the web address where the policy is located;
- Of any changes made to this policy since the previous year;
- Of the health and wellness priority goals in the District's DSP;
- That a printed copy of the policy may be picked up at the District's central office; and
- The amounts and specific sources of funds received and expenditures made from competitive food and beverage contracts.

Assessment of District's Wellness Policy

At least once every three years, with input from the SNPACC, the District shall assess both the District as a whole and individual schools' status in regards to the implementation and compliance of the goals of this policy, including the health and wellness goals in the District's DSP. The assessment shall be based, at least in part, on:

· The extent to which District schools are in compliance with this policy;

· The extent to which this policy compares to other model local school wellness policies;

· The annual reviews of this policy based on modules 1, 2, 3, 4, 10, and 11 of the CDC's

School Health Index; and

· A description of the progress made in attaining the goals of this policy.

On the years the assessment occurs, the assessment results shall be reported to the public, including parents, students, and other members of the community as part of the District's annual report to the public.

The District will update the wellness policy based on the results from the three (3) year assessment.

District Website

The District will place on its website:

- The name, District phone number, and District email address for the District Level School Health Coordinator;
- The names, district phone numbers, and district email addresses for the School Level School Health Coordinators;
- The names of the members of the wellness committee;
- Meeting dates for the wellness committee;
- Information on how community members may get involved with the wellness committee;
- A copy of this policy;
- A copy of the annual review of this policy based on modules 1, 2, 3, 4, 10, and 11 of the CDC's School Health Index; and
- A copy of the most recent three (3) year assessment of this policy.

School Calendar
2026-2027

Dates	Events
August 3-7, 10-14	Professional Development
August 13	Open House (4:00-6:00)
August 17	First Day of School
September 7	Labor Day- No School
October 15	Second Quarter Begins
October 20	Parent-Teacher Conferences (3:30-6:30)
November 23-27	Thanksgiving Break- No School
December 21- January 3	Christmas Break- No School
January 4	Third Quarter Begins
January 18	MLK Day- No School
February 15	Presidents Day- No School
March 15	Fourth Quarter Begins
March 18	Parent-Teacher Conferences (3:30-6:30)
March 22-26	Spring Break- No School
May 24	Last Day of School