Perryville Elementary School
K-6th Grade
Elementary Handbook
2026-2027



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TITLE IX

In keeping with the guidelines of Title IX, Perryville School District assures that no person shall, on the basis of race, color, national origin, sex, or handicap be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program at Perryville Elementary School.

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Welcome

We are happy to provide you with the Perryville Elementary Student Handbook. Within this handbook, you will find the rules, expectations, policies, and procedures designed to support a safe, positive, and successful learning environment for all students. You will also find important information to help families understand the procedures necessary for their child to have a productive and rewarding school year.

We encourage all students and parents/guardians to carefully review the handbook and refer to it throughout the school year as needed. We hope you find this information helpful and informative.

The Perryville School District reserves the right to review, revise, amend, or add to the Student Handbook at any time during the school year as necessary. Any changes approved by the District or Board of Education will become effective upon notification to students, parents/guardians, and staff. The most current version of the handbook and any approved amendments shall supersede previous versions and will be made available through District communication channels.

We look forward to serving you throughout the coming year. If we may be of service, please contact us at 501-889-5146. It is our desire to work with you to ensure your child receives a complete education. Please complete the form in your child's take home packet stating receipt of the handbook.

ELEMENTARY SCHOOL MISSION

Perryville Elementary School Staff will teach the necessary skills and help students develop positive attitudes enabling them to function as independent, productive citizens in a global society.

Perryville Elementary School Staff will promote the growth of the whole child-physically, emotionally, intellectually, and socially.

Perryville Elementary School Staff will provide a safe, nurturing environment which creates opportunities for each child to demonstrate his/her unique talents and abilities.

Perryville Elementary School Staff respects the parent's role as the child's primary teacher by establishing partnerships between home, school, and community that will continue throughout the educational process.

Perryville Elementary School Staff believes that once students are empowered, they will confidently arrive at creative solutions to their own challenges and the challenges of the world.

MESSAGE FROM THE PRINCIPAL

We sincerely hope that all who use this handbook do so, realizing the importance of a quality education and the practices and policies that must be followed in order to assure equal opportunities for all students. The purposes of our school regulations are to help each student develop into the type of citizen that he/she will be proud to be. We feel it is very important for the school and home to work closely together for the students to have a good school year.

The teacher will go over these rules and regulations with each class. Please have this handbook available for easy reference at home. We invite you to call or visit the school when you have any questions or concerns.

Dr. Hope Bratton
Principal

BOARD APPROVED June 23, 2026

The Perryville Elementary school policies are reviewed and developed annually by parents, students, teachers and other district personnel.

INTRODUCTION

Education is a shared responsibility among students, parents, and school personnel. When families and schools work together toward common goals, students are provided the best opportunity for academic success, personal growth, and responsible citizenship.

The purpose of this handbook is to promote a clear understanding of the expectations, procedures, and policies that guide the operation of Perryville Elementary School. Parents and students are encouraged to review this handbook carefully, as its provisions will serve as a guide throughout the school year. The policies and procedures contained herein are designed to provide every student with a safe, orderly, and productive learning environment.

School is a place of learning and personal development. While students should enjoy their educational experience, the primary purpose of school is academic achievement and preparation for future success. Regular attendance, responsible behavior, and active participation are essential components of that success. Experience consistently demonstrates that unnecessary absences and poor conduct can significantly hinder student achievement.

Perryville Elementary School is a community of learners built upon mutual respect, responsibility, and cooperation. Students are expected to respect the rights of others, follow school rules, and contribute positively to the school environment. Likewise, parents and school personnel share the responsibility of supporting student learning and maintaining high expectations for conduct and achievement.

Student discipline policies are established in accordance with Arkansas law and are intended to promote a safe and orderly educational environment. While students retain the constitutional and legal rights afforded to all citizens, those rights must be exercised in a manner that does not interfere with the rights, safety, or educational opportunities of others. With every right comes a corresponding responsibility. Students are expected to conduct themselves in a manner that demonstrates respect for fellow students, staff members, school property, and the educational process.

The administration and faculty of Perryville Elementary School appreciate the support and cooperation of parents and guardians. By working together, we can provide the high-quality educational experience that all students deserve.

Students have a right to:

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

Students have the responsibility to:

1. Attend classes daily; be on time to all classes and obey school rules.
2. Foster good human relations within the school by practicing courtesy and tolerance in their dealings
3. with each other and members of the school staff and to respect the dignity and worth of other individuals.
4. Develop tolerance of the viewpoint and opinions of others; recognize the right of other individuals to form different points of view and to dissent in an orderly and respectful manner.
5. Respect the rights of classmates who do or do not wish to participate.
6. Respect the rights, property and privacy of other students and school personnel; carry only those materials which are acceptable under the law and which are not hazardous to any person or property; and accept the consequences for the articles stored in their lockers (desks, trays, etc.).
7. Refrain from libel, slanderous remarks and obscenity in verbal and written expression.
8. Observe the basic standards of cleanliness, modesty and good grooming, and wear clothing which contributes to their own health safety, as well as that of others.

SCHOOL HOURS 7:40-4:05

Students should not arrive before 7:20 a.m., there will not be anyone on duty until that time and the school assumes no responsibility. All students must leave the school grounds after school is dismissed. Students are not permitted inside the building before school, during recess, or after school, unless conditions make it desirable to do so, and permission is given to them by a teacher.

Children going anywhere other than home must have a note from their parents to give to their homeroom teacher. If you have more than one child you will need to send each of your children a note to be given to their home- room teacher (example: 3 children = 3 notes). No bus changes will be accepted via email.

Students leaving school early must check out through the principal's office.

The tardy bell rings at 7:45. Students that are not in the classroom when the bell rings will be considered tardy. Parents will be notified by mail when the student has accumulated 4 tardies per semester, the prosecuting attorney will be notified when the student has accumulated 8 tardies per semester.

EARLY DISMISSAL/AUTOMATED PHONE SYSTEM

Forms are provided at the beginning of the year for parents to fill out on what their child should do in case of early dismissal. Parents should update these forms throughout the year in order for the school to have an accurate record of phone numbers and bus numbers for your child. It is a necessary responsibility of the parent to provide the school with current contact information. Parents will be contacted by the automated phone system, using the information you provided to the office.

ATTENDANCE AND ENROLLMENT

In accordance with Arkansas law, every parent, guardian, or person having lawful control of a child between the ages of five (5) and seventeen (17) years shall enroll and send the child to a public, private, parochial, or home school program. Students may attend Arkansas public schools through twenty-one (21) years of age.

Regular attendance is essential to academic success. Students are expected to attend school every day school is in session except when prevented from doing so by circumstances defined as excused by state law or District policy.

Excessive absences may adversely affect a student's academic progress, participation in school activities, and promotion to the next grade level.

The following absences may be considered excused:

- Personal illness of the student;
- Medical, dental, mental health, or therapy appointments;
- Court appearances;
- Death in the immediate family;
- Serious illness of an immediate family member;
- Official school-sponsored activities;
- Religious observances approved by the District;
- Circumstances approved by the principal or superintendent;
- Absences allowable under a student's Individualized Education Program (IEP) or Section 504 Plan;
- Other circumstances recognized by Arkansas law or District policy.

Parents or guardians shall notify the school of the reason for an absence within two (2) school days of the student's return to school. Documentation may be required when deemed necessary by the District.

Any absence not meeting the criteria above shall be considered unexcused.

Tardies and early checkouts may be counted toward attendance interventions in accordance with District procedures.

The District shall monitor student attendance and provide notice to parents or guardians when attendance concerns arise.

When a student accumulates excessive unexcused absences, the District shall implement attendance interventions and notifications in accordance with Arkansas law and District policy.

The District may refer attendance matters to appropriate authorities when required by law.

Parents or guardians may be subject to penalties authorized under Arkansas law for failure to comply with compulsory attendance requirements.

Students and parents shall have access to appropriate due process and appeal procedures regarding attendance determinations.

Students shall be permitted to make up assignments, examinations, and other required work missed due to excused absences.

It is the responsibility of the student to obtain missed assignments and complete all required work within timelines established by the teacher or administration.

Teachers may require students to complete previously assigned assessments when sufficient instruction and preparation occurred prior to the absence.

Parents or guardians may request assignments when a student is absent for an extended period.

ENROLLMENT REQUIREMENTS

A student may enroll in the District if the student:

- Resides within the District as provided by law and Board policy;
- Qualifies as a homeless student under federal and state law;
- Qualifies as a foster care student under applicable law;
- Has been accepted as a transfer student;
- Has been accepted through an authorized school choice program; or
- Otherwise qualifies for enrollment under Arkansas law.

The District shall not inquire into or require proof of a student's or parent's immigration status as a condition of enrollment.

Prior to admission, the parent, guardian, person having lawful control of the student, or person standing in loco parentis shall provide:

Student Identification

- The student's Social Security Number; or
- Request that the District assign the student a state-approved identification number.

Proof of Age

One (1) of the following documents:

- Birth certificate;
- Statement from a local registrar or county recorder;
- Baptismal certificate;
- Passport;
- Affidavit from a parent or guardian;
- United States military identification; or
- Previous school records.

Disciplinary History

The parent or guardian shall indicate whether the student:

- Has been expelled from another school district; or
- Is currently involved in an expulsion proceeding.

Students expelled from another district may be subject to a Board hearing before enrollment in accordance with Arkansas law and District policy.

Immunizations

Students shall meet all Arkansas immunization requirements or possess an exemption issued by the Arkansas Department of Health.

Providing a false residential address for enrollment purposes may result in penalties under Arkansas law.

Kindergarten and First Grade Entrance

A child may enroll in kindergarten if the child:

- Meets District residency or enrollment requirements; and
- Will attain five (5) years of age on or before August 1 of the enrollment year.

Exceptions shall be granted only as authorized by Arkansas law, including certain military-family and out-of-state transfer provisions.

A child who will be six (6) years of age on or before October 1 and who has not completed an accredited kindergarten program may be evaluated for placement. Placement shall be based upon evaluation results and parent agreement.

A child who successfully completed kindergarten in an Arkansas public school and will attain six (6) years of age during the school year may enroll in first grade.

Students transferring from accredited schools shall generally be assigned to the grade level they attended in their previous school. Private school and home school students shall be placed in accordance with District policy and applicable evaluations.

RESIDENCY REQUIREMENTS

Arkansas public schools are open to eligible students whose:

- Parents or legal guardians reside within the District;
- Custodians have lawful control under court order and reside within the District;
- Enrollment is otherwise authorized by Arkansas law.

The District may require documentation reasonably necessary to establish residency.

Knowingly providing false residency information is prohibited and may result in penalties provided by law.

Military Families

The District shall comply with all requirements of Arkansas law and the Interstate Compact on Educational Opportunity for Military Children.

Eligible military-connected students shall receive:

- Timely enrollment assistance;
- Appropriate grade-level placement;
- Comparable educational services;
- Access to similar academic programs and extracurricular activities when available;
- Consideration of prior coursework and educational records; and
- Assistance from the District's designated Military Education Coordinator.

Military-connected students may be provisionally enrolled pending receipt of official records.

The District shall make reasonable efforts to facilitate educational continuity for students of active-duty military families.

International Exchange Students

The District may enroll international exchange students placed through approved exchange organizations in accordance with Arkansas law.

International exchange students shall:

- Reside with a host family located within District boundaries;
- Meet District enrollment requirements;
- Comply with all District policies and student conduct expectations;
- Participate in required health and safety procedures.

The District shall provide English-language services when appropriate and required by law.

State assessment results of international exchange students shall be included in District accountability measures as required by law.

Legal References

A.C.A. § 6-4-302
A.C.A. § 6-15-504
A.C.A. § 6-18-201
A.C.A. § 6-18-202
A.C.A. § 6-18-207
A.C.A. § 6-18-208
A.C.A. § 6-18-222
A.C.A. § 6-18-235
A.C.A. § 6-18-510
A.C.A. § 6-18-702
A.C.A. § 6-28-101 et seq.
A.C.A. § 9-28-113
Interstate Compact on Educational Opportunity for Military Children
DESE Rules Governing Student Attendance
DESE Rules Governing Student Discipline and School Safety
Plyler v. Doe, 457 U.S. 202 (1982)

Cross References

- Residence Requirements
- Student Transfers
- School Choice
- Homeschooling
- Communicable Diseases and Parasites
- Homeless Students
- Foster Care Students
- Immunizations

ABSENCES

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

Education is more than the grades students receive in their courses. Important as that is, students' regular attendance at school, is essential to their social and cultural development and helps prepare them to accept responsibilities they will face as an adult. Interactions with other students and participation in the instruction within the classroom enrich the learning environment and promote a continuity of instruction which results in higher student achievement. Due to the four-day instructional calendar, each day a student is absent represents approximately 1.25 days of instructional time when compared to a traditional five-day school schedule.

Excused Absences

- An absence for which professional documentation is presented. Professional documentation can be from a doctor, judge, counselor, or other professional attesting that the student missed school because of illness or reasons beyond the control of the student. Documentation must be sent to school within five days of the date of absence to be considered excused absences.
- Absences for funerals (no more than one day per funeral) with proper documentation
- Dismissal from school upon the initial discovery of head lice
- Events and activities approved by the building principal are considered excused absences (FFA, 4-H, etc.).
- Observance of recognized holidays observed by the student's faith is considered an excused absence.

Excused absences are not limited in number and all missed work can be made up. The student will have the same number of days to turn in missing assignments as the number of days absent.

Excused absences will be 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.Excused absences will also be granted for a student who is the child of a fallen service member or fallen first responder due to a mental health concern; or to attend an event from a sponsoring organization that provides support to families of fallen service members or first responders or provides support for traumatic loss, grief, or resiliency.

Upon the written consent of a student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to the student, the District shall grant an excused absence for the following purposes: Social or public policy advocacy; or attempts to influence legislation or other governmental policy-making at the local, state, or federal level. Students who serve as pages for a member of the General Assembly shall be considered on instructional assignment and shall not be considered absent from school for the day the student is serving as a page.

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

Unexcused Absences

- Any absence without professional documentation or not defined above (i.e. sickness, family trips, fatigue)
- Limited to 12 per year
- Days missed during the treatment and removal of head lice (over the (2) excused days) are considered unexcused absences.
- Absences resulting from a disciplinary suspension or expulsion
- The student will have the same number of days to turn in missing assignments as the number of days absent.

No more than 12 unexcused absences will be allowed in a school year. Excessive unexcused absences (more than 12 per year) may result in the notification of proper authorities, filing of FINS petition, or the possibility of retention upon the 13th absence. Excessive absences shall not be a reason for expulsion or dismissal of a student. When a student has accumulated 5 unexcused absences, a letter will be sent home to the parent or guardian as a matter of record. When a student has accumulated 8 unexcused absences, the parents/guardians of the student will be contacted by the principal or designee by phone or in person regarding the number of absences and the consequences for excessive absenteeism. Whenever a student exceeds 12 unexcused absences in a semester, the District shall notify the prosecuting authority (FINS) 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 unexcused absences due to illness, accident, or other unavoidable reason be given assistance in obtaining credit for their courses. Therefore, at any time prior to when a student exceeds the number of allowable absences (unless unable to do so due to unforeseen circumstances), the student, or his/her parent, guardian, or person in loco parentis may petition the school or district's administration for special arrangements to address the student's absences. If formal arrangements are granted, they shall be formalized into a written agreement which will include the conditions of the agreement and the consequences for failing to fulfill the agreement requirements. The agreement shall be signed by the student, the student's parent, guardian, or person in loco parentis, and the school or district administrator or designee. Unless a student's excessive absence is due to an unforeseen circumstance, the District will not accept a doctor's note for a student's excessive absence.

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 recorded as unexcused absences in accordance with district policy. These absences will count toward the maximum number of 12 unexcused absences allowed under the district's Family in Need of Services (FINS) referral guidelines. Parents and guardians are encouraged to monitor attendance closely, as excessive unexcused absences regardless of the reason may result in referral to appropriate juvenile or court services as outlined by state law and district procedures.

Legal References:

A.C.A. § 6-4-302
A.C.A. § 6-18-209
A.C.A. § 6-18-213
A.C.A. § 6-18-220
A.C.A. § 6-18-222
A.C.A. § 6-18-229
A.C.A. § 6-18-231
A.C.A. § 6-18-234
A.C.A. § 6-18-236
A.C.A. § 6-18-237
A.C.A. § 6-18-239
A.C.A. § 6-18-507(g)
A.C.A. § 6-18-702
A.C.A. § 6-28-114
A.C.A. § 7-4-116
A.C.A. § 9-28-113(f)
A.C.A. § 27-16-701

Compulsory Attendance Requirements

Every parent, legal guardian, person having lawful control of the child, or person standing in loco parentis of any child age five (5) through seventeen (17) years on or before August 1 of that year who resides, as defined by policy (4.1—RESIDENCE REQUIREMENTS), within the District shall enroll the child and ensure the attendance of the child at a District school with the following exceptions:

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

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

Tardy/Early Checkout Policy

Classroom instruction begins with the first bell and ends at the last bell. Students who arrive late to school or leave early are losing important interaction time with the teacher and/or other students.
-If a student arrives at school between 7:40 and 12:17 P.M. and remains in attendance for the rest of the school day, the student will be counted with a morning absence (1⁄2 day).

- If a student checks out before 12:17 P.M., the student is counted absent all day.
- If a student checks out between 12:17 P.M. and 3:45 P.M., the student will be counted with an afternoon absence (1⁄2 day).
- If a student checks out after 3:45 P.M., but before the dismissal bell at 4:05 P.M.. the student will be considered an early checkout which is equivalent to a tardy.

The principal can excuse the tardy or early checkout upon review. The parent or guardian must make a written request which could include medical documentation to the principal concerning the student within 3 school days of the tardy, absence, or early check-out. The principal has the discretion to waive the early check-out or tardy policy for any particular school day.

Regulations for Closed Campus

All students must remain on the campus from the time of arrival until school is dismissed in the afternoon. Students should remember to bring all books, equipment, supplies, or materials needed for the day. If it is necessary for a student to leave school before 4:05 p.m., a parent/guardian or someone that has been authorized by the parent must sign the student out in the office. If an emergency arises that requires parents to take their child

out of school during the school day, they shall do so only with the permission of the principal. The principal will come for the child or send a permission slip with the person coming for the child.

Make Up Work

Students who miss school due to an absence shall be allowed to make up the work they missed during their absence. To receive makeup work while a student is absent, please notify the elementary office by 9:30 AM. The assignments will be available to be picked up in the office between 3:00 and 3:30 PM.

- Students are responsible for asking the teachers of the classes they missed what assignments they need to make up. Teachers are responsible for providing the missed assignments when asked by a returning student.
- Students are required to ask for their assignments on their first day back at school or their first class day after their return.
- Makeup tests are to be rescheduled at the discretion of the teacher, but must be aligned with the schedule of the missed work to be made up.
- Students shall have one class day to make up their work for each class day they are absent.
- Makeup work which is not turned in within the makeup schedule for that assignment shall receive a zero.
- Students are responsible for turning in their makeup work without the teacher having to ask for it.
- Students who are absent on the day their makeup work is due must turn in their work the day they return to school.

HOMEWORK

It is important that good study habits be developed early in a student's school life to ensure his/her ability to cope with the demands of life after leaving public schools. Any homework assigned will be related to the school's goals of education and to specific objectives of the class. Homework should not be busy work, but should further the student's understanding of skills and concepts involved in the class. Homework can be a factor in determining the progress the student receives in the subject or class.

GRADING SYSTEM: REPORT CARD

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

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

1. A change in the child's school enrollment;

2. The child's attendance at a dependency-neglect court proceeding; or
3. The child's attendance at court-ordered counseling or treatment.

The grading scale for the elementary school in the district shall be as follows:

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

Perryville Elementary School does not recognize summer school programs in relation to grade promotion.

Legal References: A.C.A. § 6-15-902
A.C.A. § 9-28-113(f)
Standards For Accreditation 5-A.1
Division of Elementary and Secondary Education Rules Governing Grading and Course Credit

HONOR ROLL

When a student achieves all A's in each subject throughout the whole school year.

MERIT ROLL

When a student achieves A's and B's in each subject throughout the whole school year.

PARENT-TEACHER CONFERENCES

Parent-Teacher Conferences are expected. There will be two days each year set aside for conferences, one each semester. Documentation of the conferences will be noted. Parents are encouraged to call and reschedule if they are unable to attend the scheduled conference. Conferences will occur more frequently between the teacher and parent of students not performing at the level expected for their grade. If a student is to be retained at any grade level, notice of retention and the reasons for retention will be communicated promptly in a personal conference within the last three (3) weeks of school. Parents may set up a conference with a teacher by calling the office at 889-5146 for an appointment. In addition, a conference may be held at any time during the school day. Conferences may be scheduled by the principal, teacher, parent and/or student. Parents are always welcome to confer with the teachers or principal concerning the education of their child. If you wish to set up a conference with a teacher or the principal, please call the office at (501) 889-5146 to make an appointment. This call is necessary due to varying schedules of our teachers and principal.

PRIVACY OF STUDENTS' RECORDS/ DIRECTORY INFORMATION

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

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

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

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

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

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

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

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

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

A parent or guardian does not have the right to remove any material from a student's records, but such parent or guardian may challenge the accuracy of a record. The right to challenge the accuracy of a record does not include the right to dispute a grade, which must be done only through the appropriate teacher and/or administrator, the

decision of whom is final. A challenge to the accuracy of material contained in a student's file must be initiated with the building principal, with an appeal available to the Superintendent or his designee. The challenge shall clearly identify the part of the student's record the parent wants changed and specify why he/she believes it is inaccurate or misleading. If the school determines not to amend the record as requested, the school will notify the requesting parent or student of the decision and inform them of their right to a hearing regarding the request for amending the record. The parent or eligible student will be provided information regarding the hearing procedure when notified of the right to a hearing.

Unless the parent or guardian of a student (or student, if above the age of eighteen [18]) objects, directory information about a student may be made available to the public, military recruiters, post-secondary educational institutions, prospective employers of those students, as well as school publications such as annual yearbooks and graduation announcements. "Directory information" includes, but is not limited to, a student's name, address, telephone number, electronic mail address, photograph, date and place of birth, dates of attendance, his/her placement on the honor roll (or the receipt of other types of honors), as well as his/her participation in school clubs and extracurricular activities, among others. If the student participates in inherently public activities (for example, basketball, football, or other interscholastic activities), the publication of such information will be beyond the control of the District. A student's name and photograph will only be displayed on the district or school's web page(s) after receiving the written permission from the student's parent or student if over the age of 18.

The form for objecting to making directory information available is located in the back of the student handbook and must be completed and signed by the parent or age-eligible student and filed with the building principal's office no later than ten (10) school days after the beginning of each school year or the date the student is enrolled for school. Failure to file an objection by that time is considered a specific grant of permission. The district is required to continue to honor any signed-opt out form for any student no longer in attendance at the district. Parents and students over the age of 18 who believe the district has failed to comply with the requirements for the lawful release of student records may file a complaint with the U.S. Department of Education at:

Family Policy Compliance Office

U.S. Department of Education

400 Maryland Avenue, SW

Washington, DC 20202

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

Displaying of Student Information on Website

In compliance with the Family Educational Rights and Privacy Act (FERPA), no personally identifiable student information, including photographs, video recordings, addresses, telephone numbers, parent/guardian names, or other identifying information, will be published or disclosed by the school except as permitted by law or with appropriate written consent.

I, the undersigned parent/guardian (and student, if applicable), hereby grant permission to the school district, its employees, agents, and authorized representatives to photograph, videotape, audio record, interview, and/or otherwise capture the likeness, image, voice, name, grade level, academic, athletic, extracurricular, or school-related achievements of my child for educational, informational, promotional, public relations, and school-related purposes. Such uses may include, but are not limited to, school publications, newsletters, yearbooks, newspapers, district websites, social media platforms, television broadcasts, presentations, marketing materials, and other communications consistent with the mission and purposes of the school district.

I understand and agree that all photographs, video recordings, audio recordings, interviews, and related materials created by or for the school district shall remain the property of the school district. I further understand that these materials may be edited, reproduced, published, distributed, displayed, or otherwise used without further notice or compensation.

By signing below, I voluntarily release, waive, and discharge the school district, its board members, employees, agents, volunteers, and representatives from any and all claims, demands, liabilities, damages, or causes of action arising out of or related to the creation, use, publication, distribution, or display of such photographs, recordings, interviews, or other materials, including any claims related to privacy, publicity, or defamation, except as prohibited by law.

This consent shall remain in effect unless and until revoked in writing by the parent/guardian or eligible student, subject to the understanding that materials published or distributed before such revocation may continue to be used and maintained by the school district.

Legal References: 20 USC 6801 et seq. (Children's Internet Protection Act; PL 106-554)
A.C.A. §6-21-107
A.C.A. §6-21-111

School Pictures

The school sponsors pictures during the school year. Individual and group pictures are made of all students. Any inquiries should be addressed to the photographer directly.

Student Internet and Acceptable Use Policy

1. It is a privilege, not a right, to have access to the Internet and email at Perryville Public Schools.

2. I should not use profanity or unacceptable language nor try to access any kind of pornography or any other objectionable material using the computers in any respect. I agree that if something is questionable, I should not access it. (If you have to ask, it's probably not appropriate).

3. I am representing my school when using the Internet and email and should abide by all classroom and school rules when using these services. I understand and agree that I should not access chat lines. I understand that no playing of computer games or the use of an email account is permitted at school without the express permission of the supervising teacher. Listening to music from Internet sites is not permitted at all.

4. I should not fill out any form (giving out personal information about myself, including my telephone number and address or my email address) on any web page without express permission from the instructor.

5. I will not print from the Internet or email without permission. I will ask for help in printing just the part of a web page that I need (not the entire page).

6. The written word can be misunderstood easily (due to lack of facial expression and inflection); therefore, I will be careful with my meaning and content when conversing on the Internet or email.

7. Once established, I should never tell my password to anyone, nor allow anyone to use my account, and I will log off the system when I need to move away from the computer for more than a few minutes.

8. I will not insert any disk, flash drive, USB device, or CD into the computer except one that is used in the classroom. Any software brought from outside the school may not be inserted into the computer without the express permission of the instructor and may be confiscated if attempted.

9. I will notify the instructor immediately of inappropriate messages I receive or accept. I will not forward chain letters and will inform the instructor of any chain letters I receive. I will not attach files to email messages unless with the express permission of the instructor.

10. My email account at the school is not my private property, and I will never assume I am the only person who can read my email messages. I will never send or keep anything that I would not mind seeing on the evening news with my name attached.

11. I am responsible for following local, state, federal, and international copyright, intellectual property rights, and adhering to acceptable network use.

12. Any damage of equipment will result in monetary replacement by the user.

13. I will not violate the integrity of a network or computer system, change its performance or settings, and intentionally make it malfunction, or add or delete any programs or information resources.

14. Individual teachers/classrooms may establish guidelines above and beyond this policy.

15. I may use the network only with the permission of a teacher and only after this permission slip is signed by me and my parents or guardian and placed on file at this school.

16. I will at all times use technology in a moral and ethical manner and observe net etiquette. Abuse of net etiquette includes, but is not limited to profanity, cruelty, threats and/or harassment, content of a sexual nature, cyber bullying, chain letter, spamming, email bombing, etc.

17. I will not place stickers, decals, adhesive labels, markings, or other materials on any school-owned device, equipment, or accessory unless specifically authorized by school personnel.

18. I will not disassemble, open, modify, tamper with, or attempt to repair any school-owned device, equipment, or accessory. Any problems, damage, or malfunctions will be reported immediately to the instructor or appropriate school personnel.

19. Perryville School District will provide education to students on appropriate online behavior, including interacting with other individuals on social networking sites, cyber bullying awareness, cyber bullying response, unauthorized access including hacking.

20. Not adhering to the rules stated in this student internet acceptable use policy may result in consequences determined by the teacher and administration.

Artificial Intelligence

“Artificial Intelligence (AI)” means a machine-based system objectives, makes predictions, recommendations, or decisions influencing a real or virtual environment.

“AI Tools” means Software, hardware, or cloud-based applications that use AI to aid in tasks like content creation, data analysis, and personalized learning. For purposes of this policy, AI tools do not include items such as spell check or grammar check.

"Automated decision tool" means an AI tool that has been specifically developed and marketed, or specifically modified, to make or to be a controlling factor in making consequential decisions.

The Perryville School District Board of Directors desires to provide guidance for the appropriate use of AI technologies in curriculum development, instruction, and related educational activities that is aligned with the Arkansas Academic Standards and safeguards student data and privacy while encouraging innovation.

Any AI tools or programs utilized by the District must adhere to State and federal laws; State rules; and Federal regulations governing data use, privacy, and security. Any AI tool used must comply with the District’s policies on data privacy and security, especially concerning student information.

All curriculum and instructional materials that were created with AI tools shall align with the Arkansas Academic Standards and District educational goals.

Staff shall document the extent and manner AI tools were used in the creation of curriculum or instructional materials. Staff shall ensure the content created with the assistance of AI tools is accurate and free from bias.

The District shall regularly review the impact AI tools have on the District’s educational outcomes and shall update this policy as necessary following the review.

Legal References: A.C.A. § 6-18-2601 et seq.
A.C.A. § 25-1-128
15 U.S.C. § 6501
20 U.S.C. § 1232g
34 C.F.R. Part 99

Student Use of Artificial Intelligence

“Artificial Intelligence (AI) Tools” means Software applications or platforms that utilize machine learning algorithms to perform tasks typically requiring human intelligence, such as generating content, providing recommendations, or solving problems. For purposes of this policy, AI tools do not include the use of spell check or grammar check.

The purpose of this policy is to establish guidelines for the responsible use of AI tools by District students. The policy applies to all students enrolled in the District and covers the use of AI tools when completing District assignments or projects.

The district shall provide teachers and students resources and education on AI literacy and digital citizenship. The District shall establish a committee who shall be responsible for the review and selection of AI tools that shall be available for students to use. All AI tools selected by the committee shall comply with applicable state and federal

data privacy laws. Students shall only use AI tools that were approved by the District committee for classroom assignments or projects.

Teachers are responsible for providing instructions on when and how AI tools may be used for classroom assignments. Students may use AI tools as approved by their classroom teacher to enhance learning and develop future-ready skills.

Students should use AI tools ethically and responsibly, aligning with the district's educational objectives, and in a manner that does not harm themselves or others. As part of using AI tools responsibly, students should be cautious about the information they provide to AI tools and consult with a teacher if unsure. At no time shall Students share personal, sensitive, or confidential information with AI tools, especially AI tools requiring data input.

When a student uses AI tools, a student shall:

a. Review and verify the accuracy of content that is generated by an AI tool;
b. Cite AI tools used as part of an assignment or project as a source, following District citation guidelines; and
c. Be transparent about their use of AI in completing assignments.

Students must ensure all submitted work is their own and properly acknowledge or cite any assistance from AI tools. Students are encouraged to ask questions if they are unsure about the acceptable use of AI tools.

The following actions regarding AI tools are strictly prohibited:

A. Misuse of AI tools for cheating, plagiarism, or any form of academic dishonesty, including the submission of assignments that were fully generated by an AI tool and presented as original student work;
B. Altering or falsifying academic documents or records using AI tools;
C. Using AI tools to:
    - Gain unauthorized access to District systems; or
    - Bypass District security measures;
D. Using AI tools to produce misleading or false information, imagery, or any form of false outputs about themselves, other students, or staff members.

Students should report any inappropriate content or security concerns encountered while using AI tools to a teacher or administrator.

Violations of this policy shall be handled in accordance with the District's disciplinary procedures.

Legal References: A.C.A. § 6-18-2601 et seq.
A.C.A. § 25-1-128
15 U.S.C. § 6501
20 U.S.C. § 1232g
34 C.F.R. Part 99

CELL PHONE AND ELECTRONIC DEVICES

"Emergency" means a serious, unexpected, and dangerous situation that requires immediate action, including without limitation:

·An active fire;
·An active tornado or earthquake;

- An active shooter;
- An evacuation of school grounds; or
- A medical emergency

“Personal electronic device” means without limitation a:

a. Cellular telephone;
b. Paging device;
c. Beeper;
d. Mobile telephone that offers advanced computing and internet accessibility;
e. Digital media player;
f. Portable game console;
g. Tablet, notebook, or laptop computer;
h. Digital camera;
i. Digital video or audio recorder;
j. Smart watch; and
k. Device that can connect and transmit data through Bluetooth technology.

“School day” means from the time students are required to be at school until the time students are dismissed from school. Students are expected to follow these rules while on campus.

In accordance with Arkansas Senate Bill 142 ("Bell to Bell, No Cell Act"), this district has adopted the following electronic device policy to ensure a safe and distraction-free learning environment during the school day.

General Policy Statement

Use and misuse of personal electronic devices has become a serious issue that interferes with the proper functioning of the school’s educational program. The School Board finds it necessary to restrict student possession and use of personal electronic devices—including but not limited to cell phones, smart watches, headphones/earbuds (whether visible or in use), MP3 players, iPods, tablets, e-readers (e.g., Kindles/Nooks), portable gaming devices, cameras, and any Bluetooth-enabled device—during the school day, to maintain a productive academic environment.

Students **may possess** personal electronic devices on campus but **must keep them turned off and completely out of sight** from the time they arrive on campus till the time they leave campus. Devices must be stored in backpacks, purses, or lockers. Devices seen in a student’s hand, pocket, or otherwise visible will be considered in violation of this policy.

Smartwatches and similar wearable devices are permitted only for timekeeping. If used for communication (e.g., texting, calling, notifications), they will be treated as a violation.

Earbuds or headphones may not be worn or visible during the school day unless explicitly authorized for instructional use.

Instructional Exemptions

A classroom teacher, with prior approval from the principal, may authorize the use of student devices for specific instructional purposes. Students must follow all guidelines provided for such authorized use. Misuse will be considered a violation of this policy.

A teacher may also require students to turn in devices at the start of class, which will be returned at the end of the period.

Prohibited Uses

Use of any personal electronic device for the following is strictly prohibited:

- Texting, calling, or receiving notifications.
- Photographing, recording, or videoing in locker rooms, restrooms, or hallways.
- Academic dishonesty (e.g., cheating, accessing test materials).
- Sharing, sending, or viewing indecent images or videos.
- Posting videos from school grounds without permission.
- Use of school-issued devices for non-educational purposes or while driving.

Exemptions (as Required by Law)

This policy does **not apply**:

1. In emergency situations (e.g., fire, lockdown, medical emergency).
2. When device use is outlined in a student's **IEP** or **504 Plan**.
3. When needed for **two-factor authentication** for concurrent college courses.
4. To devices **issued by the school** for instructional use during the school day.
5. During **special events** as approved by the administration.

Confiscation and Privacy Notice

Confiscated devices may be searched if there is reasonable suspicion of misuse.. Students have no right of privacy as to the content contained on any personal electronic devices that have been confiscated. A search of a confiscated device shall meet the reasonable individualized suspicion requirements of the search and seizure policy. Students and parents **assume all risk** of loss, damage, or theft. The district is not liable for any confiscated devices

Consequences for Violations (Administration will determine appropriate disciplinary response based on circumstances)

- **1st Offense -** 1 day of lunch detention assigned. Device sent to office. Parent/guardian or designated adult may retrieve device. *Refusal to surrender device:* 3 days ISS
- **2nd Offense -** 2 days of lunch detention assigned. Device sent to office. Parent/guardian or designated adult may retrieve device. *Refusal to surrender device:* 3 days ISS
- **3rd Offense -** 1 day of ISS assigned. Device sent to office. Parent/guardian or designated adult may retrieve device. Student loses privilege of bringing devices to school for the rest of the semester. *Refusal to surrender device:* 3 days ISS
- **4th Offense -** Device sent to office. Parent/guardian or designated adult may retrieve device - Fourth offense is considered **insubordination** and may include OSS.

Designated Adult: Must be approved in writing by the parent/guardian or be listed on the student's demographic file. Must be over 18 years old.

Testing Day Exception

During periods of standardized testing, students caught with a device will automatically be considered **third-offense violators** regardless of prior history. All students will be required to turn in devices prior to testing.

Legal Reference Arkansas Code § 6-18-515 (as amended by Act SB142, 2025)
Arkansas Code § 6-18-502 (b)(3)(D)(ii)

CONTACT BY NON-CUSTODIAL PARENTS

If there is any question concerning the legal custody of the student, the custodial parent shall present documentation to the principal or his/her designee establishing the parent's custody of the student. It shall be the responsibility of the custodial parent to make any court ordered "no contact" or other restrictions regarding the non-custodial parent known to the principal by presenting a copy of a file-marked court order. Without such a court order on file, the school will release the child to either of his/her parents. Non-custodial parents who file with the principal a date-stamped copy of current court orders granting visitation may eat lunch, volunteer in their child's classroom, or otherwise have contact with their child during school hours and the prior approval of the school's principal. Such contact is subject to the limitations outlined in Policy 4.16, Policy 6.5, and any other policies that may apply. Unless prior arrangements have been made with the school's principal, Arkansas law provides that the transfer of a child between his/her custodial parent and non-custodial parent, when both parents are present, shall not take place on the school's property on normal school days during normal hours of school operation.

Contact by Law Enforcement, Social Services, or Court Order

State Law requires that Department of Human Services employees, local law enforcement, or agents of the Crimes Against Children Division of the Department of Arkansas State Police, may interview students without a court order for the purpose of investigating suspected child abuse. In instances where the interviewers deem it necessary, they may exercise a "72-hour hold" without first obtaining a court order. Other questioning of students by non-school personnel shall be granted only with a court order directing such questioning, with permission of the parents of a student (or the student if above eighteen [18] years of age), or in response to a subpoena or arrest warrant. If the District makes a report to any law enforcement agency concerning student misconduct, or if access to a student is granted to a law enforcement agency due to a court order, the principal or the principal's designee shall make a good faith effort to contact the student's parent, legal guardian, or other person having lawful control by court order, or person acting in loco parentis identified on student enrollment forms. The principal or the principal's designee shall not attempt to make such contact if presented documentation by the investigator that notification is prohibited because a parent, guardian, custodian, or person standing in loco parentis is named as an alleged offender of the suspected child maltreatment. This exception applies only to interview requests made by a law enforcement officer, an investigator of the Crimes Against Children Division of the Department of Arkansas State Police, or an investigator or employee of the Department of Human Services. In instances other than those related to cases of suspected child abuse, principals must release a student to either a police officer who presents a subpoena for the student, or a warrant for arrest, or to an agent of state social services or an agent of a court with jurisdiction over a child with a court order signed by a judge. Upon release of the student, the principal or designee shall give the student's parent, legal guardian, or other person having lawful control by court order, or person acting in loco parentis notice that the student has been taken into custody by law enforcement personnel or a state's social services agency. If the principal or designee is unable to reach the parent, he or she shall make a reasonable, good faith effort to get a message to the parent to call the principal or designee, and leave both a day and an after-hours telephone number.

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

Student Immunizations

Act 633 passed by the 1973 Legislature, amended Act 244 of 1967, requires that all children are to be immunized against Poliomyelitis, Diphtheria, Tetanus, Pertussis, Red Measles, German Measles, Hepatitis B, and Chicken Pox before entering a public or private school of this state.
No child will be admitted to a public or private school or child-care facility of this state, irrespective of grade or transfer, who has not been adequately immunized or is not in the process of becoming adequately immunized. Students are to be immunized in accordance with the Arkansas Department of Health School.

The only proof of immunization to be accepted by the school shall be a certificate by a licensed physician, or a health department, or the military service, acknowledging the same, and dates of vaccine administration must be provided and entered on the school record.

The provisions of Act 633 will not apply if the parents or legal guardians of such child object thereto on the grounds that such immunization conflicts with the religious tenet and practices of a recognized church or religious denomination of which said parent or guardian is an adherent or member.

A child's immunizations will be verified by the program within 30 days of enrollment. The Arkansas Department of Health requires that all children's immunizations be up to date. A child cannot remain in attendance until all required immunizations are complete and properly documented.

In addition, **all kindergarten students are required to have a current physical examination on file**. This physical is only good for one year and must be completed and submitted prior to the start of school in order for the child to attend.

Minimum Immunization Requirements

Vaccine	Min. # of Doses	Additional Requirements
Polio	3	The last dose after the 4th birthday
Diphtheria/Tetanus Pertussis DTP, DT-Pediatric, TD-Adult	4	The last dose after the 4th birthday
Measles (M, MR, MMR)	2	First dose on or after the 1st birthday 2nd dose at least 28 days after the first dose
Rubella (R, MR, MMR)	1	After 1st birthday and after 6/1/69

Hepatitis B.	3	A series of three vaccinations
Varicella (chicken pox)	2	Dosage given on or after 1st birthday
K = 2	2	Doses (with dose 1 on or after 1st birthday and dose 2 at least 28 days after dose 1) No history of disease will be accepted in lieu of vaccine.
1st = 1	1	Dose (on or after 1st birthday) OR parent/guardian or physician history of disease may be accepted in lieu of receiving a vaccine.

Medicines and Illness

Prior to the administration of any medication, including any dietary supplement or other perceived health remedy not regulated by the US Food and Drug Administration, to any student under the age of eighteen (18), written parental consent is required. The consent form shall include authorization to administer the medication and relieve the Board and its employees of civil liability for damages or injuries resulting from the administration of medication to students in accordance with this policy. All signed medication consent forms are to be maintained by the school nurse.

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

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

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

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

The school shall not keep outdated medications or any medications past the end of the school year. Parents shall be notified ten (10) days in advance of the school's intention to dispose of any medication. Medications not picked

up by the parents or legal guardians within the ten (10) day period shall be disposed of by the school nurse in accordance with current law and rules.

Schedule II Medications

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

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

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

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

Self-Administration of Medication

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

1. Self-administer either a:
   - Rescue inhaler; or
   - Auto-injectable or nasal spray epinephrine;
2. Perform the student's own blood glucose checks;
3. Administer insulin through the insulin delivery system the student uses;
4. Treat the student's own hypoglycemia and hyperglycemia; or
5. Possess on the student's person:
   A. A rescue inhaler;
   B. Auto-injectable or nasal spray epinephrine; or
   C. The necessary supplies and equipment to perform the student's own diabetes monitoring and treatment functions.

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

1. The written authorization of the student's parent, legal guardian, or person standing in loco parentis; and
2. A written order from the student's treating physician stating that the student:

a. Is capable of completing the proper method of self-administration of the stress dose medication,; and
b. Has been instructed on the details of the student's medical condition and the events that may lead to an adrenal crisis.

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

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

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

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

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

Emergency Administration of Glucagon and Insulin

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

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

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

A. The time scheduled for a dose of insulin in the student's IHP; and

B. Glucagon or non-scheduled insulin administration once other staff have relieved him/her from other duties until a parent, guardian, other responsible adult, or medical personnel has arrived.

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

Emergency Administration of Epinephrine

The school nurse or other trained school employees designated by the school nurse as a care provider who have been certified by a licensed physician may administer epinephrine, either through an auto-injector or nasal spray, in emergency situations to students who have an IHP that provides for the administration of epinephrine in emergency situations.

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

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

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

Emergency Administration of Albuterol

The school nurse or other trained school employees designated by the school nurse as a care provider who have been certified by a licensed physician, advanced practice registered nurse, or physician assistant may administer albuterol in emergency situations to students who have an IHP that provides for the administration of albuterol in emergency situations.

The parent of a student who has an authorizing IHP, or the student if over the age of eighteen (18), shall annually complete and sign a written consent form provided by the student's school nurse authorizing the nurse or other trained school employee(s) certified to administer albuterol to administer albuterol to the student when the employee believes the student is in perceived respiratory distress.

The school nurse for each District school shall keep albuterol on hand. The school nurse or other trained school employee designated by the school nurse as a care provider who has been certified by a licensed physician, advanced practice registered nurse, or physician assistant may administer albuterol to those students who the

school nurse, or other trained school employee certified to administer albuterol, in good faith professionally believes is in perceived respiratory distress.

Emergency Administration of Anti-opioid

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

An opioid overdose rescue kit shall be placed within all storage locations in the District high school buildings that currently contain an automated external defibrillator for public use. The opioid overdose rescue kits shall be located where it is readily available to the public, be visually free of advertisement, and contain an anti-opioid.

Emergency Administration of Emergency Adrenal Insufficiency Medication

The school nurse or other trained school employees designated by the school nurse as a care provider who have been certified by a licensed physician may administer an injectable emergency dose medication in emergency situations to students who have an IHP that provides for the administration of an injectable emergency dose medication in emergency situations.

The parent of a student who has an authorizing IHP, or the student if over the age of eighteen (18), shall annually complete and sign a written consent form provided by the student's school nurse authorizing the nurse or other trained school employee(s) certified to administer an injectable emergency dose medication to administer an injectable emergency dose medication to the student when the employee believes the student is having an adrenal crisis due to adrenal insufficiency.

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

Seizure Disorder Medications

Students who have been diagnosed with a seizure disorder shall have a seizure action plan that shall be a written IHP designed to acknowledge and prepare for the healthcare needs of the student. The student's seizure action plan shall be created in collaboration between District staff and the student's Parents, legal guardians, persons having lawful control of the student, or persons acting in loco parentis or the student if over eighteen (18). As part of the creation of the student's seizure action plan, the student's Parents, legal guardians, persons having lawful control of the student, or persons acting in loco parentis shall:

1. Provide the school with written authorization to administer the seizure medication at school;
2. Provide a written statement from the student's healthcare provider that shall contain the following information:
    - The student's name;
    - The name and purpose of the medication;
    - The prescribed dosage;
    - The route of administration;
    - The frequency that the medication should be administered;

- The circumstances under which the medication should be administered;

3. Provide the prescribed medication to the school in its unopened, sealed package with the label affixed by the dispensing pharmacy intact, which shall be stored in a safe and secure location accessible only by District personnel or volunteers with training to administer seizure medication.

The written authorization, written statement, and seizure action plan shall be kept on file in the office of the school nurse or school administrator and distributed to any school personnel or volunteers responsible for the supervision or care of the student.

Legal References: Ark. State Board of Nursing: School Nurse Roles and Responsibilities
Division of Elementary and Secondary Education and Arkansas State Board of Nursing Rules Governing the Administration of Insulin, Glucagon, and Medication for Adrenal Insufficiency or Adrenal Crisis to Arkansas Public School Students
A.C.A. § 6-18-701 A.C.A. § 6-18-714 A.C.A. § 6-18-721
A.C.A. § 6-18-707 A.C.A. § 6-18-717 A.C.A. § 17-87-103 (11) and (14)
A.C.A. § 6-18-711 A.C.A. § 6-18-720 A.C.A. § 20-13-405

HEAD LICE

Protocol For Control of Pediculosis (head Lice)
When a student has active pediculosis (head lice) infestation, the following guidelines are to be followed:

1. The child's parent or guardian is asked to come to the school and take the child home. When the parent comes to the school, the appearance and location of the lice and/or nits should be shown to the parent. This demonstrates that the child is infested and that the parent will recognize a nit or louse in order to examine other family members.
2. The nurse or other school personnel shall give the parent a copy of the head lice letter and review it with them. They will point out the condition of readmission, which is evidence of a recent shampoo, a note from a medical professional, the box top from the shampoo, or the shampoo bottle itself.
3. Parents will be required to bring children to be checked by the school nurse /building Administrator daily in order to be readmitted to school. The child will be given two (2) excused days per occurrence of head lice.
    a. Even if lice is still present when checked by the nurse/building Administrator, and they have been checked consecutively for two days, only 2 days will be excused. Unexcused absence will begin on the 3rd day.
    b. If a student rides a bus to and from school, bus service will be stopped until the student is cleared by the nurse to return to school.
4. A record of all children who have head lice will be kept by the nurse and other school personnel at the school. This record will show which children have been sent home, proof of treatment and retreatment plus parent contact.
5. Infested children should be treated twice. The interval between treatments should be 7 to 10 days. The nurse will prepare a follow-up letter to be mailed to the parent including the date when the child should have the second treatment. Readmission to school will be with proof of treatment. The school will be responsible for distributing this letter.
6. If a child or family has frequent infestations, DHS (Dept. of Human Services) is willing to open a supportive services case and send a homemaker to help with treatment. Active infestation for Perryville

School District is determined by either an observation of a louse (bug) or presence of nits (eggs) positioned on the hair shaft.

Head Lice Absences

The day the nurse sends a student home, due to the discovery of a head lice infestation, will be considered an excused absence. Any further days (other than the (2) excused day during treatment) of absence incurred from the infestation will be an unexcused absence. Repeated infestations will be referred to the school nurse, who will determine appropriate interventions. Re-treatment of lice is often necessary following the head lice treatment instructions carefully.

In an effort to control this problem, parents should conduct periodic checks of their own students at home. The school should be notified if lice are found. When the school is notified by the parent/guardian 1 day of an excused absence will be allowed per semester. Any further occurrences will be considered an unexcused absence. Students must not share combs, caps, and other personal items. Re-occurrence of head lice (3 or more flare ups in a semester) may result in the filing of a FINS (Family in Need of Services) with the appropriate authorities.

Toilet Training

All children entering Perryville Elementary shall have toilet training to the point that each one can take care of their toileting needs without adult assistance. Any exceptions shall be made in advance of the start of school by the parent providing medical documentation of a health related cause to the building principal from the child's physician. If there is a health related reason for a child not being able to control his/her bowels or bladder, a health plan will be developed by the school nurse with input from the parent/guardian and physician. The parent/guardian of a child who has multiple toileting accidents weekly for reasons other than medically confirmed, will be required to attend a meeting with the school nurse, teacher, counselor, and principal or designee, in order to create a plan of action to help the student.

ACCIDENT AND ILLNESS AT SCHOOL

In all serious school accidents parents will be notified immediately. If the accident is of such nature to require immediate medical care when the parent or guardian cannot be reached the school officials will act *in loco parentis* to provide for the emergency medical needs of the student. Please be sure all numbers on the school emergency forms are up to date. Accidents to students on school premises are to be reported to the nurse, principal and/or principal designee. Only first-aid treatment is given, and the family is notified. If necessary, the family doctor may be called. When a student is injured or becomes ill, his or her parents should be notified and if serious enough, the student should be taken home or to an appropriate medical facility. The school assumes no responsibility for financial obligations involved in the treatment. If a child, while at school, becomes ill with a fever of 100.4 degrees or greater, and the parent/guardian cannot be notified, attempts will then be made to contact the emergency numbers or physician provided on the Medical/Medication Administration Release Form and the medication will be given. At this point, the student will need to be sent home and fever free for 24 hours from the time they leave campus. If any student is sent home by the school nurse for a contagious illness such as pink eye, ringworm, impetigo, staphylococcal, and/or streptococcal infections then that student will be on antibiotics for 24 hours if prescribed by a doctor. Students must be free from any flu or virus symptoms including vomiting, fever, and/or diarrhea for 24 hours from the time they left campus before returning to school.

GIVEN NAME ACT

It is the responsibility of the Perryville School District to be transparent to all of the parents and guardians of the students who attend our schools. This includes the name in which an employee of our district refers to his/her student. In accordance with the Given Name Act:

a. No public education employee or contractor shall use a name to address a student other than the name listed on a student's birth certificate, or derivatives thereof, without the written permission of a student's parents or guardians.

b. No public education employee or contractor shall use a pronoun in addressing a student that is different from that student's biological sex without the written permission of a student's parents or guardians.

*If the parent/guardian would like to change the name by which their student is called at school the parent/guardian must fill out and sign an Alternate Student Name form. This form can be found in the office of the school in which the child attends.

MCKINNEY-VENTO RESOURCES AND SERVICES

The McKinney-Vento Homeless Program helps remove barriers to learning for students experiencing homelessness. The term "homeless children and youth" means individuals who lack a fixed, regular, adequate nighttime residence. In an effort to identify and assist students experiencing homelessness, the Perryville School District provides a liaison. The liaison is tasked with administering the regulations and procedures as outlined in the McKinney- Vento Act while complying with the provisions of the Perryville School Districts Homeless Education Program. If you have questions please contact the Homeless Liaison for the Perryville School District kayla.durham@perryvilleschool.org or 501-889-5146 Ext 337.

STUDENTS WHO ARE FOSTER CHILDREN

The District will afford the same services and educational opportunities to foster children that are afforded other children and youth. The District shall work with the Department of Human Services (DHS), the Division of Elementary and Secondary Education (DESE), and individuals involved with each foster child to ensure that the foster child is able to maintain the foster child's continuity of educational services to the fullest extent that is practical and reasonable.

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

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

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

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

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

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

Foster Child School Choice

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

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

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

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

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

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

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

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

When a foster child transfers from the foster child's school of origin to another school in the District or into the District, the foster child or the foster parent is responsible for the foster child's transportation to and from the school the foster child transferred to. The District and the foster parent, or the foster child if the foster child is eighteen (18) years of age, may enter into a written agreement for the District to provide the transportation to and from the school the foster child transferred to.

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

SCHOOL CHOICE TRANSFER OUT OF THE DISTRICT

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

"Lack of capacity" means, based on the maximum student to teacher ratio allowed under federal law; state law; the Rules Governing the Standards for Accreditation for Arkansas Public Schools and School Districts; state rules; or other applicable federal regulations, that ninety-five percent (95%) or more of the seats at the grade level in which the student would be assigned at the nonresident school are filled on the date the school choice application is made.

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

Standard School Choice - Transfers into or Within the District

The Board of Directors will annually adopt a resolution containing the capacity standards for the District. The resolution will contain the acceptance determination criteria identified by academic program, class, grade level, and individual school. The school is not obligated to add any teachers, other staff, or classrooms to accommodate choice applications. The District may only deny a Standard School Choice application if the District or school has a lack of capacity.

The District shall advertise in appropriate broadcast media and either print media or on the internet to inform students and parents in the District and adjoining districts of the range of possible openings available under the School Choice program. The public pronouncements shall state the application deadline; the requirements and

procedures for participation in the program; and include contact information for the primary point of contact at the District for school choice questions. Such pronouncements shall be made no later than January 1.

Application Process

The student's parent shall submit a school choice application on a form approved by DESE to:

- This District and the student's resident district for students transferring into the District; or
- Only this District for students transferring to another school within the District.

Except for students who are transferring under Uniformed Service Member Dependent School Choice, the transfer application must be postmarked, emailed, or hand delivered between January 1 and June 1. The District shall date and time stamp all applications the District receives as both the resident and nonresident district as they are received in the District's central office. Except for applications from students who are transferring under Uniformed Service Member Dependent School Choice, applications postmarked, emailed, or hand delivered on or after June 2 will not be accepted. Statutorily, preference is required to be given to siblings of students who are already enrolled in the District. Therefore, siblings whose applications fit the capacity standards approved by the Board of Directors may be approved ahead of an otherwise qualified non-sibling applicant who submitted an earlier application as identified by the application's date and time stamp.

Except for students who are transferring under Uniformed Service Member Dependent School Choice, no earlier than January 1 of each year, the Superintendent will consider all properly submitted applications for School Choice. By no later than the fifteenth (15^{th}) calendar day following the receipt of an application, the Superintendent shall notify the following, in writing, of the decision to accept or reject the application:

- For transfers within the District, the student's parent; or
- For transfers into the District, the student's parent and the student's resident district.

Accepted Applications

Applications which fit within the District's stated capacity standards shall be provisionally accepted in writing. A student's acceptance shall be effective on the earlier of:

1. The day the District provides notification to the student of the student's acceptance; or
2. The day the State Board grants an appeal of the student's application.

The written notice of acceptance shall inform the student that the student has ten (10) school days from when the notice is received to either:

- Enroll in the district or in the other District school; or
- Inform the district that the student intends to enroll in the district or the other District school at the start of the next school year.

The acceptance shall be null and void if the student fails to enroll within the ten (10) school day period or fails to inform the district within the ten (10) school day period of the student's intent to transfer at the start of the next school year.

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

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

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

Rejected Applications
The District may reject an application for a transfer into or within the District under Standard School Choice due to a lack of capacity. The District shall use the date and time stamp the District placed on a student's application to determine when the District has reached capacity. A student's application shall be used to determine capacity regardless of whether the student intends to transfer immediately or at the start of the next school year.

The decision to accept or reject an application shall not be based on the student's previous academic achievement; athletic or other extracurricular ability; English proficiency level; or previous disciplinary proceedings other than a current expulsion.

An application may be provisionally rejected if it is for an opening that was included in the District's capacity resolution, but was provisionally filled by an earlier applicant. A provisionally rejected applicant could be provisionally approved and would have to meet the acceptance requirements to be eligible to enroll in the District or another district school if:

- A provisionally approved applicant subsequently does not enroll in the District;
- A provisionally approved applicant subsequently does not enroll in the District school the District student was seeking to transfer to; or
- A District student submits a school choice application to transfer to another district or another school within the District.

The superintendent shall notify the previously provisionally rejected student within fifteen (15) days of the change in status and shall provide notice of all final rejections by July 1.

Rejection of applications shall be in writing and shall state the reason(s) for the rejection. Unless the student's application was rejected due to the application not being timely received by the student's resident district only for transfers within the District or both the resident and nonresident districts for transfers into the District or another district, a student whose application was rejected may request a hearing before the State Board of Education to reconsider the application. The request for a hearing must be submitted in writing to the State Board within ten (10) days of receiving the rejection letter from the District.

Transfers Out of the District

All Standard School Choice applications for transfers out of the District shall be granted.

Annual Reporting
The District shall report annually to the Secretary of the Department of Education:

- The number of transfer applications received;
- The number of applications accepted;
- The number of applications rejected; and
- The reason(s) for each rejection.

Facilities Distress School Choice Applications

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

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

Opportunity School Choice - Transfers Into or Within the District

Unless there is a lack of capacity at the District's school or the transfer conflicts with the provisions of a federal desegregation order applicable to the District, a student may transfer from the student's assigned school to another school in the District or from the student's resident district into the District if:

· Either:

- The student's resident district has been classified by the state board as in need of Level 5 — intensive support; or
- The student's assigned school has a rating of "F"; and

· Except for students who are transferring under Uniformed Service Member Dependents School Choice, the student's parent, guardian, or the student if the student is over eighteen (18) years of age has submitted an application of the student's request to transfer by no earlier than January 1 and no later than June 1 of the school year before the school year the student intends to transfer to the District for students transferring within the District or both the sending and receiving school districts for students that are transferring into the District.

Except for students who are transferring under Uniformed Service Members Dependent School Choice or seeking to transfer within the District, the Superintendent shall notify in writing the parent or guardian, or the student if the student is over eighteen (18) years of age, and the student's resident district whether the Opportunity School Choice application has been accepted or rejected by no later than July 1 of the school year the student is seeking to enroll. If the student is seeking a transfer within the District, the Superintendent shall notify in writing the parent or guardian, or the student if the student is over eighteen (18) years of age, whether the Opportunity School Choice application has been accepted or rejected within fifteen (15) days from receipt of the student's application. The notification shall be sent via First-Class Mail to the address on the application.

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

If the District rejects the application, the District shall state in the notification letter the specific reasons for the rejection. Unless the student's application was rejected due to the application not being timely received by the District for students transferring within the District or both the resident and nonresident districts for students that

are transferring into the District, a parent or guardian, or the student if the student is over eighteen (18) years of age, may appeal the District's decision to deny the application to the State Board of Education. The appeal must be in writing to the State Board of Education via hand delivery or certified mail, return receipt requested, no later than ten (10) calendar days, excluding weekends and legal holidays, after the notice of rejection was received from the District.

Except for students who are transferring under Uniformed Service Member Dependent School Choice, a student's transfer under Opportunity School choice is effective at the beginning of the next school year and the student's enrollment is irrevocable for the duration of the school year and is renewable until the student completes high school or is beyond the legal age of enrollment. This provision for continuing eligibility under Opportunity School Choice does not negate the student's right to apply for transfer to a district other than the student's assigned school or resident district under the Standard School Choice provisions of this policy.

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

Transfers out of, or within, the District

If a District school receives a rating of "F" or the District has been classified by the State Board as in need of Level 5 Intensive Support, the District shall timely notify parents, guardians, or students, if over eighteen (18) years of age, as soon as practicable after the school or district designation is made of all options available under Opportunity School Choice. The District shall offer the parent or guardian, or the student if the student is over eighteen (18) years of age, an opportunity to submit an application to enroll the student in:

1 .A school district that has not been classified by the State Board as in need of Level 5 Intensive Support; or

2. If there is more than one school within the District covering the grade level of the student seeking to transfer that does not have a rating of "F", a public school within the District that is nearest to the student's legal residence that does not have a rating of "F"; or

3. If there is not more than one school within the District covering the grade level of the student seeking to transfer that does not have a rating of "F", a public school that does not have a rating of "F" within a School district that has not been classified by the State Board as in need of Level 5 Intensive Support.

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

Uniformed Service Member Dependent School Choice

"Uniformed service member" means an active or reserve component member of the:

·United States Army, United States Navy, United States Air Force, United States Marine Corps, United States Space Force, or United States Coast Guard;

·National Oceanic and Atmospheric Administration Commissioned Officer Corps; or

· United States Commissioned Corps of the Public Health Service.

"Uniformed service veteran" means a former uniformed service member who has been discharged under conditions other than dishonorable.

A student shall be eligible for school choice under Uniformed Service Member Dependent School Choice if the student is a dependent of a:

- o Uniformed service member in full-time active-duty status;
- o Surviving spouse of a uniformed service member;
- o Reserve component uniformed service member during the period six (6) months before until six (6) months after a Title 10, Title 32, or state active duty mobilization and service; or
- o Uniformed service veteran who is returning to civilian status at the conclusion of the uniformed service veteran's active duty status.

A student's parent, legal guardian, person having lawful control of a student, or person standing in loco parentis to the student shall submit a school choice application by mail, e-mail, or in person to the student's resident district only for transfers within the District or to both the student's nonresident district and resident district. The application shall be accompanied by:

a. A copy of the identification card of the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis that qualifies the student under Uniformed Service Member Dependent School Choice; and
b. A copy of the official orders, assignment notification, or notice of mobilization of the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis.

The application deadline required under Standard School Choice and Opportunity School Choice shall not apply to uniformed service member dependents.

The parent, legal guardian, person having lawful control of the student, or person standing in loco parentis of the student shall be notified in writing whether the student's application has been accepted or rejected within fifteen (15) days of the receipt of the application- by:

a. The District superintendent for students transferring within the District; or
b. The superintendent of the nonresident district for students transferring to a nonresident district.

A student's transfer under the Uniformed Services Member Dependent School Choice is effective immediately upon the written notification of an acceptance.

A student shall be permitted only one (1) school transfer per academic year.

The parent, legal guardian, person having lawful control of a student, or person standing in loco parentis to a student shall be responsible for transportation of the student.

Unsafe School Choice Program

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

Legal References: A.C.A. § 6-1-106
A.C.A. § 6-13-113
A.C.A. § 6-15-2915
A.C.A. § 6-18-202
A.C.A. § 6-18-213

A.C.A. § 6-18-227
A.C.A. § 6-18-233
A.C.A. §6-18-320
A.C.A. § 6-18-510
A.C.A. § 6-18-1901 et seq.
A.C.A. § 6-21-812
DESE Rules Governing Public School Choice

Student Transfers

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

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

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

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

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

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

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

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

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

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

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

Placement of Students from Accredited Schools

Grade Level Placement

Any student transferring from a school accredited by the Department of Education to a school in the district shall be placed into the same grade the student would have been in had the student remained in the former school.

Transfer of Student Grades

When a student transfers into the Perryville School District from another accredited public or private school, all grades and course credits earned at the previous school shall be honored and recorded in accordance with Arkansas Department of Education rules and regulations.

For students who transfer during a grading period, the following shall apply:

- The grades from the sending school will be requested and verified by the receiving school.
- These grades will be averaged with the grades earned at Perryville to determine the student's final grade for the term or course.

If grades from the sending school are unavailable or not aligned with the Perryville grading scale, the school counselor or administrator will work with the classroom teacher to determine an appropriate conversion or evaluation method that ensures fairness and consistency.

Final placement and credit determinations shall be made by the building principal or designee, with consideration given to the student's complete academic record.

Placement of Home School Students/Non-Accredited Transfer Students-In State/OutState/

Procedures for placement of home school students and non-accredited transfer students:

1. Any student desiring to enter the Perryville School District claiming to have been homeschooled must have proof that his/her application for home schooling is on file with the previous school district.

2. A student entering the district will be given a general placement test to determine grade level placement.

3. Placement will be determined by the Perryville School District through a placement conference. The school district shall retain the option to reconsider placement during the school year.

4. Perryville School District will not test and transfer credit without at least one semester of success within the school system.

Students and their parents interested in homeschooling need to be aware that some college scholarships are based on the student's grade point average. Students receiving "CR" and not letter grades would not be eligible for some scholarships.

Home school students will be allowed to participate in extracurricular activities per district policy.

ACT 430 -- HB 1419 -- This Act amends existing law to now require that school districts and open enrollment charter schools must adopt a policy that allows a private school or home schooled student to enroll in an academic class. There is a provision that would limit enrollment if the enrollment would create a financial loss for the district or open enrollment charter school. Provisions may be set that apply to the students who enroll such as academic or grade level prerequisites, attendance, testing, coursework, grades, and conduct so long as they are consistent with those that apply to public school students. The bill does allow for a waiver request from ADE. Transportation may be provided. Districts and open enrollment charter schools are required to provide a grade and transcript to the student. The student is not to be considered truant due to unexcused absences however the student may be dropped from the course for excessive unexcused absences or violation of other policies regarding the academic course. The bill was amended to provide an exemption from being dropped from a course for excessive unexcused absences to students enrolled in an open enrollment charter school that operates primarily as a virtual school.

Student Return from Residential Facility
The parent/guardian of a student returning from, either a long or short term, residential facility will meet with the School Counselor, teacher(s), nurse, Principal or designee before returning to class. The parent/guardian will be required to bring discharge paperwork and any guidance information provided by the facility in order to better serve the student. This meeting is to provide a more smooth transition for the student into the regular school environment.

Classroom Placement

Once placed in a teacher's classroom, students may not be moved into another classroom, unless rare and unique circumstances warrant. This would be at the discretion of the principal.

Placement of Multiple Birth Siblings

The parent, guardian or other person having charge or custody of multiple birth siblings in grades pre-K through 6 may request that the multiple birth siblings are placed in either the same or separate classrooms. The request shall be in writing not later than the 14th calendar day prior to the first day of classes at the beginning of the academic year. The school shall honor the request unless it would require the school to add an additional class to the sibling's grade level. If one parent of multiple birth siblings requests a placement that differs from that of the other parent of the same multiple birth siblings, the school shall determine the appropriate placement of the siblings. The school may change the classroom placement of one or more of the multiple birth siblings if:

1. There have been a minimum of 30 instructional days since the start of the school year; and
2. After consulting with each classroom teacher in which the siblings were placed, the school determines the parent's classroom placement request is:
    - Detrimental to the educational achievement of one or more of the siblings;
    - Disruptive to the siblings' assigned classroom learning environment; or 19
    - Disruptive to the school's educational or disciplinary environment.

If a parent believes the school has not followed the requirements of this policy, the parent may appeal the multiple birth siblings' classroom placement to the Superintendent. The Superintendent's decision regarding the appeal shall be final.

Legal Reference: A.C.A. § 6-18-106

Change of Address/Telephone Number

It is mandatory that an up-to-date address and telephone number for each student be on record in the school office. Parents or guardians must notify the school immediately if there is a change of address or telephone number at any time during the school year. When applicable, parents may be required to provide a new proof of residency.

PERMANENT WITHDRAWAL

When a student is permanently withdrawing from school, the parent or legal guardian must notify the school in writing of the intent to withdraw and the student's last day of attendance. This written notice should be submitted to the school office in advance whenever possible.

In accordance with Arkansas Code Annotated § 6-18-213, the school shall maintain accurate records of student enrollment and withdrawal. Upon notification, the school will:

- Verify the withdrawal with the parent or guardian.
- Complete all necessary documentation, including final grades, attendance, return of textbooks and devices, and settlement of any outstanding fees.
- Provide a Withdrawal Form or Student Transfer Form to the parent or legal guardian, which may be required for enrollment in another public or private school.
- Officially withdraw the student from the school's enrollment and notify the receiving district upon request.

Parents are encouraged to communicate with the school counselor or administrator if support is needed during the withdrawal process.

Student Promotion and Retention

The Perryville School District is committed to supporting each student's academic progress and success. In accordance with Arkansas law, the district shall evaluate every student at least once annually to ensure they are performing at or above grade level in core subject areas. Parents or guardians will be regularly informed of their student's academic progress through report cards, conferences, and other communications. Decisions on promotion, retention, and placement of students shall be made in the best interest of the student.
In grades K-6, students are promoted by individual grades and not by subjects. Promotion or retention will be left to the discretion of the teacher, counselor and administration. Promotion and retention decisions for students in grades K–6 will be based primarily on:

- Academic performance in core subjects (literacy and math),
- Results from classroom assessments,
- Benchmark and state-required assessments,
- Attendance, and
- Teacher observations of the student's readiness for the next grade level.

The following guidelines will also be considered in determining promotion or retention of a student at Perryville Elementary:

- Kindergarten: Kindergarten students must be firm on their letters, sounds, and numbers before promotion to 1st grade. DIBELS scores in the areas of initial sound fluency, letter naming fluency, phoneme segmentation fluency, and nonsense word fluency may be used to determine promotion or retention.
- 1st – 6th Grades: DIBELS and other literacy assessments, teacher observations, state mandated assessments, and classroom performance, including grades, will be considered for promotion and retention.

No student shall be retained more than once in any particular grade if he has been regular in attendance. No student shall be retained more than twice in elementary school if there has been reasonable attendance at school. It is preferred that a child will be no more than one year behind his age group.

If a child is weak in fundamentals, he/she should repeat during the primary years. It is extremely important that students receive the foundation necessary for success during these years.

The Perryville School Board requires that students make passing grades in their class course work for promotion to the next grade. A student who is functioning below grade level may be retained. Factors such as the present academic performance of the student and the child's ability must be taken under consideration. Special Education students are under their guidelines established by their IEPs (Individualized Educational Plan).

If a student has over twelve (12) unexcused absences during the school year he/she may not receive credit for that grade unless all absences after the twelve (12) days are excused.

If there is uncertainty regarding whether a student should be promoted or retained, a Placement Committee meeting will be held to determine the most appropriate action for the student. The Placement Committee shall include:

1. The building principal or designee,
2. The student's classroom teacher(s),
3. The school counselor,
4. A 504 or special education representative (if applicable), and
5. The parent or legal guardian.

The meeting will be scheduled at a time that reasonably accommodates all parties. The school will document the participation or non-participation of all required individuals. If consensus is not reached, the final decision regarding promotion or retention rests with the building principal or designee.

For students with an Individualized Education Program (IEP), promotion or retention decisions shall be based on the successful attainment of IEP goals, as required by state and federal law.

State Assessments
Students in grades 3 and 4 are required by the Arkansas Department of Education to participate in state-mandated assessments. These assessments help measure student learning and school performance.

A student may be considered for retention or may not receive full credit in a course if they:

1. Do not participate in required state assessments within the official testing window (unless exempted by law),
2. Fail to make a good faith effort on the assessment, as documented by the test administrator or proctor.

In such cases, a student may be subject to academic consequences unless a valid exception is granted.

Participation in School Activities

Students who refuse to participate in state-required testing or whose parents withhold them from testing without valid justification may be temporarily ineligible to participate in non-curricular extracurricular activities, such as:

- School celebrations,
- Field day activities not tied to curriculum,
- Special assemblies, or
- Other reward-based events.

Students will regain eligibility once they participate in the required assessment or complete a state-approved remediation program. Exceptions may be granted by the Superintendent or designee in cases of extraordinary or unavoidable circumstances. Students will still be allowed to attend curriculum-related field trips and instructional events.

Legal References: A.C.A. 6-15-433
A.C.A. § 6-15-2001
A.C.A. § 6-15-2005
A.C.A. § 6-15-2009
A.C.A. § 9-28-205

SPECIAL EDUCATION

If a student is determined to be eligible for special education services, the district has the responsibility to evaluate and provide access to appropriate educational services.

A referral for consideration of special education services may be made at any time if a student is suspected of having a disability which adversely affects his/her educational performance. Areas of disability recognized and defined by the Individuals with Disabilities Education Act (IDEA) Amendments of 1997, P.L. 105-17 are:

1. Autism

2. Deaf-Blindness

3. Hearing Impairment

4. Emotional Disturbance

5. Intellectual Disability

6. Multiple Disabilities

7. Orthopedic Impairment

8. Other Health Impairment

9. Speech or Language Impairment

10. Specific Learning Disability

11. Traumatic Brain Injury

12. Visual Impairment

A referral may be made by teachers, administrators, parents, counselors, students, and other individuals with relevant knowledge of the child. The referral is to be made in writing through the completion of the required referral form and provided to the designee of the school in which the student is enrolled.

Determination of eligibility and the subsequent need for special education services is made after all available data is gathered and reviewed by an evaluation/programming committee which includes appropriate school personnel. No discrimination against any person with disabilities shall knowingly be permitted in any program or practice in the Perryville School District.

Rehabilitation Act of 1973 (Section 504)

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against any person with a disability in any program receiving federal financial assistance. Section 504 defines a person with a disability as anyone who:

- has a mental or physical impairment which substantially limits one or more major life activities such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working
- has a record of such an impairment; or
- is regarded as having such impairment.

No discrimination against any person with a disability shall knowingly be permitted in any program or practice in the school district.

If the student is determined to be eligible under Section 504, the school district has the responsibility to afford access to appropriate educational services.

Special Services

Special services are available for qualifying students in meeting individual educational needs. The areas available are the following:

- Special Needs – academic assistance, learning disabilities identified by committee
- Title I – Reading and Math assistance based on teacher recommendations, test scores, and computer scores
- Speech Therapy – speech problems
- Vision, Hearing, and Scoliosis Screening
- Counseling – provided by school counselor/ site-based mental health counselors
- Gifted and Talented – provided for 3-6 students who qualify for GATE
- Homebound – special service is available for students who must experience a lengthy absence from school
- Section "504" – identified by a committee

Arkansas Department of Education guidelines are used in determining if a student is eligible for placement in our ALE classrooms. ALE teachers are licensed Arkansas teachers who provide instruction based on the Arkansas Curriculum Frameworks in each subject area. ALE teachers and staff are specially trained to meet the individual needs of each of our ALE students. The goal of the ALE classroom is to overcome the barriers to academic success for each student. Parents or students interested in this program, should contact the principal for more information on the type of programs offered by the ALE and for information about possible inclusion in this program.

Section 504 Records Retention Policy

In compliance with federal and state guidelines, all Section 504 records, including evaluation data, accommodation plans, meeting notes, parent communications, and related documentation, shall be maintained for a minimum of **three (3) years** following the conclusion of services or the student's exit from the school district.

At the end of the three-year retention period, records may be securely destroyed unless:

- A pending legal action or investigation requires further preservation of the records, or
- The parent/guardian or eligible student has submitted a written request for copies of the records prior to destruction.

All 504 records shall be stored in a secure and confidential manner during the retention period, consistent with FERPA and applicable privacy laws. Access to 504 records is limited to authorized personnel only.

TITLE I PARENT RIGHT TO KNOW

Our school, Perryville Elementary, receives federal funds for Title I, Part A programs. Throughout the school year, we will be providing you with important information about this law as it relates to your child's education. You have a right to request information regarding the professional qualifications of the classroom staff working with your child. Our district or school will be able to provide you with the following information regarding the qualifications of your child's teacher(s):

- Whether the teacher meets the state qualifications and licensing criteria for the grades and subjects he or she teaches.
- Whether the teacher is teaching under emergency or provisional status because of special circumstances.
- Whether the teacher has any advanced degrees and the field of discipline of the teacher's certification or degree.

If at any time your student has been taught for 4 or more consecutive weeks by a teacher(s) that is not highly qualified, then you will be notified by the school.

You also have the right to request information regarding the qualifications of the paraprofessional(s) assisting your child's teacher(s). If your child is receiving Title I, Part A services from a paraprofessional, then our district or school is able to provide your with the following information:

- Whether the paraprofessional has completed at least two years of study at an institution of higher education.
- Whether the paraprofessional has completed an associate's degree (or higher).
- Whether the paraprofessional has met a rigorous standard of quality through our state's certification procedure for determining the quality of paraprofessional staff.
- Whether the paraprofessional has: (a) the knowledge of and ability to assist in instructing reading, writing, and mathematics or (b) the knowledge of and the ability to assist in learning activities, such as homework, reading readiness, writing, mathematics, and other support as appropriate.

To request this information please contact your child's school by phone at (501) 889-5146.

FOOD SERVICE PAYMENT

The Perryville School District recognizes that healthy, nutritious meals are essential to student readiness, well-being, and academic success. The District participates in federal child nutrition programs and is committed to providing all students access to nutritious meals each school day.

The Food and Nutritional Services Department operates as a self-supporting fund and is expected to maintain fiscal responsibility while ensuring that students have access to meals.

Breakfast is served daily from 7:20 a.m. until 7:40 a.m.

Students who bring meal payments to school shall submit their payment to their homeroom teacher in an envelope clearly marked with the student's name, homeroom teacher's name, and the amount enclosed. Parents and guardians are encouraged to utilize the District's online payment system, EZSchoolPay, available through the District website, to make payments and monitor account balances.

Students may charge meals to their cafeteria account in accordance with District procedures. Parents/guardians will be notified when meal account balances become low or delinquent. The District reserves the right to take reasonable collection measures for unpaid meal charges; however, no student shall be denied a reimbursable meal due to an inability to pay, nor shall academic records, grades, report cards, or participation in school activities be withheld solely because of unpaid meal charges.

The Superintendent or designee shall establish administrative procedures necessary to implement this policy in compliance with applicable federal and state laws and regulations.

Meal Charges

The district does not provide credit for students to charge meals, a la carte, or other food/beverage items. These must be purchased either:

1. At the time of receipt with cash or check
2. By having a prepaid account through:
    - Depositing funds at either campus cafeteria, high school/elementary offices, or the Superintendent’s office.
    - Using the District’s online payment center: EZSchoolPay.com (minimal fee of $2.00)

Free Breakfast

In accordance with A.C.A. § 6-18-722, one free breakfast shall be provided each school day upon the student’s request, regardless of eligibility for free/reduced meals.

Meal Categories and Charging Guidelines

Students with Free Meal Status

- Eligible for one free reimbursable breakfast and lunch daily
- Must take a reimbursable meal to qualify
- Extras, second meals, a la carte items are not covered and must be paid for at time of sale

Students with Reduced Meal Status

- Eligible for $0.30 breakfast and $0.40 lunch

Students with Paid Meal Status

- Pay regular price set by the district
- Extras, second meals, a la carte items must be paid at the time of sale

Remaining Positive Balances

- May remain on account for future school years
- May be transferred to a sibling's account upon request

Unpaid Meal Access

In accordance with Arkansas law (A.C.A. § 6-18-715):

- Students without sufficient funds shall be provided an unpaid reimbursable meal at no charge
- Students with documented meal modifications (per Policy 4.50) will receive modified unpaid meals

The district will notify parents:

- When a student's account reaches a low balance and unpaid meals begin
- After each first unpaid meal following a deposit
- After five (5) unpaid meals have been received
- When the account surpasses $100, a collection agency will be engaged

Payment and Account Management

Parents are encouraged to create an EZSchoolPay account to:

- View transaction history
- Set up low-balance alerts
- Make prepayments

Debt Collection Procedure

If a student's account balance exceeds $100:

1. Authorized personnel will contact the student's parents/guardians
2. A National School Lunch Program Application will be requested to assess eligibility
3. If unresolved, a collection agency will be retained

Legal References: Commissioner's Memo CNU-17-003
Commissioner's Memo CNU-17-024
A.C.A. § 6-18-715
A.C.A. § 6-18-722

Meals and Snacks

Breakfast will be available to students each day. Please do not bring breakfast or drinks from home into the classroom. Each child will be given lunch which meets daily nutritional requirements.

The Perryville School District offers nutritious lunches to students for a minimal cost through participation in the federal lunch program. All families are strongly encouraged to complete the free and reduced meal application, regardless of income eligibility.

Students are not allowed to leave the campus for lunch. All lunch money should be turned into the cafeteria. Each child should pay his/her own lunch money. If a student purchases lunch from the cafeteria, he/she must take a carton of milk. If a student is allergic to milk or any other food/drink item, a doctor's note is required to be on file. Another drink may be substituted for milk if a doctor's note is sent. Extra milk may be purchased for those students bringing their lunch from home or for those wishing to have more milk. We encourage all students to eat in the school cafeteria.

No food or beverage may be sold or given away outside the federal child nutrition program during the school day.

Breakfast is served each morning starting at 7:20 a.m. Students eating breakfast will be allowed to enter the building any time between 7:20 and 7:40 A.M.. Breakfast duty personnel are not available to supervise students before 7:20 A.M. or after 7:40 A.M.

Outside Food

Parents and grandparents are always welcome in our cafeteria for lunch. We know children enjoy getting food from home and area restaurants. However, if you choose to bring outside food to your child, please remember it can only be served to your child. State regulations prohibit guests from providing any type of food to anyone besides their own child.We have a designated area for you to eat lunch with only your child in the back of the cafeteria. Please check in at the office before entering the cafeteria. ENERGY DRINKS ARE PROHIBITED on campus.

Student Water Bottles

Students are allowed to bring WATER ONLY to drink while in class. This would exclude any other liquid from being brought to consume while in the classroom including: flavored waters, tea, Koolaid, juice, and sports drinks. The container should have a lid that closes using a pop, flip, or screw top. The container should not leak any water when turned upside down. This procedure would exclude those containers with a straw that protrudes from the top.

LOST AND FOUND

Clothing found in and around school should be hung on the 'Lost and Found' hooks near the cafeteria. Other items may be turned in to the office where they will be placed in a "lost and found" box. The owners may claim their property by identifying it. All articles of clothing such as coats, sweaters, or hats should have the child's name on the label so that lost articles can be easily returned.

PASSES

All students must obtain a pass from the teacher in charge before being out of the classroom, going to the restroom or going to the media center.

VISITORS

Perryville Elementary School cannot permit students to bring little brothers, sisters, or other guests to visit during school hours. We ask the parents' cooperation in this matter in order to prevent disruption of the regular classroom

routine. No exceptions will be made to this rule. Please remember all visitors must report to the office before going to any area in our school.

We welcome parents and grandparents to join ***their child only*** for lunch in our cafeteria. This is a special time to connect and enjoy a meal together during the school day.

At this time, breakfast visitors are not permitted. Our mornings are carefully structured to support a strong start to the day at 8:05 AM. Students are focused on routines, morning work, and transitioning into learning. To protect this valuable instructional time, we ask that families help us maintain a calm and consistent morning environment.

Visitors to the district buildings and facilities, grounds and events must comply with regulations. This includes non-school hours and all functions of the school, athletic or otherwise. This also includes other organizations using school buildings and facilities, properties or vehicles (owned, leased, rented or chartered). The use of tobacco products is prohibited while in district buildings and facilities, on district property or in district vehicles (owned, leased, rented or chartered). The visitor will be informed of the district's tobacco-free policy. If the visitor does not comply, he/she will be asked to leave. If the visitor refuses to leave, the school resource officer or the Perryville Police Department may be called.

State Law prohibits anyone from visiting the classrooms without checking in through the office. **ALL VISITORS, INCLUDING PARENTS, MUST REPORT TO THE OFFICE FIRST AND RECEIVE A VISITOR'S BADGE BEFORE GOING TO ANY AREA IN OUR SCHOOL.** Please do not go to your child's classroom. Each child must be checked out through the office. Parents choosing to wait for their students inside the building must remain in the lobby. Your child will then come to you. Students from other schools are not allowed on campus during the school day.

If for any reason a message needs to be delivered to any of our students, we will see that the message is delivered. The message must be called into the office by 1:30 p.m. to ensure delivery.

The District has the right to ask unauthorized visitors to leave its school campuses. Principals are authorized to seek the assistance of law enforcement officers in removing any disruptive visitors who refuse to leave voluntarily.

In accordance with the Americans with Disabilities Act (ADA) and Arkansas law, visitors with disabilities are permitted to bring a service animal to school if the animal is individually trained to perform specific tasks related to the person's disability. Emotional support animals are not recognized as service animals under the ADA and are not permitted. The service animal must be under the control of its handler at all times and must be housebroken. The school is not responsible for caring for or supervising the service animal. If the animal poses a safety risk or significantly disrupts the school environment, it may be removed.

With the exception of service animals, visitors are prohibited to bring any animal onto school property.

TELEPHONE USE

Permission for telephone use by students will be given only when reasons seem to justify its use.

To protect teachers and pupils from interruptions and to make the best use of the limited telephone service available at school, good judgement dictates that parents should use reasonable restrictions on school hours. Necessary messages can be taken in the office and relayed to the children or teachers.

PARTIES

The elementary school may host nine parties a year. There will be a school calendar listing the 9 party dates. Parents may not bring food items to celebrate individual student birthdays or other events outside the scheduled party dates (per food nutrition laws).

Parents may be asked to help with parties at school on special occasions. The State Health Code prohibits the distribution of "homemade" food of any type. Your consideration of the regulation will be appreciated. Personal party invitations cannot be distributed at school or on school premises.

Delivery of Flowers/Gifts Etc.

The florist will supply us with a list of students receiving flowers by 1:30 p.m. on any given day that flowers are to be delivered. No glass containers or balloons will be allowed on the bus.

ENGLISH LEARNERS

The district shall utilize the special needs funding it receives for identified English Learners (EL) on activities, and materials listed in the DESE Rules Governing Student Special Needs Funding.

The expenditures of EL supplemental funding shall be evaluated at least annually to determine their overall effectiveness. The evaluation shall specifically address how the use of EL funds is in alignment with the district's strategic plan in addressing identified achievement gaps and student performance deficiencies.

Legal References: A.C.A. § 6-15-2914
A.C.A. § 6-20-2305(b)(3)
DESE Rules Governing Student Special Needs Funding - 3.09, 5.00, and 8.00
Standards For Accreditation 2-J.2

ANTISEMITISM PROHIBITED

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

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

- ·The targeting of the state of Israel, conceived as a Jewish collectivity;
- · Charging Jews with conspiring to harm humanity;
- · Calling for, aiding, or justifying the killing or harming of Jews in the name of a radical ideology or an extremist view of religion;
- · Making mendacious, dehumanizing, demonizing, or stereotypical allegations about Jews as such or the power of Jews as collective — such as, especially but not exclusively, the myth about a world Jewish conspiracy or of Jews controlling the media, economy, government or other societal institutions;
- ·Accusing Jews as a people of being responsible for real or imagined wrongdoing committed by a single Jewish person or group, or even for acts committed by non-Jews;

·Denying the fact, scope, mechanisms (e.g. gas chambers), or intentionality of the genocide of the Jewish people at the hands of National Socialist Germany and its supporters and accomplices during World War II (the Holocaust);
·Accusing the Jews as a people, or Israel as a state, of inventing or exaggerating the Holocaust;
·Accusing Jewish citizens of being more loyal to Israel, or to the alleged priorities of Jews worldwide, than to the interests of their own nations;
·Denying the Jewish people their right to self-determination, e.g., by claiming that the existence of a State of Israel is a racist endeavor;
·Applying double standards by requiring of Israel a behavior not expected or demanded of any other democratic nation;
·Using the symbols and images associated with classic antisemitism (e.g., claims of Jews killing Jesus or blood libel) to characterize Israel or Israelis;
·Drawing comparisons of contemporary Israeli policy to that of the Nazis; or
·Holding Jews collectively responsible for actions of the state of Israel.

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

Discrimination and harassment based on antisemitism is expressly prohibited.

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

1. Include contact information for the Title VI Coordinator in information that is provided to staff, students, and parents; and
2. Provide the following on the District website that may be accessed through a link titled "Antisemitism/Title VI":
    - The District's definition of antisemitism;
    - A statement that antisemitism is prohibited in the District's educational programs and activities;
    - A statement that complaints of discrimination or harassment based on antisemitism may be filed with the Title VI Coordinator;
    - Contact information for the District's Title VI Coordinator; and
    - Information on how to file a complaint of antisemitism with the Title VI Coordinator at the Arkansas Department of Education.

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

An employee who is found to have violated the provisions of this policy may be subject to discipline, up to and including termination.

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

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

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

CHALLENGE OF INSTRUCTIONAL/SUPPLEMENTAL MATERIALS

The parent, legal guardian, person having lawful control of a student, or person acting in loco parentis of a student affected by a media selection, or a District employee may formally challenge the appropriateness of a media center selection by following the procedure outlined in this policy. The challenged material shall remain available throughout the challenge process.

Before any formal challenge can be filed, the individual contesting (hereinafter complainant) the appropriateness of the specified item shall request a conference through the principal's office with a licensed media center employee. The complainant shall be given a copy of this policy and the *Request for Formal Reconsideration Form* prior to the conference. The meeting shall take place at the earliest possible time of mutual convenience, but in no case later than five (5) working days from the date of the request unless it is by the choice of the complainant.

In the meeting, the media specialist shall explain the selection criteria and how the challenged material fits the criteria. The complainant shall explain the complainant's reasons for objecting to the selected material. If, at the completion of the meeting, the complainant wishes to make a formal challenge to the selected material, the

A complainant may do so by completing the *Request for Formal Reconsideration Form* and submitting it to the principal's office.

To review the contested media, the principal shall select a committee of five (5) or seven (7) licensed personnel consisting of the principal as chair and at least one media specialist. The remaining committee members shall be licensed personnel with curriculum knowledge appropriate for the material being contested and representative of diverse viewpoints. The task of the committee shall be to determine if the challenged material meets the criteria of selection. No material shall be withdrawn solely for the viewpoints expressed within it and shall be reviewed in its entirety and not selected portions taken out of context.

The principal shall convene a meeting after a reasonable time for the committee members to adequately review the contested material and the *Request for Formal Reconsideration Form* submitted by the complainant. All meetings of the committee shall be open to the public. The complainant shall be allowed to present the complaint to the committee after which time the committee shall meet to discuss the material. The committee shall vote to determine whether the contested material shall be relocated within the media center's collection to an area that is not accessible to minors. A member from the voting majority shall write a summary of the reasons for their decision. A notice of the committee's decision and the summary shall be given (by hand or certified mail) to the complainant.

If the decision is to not relocate the material, the complainant may appeal the committee's decision to the district Board of Directors by filing a written appeal to the Superintendent within five (5) working days of the committee's decision or of written receipt of the decision. The Superintendent shall present the original complaint

and the committee's decision along with the summary of its reasons for its position plus a recommendation of the administration, if so desired, to the Board within fifteen (15) days of the committee's decision. The Board shall review the material submitted to them by the Superintendent and make a decision within thirty (30) days of receipt of the information. The Board's decision is final.

The Board of Education encourages the enrichment of the instructional program through the proper use of supplementary materials. To help ensure the appropriate use of copyrighted materials, the Superintendent, or his designee, will provide district personnel with information regarding the "fair use" doctrine of the U.S. Copyright Code as detailed in the "Agreement on Guidelines for Classroom Copying in Not-for-Profit Educational Institutions with Respect to Books and Periodicals" and "Guidelines for Educational Uses of Music."

The District will not be responsible for any employee violations of the use of copyrighted materials.

Legal Reference: 17 USCS §101 to 1010 (Federal Copyright Law of 1976)

All students in K-6 will be issued free textbooks at the beginning of the school year. Students will be responsible for these books and will pay the cost of replacement in the event one is misplaced or damaged. Textbooks are to be returned to the homeroom teacher at the end of the school year.

Selection of Library Media Center Materials

The ultimate authority for the selection and retention of materials for the schools' media centers rests with the Board of Education, which shall serve as a final arbiter in resolving a challenge to any media center materials. Licensed media center personnel shall make the initial selections in consultation with school and district licensed staff. Materials selected shall be in accordance with the guidelines of this policy.

The purpose of the schools' libraries/media centers is to supplement and enrich the curriculum and instruction offered by the District. Promoting the dialogue characteristic of a healthy democracy necessitates the maintenance of a broad range of materials and information representing varied points of view on current and historical issues. In the selection of the materials and resources to be available in each library/media center consideration will be given to their age appropriateness. Materials should be available to challenge the different interests, learning styles, and reading levels of the school's students and that will help them attain the District's educational goals.

Selection Criteria

The criteria used in the selection of media center materials shall be that the materials:

A. Support and enhance the curricular and educational goals of the district;
B. Are appropriate for the ages, learning styles, interests, and maturity of the schools' students, or parents in the case of parenting literature;
C. Contribute to the examination of issues from varying points of view and help to broaden students understanding of their rights and responsibilities in our society;
D. Help develop critical thinking skills;
E. Are factually and/or historically accurate, in the case of non-fiction works and/or serve a pedagogical purpose;
F. Have literary merit as perceived by the educational community; and
G. Are technically well produced, physically sound (to the extent appropriate), and represent a reasonably sound economic value.

Retention and Continuous Evaluation

Media center materials shall be reviewed regularly to ensure the continued appropriateness of the center's collection to the school's curriculum and to maintain the collection in good repair. Those materials no longer meeting the selection criteria, have not been used for a long period of time, or are too worn to be economically repaired shall be withdrawn from the collection and disposed of. A record of withdrawn media materials including the manner of their disposal shall be maintained for a period of three (3) years.

Gifts
Gifts to the media centers shall be evaluated to determine their appropriateness before they are placed in any media center. The evaluation shall use the same criteria as for all other materials considered for inclusion in the media centers. Any items determined to be unacceptable shall be returned to the donor or disposed of at the discretion of the media specialist. The media centers shall have a list of desired items to give to prospective donors to aid them in their selection of materials to donate.

Procedure Concerning Challenged Material

The use of instructional materials beyond those approved as part of the curriculum/textbook program must be compatible with school and district policies. If there is uncertainty concerning the appropriateness of supplemental materials, the personnel desiring to use the materials shall get approval from the principal prior to putting the materials into use.
All instructional materials used as part of the educational curriculum of a student shall be available for inspection by the parents or guardians of the student. For the purposes of this policy, instructional materials is defined as instructional content provided to the student regardless of its format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats. The term does not include academic tests or academic assessments.

Parents or guardians wishing to inspect instructional materials used as part of the educational curriculum for their child may schedule an appointment with the student's teacher at a mutually agreeable time. Parents/guardians wishing to challenge the appropriateness of any instructional materials shall follow the procedures outlined in the following policy:

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

Legal Reference: 20 USC §1232h (a), (b), (c) [NCLB Act of 2001, Part F, Section 1061 (c) (1)(C)(i)(ii), (2)(A)(i), (5)(B), (6)(A)(C)

Instructional and supplemental materials are selected for their compatibility with the District's educational program and their ability to help fulfill the District's educational goals and objectives. Individuals wishing to challenge or express concerns about instructional or supplemental materials may do so by filling out a Challenge to Instructional Material form available in the school's office. The contesting individual may present a copy of the form to the principal and request a conference be held at a time of mutual convenience. Prior to the conference, the principal shall consult with the teacher regarding the contested material. In the conference, the principal shall explain to the contesting individual the criteria used for the selection of the material and its relevance to the educational program as well as any other pertinent information in support of the use of the material.

Following the conclusion of the meeting, the principal shall have five (5) working days to submit a summary of the concerns expressed by the individual and the principal's response to those concerns to the Superintendent. If the contesting individual is not satisfied with the principal's response, the individual may, after the five (5) working day period, request a meeting with the Superintendent where the individual shall present the same Challenge to Instructional Material form previously presented to the principal. The Superintendent shall explain to

the contesting individual the criteria used for the selection of the material and its relevance to the educational program as well as any other pertinent information in support of the use of the material.

Following the conclusion of the meeting, the Superintendent shall have five (5) working days to write a summary of the concerns expressed by the individual and the Superintendent's response to those concerns. The Superintendent shall create a file of his/her response along with a copy of the principal's response and a copy of the contesting individual's Challenge to Instructional Material form.

If, after meeting with the Superintendent, the contesting individual is not satisfied with the Superintendent's response regarding the appropriateness of the instructional or supplemental material, he/she may appeal the Superintendent's decision to the Board. The Superintendent shall present the contesting individual's Challenge to Instructional Material form to the Board at the next regularly scheduled meeting along with the written responses to the challenge. The Board may elect, if it so chooses, to hear brief verbal presentations from the parties involved in the challenge.

The Board shall decide at that meeting or their next regularly scheduled meeting whether to retain the material, limit the availability of the material, or remove the material from the school. The Board's primary consideration in reaching its decision shall be the appropriateness of the material for its intended educational use. Section 1.02

SCHOOL-PARENT-STUDENT COMPACT

The Perryville Elementary School, and the parents of the students participating in activities services and programs funded by Title I, PartA of the Elementary and Secondary Education Act (ESSA), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.
The school-parent-student compact is in effect during this school year.

School Responsibilities

Perryville Elementary School will:

1. Provide high quality curriculum and instruction in a supportive and effective and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows: The school will provide a rigorous competency-based curriculum that is fully accredited by the Arkansas Department of Education. The curriculum can be delivered digitally or in print depending on the needs of the student. Each teacher will develop an individualized learning plan that will aid the students in meeting their academic goals.

2. Hold parent-teacher conferences at least annually in elementary schools during which this compact will be discussed as it relates to the individual child's achievement. Specifically, those conferences will be held: Parent teacher conferences will be held twice a year per the school calendar.

3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows: Progress reports will be provided to parents at the end of each academic unit of study or when a parental request is made. Teachers have the capability of communicating with parents and students via email. Parents can call the school at any time and request updated information on their child.

4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows: Parents are able to contact the teacher and schedule a conference.

5. Provide parents opportunities to volunteer and participate in their child's class, and observe classroom activities.

Parent Responsibilities

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

- Send my child to school on time every day.
- Make sure that students' work is completed and returned according to grade level expectations.
- Participate, as appropriate, in decisions relating to my child's education.
- Stay informed about my child's education and communicate with the school promptly, reading all notices from the school district either received by my child, by mail, email, text, or other communication methods, and respond, as appropriate.
- Support district and school initiatives, which will enhance the educational opportunities for my child (volunteering, field trips, etc.) as I am able.

Student Responsibilities

I, as a student, will share the responsibility to improve my academic achievement and achieve the State's high standards, specifically, I will:

- Attend school daily, and be on time.
- Return any student work completed and on time.
- Ask for help if I don't understand the instruction my teacher is providing.
- Follow the school rules and be responsible for my own behavior.
- Respect other people, their property, and the community.
- Do my part to make Perryville Elementary School a safe place for every student to learn.

FAMILY AND COMMUNITY ENGAGEMENT PLAN

Perryville School District values the critical role parents and families play in the education of our students. To foster and support parent and family engagement, Perryville School District will communicate information on a timely basis, train and provide parent education, coordinate and encourage community outreach, review the effectiveness of our parent involvement activities on an ongoing basis, and identify and take steps to remove any barriers to greater parent and family engagement.

STUDENT DISCIPLINE

The Arkansas Board of Education has a responsibility to protect the health, safety, and welfare of the District's students and employees. To help maintain a safe environment conducive to high student achievement, the Board establishes policies necessary to regulate student behavior to promote an orderly school environment that is respectful of the rights of others and ensures the uniform enforcement of student discipline. Students are responsible for their conduct that occurs:

- At any time on the school grounds;
- Off school grounds at a school sponsored function, activity, or event;
- Going to and from school or a school activity.

The District's administrators may also take disciplinary action against a student for off-campus conduct occurring at any time that would have a detrimental impact on school discipline, the educational environment, or the welfare of the students and/or staff. A student who has committed a criminal act while off campus and whose presence on

campus could cause a substantial disruption to school or endanger the welfare of other students or staff is subject to disciplinary action up to and including expulsion. Such acts could include, but are not limited to:

- A felony or an act that would be considered a felony if committed by an adult;
- An assault or battery;
- Drug law violations; or
- Sexual misconduct of a serious nature.

Any disciplinary action pursued by the District shall be in accordance with the student's appropriate due process rights.

The District 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 Perryville School Board. The Board has the responsibility of determining whether to approve any recommended changes to student discipline policies.

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

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

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

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

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

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

Behavior not Covered

The school district reserves the right to punish behavior which is not conducive to good order and discipline in the schools, even though such behavior is not covered in the handbook.

Principal's Consequences

Students are sent to the office for various behavior infractions occurring both inside and outside the classroom. The principal or designee will decide the consequences depending upon the severity of the infraction. A student who displays insubordinate, bullying, violent, profane, obscene, threatening, insulting or extremely disruptive actions or remarks will be sent directly to the office.

For these types of severe offenses, the student will automatically receive appropriate disciplinary actions. In this case, the principal may administer any one of the Level 1 consequences on the first offense based on principal or designee's discretion. Administrator or designee(s) will use a combination of the following Level 1 consequences, which may or may not reflect the following sequence.

- Parent contacted AND discipline note sent home
- Parent/Student/Principal conference
- ISS (In School Suspension)
- OSS (Out of School Suspension)
- Corporal Punishment
- Possible referral to outside agency
- Expulsion

In-School Suspension

Students may be assigned to In-School Suspension with no credit loss. Length of assignment will be determined by the principal.

Short Term Suspension

Students who are suspended from school will be able to complete the work for credit for the days that they are not in attendance due to suspension. Parents are responsible for arranging to pick up the work that the student misses while suspended. Students have to turn in the work for credit on the first day the student returns to school after the suspension. If a test was given over the day or days the student was suspended then the student will take the test on the first day the student returns to school.

The following types of behavior may result in short-term suspension:

a. Acts of physical aggression toward others
b. Bullying
c. Failure to behave in in-school suspension
d. Commission of or participation in criminal acts
e. Possession of dangerous weapons (See Dangerous Weapons)
f. Theft-Stealing school or personal property

Prior to such suspension, the principal shall inform the student of the alleged charges or accusations and the basis of the charges of accusations. If the student denies the charges, the principal shall explain the evidence which forms the basis of the charges and shall permit the student to present his/her version of the facts. If the principal considers that suspension is proper, he shall send the student home with a suspension notice requesting a

student-parent-principal conference. Additionally the parent/guardian will be notified, by the principal or designee, of the reasons for the suspension, the time frame of the suspension, and schedule a time for the parent-principal-student conference. When a student has been notified that he/she is suspended, he/she shall remain away from school premises including extracurricular activities until the principal reinstates him/her. At the re-entry conference at the end of the suspension and/or the beginning of the suspension parent-principal-student conference will occur. The principal may make and retain a record of the conference. If in the conference a decision is reached for the student to be reinstated, then no further action is necessary at this time.
Any student who is suspended from school may not be on school grounds including extracurricular activities such as football games.

Long-Term Suspension

A suspension of more than ten (10) days, not amounting to expulsion for the remainder of the semester is authorized. This long-term suspension; however, shall be authorized by board action only after the student has been afforded notice, opportunity for a hearing, and the same procedural rights as for expulsion.

Maximum Consequence: Expulsion

The principal of a school may recommend that a student be expelled from school with loss of credit and shall make said recommendation to the superintendent in writing which will include a written statement of the charge or charges against the student. If the superintendent concurs with the recommendation, a hearing shall be scheduled before the school board. The school board may expel a student for the remainder of the school year or permanently for conduct it deems to be of such seriousness as to make a
suspension inappropriate, or where it finds that the student's continued attendance at school would be unacceptably disruptive to the other students and faculty members.

Permanent expulsion is appropriate for those instances in which serious bodily harm occurred or reasonably would have been expected to occur in another person.

The superintendent shall give written notice, mailed within five (5) calendar days from the alleged incident causing the expulsion recommendation, to the parent if the student is a minor or to the student. Such hearing will be conducted not earlier than three (3) calendar days or more than seven (7) calendar days following the date of the notice except that the superintendent and the student and student's parent may agree in writing to a date not conforming to this limitation. The notice will also set charges against the
student in clear and concise terms, the names of witnesses who will appear against the student, and a brief statement concerning the nature of their testimony.

In every case of a hearing held by a school board regarding the expulsion of a student, the president of the board, or, in their absence, another member selected by the board shall preside at the hearing. The student has the option to engage a lawyer or lay counsel to represent him/her. The superintendent or designee shall present evidence and may present witnesses or statements of those persons having personal knowledge of the events or circumstances giving rise to the expulsion recommendation or statement by witnesses
with personal knowledge of the events or circumstances relevant to the issues. Normally, formal
cross-examination will not be permitted. If, during the course of the hearing, the board determines that the credibility of any of the witnesses is an issue, then their representatives of those witnesses as to whom credibility has become an issue. Such cross-examination should ordinarily be limited to the question or questions as to the credibility of the witness who has become an issue. Opportunity shall be afforded for the

student to observe all evidence offered against him. Members of the board may question any witness evidence offered against him. Members of the board may discuss the matter and will dispose of it by vote. If the board does not expel the pupil with loss of credit, they may impose less severe disciplinary actions such as long-term suspension which may be with or without opportunity for make-up of school work. The board shall briefly state its findings in writing within ten (10) days after the hearing.

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

Except as permitted in this policy, students found to be in possession on the school campus of a firearm shall be recommended for expulsion for a period of one (1) year. The superintendent shall have the discretion to modify such expulsion recommendation for a student on a case-by-case basis.

The District shall establish programs, measures, or alternative means and methods to continue student engagement and access to education during a student's period of expulsion. The District's program shall include offering an expelled student an opportunity for enrollment in digital learning courses or other alternative educational courses that result in the receipt of academic credit that is at least equal to credit the expelled student may have received from the District if the student had not been expelled.

The school administration has the responsibility to present evidence to the board. The administration is entitled to open and conclude the presentation of the evidence. The president of the board or the presiding officer has the authority to limit discussion on any question in order to maintain an orderly, responsible, and fair hearing.

Group Hearings for Suspension or Expulsion

When two or more students are charged with violating the same rule and have acted in concert and the facts are basically the same for all such students, a single hearing may be conducted for them if the president of the board believes the following conditions exists:

1. A single hearing will not likely result in confusion, and
2. No student will have his/her interest substantially prejudiced by group hearing

If during the hearing the president finds that a student's interest will be substantially prejudiced by the group hearing, a separate hearing may be ordered for that student. A separate hearing for a student may be requested by his/her parents or legal guardian.

Disruption of School

"Appropriate interim learning environment" means an appropriate learning environment that is used for a period of time not to exceed ten (10) days.
"Appropriate learning environment" means a setting within the District that provides a similar structure to the following, without limitation:

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

"Violent or abusive behavior" means, without limitation:

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

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

Disorderly activities by any student or group of students that adversely affect the school's orderly educational environment shall not be tolerated at any time on school grounds.

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

- Who has been documented by the teacher as repeatedly interfering with the teacher's ability to teach the students in the class or with the ability of the student's classmates to learn; or
- Whose behavior is so unruly, disruptive, violent, or abusive that it seriously interferes with the teacher's ability to teach the students, the class, or with the ability of the student's classmates to learn.

A student who is removed from class shall:

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

The conference shall be held for the purpose of:

1. Determining the causes of the problem that led to the student's removal and possible solutions;
2. Serving as a manifestation determination review if the student removed from the class is a student with a disability;
3. Determining if a behavioral threat assessment is necessary for the student who was removed from the class due to violent behavior.

The following individuals shall be present at the conference:

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

f. The student, if appropriate.

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

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

- Place the student into another appropriate learning environment or into in-school suspension;
- Except for a student who was removed for violent or abusive behavior, return the student to the class; or
- Take other appropriate action consistent with the District's discipline policy, state law, and federal law.

Student Behavioral Intervention and Restraint

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

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

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

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

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

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

- A description of how a specific incentive or consequence will be used as needed to decrease or eliminate inappropriate student behavior and increase appropriate behavior;
- A plan for managing a crisis situation;
- A system to collect, analyze, and evaluate data about the student;
- The school personnel, resources, and training needed before implementation of the BIP; and
- The timeline for implementing different facets of an intervention, including without limitation when the intervention will be formally reviewed.

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

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

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

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

1. Disrespect;
2. Noncompliance;
3. Insubordination; or
4. Destruction of property that does not create an imminent danger.

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

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

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

- Occurs within the context of data-based problem-solving and involves:
    - The review of existing records and other sources of information;
    - Diagnostic or historical interviews;
    - Structured academic or behavioral observations; andAuthentic, criterion-referenced, or norm-referenced tests; and
    - Is performed with the goal of determining why a specific problem or situation is occurring in order to directly link a strategic intervention to an assessment and solve or resolve the specific problem or situation.

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

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

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

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

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

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

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

Multi-Tiered Behavioral Interventions
The District shall establish a multi-tiered system of behavioral interventions for each student who exhibits social, emotional, or behavioral difficulty that may escalate, if not addressed, to potentially dangerous behavior.

Behavior Intervention Team
A behavior intervention team (BIT) shall be established for each student who exhibits social, emotional, or behavioral difficulty that may escalate, if not addressed, to potentially dangerous behavior. The BIT shall include members who are academic and behavioral assessment and intervention professionals.

A student's BIT shall:

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

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

Physical Restraint

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

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

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

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

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

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

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

1. Mechanical restraint;

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

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

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

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

- The student's BIT;
- The student's IEP team; or
- The student's 504 Plan team.

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

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

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

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

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

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

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

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

The purpose of the debriefing meeting shall be to:

- Determine whether the procedures used during the incident were necessary;
- Evaluate the use of any behavioral supports and de-escalation techniques by school personnel before and during the incident;
- Evaluate the school district's behavioral intervention procedures and prevention techniques in order to minimize future use of physical restraint; and
- If a trained member of school personnel was not immediately available due to the unforeseeable nature of the emergency situation when the incident occurred:
    - Reevaluate the training needs of school personnel;
    - Reevaluate the physical restraint policy and practices; and
    - Develop a plan to prevent a future incident.

At a debriefing meeting, school personnel shall:

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

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

·Submitted to the building principal;[3]

·Mailed to the student's parent within two (2) days of the date on which the debriefing meeting was held; and

·Maintained as part of the student's education record along with other documents consulted during the debriefing meeting.

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

Drug and Alcohol Policy

In an effort to create a healthy environment for students and staff members, and in compliance with the provisions of Public Law 101-226, the Perryville Board of Education prohibits the possession, use or distribution of illegal drugs and/or alcohol on school district property or as a part of any school activity. This policy applies to any student who is on school property, who is in attendance at school or at a school sponsored activity, (including any student who has left campus for any reason and who returns to the campus), or whose conduct at any time or in any place interferes with or obstructs the mission or operation of the school district. It shall be a violation of policy for any student:
1. To sell, supply or give, or attempt to sell, supply or give to any person any of the substances listed in this policy or what the student represents or believes to be any substance listed in this policy.

2. To possess, procure, or purchase, to attempt to possess, procure, or purchase, to be under the influence of (legal intoxication not required), or to use or consume or attempt to use or consume, the substances listed in this policy or what is represented to the student to be any of the substances listed in this policy or what the student believes to be any substances listed in this policy.

Prohibited substances shall include any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or other controlled substance, inappropriate use of prescription drugs as defined in Act 590 of 1971 of the State of Arkansas, as amended, or beverage containing alcohol or intoxicants of any kind.

Controlled substances may be used by a student who has a prescription for the substance, provided the substance remains in the container in which it was obtained from the pharmacist. The prescription must be kept with the school nurse.

Any student engaging in any of the activities with any prohibited substances listed above shall be suspended from school immediately for ten (10) days. The building principal may reduce the suspension upon review of the facts. During the suspension period, the principal will make a report in writing to the superintendent of schools, who will then determine what further action is to be taken or to continue the suspension until the school board can take final action or hold a hearing. Recommendations of expulsion may be made if the situation seems to be sufficiently grave.

If the situation warrants, the superintendent shall communicate all available information promptly to the proper law enforcement agencies and offer full cooperation of the Perryville School District in an investigation.

Students are encouraged to seek treatment and/or counseling for drug problems. The Perryville School District will not assume any expenses incurred in counseling or attendance in a drug/alcohol program. Information about drug and alcohol counseling, rehabilitation and re-entry programs are available in the counselor’s office.

Tobacco Policy

Rationale for Regulating Possession and Use
The health hazards of tobacco use have been well established. This policy is
established to: reflect and emphasize the hazards of tobacco use; be consistent with state and federal laws; protect the health and safety of all students, employees and the public; and set a non-tobacco use example for students by adults. Tobacco is the number one killer and leading cause of preventable death in Arkansas. To support and model a healthy lifestyle for our students, the Board of Education of the Perryville School District establishes the following tobacco-free policy.

For the purposes of this policy, “tobacco” is defined to include any lighted or unlighted cigarette, cigar, pipe, bidi, clove or electronic cigarette, and any other smoking product, and spit tobacco, also known as smokeless, dip, chew and snuff, in any form.

For the purposes of this policy, “tobacco use” is defined to include smoking, which means carrying, or having in one’s possession a lighted cigarette, cigar, pipe or other object giving off or containing any substance giving off smoke, and chewing spit tobacco, also known as smokeless tobacco, dip, chew and snuff, in any form.

For the purposes of this policy, “use” is defined to include the terms chewing, lighting and smoking of any form of tobacco. For the purposes of this policy, “property” is defined to include all school grounds, athletic grounds, parking lots, playgrounds and streets connecting buildings.

For the purposes of this policy, “buildings and facilities” is defined to include all buildings in the elementary complex, all buildings in the high school complex, all buildings in the athletic complex, all buildings in the bus shop complex and the administration building.

Use and Possession Prohibitions
The Perryville School District, inclusive of all its buildings, facilities and property, shall be tobacco free 24 hours a day, 365 days per year. This includes all days when school is not in session and all events and other activities not associated with, or sponsored by, the school.

Possession or use of tobacco products by students in district buildings and facilities, on district property, in district vehicles (owned, leased, rented or chartered) and at school-sponsored events (whether on or off district property) is prohibited at all times. The use of tobacco products by all school employees in district buildings and facilities, on district property, in district vehicles (owned, leased, rented or chartered) and at school-sponsored events (whether on or off district property) is prohibited at all times.

The use of tobacco products by all visitors in district buildings and facilities, on district property and in district vehicles (owned, leased, rented or chartered) is prohibited. This includes non-school hours and all events sponsored by the school or others. Advertising of tobacco products is prohibited in district buildings and facilities, on district property, in district vehicles (owned, leased, rented or chartered), at school functions (sponsored by the district and those not sponsored by the district) and in all district publications. This includes clothing, hats, backpacks, bags, books, magazines, flyers/handouts, lighters and other personal items.

Prevention Education
Tobacco prevention education will be incorporated into the district’s PK-12 comprehensive health curriculum so that students will be aware of the health and social consequences of use/nonuse of tobacco products. Teachers whose instructional assignments include tobacco use prevention education will be trained in order that students will be afforded the most effective delivery of the district’s classroom-based tobacco prevention education.

Communicating to Students, Staff and Public
This policy will be printed in the employee and the student handbooks. It will be posted in highly visible places in all schools of the district. Signs will be posted at all entrances of district buildings and facilities, district vehicles and district properties. Parents and guardians shall be sent notification in writing, and the local media will be asked to communicate this tobacco-free policy community-wide.

Dangerous Weapons

The Board of Education authorizes the superintendent or designated official to automatically suspend any student found in possession of a dangerous weapon, and to recommend that the student be expelled from Perryville Schools. A dangerous weapon may be defined as a knife, razor, ice pick, gun, handheld laser pointers, explosive, or any other object that reasonably can be considered a weapon or dangerous instrument by the school, on sponsored events, during or after regular school hours. The principal/assistant principal or individual designated by the superintendent may determine the danger/intent of the weapon. When the student is found in possession of a weapon, the principal shall take the appropriate action for discipline of the student.

A. Handicapped students who engage in misbehavior are subject to normal school disciplinary rules and procedures so long as such treatment does not abridge the right to free, appropriate public education.

B. The individualized education plan (IEP) team for a handicapped student should consider whether particular discipline procedures should be adopted for that student and included in the IEP.

C. The building principal shall deal with any grievance relating to handicapped students. Any action and procedure shall be in accordance with Public Law 94-142 and Act 102 of 1973 as amended.

D. Students are not allowed to bring any toy that could be considered a weapon or that resembles a weapon. The building principal or the principal's designee will have the final say if the toy can be considered a dangerous toy.

Search, Seizure, and Interrogations

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

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

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

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

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

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

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

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

Student's Rights, Responsibilities, and Limitations

The Perryville School District recognizes that students have certain rights and responsibilities, and that these rights and responsibilities should be exercised within the framework of upholding the individual dignity of both students and other members of the educational community. A public school functions as a community with rules and regulations of the school being the laws of that community. Students, as citizens of this community, have both the rights and responsibilities of citizenship. The laws of that community must be obeyed by its citizens in order for that community to function.
Administrators and teachers, as members of this community, also have rights and responsibilities. They have the rights afforded to all citizens and the added responsibility of creating and maintaining an environment conducive to learning. Both teachers and administrators are authorized to enforce the rules with disciplinary action. The principal is authorized to temporarily suspend students for cause. The school board is authorized to expel students for cause.

The following regulations are designed to protect all members of the educational community in the exercise of their rights and duties:

1. Identification requirements: All persons on school grounds, in school buildings, or at school sponsored events, must upon request, identify themselves to school authorities.

2. Disruptive Conduct: All conduct which disrupts or interferes with the educational process is prohibited and will result in disciplinary actions.

3. Cooperation with School Personnel: Students must obey the reasonable instruction of school district personnel.

4. Off-Campus Events: Students at school-sponsored events, both on and off campus, shall be governed by the school district personnel. Actions by students that violate these regulations or the refusal to obey reasonable instructions of school district personnel shall result in disciplinary action applicable under this regular school program.

5. Freedom of Speech and Assembly:

A. Students are entitled to verbal expressions of their personal opinions as long as the rights of others are not violated and provided that this expression does not cause disruption in the classroom or of the educational process. The use of obscenities is prohibited.

B. Students are allowed to assemble peacefully. To avoid disruption of the educational process all student meetings must function as a part of the educational process or as authorized by the principal. Participation in or the conduct of meetings which interfere with the operation of the school is prohibited.

Equal Educational Opportunity

No student in the Perryville School District shall be excluded from participation in, or denied the benefits of, or subjected to discrimination under any educational program or activity sponsored by the District on the basis of color, religion, national origin, sex, age, or disability. The District has a limited open forum granting equal access to the Boy Scouts of America and other youth groups.

Inquiries on non-discrimination may be directed to the superintendent, who may be reached at (501) 889-2327.

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

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

Legal References:
A.C.A. § 6-1-114
A.C.A. § 6-10-132
A.C.A. § 6-16-2001 et seq.
A.C.A. § 6-18-514
A.C.A. § 14-1-403
28 C.F.R. § 35.106
34 C.F.R. § 100.6
34 C.F.R. § 104.8
34 C.F.R. § 106.8
34 C.F.R. § 106.9
34 C.F.R. § 108.9
34 C.F.R. § 110.25

STUDENT CONDUCT NOT PERMITTED

All students are expected to conduct themselves at all times in a manner that will be conducive to the best interest of the school system and not infringe on the rights of others. The following activities are considered improper con- duct and will subject the student to disciplinary actions including, but not limited to, parent conferences, corporal punishment, in-school suspension, suspension or expulsion.

1. A student shall comply with reasonable directions or commands of teachers, student teachers, substitute teachers, aides, principals, administrative personnel, superintendents, school bus drivers, or other authorized school personnel. Students will be considered insubordinate if they refuse to obey any rule or regulation of the school or school district or the reasonable instruction of school district personnel.
2. CLASSROOM RULES
    a. Be in the classroom on time.
    b. Follow Directions
    c. Be courteous; do not interrupt others
    d. Stay in your seat; keep your hands, feet and other objects to yourself
    e. Toys will not be allowed.

    Consequences: Minimum: Warning

    Maximum: Expulsion
3. CORRIDOR RULES
    a. Running will not be allowed.
    b. Keep hands, feet and objects to yourself.
    c. Move in a quiet, orderly fashion to and from class.
    d. Show respect to others.

Consequences: Minimum: Warning

Maximum: Expulsion

CAFETERIA RULES

Observe good manners and show respect.

Stay in your seat; do not rearrange the chairs or tables.

Move in a quiet, orderly fashion to and from the cafeteria.

Running in the cafeteria will not be allowed

Join the line at the end and remain in line until you are served.

Keep your hands, feet and objects to yourself.

Students may not exchange food. Consequences:

Minimum: Warning
Maximum: Expulsion

5. ASSEMBLY RULES

Move in a quiet, orderly fashion to and from the assembly.

Remain seated in assigned seats or area.

Keep hands, feet or objects to yourself.

Show respect and observe good manners.

Consequences: Minimum: Warning

Maximum: Expulsion

6. BUS LINE RULES

A. Stay in the designated area.

B. Keep hands, feet and objects to yourself.

C. Students are responsible to the duty personnel and principal at bus loading zones.

D. Students are not allowed to leave designated bus zones at any time.

Students must behave in an orderly fashion to and from the bus.

Students will respect the bus driver's authority.

Consequences: Minimum: Warning

Maximum: Expulsion

7. PLAYGROUND RULES

Boundaries - Upper Playground

Stay inside the fence on the south, west, and north sides of the playgrounds and within the concrete wall barriers.

Stay on the upper side of the service road.

Stay away from the volunteer center, 1st and 2nd grade buildings.

B. Boundaries - Lower Playground

Stay inside the fence along the parking lot and road.

Stay below the ditch and back by K-1 building.

Do not play in the parking lot or on sidewalks.

C. General

Do not leave the playground without the duty teacher's permission.

Use the sidewalks.

No objects such as rocks, tree limbs, etc., should be thrown.

No fighting, wrestling, or contact sports.

No bad language should be used at school.

The wearing of caps by students will not be permitted inside the building.

No playing after the bell rings.

No sitting or climbing on top of the tube slide.

No radios, knives, guns, pets, glass jars, tobacco, toys etc., are allowed at school.

No running on the sidewalk.

Don't swing on or hit the canopy.

Do not climb on the basketball goals.

Students will not be allowed to retrieve objects that go over the fence.

Do not bring toys from home (Baseballs, softballs, basketballs, bats, etc.)

Do not climb on fences.

D. Slides

1. Go down slides in a seated position with feet inside the sides.
2. Do not climb up or down the poles.
3. Do not climb up the slide - use the ladder.
4. Come down one at a time.
5. No sitting at the bottom or middle blocking other children.
6. No pushing other children down the slides.
7. No throwing dirt, rocks, etc., up or down the slide.

E. Swings

Swing one person at a time in a seated position.

No jumping out of swings while moving.

No twisting swing chains.

No holding hands, tying swings together or going sideways.

No wrapping swings over poles.

F. Gym

No hanging on basketball goals.

No horseplay.

Do not throw balls at heaters, windows, walls, lights and so forth.

Stay in boundaries and follow school rules.

Play activity may not involve physical contact, running on the paved areas, or throwing objects.

Observe good manners and show respect to others.

Consequence Minimum: Warning

Consequence Maximum: Expulsion

8. Abusive and foul language will not be tolerated.

Student-to-student interaction

Consequences Minimum: Warning

Consequence Maximum: Suspension

Student-to-teacher interaction

Consequences Minimum: Warning

Consequence Maximum: Suspension

9. Possession of firearm or other weapon is prohibited on school property (Act 567 1997 special session)

A student shall not possess, handle or transmit a knife, razor, ice pick, explosive, pistol, rifle, shotgun, pellet gun, or any other object that can be considered a weapon or dangerous instrument.

A student shall not possess, handle or store contraband materials while on school property or at school- sponsored events.

Act 567 requires that students who bring firearms or other weapons upon a school campus shall be expelled for not less than one year. Any incidents shall be reported to the proper authorities.

ACT 1149 of 1999 states when a parent of a minor knows that minor is in illegal possession of a firearm in or upon the premises of a public of private school and fails to prevent the possession or fails to report the possession to the appropriate school or law enforcement officials shall be guilty of a class B misdemeanor.

According to ACT 1150 of 1999, the principal shall report to the department of education the name, ad- dress, and social security number of any student who is expelled for possessing a firearm or other prohibited weapon on school property or committing other ACTS of violence. The expulsion shall be noted on the student's permanent school records.

No persons in this state shall possess a firearm upon the developed property of the public or private school or in or upon any school bus or at a designated bus stop (ACT 1282 of 1999).

10. Gambling

A student shall not participate in any type of activity which may be termed gambling or wagering where the stakes are money or any other object or objects of value.

Consequences Minimum: Warning

Consequences Maximum: Corporal Punishment

11. Electronic Communication and paging devices

No student enrolled in Perryville School shall possess an Ipod, cell phone, smart watch, or a similar communication device while on property owned by the school, except where permission to

possess such device has been granted by the office of the school.

Students may use electronic reading devices such as iPad, Nook, Kindle, Kindle Fire, eReader, etc. for the purpose of reading books for classroom assignments or as part of the Accelerated Reading program. These electronic devices may not be used for any other purpose such as messaging, texting, Twitter, Instagram, games, Facebook, or the Internet, etc. unless permission has been granted by teachers and administration to be used as part of curriculum based activities and assignments. Students may bring these devices to school but it is at their own risk and the school is not responsible for lost, stolen, or broken devices. Classroom use only.

Consequences: Minimum: Parent Conference

Consequences: Maximum: Suspension

12. ACT 1408 of 1999 prohibits the possession of hand-held laser pointers by minors. Seizure of hand held laser pointers will be conducted by all school personnel.

13. TOBACCO POLICY

As stated by Act 779 of 1997, no person may smoke or use tobacco products on campus. Authorities will be notified of any offenders.

Perryville Public School is a tobacco-free environment. In the event a student is caught using or possessing tobacco, the following action will be taken:

1st offense: 2 days in-school suspension, with parent conference **2nd**

offense: 5 days in-school suspension, with parent conference **3rd**

offense: 10 day suspension or recommended expulsion

14. DRUG AND ALCOHOL POLICY

Reason For Policy

Because the use of drugs, alcohol, and other chemicals among young people has become a major problem in our country, and because the use and availability of these substances to students interfere with the educational process, this policy was adopted. The policy is designed to help eradicate the influence of drugs, alcohol, and other chemicals within the school environment. It is designed to act as a deterrent and protection for the students. It is also intended to be a help to the student involved in alcohol or mood-altering drugs.

Consequence: Consequence: 10-day suspension with recommendation for expulsion.

When And Where Applicable

This policy applies to any student who is on school property, who is in attendance at school or at a school-sponsored activity, or whose conduct at any time or in any place interferes with or includes school-sponsored activities off campus or school-sponsored activities at other schools.

Prohibited Activities

Upon verification by local law enforcement or school authorities, or admission by the student, or substantiated evidence of any student possessing, using or selling alcohol or drugs, or illegal paraphernalia on school grounds or at school-sponsored events will be in violation of this policy. (This includes discovery of alcohol or drugs or illegal paraphernalia in one's locker or vehicle.)

Upon verification by local law enforcement or school authorities, or admission by the student or substantiated evi- dence of any student possessing, using or selling alcohol or drugs prior to coming on school grounds or to school- sponsored events will be in violation of this policy. (The phrase "prior to" in this rule shall cover any period of time where by the presence of alcohol or drugs detectable by the student's conduct or appearance or behavior or dilation of eyes or even trace amounts of alcohol or drugs and specifically includes the smell of intoxicants about one's person).

It shall be a violation of policy for any student:

To sell, supply , give, or attempt to sell, supply, or give to any person any of the substances listed in this policy or what the student represents or believes to be any substance listed in this policy.

To possess, procure or purchase, to attempt to possess, procure or purchase, to be under the influence of (legal

intoxication not required), or to use or consume or attempt to use or consume, the substances listed in this policy or what is represented to the student to be any of the substances listed in this policy or what the student believes to be any of the substances listed in this policy.

15. PROHIBITED SUBSTANCE AND PARAPHERNALIA

Prohibited substances shall include any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or other controlled substance, as defined in Act 590 of 1971 of the State of Arkansas, as amended, or beverage containing alcohol or intoxicant of any kind. Any amount of alcohol or drugs consumed or in possession by a student, or drug paraphernalia, i.e. clips, pipes, containers, etc., used in connection with drugs, will be a violation of this policy. Any item intended to be representative of a drug, or any item designed as a counterfeit and/or look- alike drug will be considered an illegal drug and in violation of the alcohol and drug policy in all above situations.

Controlled substances may be used by a student who has a prescription for the substance, provided the substance remains in the container in which it was obtained from a pharmacist and is presented to the school nurse immediately upon entering campus. The nurse will store and administer the medication.

Any violation of this policy shall be subject to disciplinary action including, but not limited to, suspension or expulsion from school.

Consequence: Consequence: 10-day suspension with recommendation for expulsion.

16. DISRUPTION AND INTERFERENCE WITH A SCHOOL PROGRAM OR ACTIVITY. No student shall: Occupy any school building or properties with intent to deprive others of its use or when the effect thereof is to deprive others of its use.

Block the doorway or corridor of any school building or property so as to deprive others of access thereto.

Prevent or attempt to prevent the convening or continued functioning of any school class, activity, or un- lawful meeting or assembly on the school campus.

Prevent students from attending a class or school activity.

Block normal pedestrian or vehicular traffic on the school campus or adjacent grounds unless under the direction of a school administrator.

Continuously and intentionally make noise or act in any other manner so as to interfere seriously with the teacher's ability to conduct the class or any other school function or activity.

In any manner by the use of force, violence, noise, coercion, threat, intimidation, harassment, fear, passive

resistance, or any other conduct done intentionally to cause the disruption of any lawful process or function of the school or engage in any such conduct for the purpose of causing the disruption or obstruction of any such lawful process or function.

h. Refuse to identify himself/herself on request of any teacher, principal, superintendent, school bus driver, school security or other school personnel.

i. Encourage other students to violate any school rule or regulation or school board policy.

17. DAMAGE OR DESTRUCTION OF PRIVATE OR PUBLIC PROPERTY

A student shall not cause or attempt to cause damage to or steal or attempt to steal private or public property.

18. DAMAGE OR DESTRUCTION OF SCHOOL PROPERTY

A student shall not cause or attempt to cause damage to school property or steal or attempt to steal school property. The school district will attempt to recover damages from the student destroying school property. Parents of any minor student under the age of eighteen (18), living with the parents, may be liable for damages caused by said minor in the amount not in excess of $5000.00.

19. PHYSICAL ABUSE OR ASSAULT BY A STUDENT TO A SCHOOL EMPLOYEE. A ATTENDING THE SCHOOL, OR A PERSON NOT EMPLOYED BY THE SCHOOL.

A student shall not cause or attempt to cause physical injury or behave in such a manner as could reasonably cause physical injury to a school employee, fellow student, or other individual. VIOLENCE WILL NOT BE

TOLERATED UNDER ANY CIRCUMSTANCES.

Act 567 of 2001: A person commits the offense of communicating a false alarm if the person purposely initiates or circulates a report of a present, past, or impending bombing, fire, offense, catastrophe, or other emergency knowing that the report is false or baseless. Communicating a false alarm is a Class A misdemeanor or Class D felony depending on circumstances.

Act 125 of 1979 and Act 741 of 1987: (a) Any person who shall abuse or insult a public school teacher while that teacher is performing normal and regular or assigned school responsibilities shall be guilty of a misdemeanor and upon conviction be liable for a fine of not less than one hundred dollars ($100.00) and no more than one thousand five hundred dollars ($1500.00) (b) Each school district shall report to the Department of Education any prosecutions within the school districts under the section. (c) A person commits battery in the second degree if he intentionally or knowingly without legal justification causes physical injury to one he knows to be a teacher or other school employee while acting in the course of employment. (Act 207 of 1997)

Act 1046 of 2001: A person who commits the offense of communicating a death threat concerning a school employee or student is committing a Class D felony.

Act 567 of 1995: A student shall not willfully and intentionally Assault or abuse any teacher, principal, superintendent or other employee of a school system.

Act 1565 of 2001: 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 abusive or insulting. A person who violates this section shall be guilty of a misdemeanor and upon conviction is liable for a fine of not less than one hundred dollars ($100) nor more than one thousand five hundred dollars ($1500).

Act 888 of 1995: Requires the principal, or other person in charge, to immediately report any student who has committed a felony on school property, or criminal act against a teacher, school employee, or student to the appropriate law enforcement agency.

Act 649 of 1989: HANDGUNS IN SCHOOL PROHIBITED-Provides that no person shall possess a handgun upon the property of public schools or upon any school bus. Violation is a Class D felony and no sentence imposed for violation can be suspended, probated, or treated as a first offense.

Act 1044 of 1991: It is unlawful for any person other that a law enforcement officer, or security guard in the employ of the school or an agency thereof, or any city or county, or any State of Federal military personnel, to carry or possess a loaded firearm or other deadly weapon in any publicly owned building or facility or on the State capitol grounds. As used in the act, "facility" means municipally owned or maintained parks, football fields, baseball fields, soccer fields, and other similar municipally owned or maintained recreational structures and property.

Act 567 of 1995: Any student in possession of any firearm or other weapon prohibited upon the school campus by law will be expelled from school for a period of not less than one (1) calendar year.

Any student in violation of the laws dealing with handguns and weapons will be immediately suspended from school, criminal charges will be filed and a recommendation will be made to the Perryville School Board for expulsion.

20. IMMORALITY

A student shall abstain from indecent and immoral acts.

21. ANTI-GANG/SECRET SOCIETIES

The Perryville School District recognizes that gangs constitute a hazard to the welfare of students and faculty and are unacceptable in a school setting. Gangs and gang-related activity foster anti-social behavior, attitudes, and practices which may endanger the health, safety, and welfare of our students. The Perryville School District is aware that the presence of gangs interferes substantially with the education process and with the appropriate disciplines and atmosphere of the school. Therefore, students are prohibited from participating in any activity or behavior related to gangs while at school, while traveling to and from school, or while attending school sponsored events.

Gangs, as defined in this rule, are individuals who associate with each other primarily for criminal, disruptive, and/or other activities prohibited by law and/or by the school district's rules and regulations.

Activities that are prohibited by this rule include, but are not limited to, the following:

1. Soliciting, recruiting, and/or threatening others for membership.
2. Participating in and/or inciting violence.
3. Extorting or soliciting money and/or service from any person to pay for protection, insurance, or dues.
4. Coercing, harassing, intimidating, threatening, or causing harm to any person.
5. Possessing, using, displaying, distributing, or selling any clothing, jewelry, emblem, badge, sign, or other item commonly associated with gangs. (When there is a question as to whether or not items are gang related, determination will be made by the administration).
6. Using any communication, verbal or nonverbal, suggesting or showing affiliation with a gang.
7. Engaging in any activity intended to promote or further the interest of any gang, such as distributing or displaying literature, drawing, or symbols on any surface, or teaching others to represent or act like a member of a gang.
8. Any willful act on or off the property of the Perryville Public Schools by one student, or a group of students, against any other student which would be considered hazing as defined by the laws of Arkansas including but not limited to:
    a. Activities carried out for the purpose of intimidation; or
    b. Threatening a student with social expulsion or submitting a student to dishonor, shame, or disgrace among his fellow students, or committing acts calculated to produce such results; or
    c. Playing abusive or cruel tricks to frighten, threaten, or torment another student; or
    d. Committing any act which is directed against a student for the purpose of demeaning the pride, stifling the ambition, impairing the courage, discouraging him from remaining in the Perryville Public Schools, or giving him reasonable cause to leave the Perryville Public Schools rather than to submit to such acts; or
    e. Striking, beating, bruising, or maiming; threatening or attempting to strike, beat, bruise, maim or commit violence to any student of the Perryville Public Schools or any other educational institution.
9. Any act or activity which violates any law or any policy of the Perryville School District when such act or activity is taken to further the interests of a gang.

22. The Perryville School District is obligated to and dedicated to providing a safe learning environment for all students. An atmosphere free from threats and physical and emotional intimidation is very conducive to stu- dent achievement. Our school district will not tolerate any behavior that is classified as bullying and will take necessary steps to eliminate any such behavior.

Since prevention is the strongest means of eliminating bullying, programs or educational materials regarding the nature of bullying, consequences for engaging in this type of behavior and the procedures for reporting an incident involving bullying will be provided for students, parents, teachers, and school personnel. All incidents of bullying should be reported without fear of repercussion. Reports will take into consideration the age of the offending student, the level of seriousness of the behavior, and whether or not the offending student has developed a habit of engaging in bullying behavior. Appropriate action will be taken in dealing with students.

It will be considered a violation of this policy for any student to inflict bullying behavior upon another individual. Bullying is defined as any written or verbal expression or physical act or gesture, or a pattern thereof that is intended to cause distress or fear upon an individual or group. A student will be in violation of this policy if their conduct has been found to have the effect of humiliation or embarrassment, and is sufficiently severe, persistent or pervasive that it limits an individual's ability to participate in, or benefit from, an educational program or activity.

Individuals who believe they have been victimized by a bully or parents, who believe their child has been victimized by a bully, should file a complaint by contacting the school's principal. To the extent possible,

complaints will be treated in a confidential manner. Limited disclosure may be necessary in order to complete a thorough investigation. After completion of an investigation, an individual who was found to have participated in bullying behavior will be subject to disciplinary action deemed appropriate to the degree of seriousness of the bullying behavior.

Individuals, who knowingly fabricate allegations or falsely accuse a student of being a bully, will be subject to disciplinary action. Also, individuals who withhold information, purposely provide inaccurate facts or otherwise hinder an investigation shall be subject to disciplinary action. ACT 1437- The person or persons who file a complaint will not be subject to retaliation or reprisal in any form.

23. **Act 1437 of 2005** - Prohibits bullying while in school, on school property, in school vehicles, on school buses, at designated school bus stops, at school sponsored activities, or at school sanctioned events. The person or persons who file a complaint will not be subject to retaliation or reprisal in any form.

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 causes or creates a clear and present danger.

24. BEHAVIOR NOT COVERED

Perryville Public Schools reserves the right to punish behavior which is subversive to good order and discipline in the schools, even though such behavior is not specified in the preceding written rules of student conduct. Severe behavior problems such as fighting, insubordination, physical abuse, and refusing to follow instructions of authorized school personnel will be dealt with in a more severe manner.

RESPONSE BY ADMINISTRATION

A. Student School Records and Educational Records

As a parent or a student over eighteen (18) years of age, you have the right to inspect your educational records. You have the right for a hearing should you choose to challenge the contents of such records to insure that the records are not inaccurate, misleading, or otherwise in violation of the privacy or other rights of students and to provide an opportunity for the correction or deletion of such inaccurate misleading, or otherwise inappropriate data contained therein and to insert into such records a written explanation by the parents respecting the contents of such records. Your request to inspect such records shall be complied with as soon as we can arrange it and in no case more than forty-five (45) days from the receipt of your request. The same time limits apply for a request for the hearing to challenge the contents of such records.

B. **Discipline for Handicapped**

Handicapped students who engage in misbehavior are subject to normal school disciplinary rules and procedures so long as such treatment does not abridge the right to free appropriate public education. Discipline procedures for the handicapped student will be included in his/her IEP.

C. **Due Process**

Every student is entitled to due process in every instance of disciplinary action for which a student may be subjected to penalties or suspension or expulsion.

D. **Corporal Punishment**

Reasonable discipline may include the administration of corporal punishment to a student in the exercise of sound discretion by a certified employee, provided that corporal punishment shall not be excessive or unduly severe.

1. Corporal punishment can be administered according to the following procedures:
    a. According to Act 333 of 1995 corporal punishment will be administered in the presence of at least one certified employee in addition to the person dispensing it.
    b. It will not be administered in the presence of other students, with malice or anger or in excess.
    c. Before corporal punishment is administered, the student should be advised of the rule and infraction for which the student is being punished in the presence of the witness. If the student claims innocence, the certified employee will permit the student to state his/her position. School officials

are not required to conduct formal hearings prior to corporal punishment.

d. The principal will be notified when corporal punishment is administered, and a written report shall be filed in the principal's office.

2. Act 904 of 1977 authorizes any teacher or principal to use corporal punishment in a reasonable manner against any pupil for good cause in order to maintain discipline and order within the public schools.
3. In 1977, the U.S. Supreme Court held that spanking children as a means of maintaining school discipline did not constitute cruel and unusual punishment in violation of the Eighth Amendment to the U.S. Constitution.
4. Refusal of corporal punishment will result in suspension.

E. **In-School Suspension**

A student may be placed in ISS for disciplinary reasons if deemed appropriate by the principal or assistant principal. The number of days in ISS will be determined by the principal or assistant principal. Students will receive credit for assignments completed while in ISS.

If a parent refuses to allow his or her child to be placed in ISS, the student will be sent home for the same number of days. No credit will be given for homework done while suspended at home.

F. **Suspension and Expulsion**

State laws and State Board of Education regulations permit local school officials to expel students who are unwilling to behave in an acceptable manner or fail to abide by district attendance policies. Due process must be provided.

1. Suspension Procedure
    a. A teacher may temporarily dismiss for disciplinary reasons any student from class.
    b. The teacher shall, when feasible, accompany the student to the office of the principal or designee and shall, as soon as practical, file with the principal a written statement about the student's dismissal from class.
    c. The principal or designee shall determine whether to reinstate the student in class, reassign him/her or take other disciplinary action.
    d. The principal of any school or designee is authorized to suspend students from school for disciplinary reasons up to (10) school days.
    e. Prior to such suspension, the principal or designee, shall inform the student either orally or in writing about the infraction.
    f. If the student denies the charges, the principal shall explain to him/her the evidence which forms a basis of the charges and shall permit the student to present his/her side of the story.
    g. When the principal considers that a suspension is proper, he/she shall send the student home with a suspension notice requesting a student-parent-principal conference.
    h. Additionally, the parent will be mailed a copy of the suspension notice which shall include the reasons for the suspension, its duration, the manner in which the student may be readmitted to school and the procedure for review of the suspension.
    i. The principal or designee may require the attendance of the student involved at said conference as a condition for considering reinstatement.
    j. When a student has been notified that he/she is suspended from school, he/she shall remain away from school premises until the principal or designee reinstates him/her, except that a suspended student may return to the school premises when accompanied by his/her parent or guardian for a student-parent- principal conference.
    k. If, in the conference, no decision is reached by the principal for reinstatement of the student or if any suspended student or his/her parent or guardian (when the student is a minor) requests a

hearing before the superintendent, the principal or designee shall extend the suspension of the student and shall furnish the superintendent of schools with a full report on the suspension within a period of five (5) days from request.

l. The superintendent of schools or designee shall have the authority to revoke, terminate or otherwise modify the suspension and will notify the principal and parents of his actions within five (5) days of receipt of the principal's report.

m. If the superintendent or designee agrees with the suspension or modifies the suspension imposed by the principal and if the student or his parent so request, a hearing shall be scheduled before the board within five (5) days after the superintendent has notified the parent or student of his/her action. The board may revoke, terminate, alter or modify the suspension.

n. A suspended student will be readmitted to school after being suspended for ten (10) school days including the day upon which the suspension was initially imposed, even if the appeal process has not been completed.

o. A suspension that does not amount to an expulsion for the remainder of the semester but is more than ten (10) days is authorized. This long-term suspension, however, shall come only after the student has been afforded notice, opportunity for a hearing and the same procedural rights as for expulsion.

p. Notwithstanding the policy concerning suspension and expulsion, students may be suspended indefinitely without notice, hearing and the other rights provided herein having been first given if the school is undergoing a violent upheaval or if orderly educational processes have otherwise been substantially disrupted. This would apply only in rare instances such as riots or where emergency circumstances make it unreasonable for the administration and board to consider the case within the usual time. In all such cases, notices, hearings and other rights shall be provided in accordance with the normal provisions at the earliest practical date after order is restored.

q. Students who have been suspended from school for disciplinary reasons should not be allowed to make- up missed work.

G. **Expulsion Procedures**

a. The principal of a school may recommend that a student be expelled from school with loss of credit. A written recommendation to the superintendent shall include a statement of the charge against the student.

b. If the superintendent concurs with the recommendation, he/she shall schedule a hearing before the school board.

c. The school board may expel a student for the remainder of the semester, for the remainder of the school year, or permanently for conduct it deems to be of such seriousness as to make a suspension inappropriate where it finds that the student's continued attendance at school would be unacceptable/disruptive to the educational program or would be attended with unreasonable danger to other students and faculty members.

d. Permanent expulsion is appropriate only for those instances in which serious bodily harm occurred or reasonably could have been expected to occur to another person.

e. The superintendent or designee shall give written notice, mailed within ten (10) calendar days from the alleged incident which caused the expulsion recommendation, to the parent if the student is a minor or to the student if he/she is an adult. Such hearing will be conducted not earlier than three (3) calendar days or more than seven (7) calendar days following the date of the notice except that the superintendent and the student and the student's parents may agree in writing to a date not conforming to this limitation.

f. The notice also will state charges against the student in clear and concise terms, the names of witnesses

who will appear against the student and a brief statement concerning the nature of their testimony.

g. In every case of a hearing held by a school board regarding the expulsion of a student, the president of the school board or, in his/her absence, another member selected by the board shall preside at the hearing. The student shall be entitled to representation by a lawyer or lay counsel.

h. The superintendent or designee shall present evidence and may present witnesses or statements of those persons who have personal knowledge of the events or circumstances which give rise to the expulsion recommendation at the hearing.

i. The student or representative may then present witnesses or statements by witnesses with personal knowledge of events or circumstances relevant to the issues.

j. Normally, formal cross-examination will not be permitted.

k. During the course of the hearing if the board determines that the credibility of any of the witnesses is an issue, it will permit cross-examination by the student, the superintendent or the representatives of those witnesses whose credibility has become an issue.

l. Cross-examination should ordinarily be limited to the question or questions on which the credibility of the witness has become an issue.

m. The student may observe all evidence offered against him/her.

n. Members of the board may question any witness.

o. At the conclusion of the hearing, the board may discuss the matter and dispose of it by vote.

p. If the board does not expel the pupil with loss of credit, it may impose less severe disciplinary action, such as long-term suspension, which may be with or without opportunity for make-up of school work. The board shall briefly state its findings in writing ten (10) days after the hearing.

q. The board shall make a record of the evidence taken at the proceedings by use of either a court reporter or a tape recorder.

r. If the student wishes, the record will be transcribed and a copy furnished to the student. Copies of all statements used as evidence will be included with the record.

s. The school administration has the responsibility to present the evidence to the board and the administration is entitled to open and conclude the hearings.

t. The president of the board or the presiding officer has the authority to limit unproductively long or irrelevant questioning by non-board members.

H. **Group Hearings for Suspension or Expulsion**

a. When two or more students are charged with violating the same rule and have acted in concert and the facts are basically the same for all such students, a single hearing may be conducted for them if the president of the board believes the following conditions exist:

   1. Single hearing will not likely result in confusion, and
   2. Students will not have his/her interest substantially prejudiced by group hearing.

If during the hearing, the president finds that a student's interest will be substantially prejudiced by a group hearing, a separate hearing may be ordered for that student.

Perryville Elementary Tiered Behavior Consequence Chart

Referral Guidelines and Handbook Policies

Priority Level	Behavior Examples	Who Handles It	Possible Consequences
Priority 1 (Minor / Classroom-Managed)	-Talking out -Not following directions -Off-task behavior -Inappropriate cafeteria/hallway behavior -Mild disruption -First-time dress code issue	Classroom Teacher	-Verbal warning -Proximity control -Seat change -Reset/break -Reflection sheet -Parent contact (required if referred) -Warning ticket (PES system)
Priority 2 (Moderate / Repetitive or Disrespectful)	-Repeated Priority 3 issues -Disrespect -Mild profanity -Dishonesty -Unsafe behavior (pushing, rough play) -Technology misuse	Teacher + Admin Support	-Parent contact (required) -Warning ticket escalation -Behavior contract -Loss of privileges -ISS (1–2 days) -Targeted check-in/check-out -Counseling referral -Corporal Punishment
Priority 3 (Severe / Office-Managed)	-Fighting -Physical aggression -Verbal threats -Harassment/Bullyin g -Vandalism/Theft -Insubordination -Drug/weapon-relate d -Multiple Tier 2 offenses	Administrator	-ISS (1–3 days, case-dependent) -OSS (1–10 days depending on severity) -Behavior intervention plan -Conference with parent -Law enforcement contact (as needed) -Recommendation for expulsion (per handbook) -Corporal Punishment -Safety Plan

Notes:

ISS can be used for Priority 1 offenses in place of or before OSS, especially for students needing structured intervention rather than exclusion.

- Documentation expectations:
  - Priority 1→ Warning Ticket + Parent Contact
  - Priority 2 → Behavior Form + Office Communication
  - Priority 3 → Office Referral + Admin Follow-Up
- Warning Tickets (PES): 4 = automatic Priority 2 referral

CLOTHING

We ask that students come to school dressed in clothing that is comfortable for movement, play, and rest. Because children spend time running and playing each day, **sturdy and safe footwear is required**. Shoes with built-in roller skates are not permitted. Students should also be dressed appropriately for the weather, as outdoor recess will take place daily unless temperatures are extreme.

The Perryville Board of Education recognizes that student dress is often a matter of personal style and preference. However, the District also has a responsibility to maintain an environment that supports learning and is free from distraction. To achieve this, there must be reasonable limits on clothing and grooming that may be considered disruptive, unsafe, unsanitary, or offensive to commonly accepted standards of decency.

The following dress guidelines apply to all students during the school day and at school-sponsored events:

- Clothing must be worn in a way that does **not expose undergarments, buttocks, or the chest/breast area**.
- All clothing must be worn **according to its intended design** (e.g., pants at the waist, straps secured, etc.).
- Clothing with inappropriate, suggestive, or vulgar language or images is not allowed.

The Superintendent will establish and update student dress codes as needed for each school within the District. These dress codes will be included in the student handbook and will remain consistent with the criteria outlined above.

Clothing Not Allowed:

1. Clothing with distracting writing, pictures, and/or symbolic designs will not be permitted. Specifically, students are not permitted to wear clothing advertising alcoholic beverages and/or illegal drugs.
2. Any unusual type of wearing apparel which causes a disturbance from the primary business of school will not be permitted.
3. Any offensive wearing of apparel, tattoos, jewelry, piercings, body adornment, cosmetics or face paint that would cause a disturbance from the primary business of school.
4. See-through blouses and/or shirts
5. Halter tops or bare midriffs
6. Shirts and tops must come two inches below the waist or top of the pants
7. No sleepwear or house shoes
8. Caps, hats, or sweat headbands (Toboggans may only be worn outside on cold weather days)
9. Sunglasses are not to be worn in the building.
10. Spaghetti strap tops
11. No sagging pants
12. Blouses that show excessive cleavage
13. Pants with holes in them above the knee
14. No Spandex shorts/bike shorts
15. Face paint may only be worn on approved spirit days by the building principal and must not cover the entire face.

The school board assigns the school principal the responsibility for determining what constitutes proper dress, whenever a debatable issue is raised. Further, he or she has the authority to require that students correct unacceptable modes of dress or personal appearance.

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

SCHOOL PROPERTY

Students are expected to take care of all school property, including textbooks, furniture, electronic devices, playground equipment, restrooms, and other school facilities. **Students may be held financially responsible for any school property that is intentionally damaged, defaced, or destroyed.** This includes restitution for repair or replacement costs.

Consequences for intentional damage will be determined by the **building principal**, and may include disciplinary action in addition to financial restitution.

ACT 1565 - ATTACK OF SCHOOL EMPLOYEE ON DUTY

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 profane, violent, vulgar, abusive or insulting language which will cause a breach of peace, interfere with the operation of the school or arouse the person to whom it is addressed to anger that might cause imminent retaliation.

A person who violates this section shall be guilty of a misdemeanor and upon conviction be liable for a fine of not less than one hundred dollars ($100) and not more than one thousand five hundred dollars ($1500).

SUBSTITUTE TEACHERS

A substitute teacher will periodically teach every student. The most common reason for using substitute teachers occurs when the regular teacher is ill. However, substitutes are also used when the regular teachers are on leave for personal business, professional training, or family emergencies.

Students are expected to be extra courteous to substitute teachers. Any misconduct in the classroom will be dealt with immediately.

SEXUAL HARASSMENT

The Perryville 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;
- 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.

"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 emails or Web sites of a sexual nature;
  Intimidation by words, actions, insults, or name calling; and
  Teasing or name-calling related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct or is homosexual, regardless of whether or not the individual self-identifies as homosexual or transgender.

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

§ Discuss the availability of supportive measures;
§ Consider the complainant's wishes with respect to supportive measures;
§ Inform the complainant of the availability of supportive measures with or without the filing of a 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:

1. Notice of the District's grievance process and a copy of the procedures governing the grievance process;
2. 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:
    (1) The identities of the parties involved in the incident, if known;
    (2) The conduct allegedly constituting sexual harassment; and
    (3) The date and location of the alleged incident, if known;
3. 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;
4. That the parties may have an advisor of their choice, who may be, but is not required to be, an attorney;
5. That the parties may inspect and review evidence relevant to the complaint of sexual harassment; and
6. 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:

1. Provide each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness;
2. Provide each party with the answers;
3. Allow for additional, limited follow-up questions from each party; and
4. 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—

- Identification of the allegations potentially constituting sexual harassment;
- 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;

- Findings of fact supporting the determination;
- Conclusions regarding the application of the District's code of conduct to the facts;
- 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
D. 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-maker for the appeal is not the same person as the decision-maker that reached the original determination regarding responsibility or dismissal, the investigator, or the Title IX Coordinator;
5. Provide all parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome;
6. Issue a written decision describing the result of the appeal and the rationale for the result; and
7. Provide the written decision simultaneously to both parties.

Confidentiality

Reports of sexual harassment, both informal reports and formal complaints, will be treated in a confidential manner to the extent possible. Limited disclosure may be provided to:

1. 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;
2. Submit a report to the child maltreatment hotline;
3. Submit a report to the Professional Licensure Standards Board for reports alleging sexual harassment by an employee towards a student; or
4. The extent necessary to provide either party due process during the grievance process.

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

1. Any individual who has made a report or complaint of sex discrimination;
2. Any individual who has made a report or filed a formal complaint of sexual harassment;
3. Any complainant;
4. Any individual who has been reported to be the perpetrator of sex discrimination;
5. Any respondent; and
6. 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 not[7] 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.

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

GANGS

Gangs or gang activity, genuine or a pretense, is prohibited on the school grounds or any school-related activity and will result in a 3-day suspension for K-3 and a 5 day suspension for 4-6 up to expulsion for the remainder of the semester. A second offense of gang-related activity will be the recommendation of expulsion for one calendar year or permanently.

Gang related activities include, but are not limited to such activities, as wearing apparel associated with gangs, displaying gang insignia, “throwing signs” or other gestures or language (however expressed), intimidation and threats associated with gangs.

BULLYING

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

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

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

1. Harass, intimidate, humiliate, ridicule, defame, or threaten a student, school employee, or person with whom the other student or school employee is associated; or
2. 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:

1. Necessary cessation of instruction or educational activities;
2. Inability of students or educational staff to focus on learning or function as an educational unit because of a hostile environment;
3. Severe or repetitive disciplinary measures are needed in the classroom or during educational activities; or

4. 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:
    - 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
    - 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 (5^{th}) 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:
    - That a credible report or complaint of bullying against their student exists;
    - Whether the investigation found the credible report or complaint of bullying to be true;
    - Whether action was taken against their student upon the conclusion of the investigation of the alleged incident of bullying; and
    - 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 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;
- Any action taken as a result of the investigation; and

6. Discuss, as appropriate, the availability of counseling and other intervention services with students involved in the incident of bullying.

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

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

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

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.

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

BULLYING CONSEQUENCES

When an administrator determines bullying has taken place, the student doing the bullying will receive the following consequences in sequence:

Consequence for Violating the Anti-Bullying Policy: (Administration decides best fitting consequence(s) for actions and may skip levels of consequence depending on the nature of the incident)

1. Warning/conference with principal/Contact Parent
2. Corporal Punishment
3. In School Suspension
4. Up to 10 day suspension
5. Recommended for expulsion, reported to legal authorities

Different consequences are permitted depending on the severity, age or grade of the bullying student.

Notice of what constitutes bullying, the District's prohibition against bullying, and the consequences for students who bully shall be conspicuously posted in every classroom, cafeteria, restroom, gymnasium, auditorium, and school bus. Parents, legal guardians, persons having lawful control of a student, persons standing in loco parentis, students, school volunteers, and employees shall be given copies of the notice annually. The superintendent shall make a report annually to the Board of Directors on student discipline data, which shall include, without limitation, the number of incidents of bullying reported and the actions taken regarding the reported incidents of bullying.

Legal References: A.C.A. § 5-71-217

A.C.A. § 6-18-514

Bully Hotline number is 501-295-0049

The following procedure will be utilized upon violation of bus regulations. The driver is to fill out a misconduct report and turn it into the office of the student's principal, giving the nature of the offense, date, and the names of persons involved. The principal will investigate each incident, and if he/she determines that a violation has occurred he/she will utilize the following procedures:

CONDUCT TO AND FROM SCHOOL/TRANSPORTATION ELIGIBILITY

Students are subject to the same rules of conduct while traveling to and from school as they are while on school grounds. Appropriate disciplinary actions may be taken against commuting students who violate the student code of conduct rules. 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. Disciplinary measures for problems related to bus behavior shall include suspension or expulsion from school, or suspending or terminating the student's bus transportation privileges. Transporting students to and from school who have lost their bus transportation privileges shall become the responsibility of the student's parent or legal guardian.

Bus Transportation Rules and Expectations

School bus transportation is provided by Perryville School District as a privilege and convenience for students and families. Riding the bus is a privilege that may be suspended or revoked if a student fails to follow bus rules or directions from school personnel.

Student Expectations

1. Be at the designated bus stop on time and wait in a safe location away from traffic.
2. Students shall not be dropped off at school before 7:20 a.m.
3. Stand at least ten (10) feet from the roadway and wait for the bus door to open before approaching the bus.
4. Load and unload the bus in an orderly and safe manner.
5. Students are under the authority of the bus driver and must follow all directions immediately.
6. Students shall remain seated in their assigned seats while the bus is in motion unless otherwise directed by the driver.
7. Keep hands, feet, head, arms, and all objects inside the bus at all times.
8. Maintain appropriate behavior that does not distract the driver or interfere with the safe operation of the bus.

9. Fighting, horseplay, scuffling, loud or disruptive behavior, vulgar language, profanity, inappropriate gestures, bullying, harassment, or other misconduct is prohibited.
10. Food, drinks, tobacco products, e-cigarettes, vaping devices, matches, lighters, toys, or other prohibited items are not allowed on the bus.
11. Students shall not throw objects inside or outside the bus.
12. Students shall not tamper with emergency exits, door latches, fire extinguishers, cameras, or other bus safety equipment.
13. Students shall not damage, mark, or deface the bus or other school property.
14. Glass containers and large items that may create a safety hazard should not be brought onto the bus without driver approval.
15. Students may only exit at their assigned stop unless written permission is provided by a parent/guardian and approved by school personnel.
16. Students may only board and exit at their assigned bus stop. No student will be allowed to load or unload at a stop other than his or her assigned stop without prior approval from school administration.
17. Bus riders wishing to have visitors ride home with them must obtain prior approval from the principal or designee, preferably with at least twenty-four (24) hours notice.
18. If you need to cross the road, wait for the driver's signal and always cross in front of the bus.
19. Stay at least ten (10) giant steps away from the bus to avoid blind spots.
20. Don't block the aisle with your feet, backpack, books, or lunch box.
21. Never stick your head, arms, or anything else out of the window.
22. Avoid walking behind or along the sides of the bus.
23. Don't throw anything inside or outside of the bus.
24. Get on and off the bus in a single-file line. No pushing or horseplay.
25. Sit facing forward and keep your body in your seat.
26. If you drop anything near the bus, tell the driver. Do not try to pick it up yourself. Never crawl under the bus.
27. Avoid snags. Be careful that drawstrings or backpack straps do not get caught while exiting the bus.

Highway Crossing Procedures

1. Students who must cross the roadway before boarding the bus shall wait until the bus has come to a complete stop and the driver signals them to cross in front of the bus.
2. Students who must cross the roadway after exiting the bus shall move to a point approximately ten (10) feet in front of the bus and wait for the driver's signal before crossing.
3. Students shall never cross behind a school bus.

Attendance Notes

A maximum of five (5) parent notes for student absences may be submitted per semester, in accordance with district attendance procedures.

Discipline and Loss of Bus Privileges

Students who fail to comply with bus rules may be subject to disciplinary action, including suspension or loss of bus transportation privileges. Continued or serious discipline problems may result in the discontinuation of bus service.

Damage to School Property

Students who intentionally or negligently damage a school bus or other school property may be subject to disciplinary action and may be required to pay restitution for repairs or replacement costs.

Video Monitoring

Video and audio recording equipment may be used on school buses as determined by the district for student safety, security, and disciplinary purposes.

Authority at Bus Stops

Students are subject to school rules and the authority of school personnel while waiting at bus stops, boarding, riding, and exiting school buses.

Bus Safety and Criminal Conduct

Pursuant to Arkansas law, it is unlawful for any person to interfere with the safe operation of a school bus. Any person who enters a school bus and engages in criminal, disruptive, threatening, or unsafe conduct may be subject to criminal penalties as provided by state law.

Bullying Prohibited

Bullying is prohibited while in school, on school property, in school vehicles, on school buses, at designated bus stops, at school-sponsored activities, and at school-sanctioned events. Reports of bullying shall be investigated in accordance with district policy. Retaliation or reprisal against any person who reports bullying or participates in an investigation is strictly prohibited.

Consequences for Violations of Bus Regulations

The following procedure will be utilized upon violation of bus regulations. The driver is to fill out a misconduct report and turn it into the office of the student's principal, giving the nature of the offense, date, and the names of persons involved. The principal will investigate each incident, and if he/she determines that a violation has occurred he/she will utilize the following procedures:

Consequences for Bus Misbehavior:

1st Referral: Conference with principal, parent contact made and/or recommendations made to the bus driver.

2nd Referral: One (1) day suspension from riding ANY Perryville School District bus.

3rd Referral: Three (3) day suspension from riding ANY Perryville School District bus.

4th Referral: Five (5) days suspension from riding ANY Perryville School District bus.

5th Referral: Suspension for the remainder of the semester as per principal's discretion

6th Referral: A referral following suspension for the semester may result in removal from the bus for the remainder of the year.

Severe: If at any time on the school bus, a student distracts a bus driver from his/her responsibility of safely driving the bus or engages in conduct that endangers other students, the principal has the right to deny bus riding privileges to a student. Based on the severity of the infraction, the principal has the right to increase punishment or apply any level to a student. These consequences will start over each semester.

Regulations for Car Riders

Students who are vehicle riders will be picked up at their designated location. Each vehicle will display a student tag. The student tag will ensure that students are leaving campus in the correct vehicle. If a vehicle does not have a student tag, then the school will have to verify that the student was scheduled to be picked up by that vehicle before the student can leave campus.

CRIMINAL ACTS

The commission of or participation in criminal acts in school buildings on school property or at school-sponsored events by students is prohibited by school regulations. Disciplinary action will be taken by school authorities against students involved in criminal acts regardless of whether or not criminal charges are filed.

ACT 969- A person commits a Class C felony if he or she threatens by any means of communication to commit an act of mass violence on school property or at a curricular or extracurricular activity sponsored by the school and places a person or group of persons in a position to reasonably fear for their safety.

The following activities are among those defined as "criminal" under the laws of the State of Arkansas; however, criminal activities considered under this regulation are not limited to this list:

-Theft - stealing of school or personal property.
-Possession of explosives - firecrackers, smoke bombs, cherry bombs or any other kind of fireworks.
-Extortion, blackmail or coercion - obtaining money or property by violence or threat of violence or forcing someone to do something against his/her will by force or threat of force.
-Robbery - taking property from an individual by force or threat of force.
-Assault and Abuse, Act 207 of 1997 a. by violent, abusive, obscene or profane language addressed to a teacher student. b. by threatening to fight, or challenging to fight, or fighting a teacher or student. c. by the use of abusive, violent, obscene or profane language whether addressed to a specific party or to the public generally.

ACT 647 -- HB 1551 -- Amends the law regarding the confidentiality of juvenile records under the Arkansas Juvenile Code. The prosecuting attorney shall notify the school superintendent or their designee if a minor enrolled in their school district has been adjudicated delinquent for or convicted of the following offenses: An offense for which the minor could have been charged as an adult.

An offense involving a deadly weapon.

1. Kidnapping
2. Battery in the first degree
3. Sexual indecency with a child
4. First, second, third or fourth degree sexual assault
5. A felony offense involving the unlawful use, sale or possession of controlled substances listed under the Uniform Controlled Substances Act
6. The unlawful possession of a handgun.

An arresting agency shall orally notify the superintendent or designee of the arrest of a student for the same offenses. Notice must be provided within 24 hours of the arrest or detention or before the next school day whichever is earlier. The superintendent shall then immediately notify the principal of the school, the resource officer of the school, and any other instructional personnel who are responsible for supervising the minor or have a legitimate interest in the education of the minor under FERPA. The information is confidential unless an

exchange of information is necessary for the purpose of obtaining services or to ensure school safety and must be authorized by a written order by the circuit court.

Information regarding the arrest may only be given to:

1. A school counselor
2. A juvenile court probation officer or caseworker
3. A law enforcement officer
4. A spiritual representative designated by the minor or his or her parents or legal guardian
5. A Department of Human Services caseworker
6. A community based provider designated by the court, the school, or the parent or legal guardian
7. A Department of Health representative
8. The minor's attorney ad litem or other court appointed special advocate
9. A school superintendent or designee.

Once the superintendent has been notified, then the appropriate school personnel may meet to discuss options for assistance to the minor, to develop and implement a plan of action to assist the minor and to ensure school safety. The parent of the child shall be notified within a reasonable time before the meeting and may attend any meeting when three or more individuals meet in regard to this issue.

Medical records, psychiatric records, psychological records and related information shall remain confidential unless the minor's parent provides a written waiver listing the records to be disclosed.

Any court ordered safety plan that restricts or requires supervised contact with another minor as it relates to student or school safety shall be provided to the superintendent or designee and the principal. School bus drivers may be notified in regard to the safety plan.

Safety plans are not to be released to anyone, and when the student reaches an age where he or she is not under juvenile jurisdiction of the court, the safety plan shall be destroyed.

The following offenses are now listed as items resulting in notification to school officials:

1. An offense involving a deadly weapon under 5-1-102
2. Kidnapping under 5-11-102
3. Battery in the first degree under 5-13-201
4. First, second, third or fourth degree sexual assault under 5-14-124-5-14-127
5. The unlawful possession of a handgun under 5-73-119

The following regulations are designed to protect all members of the educational community in the exercise of their rights and duties:

1. Identification requirements - all persons on school grounds, in school buildings, or at school sponsored events, must upon request, identify themselves to school authorities.

2. Disruptive Conduct - all conduct, which disrupts, or interferes with the educational process is prohibited and will result in disciplinary actions.

3. Cooperation with School Personnel - students must obey the reasonable instructions of school district personnel.

4. Off-Campus events - Students at school-sponsored events, both on and off campus, shall be governed by the school district policy. Actions by students that violate these regulations or the refusal to obey reasonable instructions of school district personnel can result in the loss of the privilege to attend these events and may result in disciplinary action.

5. Freedom of Speech and Assembly:

a. Students are entitled to verbal expressions of their personal opinions as long as the rights of others are not violated and provided that this expression does not cause disruption in the classroom or of the educational process.

b. The use of obscenities is prohibited.

c. Students are allowed to assemble peaceably. To avoid disruption of the educational process all student meetings must function as a part of the educational process or as authorized by the principal. Participation in or the conduct of meetings, which interfere with the operation of the school, is prohibited.

6. Freedom of Publication and Distribution: Students are entitled to publish and distribute materials provided the following qualifications are met:

1. Students who edit, publish, or distribute hand matter, printed or duplicated, among their fellow students must assume responsibility for their contents. They are also responsible for cleaning up any litter that may result from such distribution.

2. Unacceptable items:

a. Any item, which scurrilously attacks ethnic or religious groups or other irresponsible publications, aimed at creating hostility and violence. Pornography and similar materials are not suitable for distribution in the schools.

b. Materials derogatory to specific individuals in or out of school.

c. Materials designed for commercial purposes.

d. Materials designed to solicit funds unless approved by the principal.

e. Literature that favors or opposes the candidacy of any candidate for election at any public election.

3. The distribution or publication of all materials on school premises is allowed only with prior consent of the principal and may not interfere with or disrupt the educational process. The time and place of distribution will be set by the principal so as not to interfere with the educational program. A student who wishes to distribute printed material on school premises must present such material to the principal in the form in which it is to be distributed at least 48 hours before planned distribution with a written statement setting forth the purpose of distribution. The principal shall within 24 hours either accept or reject said material for distribution in writing and, if he rejects the same, shall state the reasons for such rejections in writing. If the student is not satisfied with the decision of the principal, he shall have the right of appeal to the Superintendent. The student must provide the Superintendent with a written statement setting forth the purpose of distribution and a copy of the principal’s written statement of rejection. The Superintendent shall within 48 hours either approve or reject the request. If the student is dissatisfied with the decision of the Superintendent, he shall have the right to present such material to the school board for review at the next regular meeting.

DAMAGED OR LOST BOOKS

If free textbooks or library books are damaged, the student will be fined the extent of damage, which could amount to the price of the book. If free textbooks or library books are lost, the student will be required to pay the price of the book. All charges for damaged or lost books and fees must be paid at the end of each nine weeks in order for your child to receive his/her report card.

Pep Rally Attendance Policy

Pep rallies are an important part of school spirit and community involvement. To ensure the safety and integrity of these events, the following policy will be enforced:

1. **Check-Outs Not Permitted During Pep Rallies**
   Students are **not permitted to check out** of school during a scheduled pep rally. Any student who checks out before the pep rally will receive an **unexcused absence** for the remainder of the school day, unless verified by a documented emergency.
2. **Behavioral Ineligibility**
   Students who are restricted from attending the pep rally due to behavioral infractions or disciplinary action are **not permitted to attend the pep rally with a parent/guardian.** This is to reinforce the importance of respectful behavior and accountability.
3. **Opt-Out Option**
   Students who do not wish to attend the pep rally may remain at school in a designated area supervised by an assigned staff member. These students are expected to bring classwork or reading material and remain respectful during this time.

FIELD TRIPS

Field trip permission details are outlined in the Perryville Elementary School Handbook and acknowledged through the signed Handbook Signature Page at the beginning of the school year. It is the student's responsibility to ensure this page is signed by a parent or guardian and returned promptly to be eligible to participate in field trips at the beginning of the year. NO phone calls will be allowed to receive permission on the day of the trip. The office staff will be able to reach the teachers if an emergency should arise. Students are to ride the bus to the field trip from school. The permission slip must note the name of someone other than the Parent(s)/Legal Guardian that will sign the student out from the field trip. An ID must be shown before the student will be released. Parents may sign their own student out with the teacher. No parent may transport another child other than their own unless prior arrangements have been made through the school office. Parents may attend the trip. Perryville Elementary recognizes that field trips are a part of the educational growth for each student. The school would like to request that parents do not bring children who were not scheduled to attend the field trip. Each trip is intended to benefit the students that are participating in the field trip at his or her grade level. If your child chooses to misbehave or there are problems, you will be asked not to attend on future trips. This also includes purchasing things for your child while on a field trip. If all children have the desired item, then you may purchase the item for your own child, otherwise do not buy additional things for your child.

A student may be denied participation in any school field trip based on his/her classroom behavior.

Perryville School District offers students the opportunity to participate in educational opportunities outside the classroom. Field trips are designed to meet the individual and group needs of our students. Students have the

opportunity to attend plays, visit museums, and participate in other educational trips. Trips are designed to be an extension of the school day and to provide students with the opportunity to broaden their learning environment.

Speakers, including the local police, are used to teach students the importance of fire safety, stranger danger, and saying no to drugs. These activities are a vital part of the safety curriculum in the elementary school.

VIDEO SURVEILLANCE AND OTHER STUDENT MONITORING

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

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

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

The district shall retain copies of video recordings until they are erased which may be accomplished by either deletion or copying over with a new recording. Other than video recordings being retained under the provisions of this policy's following paragraph, the district's video recordings may be erased any time greater than 30 after they were created.

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

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

Legal References: A.C.A. § 6-21-122
20 USC 1232g
20 U.S.C. 7115
34 CFR 99.3, 4, 5, 7, 8, 10, 12, 31

WEATHER RESTRICTIONS FOR ON CAMPUS OUTDOOR ACTIVITIES

Students will remain inside for all activities including but not limited to Recess and Physical Education under the following conditions:

Heat Index above 100 degrees (Farenheit)

Wind Chill below 32 degrees (Farenheit)

Visible Lightning

If any of the above criteria are met students shall remain inside until weather conditions are appropriate for outdoor activities to resume. Teachers will use their own discretion for other days where temperatures or other imminent severe weather conditions exist to determine if inside or outside recess would be better for the safety of students and staff.

Weather Closing

When it becomes necessary to close school, the decision will be made as early as possible. Decisions will be made based on road conditions rather than weather forecasts. Students and parents will be notified through the following communication sources including but not limited to the message alert system:
KARK Television (Channel 4)

KATV Television (Channel 7)

KTHV Television (Channel 11)

Should conditions develop during a school day that warrant early dismissal from school, these same stations will be notified.

The Perryville School District will need to be able to contact parents throughout the school year. Parents will be asked to provide current phone information at the beginning of the school year. Anytime a person's phone information changes, they are asked to contact the school with updated numbers. This will allow the school to contact parents through this automated phone system.

Severe Weather or Emergency

In case of severe weather or another emergency that causes students to be secured in the school safe room, students will not be allowed to leave until official notification from the school superintendent. Students may be checked out after clearance is given and students return to their classrooms. If the principal or his or her designee deems it to be unsafe for students to return to their rooms, then students can be checked out of school from the safe room. Parents or those designated on the approved person list will be allowed to check a student out if they are physically present to do so. No phone calls will be accepted.
When students are placed in the safe room, the doors are locked. A recorded message on the school phone will direct parents to appropriate steps to follow. Please do not attempt to pick up your child until students have been returned to the regular classroom. If students are unable to return to their regular classroom then parents will pick up their child from the safe room located next to the elementary. Remember this is done for the safety of your child.

Parent Access to the Safe Room Policy

Purpose: The purpose of this policy is to ensure the safety and security of all students and staff during the school day. To maintain a secure learning environment, all visitors, including parents and guardians, must adhere to school access protocols.

Policy Statement: During school hours (7:40 AM – 4:05 PM), in the event of severe weather, students will be directed to the safe room by school staff as part of our emergency plan.

Once students and staff have taken shelter, parents/guardians will not be permitted to check their children out until the all-clear has been given and normal operations have resumed. This policy is in place to minimize confusion, ensure accountability, and prioritize the safety of all individuals during emergency situations.

We appreciate your cooperation in helping us keep every child safe.

Emergency Drills

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

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

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

Notes: Districts are required to conduct a comprehensive school safety assessment to assess the safety, security, accessibility, and emergency preparedness of district buildings and grounds in collaboration with local law enforcement, fire, and emergency management officials. The school safety assessment must be conducted at least once every three (3) years, with the initial school safety assessment being completed by no later than August 1, 2024. The comprehensive school safety assessment shall be conducted by more than one (1) individual, which must include at least one (1) individual who is not assigned to the district facility being assessed. The comprehensive school safety assessment shall include at least all of the following:

- Safety and security of the site and exterior of buildings;
- Access control;
- Safety and security of the interior of buildings;
- Monitoring and surveillance, including without limitation type and extent;
- Communication and information security;
- Review of emergency operation plans; and
- School climate and culture.

Students who only ride buses occasionally, such as to go to and/or from a field trip will also have to participate in the evacuation drills.

Complaints or Grievances

The Perryville School Board recognizes that there are times when parents do not agree with the actions taken by school personnel regarding a student's behavior or academic work. If such a situation occurs, parents must appeal the action at the level at which the action was taken. The levels in the system are as follows:

Level I: Teacher

Level II: Building Principal

Level III: District Superintendent

Level IV: School Board

Complaints and Grievances will be referred back to the appropriate level if the person at that level has not had an opportunity to hear the appeal. If parents are not satisfied with the results of the appeal, they have the right to appeal at the next level. If a student or the parent of a student involved in a disciplinary ruling wishes to contest a disciplinary ruling or a condition or circumstance imposed by a teacher or school administrator, the procedure which follows should be used by the person filing the complaint. Normally, the complaint is oral; however, any party to a complaint may at any time request that a complaint be made in writing.

1. The complaint must be directed to the person who originally took the action upon which the complaint is based. The person should reconsider his/her action and give his/her decision to the complainant.

2. If the complainant is not satisfied with the decision of the person who originally took the action, the complaint must be directed to the principal. The principal shall review the original action which was taken and render a decision or suggest a solution which might be mutually satisfactory to all parties. If either party is not satisfied with the decision of the principal, the complaint may be directed to the superintendent.

3. The superintendent shall review the complaint and shall issue a decision regarding the complaint. Any further appeal must be made to the board of education through regular procedures (provided by the superintendent) for appearing before the board.

VOLUNTEER PROGRAM

The Perryville School system's volunteer program promotes the educational progress and well-being of our students by involving parents and adult volunteers. Please refer to our volunteer handbook for more details.

ACADEMIC IMPROVEMENT PLAN

A plan detailing supplemental or intervention and remedial instruction, or both, in deficient academic areas for any student who is not proficient on a portion or portions of the state-mandated criterion-referenced assessments or scores below the 25th percentile on a norm reference assessment. AIP remediation requirements include retention consequences or loss of credit for failure to participate.

PARTICIPATION IN PHYSICAL ACTIVITY AND P.E. ACTIVITIES

State law mandates that students in elementary school get forty minutes of physical education instruction each week (with an additional 90 minutes of physical activity such as recess each week). All students should participate on a daily basis unless there is a medical reason. If there is a medical reason that prevents your child from participating in these activities, a written note should be sent to the teacher with an explanation. For non-participation in physical education classes, there must be a note from the doctor stating the reason that the child cannot participate and the number of days of inactivity. A doctor's note is required after one day of P.E. or recess, if a child is to remain inside. Students should wear appropriate dress attire for physical education activities. (For example: athletic shoes, etc.)

Military Child Recognition

As a Purple Star School District, we are proud to recognize our military connected students. Our recognition is based on guidelines given to us by the Arkansas Council for Military Children. These guidelines include the following:

- students whose parent, stepparent, or legal guardian are currently serving in the armed forces, including the National Guard or Reserve
- students whose parent, stepparent, or legal guardian retired from military service
- students whose parent, stepparent, or legal guardian was medically discharged/retired due to a service-related injury or disability
- students whose parent, stepparent, or legal guardian lost their life in the line of duty.

A question regarding students who have a current parent/guardian in the military is on the annual beginning of school paperwork, and should be filled out for those students who are connected to military personnel currently serving. The military liaison is informed of those students. In order to recognize our service-connected children of retirees or medical discharged/retired, we need to be provided the child's dependent I.D. (ages 10 and up) or the military person's DD214 showing this specific status. Unfortunately, a VA rating is not a qualifying factor and will not be accepted as qualifying paperwork.

You may bring your qualifying documentation to one of our school offices. A copy will be made and given to our military liaison. Once documentation is reviewed and accepted, your child's name will go on our list of students to be recognized at our military child events. You will only need to provide documentation once during your student's career in the Perryville School District.

Perryville School District
2026-2027 Calendar B

Aug 4-7 PD (No Students)
Aug 6 Open House
Aug 11 1st Day of School

Sept 8 Seasonal Break
Sept 28 Elem/HS P-T Conf
No Students

Oct 2 Fall Break
Oct 9 End of 1st quarter (34d)

Nov 16 ** Monday School
Nov 20-27
Thanksgiving Break

Dec 14 ** Monday School
Dec 17 End of 2nd Q (36d)
Dec 18 Christmas Break

AUGUST 2026

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SEPTEMBER 2026

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OCTOBER 2026

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NOVEMBER 2026

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DECEMBER 2026

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JANUARY 2027

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FEBRUARY 2027

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MARCH 2027

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APRIL 2027

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MAY 2027

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30	31					

Jan 1 Christmas Break

Jan 5 PD (No Students)
Jan 6 Students Return

Feb 16 Winter Break

Mar 19-26 Spring Break

Mar 12 End of 3rd Q (38d)

Mar 15 Elem/HS PT Conferences (No Students)

May 21 End of 4th quarter (35d)

May 21 Last Day of School

WE ARE LEADERS. WE ARE LEARNERS.

WE ARE MUSTANGS!