

Yellville-Summit School District



District Policies and Student Handbook

2026-2027

Yellville, Arkansas

INTRODUCTION

This student handbook has been prepared for students, and their parents, of the Yellville-Summit Public Schools. The information contained herein will be of help to students, faculty, and parents in understanding the policies, regulations, and traditions of the Yellville-Summit School system. Changes for this handbook have been reviewed and were approved on June 16, 2025, by the Yellville-Summit Board of Education. District policies are also located on the District website.

DISTRICT POLICIES

All Yellville-Summit District policies are located on the district website under State Required Information (<https://www.yellvillesummitschools.com/o/yss/page/state-required-information>) and hard copies of a policy or policies may be requested in any of the district's offices.

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ADMINISTRATION

Mr. Wes Henderson, Superintendent
870-449-4061
870-449-5003 (fax)

Mr. Peyton Milligan, Principal (K-4)
870-449-4244
870-449-2214 (fax)

Mrs. Kary Duffy, Principal (5-8)
870-449-6533
870-449-4330 (fax)

Mr. Clark Gustin, Principal (9-12)
870-449-4066
870-449-4773 (fax)

Yellville-Summit School District
1124 North Panther Drive
Yellville, AR 72687
www.yellvillesummitschools.com
["Yellville-Summit Public Schools" on Facebook](#)

WELCOME

Our school welcomes you and we hope that you will always be conscious of its traditions and requirements. This school will be whatever you make it. Let us always have the spirit to do the things which will make it outstanding.

MISSION STATEMENT

We, the Yellville-Summit School community, are committed to making learning a lifelong process in which students take personal responsibility for achievement. Through a diverse curriculum, we are committed to providing the opportunity for each student to achieve personal success and become productive citizens in a democratic society.

BELIEVE...ACHIEVE...SUCCEED

“TOGETHER WE CAN”

ACCREDITATION

The Yellville-Summit School District is fully accredited by the State of Arkansas. The Arkansas Division of Elementary and Secondary Education has recognized for many years the quality of our program.

CODE OF STUDENT CONDUCT

Development of good discipline is one of the most important goals of education. Discipline is the development of self-control, character, and proper consideration for other people. Understanding the purposes of discipline in school facilitates the formation of positive attitudes and assists the student in doing his/her part to become a better person and to make the school a better place

In order that the Yellville-Summit School District can maintain the best possible learning environment, the administration and faculty have expectations of the students. These expectations are:

- I. APPROPRIATE SCHOOL BEHAVIOR:
Classroom behavior that assures the right of every student to learn and the right of every teacher to teach. Appropriate out-of-classroom behavior demonstrates respect for the personal and property rights of other students, faculty, and staff.
- II. Arrival at school and to class on time.
- III. Daily school and class attendance.
- IV. Appropriate use and care of the buildings and facilities of the school.
- V. Cooperation with the school staff as they attempt to meet the varied educational needs of all students.
- VI. Adherence to acceptable standards of courtesy, decency, and morality, and compliance with provisions of civil law.

Failure to meet these expectations will result in specified consequences for various infractions.

SCHOOL CALENDAR 2026-2027

Teacher In-Service (5 days)	Aug 4-10
Back to School Bash/Staff Development	Aug 10
Classes Begin	Aug 12
Labor Day Holiday (State Dept. required)	Sept 7
First Quarter Ends (44.7days)	Oct 9
Early Dismissal (12:30p.m.)	Oct. 10
Parent/Teacher Conferences Early Dismissal 1:30p.m.)	Oct 15
Teacher In-Service	Oct 16
No School	Oct 19
Thanksgiving Break	Nov 20-27
Early Dismissal (1:30 p.m,)	Dec 18
Christmas Break	Dec 21-Jan 5
Second Quarter Ends (44.6 days)	Dec 18
Teacher Inservice	Jan. 5
MLK Day (Holiday) *	Jan 18
President's Day (Holiday) *	Feb 15
Third Quarter Ends (49.4 days)	Mar 12
Parent/Teacher Conferences Early Dismissal 1:30 p.m.	Mar 18
Teacher In-Service	Mar 19
Spring Break	Mar 22-29
No School	April 12
Graduation (7 p.m.)	
Fourth Quarter Ends (44.6 days)	May 21
Memorial Day Holiday (State Dept. required)	May 31

*Makeup snow days IF days needed, due to weather

Potential Inclement Weather Days: 5 Days of Banked Instructional Time (1,954 minutes)

January 18

February 15

April 12

May 24-28

BELL SCHEDULE FOR HIGH SCHOOL

7:45	First Bell
7:50-8:51	First Period
8:51-8:55.....	Second Chance Breakfast
8:55-9:41	Second Period
9:45-10:31	Third Period
10:35-11:26	Fourth Period
11:00-11:30	Lunch (1-2)
11:30-12:00	Lunch (3-4)
12:00-12:30	Lunch (K)
11:30-12:00	A Lunch (5-8)
11:30-12:15	PACE (9-12)
12:15-12:45	B Lunch (9-12)
12:50-1:36	Fifth Period
1:40-2:26	Sixth Period
2:30-3:16	Seventh Period

BELL SCHEDULE FOR MIDDLE SCHOOL

7:45	First Bell
7:50-8:51	WIN/Advisory
8:55-9:41	First Period
9:45-10:31	Second Period
10:35-11:26	Third Period
11:30-12:00.....	Lunch (5-8)
12:00-12:46	Fourth Period
12:50-1:36	Fifth Period
1:40-2:26	Sixth Period
2:30-3:16	Seventh Period

EQUAL EDUCATIONAL OPPORTUNITY

The Yellville-Summit School District is committed to the principle of nondiscrimination and no student in the Yellville-Summit School District shall, on the grounds of race, color, religion, national origin, sex, sexual orientation, gender identity, age, or disability be excluded from participation in, or denied the benefits of, or subjected to discrimination under any educational program or activity sponsored by the District.

AHERA RULE SECTIONS 763.85-763.99

The Yellville-Summit School District buildings contain some asbestos containing materials; however, the district has implemented an Asbestos Management Plan to safely contain the

asbestos material. This plan can be viewed during normal business hours at the district administration office.

ALMA MATER

*Tho' deep blue horizons,
The woodlands and plains
May beckon, may call us,
Our thoughts will remain
At old Yellville-Summit
Our school which is dear;
And we will love it more
With each new coming year.*

*For dear Yellville-Summit
Our voices will ring,
And as we go onward
Her praises we'll sing.*

*When deep blue horizons
Call us far away,
We'll love our dear school
Just as we love it today.*

Written by:

Lou Annis Kelley

FIGHT SONG

Fight, fight, fight for Yellville
We must win this game,
Onward all you Panthers
Glory to your name
RAH, RAH, RAH!!

Here's to both our colors
Here's to green and white,
So fight, fight, fight for victory
Fight you PANTHERS, fight---HEY!

COLORS AND EMBLEM

SCHOOL COLORS: Green & White

SCHOOL EMBLEM: Panther

Commissioned School Security Officer

In accordance with Arkansas state law, Yellville-Summit School District employs Commissioned School Security Officers (CSSOs) to help maintain a safe and secure environment for students, staff, and visitors. These officers are authorized to carry firearms and perform security duties on school property as outlined in Arkansas Code Annotated § 12-15-202.

CSSOs must complete training programs approved by the Director of the Division of Arkansas State Police, which include instruction in firearm use, active shooter response, trauma care, and defensive tactics, as required by Arkansas Code Annotated § 17-40-208. All CSSOs are duly commissioned by the State of Arkansas and licensed through the Arkansas State Police.

CSSOs monitor school grounds, manage access points, and respond to potential security concerns under the direction of school administration. They also serve as resources to students and staff on safety and preparedness.

CSSOs must comply with all applicable reporting and continuing education requirements established by the Arkansas State Police and the Arkansas Commission on Law Enforcement Standards and Training (CLEST).

SUMMARY OF DISTRICT FAMILY AND COMMUNITY ENGAGEMENT PLAN

(Links to Elementary, Middle School, High School, and District Plans are found on the school website: <https://www.yellvillessummitschools.com/o/yss/page/state-required-information>)

1. Jointly Developed Expectations and Objectives

The District Family and Community Engagement Plan will incorporate the school-wide plans. The schools will work to involve and engage parents/guardians in many aspects, including school improvement planning, annual evaluation of the committee efforts, updates with policies and implementation of appropriate activities, as well as providing resources to parents and the opportunity to share any concerns.

2. Building Staff Capacity through Training and Technical Assistance

Effective strategies for family and community engagement will be taught/reiterated at least every four years and there will be a designated facilitator to work with each building staff and ensure best practices. There will also be a school-parent-student compact developed to share responsibility for improving student academic achievement and developing a partnership between all parties involved. Each school will provide opportunities for parent/guardian participation through volunteering and innovating scheduling.

3. Building Parent Capacity

The schools will provide instruction to parents/guardians on incorporating appropriate learning activities in the home environment, use of websites and tools for assisting in meal planning, and other strategies developed by the school district. Log-in information will be provided to access HAC (grades, homework, missing work, upcoming due dates, teacher contact information, etc.) and parents/guardians will also be given summaries and explanations of test scores, progress reports, report cards, invitations to activities such as choir concerts, academic achievement ceremonies, etc. When needed, the District will provide computers to families and make hotspots available for at home internet access.

4. Reservation and Evaluation

Schools will use findings from evaluation processes to make recommendations for policy revisions to be done for future school years. Title I and/or local funds will be used to strengthen the student/parent/school community.

5. Coordination of Services

The District will use events like fall open-house to welcome and introduce any new procedures/teachers/environments, etc. All efforts will be made to use appropriate communicative media to publish information related to meetings, trainings, events, etc. Formation of partnerships between the district and local businesses and civic groups, as well

as alumni (for the purpose of advice and guidance for school improvement) will be used.

DISTRICT SCHOOL PROCEDURES

ABSENCES

DISTRICT SCHOOL PROCEDURES FOR ABSENCES

A student is absent if the student is not:

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

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.

Any student in grades 9-12 missing more than nine (9) unexcused absences days per semester may not receive credit for that course. At the discretion of the principal, the student may be denied promotion or graduation. 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.

Absences for students enrolled in digital courses shall be determined by the online attendance and time the student is working on the course rather than the student's physical presence at school. Students who are scheduled to have a dedicated period for a digital class shall not be considered absent if the student logs the correct amount of time and completes any required assignments; however, a student who fails to be physically present for an assigned period may be disciplined in accordance with the District's truancy policy.

EXCUSED ABSENCES

Excused absences are those where the student was on official school business or when the absence was due to one of the following reasons and the student brings a written statement upon his/her return to school from the parent or legal guardian stating such reason. A maximum of five (5) notes or phone calls will be accepted as an excused absence parent/legal guardian, person having lawful control of the student, or person standing in loco parentis. After the fifth non-medical absence in a semester, all absences must be verified with medical or legal admission slips, approved by the principal, OR WILL BE RECORDED AS AN UNEXCUSED ABSENCE. A written statement presented for

an absence having occurred more than five (5) school days prior to its presentation will may not be accepted.

1. The student's illness or when attendance could jeopardize the health of other students.
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 FCCLA, FFA, FHA, or 4-H sanctioned activity; or
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 17-year-old students who join the Arkansas National Guard while in eleventh grade to complete basic combat training between grades eleven (11) and twelve (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. 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, or 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, or 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.; or
- 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.

UNEXCUSED ABSENCES

Absences not defined above or not having an accompanying note from the parent, legal guardian, person having lawful control of the student, or 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; presented in the timeline required by this policy, shall be considered as unexcused absences.

Students with nine (9) 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 (4) 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 or regular mail with a return address.

Whenever a student exceeds nine (9) unexcused absences in a semester, the District may notify the prosecuting authority and the parent, legal guardian, person 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 shall not be counted absent for those days. Days missed due to out-of-school suspension or expulsion shall be unexcused absences, unless the building administration deems otherwise. The District shall notify the Department of Finance and Administration whenever a student fourteen (14) years of age or older is no longer in school. The

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

Legal References: A.C.A. § 6-18-201, A.C.A. § 6-18-207

Date Adopted: January 10, 2005

Last Revised: June 13, 2024

Academic Semester Test Exemptions & Procedures **Grades 9-12**

Fall Semester Exams

All students are required to take all scheduled final exams during the Fall semester. No exemptions are permitted.

Spring Semester Exam Exemptions

Students may earn an exemption from Spring semester final exams on a **class-by-class basis**, provided they meet **all** of the following academic, attendance, and behavioral requirements:

- **Grade & Attendance Thresholds:**
 - **"A" Average:** No more than 5 absences in the class.
 - **"B" Average:** No more than 4 absences in the class.
 - **"C" Average:** No more than 3 absences in the class.
- **Discipline:** The student must have **zero (0) discipline referrals** for the school year.
- **Administration Approval:** All exemptions are subject to **Principal Discretion**.

Campus Arrival and Departure Policy (Exam Week)

To maintain campus security and accountability during testing blocks, the following procedures must be strictly followed:

- **Single Entry/Exit Rule:** Students are permitted to arrive on campus and leave campus **only one time per day**. Continuous coming and going is strictly prohibited.
- **Early Check-Out Requirements:** Any student who needs to leave campus prior to the end of the regular school day—including students being picked up by a parent or guardian—must complete the following steps:
 1. Submit a **written permission slip** signed by a parent/guardian to the front office.
 2. Sign out officially on the school **Check-Out Sheet** before departing.

Note: Failure to properly sign out or submitting unauthorized notes will result in disciplinary action and may void exam exemptions.

ACADEMIC HONORS

K-8 HONOR ROLL

The K-8 academic honor roll is computed for each nine-weeks grading period. To qualify for the honor roll, a student must accumulate at least a 3.0 GPA and make no grade less than C.

HIGH SCHOOL ACADEMIC AWARDS SPRING RECOGNITION

Academic distinction for grades 9-12 is based on their cumulative GPA of 3.5 or above through the preceding fall semester.

VALEDICTORIAN, SALUTATORIAN, AND RANK IN CLASS-ENDING WITH CLASS OF 2028

Honors determination and final class rank will be based upon the cumulative GPA as of the last semester of course performance in grades nine through twelve. There will be one Valedictorian, chosen by the highest grade point average in class. There will be one Salutatorian chosen by the second highest grade point average in class. Three weighted credit courses, including AP, International Baccalaureate, concurrent credit college (excluding vocational) courses, as well as other courses approved by DESE for weighted credit, must be taken during the 10th, 11th, and 12th grades to be eligible for these positions. If these two are tied to the third decimal (ex: 4.105 and 4.105), the student taking the most weighted credit courses will be the Valedictorian and the other will be the Salutatorian. In the case these two are still tied or in case of multiple ties, there will be Co-Valedictorians and no Salutatorian that year. Multiple ties will follow the same procedure (ex: 4.150, 4.150, & 4.150).

ACADEMIC DISTINCTION AWARD-ENDING WITH CLASS OF 2028

Students who maintain a grade point average of 3.65 and above, earn the Academic Distinction Award and will be noted on the graduation program and a gold cord will be worn at graduation.

COMPLETERS

Students who complete three or more courses within a vocational program of study as outlined by the Arkansas Department of Workforce Education will wear a green and white cord at graduation. Students who complete multiple courses within a fine arts program (visual art (3 years), performing art (3 years), vocal music (4 years), or instrumental music (4 years) will wear a purple cord at graduation.

Class Rankings: Begin with Class of 2029

- Foreign exchange students will not be included in class rankings.
- Highly mobile students who enroll in the district during their senior year will not be included in senior class rankings.

Graduation Honors (*Beginning with the Class of 2029*)

Yellville-Summit High School recognizes outstanding academic achievement with Latin honors in place of Valedictorian, Salutatorian, and Honor Graduate titles.

To be eligible for honors, students must:

- Meet all graduation requirements.

- Complete a minimum of 7 credits from the following advanced coursework:
 - AP (Advanced Placement) courses
 - Pre-Calculus/Trigonometry
 - Chemistry
 - Physics
 - College courses

Note: Technical Center classes do not count toward the 7 required credits.

Summa Cum Laude

- Cumulative GPA of 4.0001 or higher
- Must complete at least 2 semesters at Yellville-Summit High School (grades 9–12)
- Must complete 8 total semesters in an accredited public or private school (grades 9–12)
- All Summa Cum Laude graduates will share a class rank of 1

Magna Cum Laude

- Cumulative GPA of 4.0000
- All Magna Cum Laude graduates will share a class rank of 2

Cum Laude

- Cumulative GPA of 3.5–3.999

If there are no Summa or Magna Cum Laude graduates, the student with the highest GPA below 4.000 will be ranked 1.

ALTERNATIVE LEARNING CENTER

Yellville-Summit School District has established its Alternative Learning Centers to accomplish two goals as follows:

- 1 To provide an alternative learning environment for those students who have difficulty functioning in a regular classroom or social setting.
- 2 To provide the opportunity for a student to graduate and obtain a high school diploma.

ARRIVAL TO SCHOOL

The school campuses open at 7:30 a.m. each morning. During extremely cold or wet weather, elementary students should come inside the elementary school building, middle school students may be in the cafeteria, and high school students may be in the old gym.

ARTIFICIAL INTELLIGENCE (AI) POLICY AND ACCEPTABLE USE GUIDELINES

1. Purpose

This policy ensures the ethical, responsible, and instructional use of Artificial Intelligence (AI) by students, teachers, and staff at Yellville-Summit High School. It promotes innovation while upholding academic integrity, protecting student privacy, and ensuring fair access to technology.

2. Definitions

- Artificial Intelligence (AI): Computer systems that simulate human cognitive functions like learning, writing, or decision-making.
- AI Tools: Any platform or software that generates or analyzes content using AI (e.g., Microsoft Copilot, ChatGPT, Gemini, Canva Magic Write).
- Acceptable Use: Ethical, transparent, and educational use of AI that follows school policies, teacher expectations, and applicable laws.

3. Staff Use of AI Tools (Aligned with ASBA Policy 3.58)

Licensed employees may use district-approved AI tools for instructional planning, personalized learning, grading assistance, and administrative support, provided:

- Only tools approved by the district may be used.
- AI is used to enhance—not replace—human instruction.
- Staff, students, and families have access to information about classroom AI integration.
- AI tools are used equitably and do not exacerbate inequality.
- Teachers actively monitor tools for bias, inaccuracy, and fairness.
- AI must not be the sole basis for determining grades or academic outcomes.

Teachers are responsible for:

- Instructing students on appropriate AI use.
- Reviewing AI-generated content for accuracy and bias.
- Ensuring students disclose and cite AI use.

4. Student Use of AI Tools

Students may only use AI tools with teacher permission. Use must align with the purpose of the assignment and expectations outlined by the instructor.

Permitted Uses (with approval):

- Brainstorming or outlining
- Study help and explanation
- Revision or feedback assistance (with citation)

Prohibited Uses:

- Submitting AI-generated text as original work without disclosure
- Using AI on exams, tests, or graded assessments without permission
- Using social media AI (e.g., Snapchat My AI) for academic work
- Entering private or identifiable data into unapproved AI platforms

5. AI Content Disclosure & Threshold Policy

Disclosure Requirement

Students must clearly acknowledge AI use in any assignment (e.g., “ChatGPT was used to brainstorm examples for paragraph 2”).

Detection & Threshold

Yellville-Summit High School uses AI detection tools (e.g., Turnitin, Draftback, version history) to monitor potential misuse.

- If 20% or more of a student’s assignment is flagged as AI-generated without disclosure, it triggers a teacher review.
- Teachers will review the work, compare it to known student writing, and meet with the student to determine intent and understanding.

Determining Academic Misconduct

AI use may be considered plagiarism or dishonesty if:

- The tool was used without teacher permission or without disclosure,
- AI-generated content constitutes a significant portion (generally $\geq 20\%$),
- The student intended to pass the AI’s work off as their own.

Consequences May Include:

- Rewriting or resubmitting the assignment
- Receiving a grade reduction or zero
- Parent/guardian conference
- Disciplinary action under the school’s plagiarism policy (page 22 of the District Policies and Student Handbook)

6. Approved Tools

The following tools have been approved by the District’s committee for the selection of AI tools:

Microsoft Copilot
ChatGPT
Canva Magic Write
OtterAI
Khanmigo
Magicschool.ai
Brisk Teaching
Gemini
Gradescope
QuillBot

7. Data Privacy & Legal Compliance

All AI tool use must comply with:

- FERPA, COPPA, HIPAA, and other data privacy laws
- District cybersecurity and student record protections
- No identifiable student or staff data may be input into public AI platforms without proper authorization

Staff must report any suspected breaches or data concerns immediately to administration or IT.

8. Equity & Access

Teachers and staff must ensure:

- AI tools are accessible to all students regardless of socioeconomic status
- No student is penalized for lacking access to home internet or devices
- Equitable alternatives are provided when necessary

9. Violations & Enforcement

Violations of this policy will be handled under existing district disciplinary frameworks:

- Students: Addressed through the Academic Integrity Policy (warnings, grade penalties, resubmission, parent contact, or further disciplinary action)
- Staff: Subject to employee disciplinary procedures outlined in board policy and ASBA Policy 3.58

10. Policy Review & Updates

This policy will be reviewed annually or upon significant changes in AI tools, laws, or instructional practices. Feedback from students, staff, and families will guide revisions.

ASSEMBLIES

Assembly programs are presented each year. The programs are educational and replace class time; therefore, all students are required to attend. Exceptions to this rule would be occasional assemblies for which admission is charged.

ASSIGNMENTS/HOMEWORK

Students are required to complete all assignments and homework in a timely manner; if not, they can be assigned to In-School-Suspension until assignments are completed.

BAND

The band is one of the most popular and active organizations in the Yellville-Summit school program. Activities for the band include pep rallies, parades, and performances at football and basketball games. DRUG TESTING IS REQUIRED FOR PARTICIPATION.

During the year, the band presents concerts and represents the school at clinics and festivals at both regional and state levels.

BUS TRANSPORTATION

Bus routes are established to transport students in the Yellville-Summit School District. State transportation regulations must be observed at all times. The Board of Education establishes routes, stops, and other transportation policies. The bus driver is in complete charge of his/her bus and students are responsible for their actions. There is a great deal of responsibility connected with driving a school bus. Therefore, it is of great importance that proper conduct be observed at all times.

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 transportation privileges may be suspended or terminated for violations of the Student Code of Conduct related to bus behavior.

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.

CAFETERIA

The school cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, the District offers a free well-balanced breakfast and lunch due to District participation in the Provision 2 National School Lunch and School Breakfast Program.

The lunchroom management and your fellow students will appreciate your cooperation in:

1. Depositing all lunch litter in wastebaskets;
2. Returning all trays and utensils to the dishwashing area;
3. Leaving the table and floor around your place in a clean condition for others
4. Treating the lunchroom staff with respect and a pleasant attitude.

CELL PHONES

Personal Electronic Devices Policy (Act 122 – “Bell to Bell, No Cell”)

In accordance with **Arkansas Act 122 of 2023**, Yellville-Summit School District enforces the following policy regarding personal electronic devices: Students are **prohibited from using or having out any personal electronic devices** from the **first bell of the school day until the final dismissal bell**, unless authorized by a school official.

This includes but is not limited to:

- Cell phones

- Smartwatches
- Wireless earbuds (e.g., AirPods)
- Tablets
- Personal laptops
- Gaming devices
- Any device that can transmit or receive data

Devices must be **powered off** and **stored out of sight** (e.g., in backpacks, lockers, or vehicles) during the instructional day.

Consequences for Violations:

- 1st offense—disciplinary referral, guardian contacted, phone confiscated and returned to student at the end of the school day.
- 2nd offense—disciplinary referral, one day ISS, phone confiscated and returned **ONLY** to guardian, unless guardian requests for the student to receive at the end of the school day, especially on a Friday.
- 3rd offense—disciplinary referral, two days ISS, phone confiscated and returned **ONLY** to guardian, unless guardian requests for the student to receive at the end of the school day, especially on a Friday. **PHONE NOT ALLOWED BACK ON CAMPUS, ANYTIME DURING THE SCHOOL DAY.**

The school is **not responsible** for loss, theft, or damage to any personal electronic devices brought to school.

CLASS DEFINITION

Ninth grade standing requires that a student be promoted to the next grade level by passing three of four core classes. Tenth grade standing requires the passing of five (5) units, including English I. Eleventh grade standing requires the passing of ten (10) units, including English II. Twelfth grade standing requires the passing of 17 units, including English III. Credit is awarded to high school students for approved courses.

CLASS RINGS

Students may order class rings at school during the fall of their junior year. A deposit of \$50.00 is required upon ordering with the balance due when the ring is delivered. Instructions for ordering will be issued after a sale date is determined.

CLOSED CAMPUS

All schools in the District shall operate closed campuses. Students in grade 12 may be eligible for off-campus lunch on Fridays. Students are required to stay on campus from their arrival until dismissal at the end of the regular school day. Students may be given permission to leave the campus by a school official and must sign out in the office upon their departure.

Students cannot check out solely for lunch unless they are checked out by a parent or guardian in person. Students who wish to have food brought to them at school must have it done by a parent or guardian. Parents and students may not bring outside food to other students.

Beginning with the 2024-25 school year, the Yellville-Summit Board of Education adopted the above-referenced policy with the understanding that it is a privilege that can be revoked at any time; further, two resultant tardies after the designated lunch period will carry the consequence of loss of this privilege for a time to be determined by the building principal.

Seniors with modified schedules are required to attend all class periods for which they are enrolled. They may arrive at school in time for their first scheduled class and leave campus after their final scheduled class of the day. They are not permitted to leave campus between classes. Regardless of their individual schedule, all seniors are required to attend the daily PACE (advisory) period. For example, if a senior has morning classes, he/she must attend PACE before leaving campus. If a senior has afternoon classes, he/she must arrive at school for PACE and stay until his/her final scheduled class of the day.

CONCURRENT ENROLLMENT PROCEDURES

The Concurrent Enrollment (Dual Credit) program allows eligible high school students to earn college credit while completing their high school graduation requirements. To participate, students must meet specific academic benchmarks.

Academic Eligibility Pathways

Students wishing to enroll in concurrent courses must meet the criteria under one of the following pathways, depending on the course type and location.

Pathway 1: General Concurrent Eligibility

To enroll in standard concurrent courses, students must meet the baseline requirements established by our partnering higher education institution:

- **GPA:** Maintain a minimum cumulative GPA of **3.0**.
- **Testing:** Meet or exceed the qualifying placement test score requirements set by the partnering institution.

Pathway 2: On-Campus Concurrent Courses (At Yellville-Summit)

Students who *do not* meet the partnering institution's standard qualifying test scores may still enroll in concurrent courses taught physically on the Yellville-Summit campus (**excluding** Composition I and II), provided they meet **all** of the following:

- **GPA:** Maintain a minimum cumulative GPA of **3.25**.
- **Reading Placement:** Achieve an **ACT Reading score of 17** or higher, OR an **Accuplacer Reading score of 250** or higher.

4.2 Specialized Course Requirements

Certain advanced courses require rigorous prerequisites and higher testing thresholds due to their academic demands.

English Composition I & II

To enroll in Composition I and Composition II, students must meet **all** of the following criteria:

- **GPA:** Maintain a minimum cumulative GPA of **3.5**.
- **Placement Scores:** Achieve an **ACT Reading AND Writing score of 17** or higher, OR an **Accuplacer score of 250** or higher.
- **Prerequisite Coursework:** Successfully complete the **AP Language and Composition** course.

DIGITAL LEARNING

Students may only be approved for digital learning courses one quarter at a time. Approval for digital learning in one quarter does not guarantee continued enrollment in digital courses for future quarters.

Students are not eligible to take a course through digital learning if the same course is offered on campus and can be scheduled within their regular school day unless they are deemed a digital learning student.

Mid-quarter changes to or from digital learning are not permitted except for extenuating circumstances. All digital learning requests must be submitted and approved before the start of the quarter.

Students may only switch from digital to on-campus courses or on-campus to digital at the end of a quarter and must have earned a minimum grade of 40% in the course to be eligible for the switch. Any grade below 40% is considered unrecoverable and will disqualify the student from switching formats for that course. Administrator approval required.

If a student has an IEP or 504 Plan, the student's case manager must be involved in the approval process for digital learning enrollment.

Students enrolled in digital learning must maintain academic progress. If a student fails two or more core digital classes (math, English, science, history), the student will be required to take on-campus classes.

GRADUATION REQUIREMENTS FOR THE CLASS OF 2027 AND THEREAFTER

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 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 process³ 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. In addition to the twenty-two (22) units required for graduation by the Division of Elementary and Secondary Education (DESE), the district requires an additional 2 units to graduate for a total of 24 units. The additional required units may be taken from any electives offered by the district.

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 – 9th, 10th, 11th, and 12th

Oral Communications: one-half ($\frac{1}{2}$) unit

Mathematics: four (4) units

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

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

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 ($\frac{1}{2}$) unit
- World history, one (1) unit
- American History, one (1) unit
- Other social studies – one-half ($\frac{1}{2}$) unit

Physical Education: one-half ($\frac{1}{2}$) unit

Note: While one-half ($\frac{1}{2}$) 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 ($\frac{1}{2}$) unit

Economics – one half ($\frac{1}{2}$) 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 ($\frac{1}{2}$) 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

DISCIPLINE POLICIES

STUDENT DISCIPLINE (Policy 4.17)

The Yellville-Summit 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.

Disciplinary decisions will be determined by the school administration depending on severity of the offense. Consequences will consist of a minimum of a verbal warning or a maximum of expulsion. Other consequences could include corporal punishment, in-school suspension, out-of-school suspension, referral to juvenile services, loss of course credit, and /or a recommendation of expulsion. Law enforcement agencies will be contacted when deemed necessary by the school administration. Adjustments to the disciplinary plan will be made for students who misbehave during the last few weeks of a semester since all options will not be available.

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

- 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.

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 Yellville-Summit 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.

ASSAULT OR BATTERY (POLICY 4.21)

A student shall not threaten, physically abuse, or attempt to physically abuse, or behave in such a way as to be perceived to threaten bodily harm to any other person (student, school employee, or school visitor). Any gestures, vulgar, abusive or insulting language, taunting, threatening, harassing, or intimidating remarks by a student toward another person that threatens their well-being is strictly forbidden. This includes, but is not limited to, fighting, racial, ethnic, religious, or sexual slurs.

Furthermore, it is unlawful, during regular school hours, and in a place where a public school employee is required to be in the course of his or her duties, for any person to address a public school employee using language which, in its common acceptance, is calculated to: a) cause a

breach of the peace; b) materially and substantially interfere with the operation of the school; c) arouse the person to whom it is addressed to anger, to the extent likely to cause imminent retaliation. Students guilty of such an offense may be subject to legal proceedings in addition to student disciplinary measures.

Any of the followings offenses could result in notification of the SRO and a juvenile citation.

1st Physical Confrontation: 1 day OSS (Out of School Suspension) and ISS (In School Suspension) as deemed necessary. (ISS if parent can't pick up the day of incident - OSS following day).

2nd Physical Confrontation: 2 days OSS (Out of School Suspension) and ISS (In School Suspension) as deemed necessary. (ISS if parent can't pick up the day of incident - OSS the following 2 days). Notification of SRO (School Resource Officer).

3rd Physical Confrontation: 3 days OSS (Out of School Suspension) and ISS (In School Suspension) as deemed necessary. (ISS if parent can't pick up the day of incident - OSS the following 3 days). Notification of SRO (School Resource Officer) for a possible citation.

1st Physical Confrontation w/Juvenile Assault Citation issued: 3 days OSS and ISS as deemed necessary

2nd Physical Confrontation w/Juvenile Assault Citation issued: 5 days OSS and ISS as deemed necessary

3rd Physical Confrontation w/Juvenile Assault Citation issued: 10 days OSS w/possible expulsion hearing considered and ISS as deemed necessary.

BULLYING AND CYBERBULLYING (POLICY 4.43)

Definitions

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

“Bullying” means the intentional harassment, intimidation, humiliation, ridicule, defamation, or threat or incitement of violence by a student against another student or public school employee by a written, verbal, electronic, or physical act that:

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

“Substantial disruption” means without limitation that any one or more of the following occur as a result of the bullying:

- Necessary cessation of instruction or educational activities;
- Inability of students or educational staff to focus on learning or function as an educational unit because of a hostile environment;
- Severe or repetitive disciplinary measures are needed in the classroom or during educational activities; or
- Exhibition of other behaviors by students or educational staff that substantially interfere with the learning environment.

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

Students are encouraged to report behavior they consider to be bullying, including a single action which if allowed to continue would constitute bullying, to their teacher or the building principal. The report may be made anonymously. Teachers and other school employees who have witnessed, or are reliably informed that, a student has been a victim of behavior they consider to be bullying,

including a single action which if allowed to continue would constitute bullying, shall report the incident(s) to the building principal, or designee, as soon as possible. Parents or legal guardians may submit written reports of incidents they feel constitute bullying, or if allowed to continue would constitute bullying, to the building principal, or designee.

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

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

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

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

Notice of what constitutes bullying, the District's prohibition against bullying, and the consequences for students who bully shall be conspicuously posted in every classroom, cafeteria, restroom, gymnasium, auditorium, and school bus. Parents, legal guardians, person having lawful control of a student, persons standing in loco parentis, students, school volunteers, and employees shall be given copies of the notice annually.

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

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.

Personal Electronic Devices Policy (Act 122 – “Bell to Bell, No Cell”) 4.47

In accordance with **Arkansas Act 122 of 2023**, Yellville-Summit School District enforces the following policy regarding personal electronic devices: Students are **prohibited from using or having out any personal electronic devices** from the **first bell of the school day until the final dismissal bell**, unless authorized by a school official.

This includes but is not limited to:

- Cell phones
- Smartwatches
- Wireless earbuds (e.g., AirPods)
- Tablets
- Personal laptops
- Gaming devices
- Any device that can transmit or receive data

Devices must be **powered off** and **stored out of sight** (e.g., in backpacks, lockers, or vehicles) during the instructional day.

Consequences for Violations:

- 1st offense—disciplinary referral, guardian contacted, phone confiscated and returned to student at the end of the school day.
- 2nd offense—disciplinary referral, one day ISS, phone confiscated and returned ONLY to guardian, unless guardian requests for the student to receive at the end of the school day, especially on a Friday.
- 3rd offense—disciplinary referral, two days ISS, phone confiscated and returned ONLY to guardian, unless guardian requests for the student to receive at the end of the school day, especially on a Friday. **PHONE NOT ALLOWED BACK ON CAMPUS, ANYTIME DURING THE SCHOOL DAY.**

The school is **not responsible** for loss, theft, or damage to any personal electronic devices brought to school.

INTERNET SAFETY AND ELECTRONIC DEVICE USE POLICY (POLICY 4.29)

The Yellville-Summit 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.

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

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.

CORPORAL PUNISHMENT (POLICY 4.39)

The Yellville-Summit School Board authorizes the use of corporal punishment to be administered in accordance with this policy by the Superintendent or his/her designated staff members who are required to have a state-issued certificate as a condition of their employment.

Prior to the administration of corporal punishment, the student receiving the corporal punishment shall be given an explanation of the reasons for the punishment and be given an opportunity to refute the charges.

All corporal punishment shall be administered privately, i.e. out of the sight and hearing of other students, shall not be excessive, or administered with malice, and shall be administered in the presence of another school administrator or designee who shall be a licensed staff member employed by the District.

Corporal punishment shall not be used as a form of discipline for a student who is intellectually disabled, non-ambulatory, non-verbal, or autistic.

DISRUPTION OF SCHOOL (POLICY 4.20)

No student shall by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause the disruption of any lawful mission, process, or function of the school, or engage in any such conduct for the purpose of causing disruption or obstruction of any lawful mission, process, or function. Nor shall any student encourage any other student to engage in such activities.

Disorderly activities by any student or group of students that adversely affect the school's orderly educational environment shall not be tolerated at any time on school grounds. Teachers may remove from class and send to the principal or principal's designee a student whose behavior is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to teach the students, the class, or with the ability of the student's classmates to learn. Students who refuse to leave the classroom voluntarily will be escorted from the classroom by the school administration.

DRUGS AND ALCOHOL (POLICY 4.24)

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 Yellville-Summit School District shall possess, attempt to possess, consume, use, distribute, sell, buy, attempt to sell, attempt to buy, give to any person, or be under the influence of any substance as defined in this policy, or what the student represents or believes to be any substance as defined in this policy. This policy applies to any student who; is on or about school property; is in attendance at school or any school sponsored activity; has left the school campus for any reason and returns to the campus; is en 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.

- **First offense - of Possessing, Consuming, or use of Alcohol or Drugs is 10 Days Out of School Suspension; notification of SRO (School Resource Officer), including a Juvenile citation and notification of Juvenile Services.**
- **Second Offense - of Possessing, Consuming, or use of Alcohol or Drugs is 10 Days Out of School Suspension; notification of SRO (School Resource Officer), including a Juvenile citation and notification of Juvenile Services; the second offense also includes a Recommendation to the Superintendent & School Board for a FULL EXPULSION, of the student.**
- **First offense – of SELLING or DISTRIBUTING Alcohol or Drugs as defined in this Policy is 10 Days Out of School Suspension; notification of SRO (School Resource Officer), including a Juvenile citation and notification of Juvenile Services; the second offense also includes a Recommendation to the Superintendent & School Board for a FULL EXPULSION, of the student.**

Every offense carries over from semester to semester and year to year through Middle School (grades 5th – 8th) and during the student's High School years (grades 9th – 12th).

EXPULSION (POLICY 4.31)

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 for student conduct deemed to be of such gravity that suspension would be inappropriate, or 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 poses a physical risk to himself or herself or to others, or causes a serious disruption that cannot be addressed through other means; or 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 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 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, persons having lawful control of the student, persons 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 will present evidence, including the calling of witnesses that gave rise to the recommendation of expulsion. The student, or his/her representative, may then present evidence including statements from persons with personal knowledge of the events or circumstances relevant to the charges against the student. Formal cross-examination will not be permitted. However, any member of the Board, the Superintendent, or designee, the student, or his/her representative may question anyone making a statement and/or the student. The presiding officer shall decide questions concerning the appropriateness or relevance of any questions asked during the hearing.

Except as permitted by Policy 4.22, the Superintendent shall recommend the expulsion of any student for a period of one (1) year for possession of any firearm or other weapon 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 the 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 shall complete the expulsion process of any student that was initiated because the student possessed a firearm or other weapon on school property regardless of the enrollment status of the student.

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

PLAGIARISM

Plagiarism, (or intellectual theft) is defined as "the reproduction, in whole or essential part, of a literary, artist, or musical work by one who falsely claims to be its creator". *Encyclopedia Americana, 2003* Some examples might include but are not limited to:

- Downloading a paper from a "paper-mill"
- Submitting another student's work
- Copying a portion of another's work without citing it
- Copying material, supplying proper documentation, but leaving out quotes or indents
- Paraphrasing ideas without documentation

Plagiarism is regarded as a very serious offense. Many institutions of higher education expel students found guilty of plagiarism. In our effort to prepare all Yellville-Summit students for the future, we have established the following guidelines:

Violation first offense: Teacher documents the plagiarism, contacts the parent/guardian, and assigns zero credit for the assignment.

Violation second offense: Teacher documents the plagiarism, contacts the parent/guardian, assigns zero credit for the assignment, and discipline referral sent to principal for disciplinary action

PROHIBITED CONDUCT (POLICY 4.18)

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 (including, but not limited to, cigarettes, cigars, chewing tobacco, snuff, e-cigarettes, e-cigars, and e-pips) in or on any property owned or leased by any public school;
6. Willfully or intentionally damaging, destroying, or stealing school property;
7. Possession of 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; and
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.

SEARCH, SEIZURE, AND INTERROGATIONS (POLICY 4.32)

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 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.

SEXUAL HARRASSMENT (POLICY 4.27)

The Yellville-Summit 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 formal complaint grievance process;¹
- The process for submitting a formal 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
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
3. Constitutes:
 - a. Sexual assault;
 - b. Dating violence
 - c. Domestic violence; or
 - d. Stalking.

“Supportive measures” means individualized services that are offered to the complainant or made available to the respondent designed to restore or preserve equal access to the District’s education program or activity without unreasonably burdening the other party. The supportive measures must be non-disciplinary and non-punitive in nature; offered before or after the filing of a formal complaint or where no formal 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 e-mails or Web sites of a sexual nature;
- Intimidation by words, actions, insults, or name calling; and
- Teasing or name-calling related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct or is homosexual, regardless of whether or not the 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 formal 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 formal complaint or where no formal complaint has been filed. The District shall provide 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;
- 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 formal complaint through the determination, including:
 - a. Any notifications to the parties;
 - b. Interviews with parties and witnesses;
 - c. site visits;
 - d. Methods used to gather other evidence; and
 - e. Hearings held;
3. Findings of fact supporting the determination;
4. Conclusions regarding the application of the District's code of conduct to the facts;
5. A statement of, and rationale for, the result as to each allegation, including:
 - a. A determination regarding responsibility;
 - b. Any disciplinary sanctions imposed on the respondent; and
 - c. Whether remedies designed to restore or preserve equal access to the District's education program or activity will be provided by the District to the complainant; and
6. The procedures and permissible bases for the complainant and respondent to appeal.

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

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

The District shall investigate the allegations in a 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 the formal 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 formal 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.

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

The 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 formal complaint or any allegations therein, on the following bases:

- a. The existence of a procedural irregularity that affected the outcome of the matter;
- b. Discovery of new evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter;
- c. The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter; or
- d. An appeal of the disciplinary sanctions from the initial determination.⁴

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-maker⁵ 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 formal complaints, will be treated in a confidential manner to the extent possible. Limited disclosure may be provided to:

- Individuals who are responsible for handling the District's investigation and determination of responsibility to the extent necessary to complete the District's grievance process;
- Submit a report to the child maltreatment hotline;
- Submit a report to the Professional Licensure Standards Board for reports alleging sexual harassment by an employee towards a student; or
- The extent necessary to provide either party due process during the grievance process.⁵

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 formal 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 sexual 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 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 sexual harassment, arise out of the same facts or circumstances as a report or formal complaint of sex discrimination, 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 not⁷ 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.

SUSPENSION (POLICY 4.30)

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:

- a. Poses a physical risk to himself or herself or to others;

- b. Causes a serious disruption that cannot be addressed through other means; or
- c. Is the act of bringing a firearm on school campus.

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

The school principal or designee shall proceed as follows in deciding whether or not to suspend a student:

1. The student shall be given written notice or advised orally of the charges against him/her;
2. If the student denies the charges, he/she shall be given an explanation of the evidence against him/her and be allowed to present his/her version of the facts; and
3. If the principal finds the student guilty of the misconduct, he/she may be suspended.

When possible, notice of the suspension, its duration, and any stipulations for the student's 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, 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. Students violating this policy will be considered trespassing.

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.

TOBACCO, ELECTRONIC NICOTINE DELIVERY SYSTEMS, AND RELATED PRODUCTS (POLICY 4.23)

Smoking or use of tobacco or products containing tobacco/non-FDA regulated nicotine products in any form (including, but not limited to, JUUL/vapes, cigarettes, cigars, chewing tobacco, snuff, e-cigarettes, e-cigars, and e-pips) by anyone in or on any property owned or leased by a District school, including school buses, or at school sponsored events on or off campus by anyone related to the event, is prohibited. The exhibition by students of tobacco-related gear or paraphernalia and tobacco industry sponsorship, marketing or giveaways is prohibited. Procedures for Implementing and Enforcing Comprehensive Tobacco Control Policy:

- Students who violate this policy may be subject to legal proceedings in addition to student disciplinary measures. All students who possess a JUUL/Vape may be subject to field tests to determine if the substance is considered an illegal substance: Every offense carries over from semester to semester and year to year through middle school (grades 5th-8th) and during the student's high school years (grades 9th-12th). If a JUUL/Vape is found to contain an illegal substance, the student's discipline will immediately fall under Policy 4.24 (Drugs & Alcohol) and that policy will override and be followed when administering the appropriate discipline.

1st offense: Use or possession of a JUUL/Vape device, paraphernalia, or refill products.

3 days ISS (In School Suspension, notification of SRO (School Resource Officer), in addition to

- a) Tobacco products/non-FDA regulated nicotine products must be confiscated
- b) School shall contact parents
- c) Offer tobacco cessation/intervention education program

2nd offense: Use or possession of a JUUL/Vape device, paraphernalia, or refill products.

3 days OSS (Out of School suspension, notification of SRO (School Resource Officer), including Juvenile citation and notification of Juvenile Services, in addition to ...

- a) Tobacco products/non-FDA regulated nicotine products must be confiscated
- b) School shall contact parents

3rd offense: Use or possession of a JUUL/Vape device, paraphernalia, or refill products.

5 days ISS (In School Suspension, Juvenile citation and notification of Juvenile Services from SRO (School Resource Officer), including, in addition to ...

- a) Tobacco products/non-FDA regulated nicotine products must be confiscated
- b) School shall contact parents

4th offense: Use or possession of a JUUL/Vape device, paraphernalia, or refill products.

10 days ISS (In School Suspension), Juvenile citation and notification of Juvenile Services from SRO (School Resource Officer), including, in addition to ...

- a) Tobacco products/non-FDA regulated nicotine products must be confiscated
- b) School shall contact parents

5th offense: Use or possession of a JUUL/Vape device, paraphernalia, or refill products.

10 days OSS (Out of School Suspension), Juvenile citation and notification of Juvenile Services from SRO (School Resource Officer), including, in addition to ...

- a) Tobacco products/non-FDA regulated nicotine products must be confiscated
- b) School shall contact parents
- c) Building Principal may refer student to Superintendent for Expulsion Hearing before the School Board

6th offense: Use or possession of a JUUL/Vape device, paraphernalia, or refill products.

Juvenile citation and notification of Juvenile Services from SRO (School Resource Officer), including, in addition to...

- a) Tobacco products/non-FDA regulated nicotine products must be confiscated
- b) School shall contact parents
- c) Building Principal shall refer student to Superintendent for Expulsion Hearing before the School Board.

- The District has the right to ask those that wish to use tobacco or products containing tobacco, to leave its school campus or school sponsored events.
- Students and staff who seek help quitting tobacco products will be offered assistance by the school district via access to online tobacco cessation programs as listed below or by contacting the Coordinated School Health Coordinator at (870)449-4066.
 - www.tobaccofreeemariion.org
 - www.mylastdip.com
 - ASPIRE www.2.mdanderson.org/depts/aspire/site.html
 - QUIT NOW 1-800-784-8669
 - LifeSynch 1-866-378-1645
- Signage posted of Tobacco Free Campus.
- Notification of any changes made to the Tobacco Policy provided to students, parents, faculty and staff.
- Following the Arkansas Department of Education Frameworks students K-12 are required to receive instruction on avoiding tobacco use.

WEAPONS AND DANGEROUS INSTRUMENTS (POLICY 4.22)

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. Military personnel, acting in the course of their official duties are exempted.

A weapon is defined as 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. For the purpose of this policy, “firearm” means any device designed, made, or adapted to expel a projectile by the action of an explosive or any device readily convertible to that use.

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

Except as permitted in this policy, students found to be in possession on the school campus of a firearm shall be recommended for expulsion for a period of one (1) year. The School Board 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 weapon 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 weapons 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 weapon 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 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.

DRESS CODE

Yellville-Summit students are expected to maintain a neat and clean appearance during the school day, and at all school activities. Students that do not abide by the student dress code at any school function, either on campus or away from campus, may be asked to leave the premises and will be subject to disciplinary actions by the school.

Yellville-Summit students are asked to comply with the following guidelines in regard to dress and grooming:

1. A student’s dress should not be a threat to his or her safety or the safety of others
2. Cleanliness is important
3. A student’s dress should not impair his or her health or the health of others
4. Dress or grooming habits should not allow hazardous situation
5. If the dress of any student is a clear distraction, it will not be allowed
6. 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.

Specifically students are required to:

- Wear clothing that covers the student from torso to mid-thigh;
- Not wear clothing that advertises alcoholic beverages, tobacco products, drugs, or inappropriate actions;
- The District would prefer student's heads not be covered in any way, in any building, at any time. Staff must be able to see the student's eyes at all times and teacher's classroom rules should always be followed.
- Not wear clothing that advertises alcoholic beverages, tobacco products, drugs, or inappropriate actions;

DRIVER EDUCATION

Driver Education may be offered during the summer for a fee and counts for academic elective credit.

ELECTRONIC DEVICES

Students are strongly advised against bringing items of value to school. CD players, electronic games, radios, iPods, MP3 players, and similar electronic devices are of little value at school and are not the school's responsibility to locate if they become lost. Any item that is deemed to be an interference with the normal procedures of the school day will be confiscated and held for parents to pick up at the end of the normal school day.

Students shall not possess any hand held laser pointer while in school; on or about school property, before or after school; in attendance at school or any school-sponsored activity; in route to or from school or any school-sponsored activity; off the school grounds at any school bus stop or at any school-sponsored activity or event. School personnel shall seize any laser pointer from the student possessing it and the student may reclaim it at the close of the school year, or when the student is no longer enrolled in the District.

EMERGENCY PROCEDURES

Earthquake

No warning is usually given for an earthquake. If the building moves, or things begin to rattle and dance about, take cover away from windows and under a desk, table, or in a doorway. Evacuate the building after the shaking stops. Refer to plans posted in each room.

Fire

Fire drills are held at irregular intervals to help us clear the building quickly in case of fire. The fire signal is (1) three short bells in succession (2) verbal instructions from your teacher, or (3) fire alarm buzzer. You should notice the fire drill directions in each room, so that regardless of the time the bells ring, you will instantly know what to do. When the bell sounds, do not stop to put anything away; walk quickly with your group in single file to the proper exit and away from the building.

Tornado

Tornado drills will be held during the year to help us protect ourselves in the event of weather-related danger. Study the tornado drill instructions that are posted in each room so that you will know what to do in the event of a drill or alert. The tornado drill signal is (1) the continuous ringing of the bell, or (2) verbal instructions from your teacher.

Lockdown

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

EXAMINATIONS

Teachers will administer tests in their classes at their discretion during the school year. A definite date and time will be provided for any required semester examinations.

All final exams will be given during assigned time for semester exams. Any exceptions must have prior approval by the principal. Some examinations will not be traditional paper/pencil test, but a concert, art show, or other appropriate activity.

EXTRA-CURRICULAR ACTIVITIES

It shall be the policy of the Y-S School Board of Education that the District will adhere to the requirements established by the Arkansas Activities Association in regard to:

- 1 Extra-curricular and non-instructional activities and their place in the school program.
- 2 Limit and control interruption of instructional time in the classroom and the number of absences for such activities.

Requirements that students must meet to be eligible to participate in extra-curricular activities, which include that any student participating in extra-curricular activities must have a grade point average of 2.0 or above in the previous semester grading period. Supplemental Instruction Program (SIP) is offered as an option for students to remain eligible for Arkansas Activities Association participation for those students with a GPA of below 2.0.

It shall be the policy of the Yellville-Summit School District to provide chemical screen tests for those students that elect to participate in the listed extra-curricular activities. Students that elect to participate in the following activities voluntarily submit to chemical screen testing as stipulated in the Athletic and Student Handbooks:

- | | | | | |
|-------------|---------------|---------------|-----------------|---------------------|
| 1. Football | 2. Basketball | 3. Volleyball | 4. Track | 5. Baseball |
| 6. Softball | 7. Golf | 8. Band | 9. Cheerleading | 10. Shooting Sports |

Procedures for implementing the chemical screen and consequences shall be specified in detail in the Athletic Handbook, and shall be subject to the annual review and approval of the Board.

GRADES

Grade cards are provided for parents following each nine-week marking period. Grades are based on educational objectives only.

Progress reports for all students are available through Home Access Center (HAC). HAC is a web-based program that allows parents to monitor their child's grades at any time. Grades are updated each week. Once you have activated your account you will use the same user name and password

each year. If you have not activated your account, please contact the counselor in your student's building to receive an activation code and instructions.

One parent/teacher conference will be scheduled during the first and third nine-weeks. Additional conferences will be scheduled as needed by the school and/or parent/guardian.

An explanation of the grades is found on the cards. The following system will be used in determining grades for regular classes:

A-Excellent (90-100)	B-Superior (80-89)	C-Average (70-79)	D-Below Average (60-69)	F-Failing (59 or below)
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S-Satisfactory U-Unsatisfactory I-Incomplete WP-Withdraw Passing WF-Withdraw Failing
NC-No credit, excessive absences or tardies

A grade point average is computed from the semester grades by giving 4 points for an A, 3 points for a B, 2 points for a C, 1 point for a D, and 0 points for an F, S, U, I, WP, WF, or NC. All courses marked NA (Non-Academic) will not be figured in the grade point averages. ALL ACADEMIC COURSES WILL BE COMPUTED IN THE GPA.

For grade point calculation, the following grading scale will be used for AP, International Baccalaureate, concurrent credit (excluding vocational) courses, and other courses approved by DESE for weighted credit. For increased grade calculations for AP courses, students must take the AP exam and instructor must have received AP training. Credit shall be given for each grading period during the course of the year, but shall be retroactively removed from a student's grade for any course in which the student fails to take the applicable AP exam. Students who do not take the AP exam shall receive the same numeric value for the grade he/she receives in the course as if it were a non-AP course.

A=50	B=40	C=30	D=20	F=0
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Additional course work will not be accepted after January 15 (fall semester) and June 15 (spring semester) for grades earned the previous school year. If an error is suspected contact the teacher and/or principal as soon as possible.

GRADUATION

For a student to receive a diploma and participate in graduation exercises, he/she must accumulate 24 or more of the required credits as listed in this handbook, normally attend high school at least eight semesters, and earn a grade point average (GPA) of 1.50 or better.

An appropriate dress code will be enforced for graduation ceremonies. Beginning with the 2023-24 senior class, all students will wear GREEN graduation caps and gowns. The District's established tradition is to honor ALL SENIORS individual and as a whole, therefore the cap and gown of any senior can't be altered in any way.

Correspondence and summer school credit shall be limited to two (2) credits and must be approved in advance by the high school principal.

In order to be eligible for academic honors, a student must attend the seventh and eighth semester at Yellville-Summit High School and satisfy transfer requirements found in the Y-S SCHOOL BOARD POLICY MANUAL.

GUIDANCE

In an effort to more fully meet the needs of its students, Yellville-Summit High School has a certified counselor who is ready to assist students dealing with a wide range of issues, including those of academics, career exploration, personal problems, and college admission. A student may request to see the counselor at any time. Parents and teachers may request that the counselor meet with a student to discuss ideas which are of concern to them. All information exchanged during conferences is confidential. The main objective is to obtain a deeper understanding of the student so that the counselor may meet the individual needs of each student fully.

Information about available scholarships can be obtained in several ways by the student. All scholarship information is handled through the guidance department. Students interested in obtaining financial aid through scholarships should meet with the counselor as soon as possible during their senior year. The more the counselor knows of your interests the better he/she will be able to help you in applying for various aspects of financial aid. All scholarship applications open to the general student population can be obtained in the counselor's office.

If further information is needed, a student may meet with the counselor individually to discuss scholarship requirements and eligibility. Scholarships are available, but it is up to each student to apply. Start early in applying for scholarships. Your effort can pay off.

SCHOOL BASED MENTAL HEALTH SERVICES:

School-based mental health services are provided to help students who are faced with emotional and/or behavioral problems that keep them from doing well in school. Examples might be trauma, divorce, death, incarceration/rehab, serious illness, depression, anxiety, adjustment issues, new baby or new step family. In addition, numerous discipline issues may result in a referral to this program. Through individual, group and family therapy support services and case management, this program will help children and families reduce the barriers to learning and improve the emotional and behavioral development of the child. This program provides an extra hand for support and an additional ear for listening. There is no cost for this program; the program is funded through grant, Medicaid, AR Kids, or insurance. The therapist will meet with the student during school hours on campus and work with the family during and after school hours as well. A case manager will also be available to assist the student with educational support and also provide the student with additional tools and resources he or she needs in order to be successful in school and home. More information on this program is available from the school counselor, and all referrals to this program are made through the principal and school counselor.

HEALTH

It is important that the school have your **CORRECT** address and phone number. If you did not have a phone when your child started school, please send the number as soon as you obtain one.

Please notify the school if your address or phone number changes. It is important to keep this information current on each child.

If both parents are to be out of town, please call the school and give the names of the persons to be notified in case your child becomes ill or injured.

Medication

Medication is given ONLY upon authorization and instruction by parent/guardian to the school principal, school nurse, or person authorized by the principal. Medication Authorization and Release forms are available from the homeroom teacher, elementary office, or Health Room.

ALL medications, including aspirin/Tylenol MUST be provided by parent/guardian.

In case of accident to children on the school grounds or buildings, the principal, or his/her designee, will render such services as deemed necessary, including first aid, calling a physician, or taking the child to the hospital emergency room, calling the parent, or getting the student home.

The school does **NOT** assume any financial responsibility for any of the above.

Health Habits

Physical and emotional development of the child and his/her training and skills are inseparable. With the knowledge that no one aspect of the child's well-being can be considered entirely apart from the whole, let us consider a little more specifically those things affecting health.

1. Sleep and rest are most important. The establishing of regular hours for sleep and rest contributes greatly to a child's well-being. For that reason, rest periods are important along with an early bedtime.
2. Good eating habits are important too. Especially important is eating a good breakfast.
3. If a child has been ill during the night, coughing a great deal, vomiting, or seems to have a fever, or appears to have a rash or suspicious skin disorder, (s)he should stay at home to see if it is something contagious or a cold.
4. School screening clinics (vision, hearing, etc.) are conducted for the welfare of the children.

HOMECOMING MAIDS

Two (2) maids for the freshman class, two (2) maids for the sophomore class, two (2) maids for the junior class, and three (3) maids for the senior class will be nominated by each class as a whole during the week determined by the principal and in accordance with the Homecoming Ceremony. One senior maid will be elected Homecoming Queen through secret ballot vote by the whole high school student body (grades 9-12).

To be eligible for homecoming maid, students must:

- Be a full-time student at Yellville-Summit High School at least one full semester prior to voting
- Have a current GPA of at least 2.0
- Have no major discipline referrals for the semester prior to and current semester of voting
- Have less than 10 unexcused absences during the current school year

All maids, football and basketball, are eligible ONLY ONCE between their 9th through 11th grade years. All girls are eligible their 12th grade year for maid nomination and for queen.

INSURANCE

Each student is covered by limited, supplemental accident insurance that is in effect during the school day and while the student is participating in extracurricular activities. If you are injured, file an accident report within 2-3 days as it may be required for proof later. No matter how minor your injuries are, file an accident report! The insurance is a “secondary” policy and is not intended to provide primary coverage.

LEAVING SCHOOL DURING SCHOOL HOURS

1. If you ever need to pick up your student during school hours, please send a note to the teacher or the office on the day the early pick-up is to occur. Report to the office upon entering the building and we will get your student for you.
2. **If your student is to go home in a different manner than usual (by bus instead of car, etc.), please send a note to the teacher or office on the day the change is to take place. State specifically the changes that are to take place and for how long (2 days, 1 week, etc.)**
3. We will **NOT** allow a student to leave school with anyone except the student’s legal guardians or persons designated either in writing or on the phone by them. Please explain to anyone you send to pick up your student that they must report to the office when they enter the building.

LOCKERS

Lockers are the property of the school and are loaned to the students. Designated officials may, according to law and Board policy, have access to student lockers when reasonable cause suggests that the welfare of students and other personnel may be threatened or that its contents may be related to an illegal act.

LOST AND FOUND ARTICLES

Articles found on or near the school grounds or in the building should be turned in immediately to the principal’s office. A lost article may be claimed at the principal’s office upon proper identification.

Be sure your property is marked with your name and is in its proper place. Do not bring unnecessary money and/or personal property to school.

THE SCHOOL ASSUMES NO RESPONSIBILITY FOR LOST OR STOLEN PERSONAL PROPERTY!

MEDIA CENTER

The media center is open from 7:30 a.m. to 3:30 p.m. It is a learning area where any student who wants to read, study quietly, or browse through material is welcome. Regular circulation materials are checked out for two (2) weeks and may be renewed. Reference and reserve materials are checked out for one (1) period or overnight (checked out after school and returned before 1st period). Check out and return materials at the front circulation desk. Audiovisual materials are to be used in the media center or checked out for a class. Please return materials on time. If any materials are lost or damaged, the student will be charged for the replacement cost of the item. Feel free to ask for help.

OFFICE HOURS

The school offices are open on all regular school days from 7:30 a.m. to 3:30 p.m. Transaction of business by students should be courteous, quiet, and businesslike, and students should leave quickly when the business is completed.

PEP BUS

From time to time, pep buses will be provided for athletic events if a sufficient number of students request transportation. Students who ride the pep bus to athletic events will be expected to return on the bus. They will be expected to abide by all rules of good conduct while in route to and from games, and while a visitor at other schools. Parents who wish to pick up their children at out-of-town games may do so in person by checking with the sponsors. Failure to follow these instructions will result in forfeiture of the pep bus privileges.

QUIET AND ORDER

An atmosphere of calm is essential to learning, and nothing so contributes to this atmosphere as quiet: quiet voices, gentle handling of lockers, books, desks, silence in traffic areas such as halls, lobbies, stairways. Need we mention the library as a silent zone? Should a teacher be detained on his/her way to class, students are to begin work on their own and in an orderly fashion.

SCHEDULE CHANGES

High school schedule changes will be made when necessary and upon approval of the principal. If a student drops a class after four weeks, from the start of either semester, a grade will be assigned and zero points will be calculated in their grade-point average.

SCHOOL CLUBS

There are a number of organizations in the school which do not carry course credit, but they are enjoyable and worthwhile. Every student is encouraged to participate in some of these groups.

The following clubs and organizations will be active this year: Family, Career and Community Leaders of America (FCCLA), Future Business Leaders of America (FBLA), National FFA Organization (FFA), Art Club, Fellowship of Christian Athletes (FCA), Interact Club, Yellville-Summit Honor Society (YSHS), Chess Club, Card Club, SWAG (Student Wellness Awareness Group), and Yellville Environmental Awareness Club (YEAC).

All clubs and/or school organizations, other than regular class organizations, must have a written constitution and by-laws stating their purpose, method of acquiring membership, and procedure for electing officers. These shall be on file in the office of the principal. If a new club or school organization is to be formed, the administration and student council will first decide if the club will be of benefit to the school and student. Class meetings will be called when needed by prior arrangement of sponsors and principal.

SCHOOL PROPERTY

Students will be held responsible for proper care of all books, computers, chargers, hotspots, calculators, supplies, apparatus, and furniture furnished by the Board of Education. Students who deface or injure school property shall be required to pay all damages. Graduating seniors' diplomas may be held till all fines are paid and/or lost or damaged property has been fully reimbursed to the district.

SCHOOL-SPONSORED FUNCTIONS

Functions sponsored by school organizations are the responsibility of the school. These functions must be properly chaperoned and approved by the principal. The school is not responsible for activities of this type that are not approved and properly chaperoned.

School-sponsored dances will be held periodically at our school this year. The functions will be properly chaperoned and school regulations will be followed by those attending. Those who attend school-sponsored dances are not to leave the dance area and return without permission from an adult in charge.

Homecoming dances are held in conjunction with football and basketball homecomings. Guests and alumni are welcome to attend.

Only juniors and seniors currently enrolled in Yellville-Summit School and their guest are allowed to attend the junior/senior prom. Prom guest must be 10th grade or above and approved by the principal.

SCHOOL TRIPS

All school-sponsored field trips and out-of-town trips will be properly supervised and approved by the administration. The participants will depart and return as a group. Transportation to and from school events will be provided by the school. Students may not drive or ride in a private vehicle unless prior arrangements have been made and approved by the principal or his designee.

Students will be representing Yellville-Summit and are expected to conduct themselves accordingly. Their personal appearance and dress will not in any way reflect negatively on the school.

School trip privileges may be revoked depending upon degree of disciplinary infractions occurring during the school year and on required attendance on the day(s) prior to the school trip. All school trip privileges subject to principal approval.

Any violation of CIVIL LAW (e.g. shoplifting) while on the trip will result in the following consequences:

1. 5-day suspension from school
2. One calendar year suspension from ALL school trips.

SELECTIVE SERVICE

Male students on or before their 18th birthday must register with the Selective Service. Registration blanks are available in the high school office.

STUDENT AFFECTION

The display of student affection or emotions is restricted, except on the basis of common courtesy. Examples of restricted student affection or emotions are as follows: kissing, hugging, sitting on laps, etc. Students who do not refrain from the above rules will be disciplined.

STUDENT COUNCIL

The Student Council is the highest governing organization in the school. It is concerned with the entire student body. The main functions of the Council are to provide a means for the expression of student's opinion; to unify and coordinate student and club activities; to uphold school customs and traditions; to promote student-faculty relations; to encourage the practices of democracy, and develop and promote leadership at Yellville-Summit High; to help develop school spirit; student morals, and pride in Yellville-Summit; to carry on worthwhile projects, and to promote good school community relations.

Its immediate purpose is to build school leadership and participation. As a type of student government, the Council gives each student an opportunity to be a better citizen. In the fall, the student body elects the Council President for the current school year. There is an election for class representatives, two (2) male and two (2) female from each grade 9, 10, 11, and 12 to fill the Council. The Council in turn listens to the students' suggestions and criticisms as it is the only student organization that can speak for the entire student body.

STUDENT VEHICLES AND PARKING

A school parking pass will be issued to drivers of properly authorized vehicles and must be displayed while parked in school owned parking lots. Students may drive cars to school, but must adhere to safe driving practices and the following regulations:

1. Each student driver must hold a valid Arkansas Driver's License
2. Students will not be in or around vehicles during normal school hours
3. A student must not block another car
4. Students must register their cars with the office within five (5) school days
5. Evidence of compliance with Arkansas liability insurance laws is required
6. Bumper stickers or other items of decoration that advertise alcoholic beverages, drugs, or inappropriate actions are prohibited, including items that contain profanity and/or "cuss" words
7. Student drivers shall enter and leave the high school parking lot in a safe and orderly manner
8. Continued violation of these rules will result in loss of parking privileges
9. It is understood that there is no expectation of privacy in vehicles in parking areas. Drivers of vehicles parked on a school campus will be held accountable for illegal substances or any other item prohibited by District policy found in their vehicle.
10. Students are forbidden to operate a vehicle on school grounds while using a wireless communication device.

Parking privileges may also be revoked for the following offenses:

1. Reckless driving (squealing tires, driving while someone sits on your car, carrying passengers in the bed of a pick-up or open truck)
2. Excessive speeds

3. Leaving school without permission of school official
A student may petition the principal for reinstatement of parking privileges after one month (20 school days).

SIX SECONDS SPENT FASTENING YOUR SEAT BELT MAY SAVE YOUR LIFE!!!

TARDINESS

Tardiness is defined as any appearance of a student beyond the scheduled time a class begins. When students are not in their classrooms or areas when the final bell rings, he/she is considered tardy. A tardiness of ten or more minutes will be recorded as an absence.

Each student will be allowed a total of seven tardies per semester without penalty. Students who are detained by teachers are not to be marked tardy provided the student presents a note from that detaining teacher.

Students who arrive on campus after start of their first period, or after 8:00 am, are to report to the principal's office before going to class. This is necessary in order for attendance records to be accurate.

TECHNICAL CENTERS

Courses are available through the North Arkansas College and Arkansas State University Mt Home Technical Centers. Students receive high school and/or college credit depending on the course. The high school guidance counselor has more information concerning the program.

Tuition will be paid by the Yellville-Summit School. Any student failing to complete any semester course due to poor attendance, discipline, or lack of effort will be required to repay the school the cost of tuition.

TEXTBOOKS/CLASSROOM EQUIPMENT

Students are responsible for textbooks and classroom equipment assigned to them and must pay for any which are lost, destroyed, or damaged.

TRUANCY

Truancy is defined as an absence from an assigned class or a school activity without permission from the school and/or the parent. Due to circumstances, consequences may be modified by an administrator or his designee.

1st truancy: One (1) day of in-school suspension

2nd truancy: Three (3) days of in-school suspension

3rd truancy: Five (5) days of in-school suspension and contact local juvenile authorities

USE OF FACILITIES AFTER SCHOOL HOURS

Arrangements are to be made with the principal for all activities which require the use of facilities after school hours, and should be made at least one week in advance. An application should be filed by the teacher sponsoring the organization or activity. No students shall gather as a group without adult supervision.

WITHDRAWALS AND TRANSFERS

The procedure for withdrawal or transferring is as follows:

1. Secure authorization or transfer note from your parent or guardian
2. Obtain appropriate forms from the high school office
3. Have the forms completed by teachers, return all school books and property, and make sure all fees are paid
4. Take completed forms to the high school office for final clearance

Grades and/or records will be released to individuals or schools upon receipt of a written request from the receiving school, the parent, or the student who is 18 years of age or older.