

Waldron Middle School
2075 Rice Street
Waldron, AR 72958
479-637-4549

Dear Parent,

Welcome to the Waldron Middle School! The middle school staff is excited about the coming year and hope you are prepared for success. We are committed to a challenging course of study, focusing on the academic and emotional growth of each student, while maintaining high expectations for everyone. Parents are vital to this commitment. We value and ask for your involvement in your child's education.

Students and parents, please review this handbook together. Within its pages you will find the answers to many of the questions you may have about your school. If you do not please contact us and we will be glad to help in any way we can.

Parents, you are invited, and encouraged to contact your child's teachers or visiting the school throughout the year. The teacher's conference times are as follows:

5th grade-7:55 to 8:43

6th grade-9:56 to 10:44

7th grade-11:10 to 11:58

8th grade-12:33 to 1:21

Best wishes for a wonderful year!!

Kim Solomon, Principal

Waldron Middle School Staff

Chris Lipham, Assistant Principal

It shall be the policy of the Waldron School District that the most recently adopted version of the Student Handbook be incorporated by reference into the policies of the district. In the event that there is a conflict between the students handbook and a general board policy or policies, the most recently adopted language will be considered binding and controlling on the matter provide the parent(s) of the students, or the student if 18 years of age or older have acknowledged receipt of the controlling language.

Waldron School District Vision Statement

The Waldron School District will be among the highest in the state for student achievement.

Waldron Public School District Motto:

Our Children, Our Community, Our Commitment

Waldron School District Mission Statement

Our mission at the Waldron School District is to achieve a recognized status of excellence with high expectations for:
College and Career Readiness
Global Use of Technology
Leadership and Character Development
Personal Accountability and Responsibility
Individual Growth and Development
Expanded Community Partnerships

RECEIPT OF STUDENT HANDBOOK

Dear Parents,

Please take this time to review this Student Handbook that has been provided for your information. It is necessary that you and your child sign this form. Please sign this page and have your child return it to his/her first period teacher on the next day of school.

Respectfully,

Waldron Middle School Administration

Please read and check the following statements.

- I have received the Waldron Middle School Student Handbook, and agree to abide by the rules and procedures stated therein.
- I understand that Waldron Middle School is committed to working with families toward making a positive difference in student achievement.
- I will support and abide by the Student Internet Use Agreement as stated in the Student Handbook.
- I have received the Privacy of Students' Records/Directory Information portion of the Student Handbook, and I have no objections to the disclosure of publication of directory information to military recruiters or public and school sources or both.
- Note:** If you object to this statement a form may be obtained in the Middle School Office. It must be completed and returned within ten (10) days of start of the school year.
- I have received the Waldron Middle School Homework Policy.
- I have received the Smart Core Policy.
- I have received a copy of the Student Technology Agreement on pages 44-48.

Parent or Guardian Signature

Date

Student Signature

Date

PARENT VOLUNTEER SURVEY (Optional)

Parent Name(s) _____ Phone(H) _____

Middle School Student(s) _____

Available (Days & Times)

Monday _____ Tuesday _____ Wednesday _____

Thursday _____ Friday _____ Saturday _____

Volunteer Opportunities

Please check below the activities for which you might provide service.

You will be contacted first, and this does not obligate you.

- Give special help to an individual student
- Reinforce the efforts of the teacher with small student groups
- Provide clerical aid
- Help serve breakfast on state testing days
- Help chaperone field trips and after school events (dances, fall festival, etc.)
- Make and update bulletin boards
- Help with inventories
- Assist with health programs (health fair, screenings, etc..)
- Arrange special holiday displays and decorations
- Assist with programs, plays, concerts, etc..
- Read to small groups or a class
- Drill students in content area studies
- Listen to students read
- Assist in art projects or other special projects
- Share my career, hobby, or talent with students
- Assist with P.E. activities and outside events (field day, etc..)
- Other: _____

Do you have previous volunteer experience with children? _____

If so, what ages? _____

What type of volunteering were you involved in (Church, Boys & Girls Club, community?) _____

Do you prefer a particular grade/age group? (Check all that apply)

All ages _____ k-2 _____ 3-4 _____ 5-6 _____ 7-8 _____ 9-12 _____

Have you ever been convicted of a felony? Yes/No

OBJECTION TO PHYSICAL EXAMINATION OR SCREENING

I, the undersigned, being a parent or guardian of a student, or a student eighteen (18) years of age or older, hereby note my objection to the physical examination or screening of the student names below.

Physical examination or screening being objected to:

____ Vision test

____ Hearing test

____ Scoliosis test

____ Other, please specify

Comments:

Parent or Guardian Signature

Date

Student Signature

Date

PERMISSION TO DISPLAY PHOTO OF STUDENT ON WEBSITE/IN NEWSPAPER

I hereby grant permission to the Waldron School District to display the photograph or video clip of me/my student, if student is under the age of eighteen (18) on the district website, including any page on the site, or in other District publications without further notice. I also grant the Waldron School District the right to edit the photograph or video clip at its discretion. The student's name may be used in conjunction with the photograph or video clip. It is understood, however, that once the photograph or clip is displayed on the web site, the District has no control over how the photograph or video clip is used or misused by persons with computers accessing the District's web site. By signing this I am ok with my child's photo for weekly/monthly student honors and/or awards be placed in the local newspaper.

Parent or Guardian Signature

Date

Student Signature

Date

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SECTION I
GENERAL INFORMATION
ENTRANCE REQUIREMENTS

To enroll in a school in the District, the child must be a resident of the District as defined in District policy (4.1 RESIDENCE REQUIREMENTS), meet the criteria outlined in policy 4.40- HOME-LESS STUDENTS, be accepted as a transfer student under the provisions of policy 4.4, or participate under a school choice option and submit required paperwork as required by the choice option.

Students may enter kindergarten if they will attain the age of five (5) on or before August 1st of the year in which they are seeking initial enrollment. Any student who has been enrolled in a state-accredited or state-approved kindergarten program in another state for at least sixty (60) days, who will become five (5) years old during the year in which he/she is enrolled in kindergarten, and who meets the basic residency requirement for school attendance may be enrolled in kindergarten upon written requests to the District.

Any child who will be six (6) years of age on or before August 1st of the school year of enrollment and who has not completed a state-accredited kindergarten program shall be evaluated by the district and may be placed in the first grade if the results of the evaluation justify placement in the first grade and the child's parent or legal guardian agrees with placement in the first grade; otherwise, the child shall be placed in kindergarten.

Any child may enter first grade in a District school if the child will attain the age of six (6) years during the school year in which the child is seeking enrollment, and the child has successfully completed a kindergarten program in a public school in Arkansas.

Any child who has been enrolled in the first grade in a state-accredited or state-approved elementary school in another state for a period of at least sixty (60) days, who will become age six (6) years during the school year in which he/she is enrolled in grade one (1), and who meets the basic residency requirements for school attendance may be enrolled in the first grade.

Students who move into the District from an accredited school shall be assigned to the same grade as they were attending in their previous school (mid-year transfers) or as they would have been assigned in their previous school. Home-schooled students shall be evaluated by the District to determine their appropriate grade placement.

The District shall make no attempt to ascertain the immigration status, legal or illegal, of any student or his/her parent or legal guardian presenting for enrollment. Prior to the child's admission to a District school:

1. The parent, guardian, or other responsible person shall furnish the child's social security number, or if they request, the district will assign the child a nine (9) digit number designated by the Department of Education.
2. The parent, guardian, or other responsible person shall provide the district with one (1) of the following documents indicating the child's age:
 - A. A birth certificate
 - B. A statement by the local registrar or a county recorder certifying the child's date of birth
 - C. An attested baptismal certificate
 - D. A passport
 - E. An affidavit of the date and place of birth by the child's parent or guardian
 - F. United States military identification
 - G. Previous school records

3. The parent, guardian, or other responsible person shall indicate on school registration forms Whether the child has been expelled from school in any other school district or is a party to any expulsion proceeding.
4. The child shall be age appropriately immunized from poliomyelitis, diphtheria, tetanus, pertussis, red (rubeola) measles, rubella, and other diseases as designated by the State Board of Health, or have an exemption issued by the Arkansas Department of Health. Proof of immunization shall be by a certificate of a licensed physician or a public health department acknowledging the immunization. Exemptions are also possible on an annual basis for religious reasons from the Arkansas Department of Health. To continue such exemptions, they must be renewed at the beginning of each school year. A child enrolling in a district school and living in the household of a person on active military duty has thirty (30) days to receive his/her initial required immunizations and twelve (12) months to be up to date on the required immunizations for the student's age.

NOTE: The US Supreme Court has held that the public schools may not use immigration status as a criterion for admitting and educating student. Act 1255 of 2005 requires schools to "immediately" enroll foster children whether or not they produce "required clothing or required records" noted in #2 and #4. ASBA does not believe this means schools are required to admit students currently under expulsion from their previous school. See policies 4.4 and 4.5 The Student cannot be enrolled until the board gives the student a hearing to determine whether to enroll the student. Therefore, a prompt hearing is recommended. Requests should be sent to the Director, Division of CD/Immunization, Arkansas Department of Health, 4815 W. Markham, Slot 48, Little Rock, Arkansas 72205. Letters of exemption or denial will be issued to the school.

RESIDENCE REQUIREMENTS

Definitions:

"Reside" means to be physically present and to maintain a permanent place of abode for an average of no fewer than four (4) calendar days and nights per week for a primary purpose other than school attendance.

"Resident" means a student whose parents; legal guardians, persons having legal, lawful control of the student under order of the court; or persons standing in loco parentis reside in the school district.

"Residential Address" means the physical location where the students' parents, legal guardians, persons having legal, lawful control of the student under order of the court, or persons standing in loco parentis reside, A student may use the residential address of a legal guardian, person having legal, lawful control of the student resides at the same residential address and if the guardianship or other legal authority is not granted solely for educational needs or school attendance purposes.

The schools of the District shall be open and free through the completion of the secondary program to all persons between the ages of five (5) and twenty-one (21) years whose parents, legal guardians, or other persons having lawful control of the person under an order of a court reside within the district and to all persons between those ages who have been legally transferred to the District for educational purposes.

Any person eighteen (18) years of age or older may establish a residence separate and apart from his or her parents or guardians for school attendance purposes.

In order for a person under the age of eighteen (18) years of age or older to establish a residence for the purpose of attending the District's schools separate and apart from his or her parents, guardians, or other persons having lawful control of him or her under an order of a court, the person must actually reside in the District for a primary purpose other than that of school attendance. A student previously enrolled in the district who is placed under the legal guardianship of a non-custodial parent living outside the district by a custodial parent on active military duty may continue to attend the district schools.

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

COMPULSORY ATTENDANCE REQUIREMENTS

Every parent, guardian, or other person having custody or charge of any child age five (5) through seventeen (17) years on or before August 15 of that year who resides, as defined by policy (4.1 RESIDENCE REQUIREMENTS), within the District shall enroll and send the child to a District school with the following exceptions,.

1. The child is enrolled in private or parochial school.
2. The child is being home-schooled and the conditions of policy (4.6 HOME SCHOOLING) have been met.
3. The child will be age six (6) on or before August 15 of that particular school year and the parent, guardian, or other person having custody or charge of the child elects not to have him/her attend kindergarten. A kindergarten waiver from prescribed regulation of the Department administrative office.
4. The child has received a high school diploma 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).

SCHOOL CHOICE

The superintendent will consider all applications for School Choice postmarked not later than June 1st, proceeding the fall semester the applicant would begin school in the District. The superintendent shall notify the parent or guardian and the student's resident district, in writing, of the decision to accept or reject the application within thirty (30) days of its receipt of the application.

The District shall advertise in appropriate print and broadcast median to inform students and parents in adjoining districts of the rand of possible openings available under the School Choice program. The public announcements shall state the application deadline and the requirements and procedure for the participation in the program. Such pronouncements shall be made in the spring, but in no case later than June 1st.

When considering applications, priority will be given to applications from siblings or step siblings residing in the same residence or household of students already attending the District through School Choice.

The District may reject a nonresident's application for admission if 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. Letters of rejection shall state the reason(s) for the rejection.

The board of Directors reserve the right, after a hearing before the board, not to allow any person who is currently under expulsion from another district to enroll in a District school.

Students admitted under this policy shall be entitled to continued enrolment until they graduate or are no longer eligible for enrollment in the District's schools. Any student admitted to this district under the provisions of this policy who choose to return to his/her resident district during the school year voids the transfer and must reapply for a School Choice admission if desiring to return to this district in the future.

WITHDRAWAL FROM SCHOOL

When a student wishes to withdrawal from school, he/she must notify the principal. The student will then take an official withdrawal form to each of his/her teachers. The teachers will fill out the student's grade up to the time of withdrawal. All money owed to the school must be paid and all school property must be returned. Records will not be forwarded unless the above procedure is followed.

TEXTBOOKS

Textbooks are issued free of charge to all students. Students are responsible for all books issued to them. Lost or damaged books must be paid for in accordance with the nature of the damage and the age of the book. Failure to return school property may affect the promotion/retention process.

VISITORS

The parents and guardians of our students are welcome on our campus at any time. We do insist that visitations by parents and/or guardians be approved through the campus administration office. Visitors who enter the Middle School campus should go directly to the Principal's Office to check in and sign the visitor's sign-in sheet. Students are asked to not bring friends or relatives to school with them. Unauthorized persons loitering near WMS campus will be reported to the local authorities. For liability purposes, no visitors are allowed on school property during the school day without first gaining permission from the office personnel.

CUSTODY

Arkansas Law States:

(a) In order to avoid continuing child custody controversies from involving public school personnel, and to avoid disruptions to the educational atmosphere in public schools, the transfer of a child between the child's custodial parent and non-custodial parent, when both parents are present, secondary school on normal school days during normal hours of school operation.

(b) The provision of this act shall not prohibit one parent (custodial or non-custodial) from transporting the child to school and the other parent (custodial or noncustodial) from transporting child from school if prearranged and prior approval has been made with the school's principal. Divorced or legally separated parents have equal access to a child or the child's records unless specifically stated by court documents. The school must see a file marked copy of the original document stating that the other parent is denied access to the child or his/her records. The school will make a copy of this document for the child's records. The parent should keep the school informed of any changes in the family structure.

HEALTH RECORDS

Arkansas State Law requires all students to have complete immunization records in order to register for school. Students transferring to another school from Waldron Middle School or transferring to Waldron Middle School must produce copies of their health records in order to enroll.

If a student is seeking a religious exemption, his/her parents should complete a specified Exemption Request Form obtained from the school nurse. Parents are responsible for completing the form and mailing it to the Arkansas Health Department. The Director of the Health Department will rule on the exemption request and notify the parents and school of the decision.

If Immunization Records are not available within thirty (30) days for a student transferring to Waldron Middle School, the student must retake the entire immunization series. The Immunization Records must have specific dates for each immunization.

HEALTH NURSE

Purpose: To provide treatment for minor ailments and accidents and to assure adequate immunization in accordance with Arkansas Requirements.

Permission slips must be signed by parent or legal guardian before any medication or emergency treatment can be given by doctor or hospital. Parents will be notified prior to doctor or hospital visit if at all possible. Students must check with the Principal's Office before going to the Health Nurse.

Any student who is taking medication while at school must take the medicine to the Principal's Office when he/she arrives at school including non-prescription drugs.

Vision and hearing tests are done at the Scott County Health Unit if any parent, student, or teacher feels the exam is necessary.

The Health Office cooperates with the school counselor, Scott County Health Unit, Social Services, and Juvenile Services to provide counseling and assistance for any student.

Hearing and vision exams are administered to all 6th and 8th grade students at school by the Health Nurse. All special education students are tested annually, as well as any student referred by parent or teacher. Letters of Referral will be sent by the school nurse to the parents of any child who fails either the hearing or vision exam given at school.

Students must store all prescription and over-the-counter medication in the school office upon arrival. That medication will be dispensed according to parental instructions and/or instructions printed on the original container specifically identifying the person for whom the medication was prescribed and the dosage schedule.

Students taking medications over an extended period of time shall complete form 4.35F for file with the school office and/or nurse.

Students that are sent home from school for medical reasons may not participate in any after school function on that day unless cleared by a doctor. If the function is tied to the student's grade an alternative form of assessment will be provided.

STUDENT MEDICATION

Prior to the administration of any medication to any student, written parental consent is required by filling out the school MEDICATION ADMINISTRATION CONSENT FORM.

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 or warnings. Medication consent forms are available in the office.

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

- 1) Self-administer either a rescue inhaler or auto-injectable epinephrine;
- 2) Perform his/her own blood glucose checks;
- 3) Administer insulin through the insulin delivery system the student uses;
- 4) Treat the student's own hypoglycemia and hyperglycemia; or
- 5) Possess on his or her person:
 - a) a rescue inhaler or auto-injectable epinephrine; or
 - b) the necessary supplies and equipment to perform his/her diabetes monitoring and treatment functions.

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 sponsored activity, while traveling to or from school or at an off-site school sponsored activity.

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

Students can 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.

PHYSICAL EXAMINATION OR SCREENINGS

The district conducts routine health screenings such as hearing, vision, and scoliosis due to the importance these health factors play in the ability of a student to succeed in school. The intent of the exams or screenings is to detect defects in hearing, vision, or other elements of health that would adversely affect the student's ability to achieve to his/her full potential.

The right provided to parents under this policy transfer to the student when he/she turns eighteen (18) years old.

Except in instances where a student is suspected of having a contagious or infectious disease, parents shall have the right to opt their student out of the exams or screenings by using form 4.41F or by providing certification from a physician that he/she has recently examined the student.

HEAD LICE POLICY

The Waldron School Board has adopted the following policy to help contain and prevent lice infestation in the Waldron Schools:

1. Periodic screening of student by trained personnel. School personnel should be sensitive to the psychological impact on both the parent and child.
2. Parents of identified students will be contacted. Arrangements will be made to remove the student from school. On the first occurrence of head lice infestation, the student will be sent home and will receive an excused absence notation. Subsequent days and/or recurring infestations will result in unexcused absences.
3. Parents will be provided with information on treatment. It is the parents' responsibility to ensure the child is treated before returning to school.
4. The student may return to school the next school day after identification, providing the following has occurred.
 - a. Apply head louse shampoo according to your physician's instructions or the label instructions provided by the drug manufacturer. No published evidence indicated that one medication is superior to the others.
 - b. Thoroughly clean all aspects of the household environment surrounding the child (bedding, carpet, etc...)
 - c. Have your child put on clean clothing after the treatment.
5. The parent shall accompany the student to school (the nurse's office) and verify that the treatment has been made. School personnel will re-examine the student. There must be no signs of lice infestation before re-entry is approved. School board policy requires that all nits must be removed from the child's hair before being re-admitted to the school.
6. In addition to the parents' efforts at home, the school is also taking appropriate measures to prevent and contain head lice infestations in the classroom including: vacuuming carpets daily, treating classrooms with lice killing spray, and checking student's hair each Friday.
7. Chronic head lice infestations may be addressed through referral to local or state agencies to assist parents in eliminating the infestation, failure to resolve the problem could result in a Family In Need Of Services (FINS) being filed with the court system.

COUNSELING PROGRAM

Waldron Middle School has a full-time counselor. The primary role of the school counselor is to attend to the development needs and the personal-social-emotional problems of the students. The counselor works closely with other educators, parents, and the community to help the student adjust to school life in all facets--academics, vocational, social, and personal. The counselor welcomes the opportunity to confer with students, parents, and teachers.

The counselor is available to all students during the school year. Counselor referrals may come from students, school staff, or parents.

- (a) The student may make a request to see a counselor through a written request. The counselor will schedule a conference time with the student. The student will be given a note telling he/she the time and will be given a note to reenter the classroom.
- (b) School staff referral forms are to be completed and placed in the counselor's mailbox. The counselor will schedule a time as soon as possible.

Parents may call and refer their child to see the counselor.

MEDIA CENTER

An excellent Media Center with a full-time Media Specialist in charge is maintained for the benefit of the students and teachers. A good selection of books, media, and periodicals is available for both leisure and instructional purposes. Media Center books may be checked out for a two week period and may be renewed twice. Reference books may only be checked out for one class period. A fine will be charged on all overdue books. The Media Center is a place for reading and studying and it should be considered as such by all students. Fines will be assessed for lost or damaged books. Any unpaid fine will result in the student not receiving his/her report card and could prevent the student from traveling on field trips.

ORGANIZATIONS

Waldron Middle School offers a variety of extracurricular organizations. Each has its own written requirements for membership. These organizations are as follows: Library Club, Student Council, Cheerleaders, Fire Marshals, Ambassadors, Athletics, Band, Choir, FCA.

Student Organization/Equal Access:

Non curriculum-related secondary school student organizations wishing to conduct meetings on school premises during non-instructional time shall not be denied equal access on the basis of religious, political, philosophical, or other content of the speech at such meetings. Such meetings must meet the following criteria:

1. The meeting is to be voluntary and student initiated;
2. There is no sponsorship of the meeting by the school, the government, or its agents or employees;
3. The meeting must occur during non instructional time;
4. Employees or agents of the school are present at religious meetings only in a non participatory capacity;
5. The meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school; and
6. Non school persons may not direct, conduct, control, or regularly attend activities of student groups.

All meetings held on school premises must be scheduled and approved by the principal. The school, its agents, and employees retain the authority to maintain order and discipline, to protect the well being of students and faculty, and to assure that attendance of students at meetings is voluntary.

Fraternities, sororities, and secret societies are forbidden in the District's schools. Membership to student organizations shall not be by a vote of the organization member, nor be restricted by the student's race, religion, sex, national origin, or the arbitrary criteria. Hazing, as defined by law is forbidden in connection with initiation into, or affiliation within any student organization.

SCHOOL SUPPLIES

All students are expected to have the necessary school supplies to complete assignments for the specific class. However, students may purchase pencils and notebooks as needed in the Library before school and at lunch time. Large trapper keepers and backpacks will not be allowed in student lockers. No basketballs, footballs, or soccer balls are to be put in students' lockers.

CHANGE OF ADDRESS

Please inform the office of any change in your mailing address or telephone number as it occurs during the school year.

SEVERE WEATHER - SCHOOL CLOSINGS

The official announcement for school closings due to bad weather such as ice, snow, and low temperatures may be heard on KTCS (99.9 FM), Fort Smith; and KFSM (TV-5), Fort Smith. Waldron Public Schools has in place emergency crisis procedures, in the event of a crisis or other emergency situation. You may be notified by our school Alert Now system

STUDENT INSURANCE

Student insurance for school activities and coverage during the school day is provided by the Waldron School District. However, parents are encouraged to maintain their own insurance coverage as student insurance provides only basic, minimal coverage.

CHECK OUT/IN PROCEDURES

Waldron Middle School operates on a closed campus basis. Parents bringing students to school should note that official supervision of students on campus begins no earlier than 7:40 a.m. Once students arrive at school in the morning, they are not allowed to leave until school is let out in the afternoon.

If necessary for a student to leave school, he/she must have written or at least verbal permission of the parent/guardian. If permission given over the phone or by note is deemed questionable, the school administration reserves the right to hold the student until further confirmation is given. In case of unavoidable medical appointments, the student brings the written excuse to the office upon arrival at school, and secures a permit. Before a student leaves the school property, he/she must be signed out in the office by secretary or administration.

Parents/guardians should clear their child's absence in writing or call the office on the day of the absence so that work may be made up for excused absences.

If any parent or guardian needs to pick up their child early, they should report to the office at which time the child will be summoned. Because of the legal responsibility of the school, the child will not be allowed to leave without parent/guardian permission.

Should the student return to school that same day, he/she must sign in at the office before proceeding on to his/her class or activity.

A student who arrives late school must sign in at the office.

Failure to follow this check in/out procedure may result in the absence being declared a truancy.

EMERGENCY DRILLS

All schools in the district shall conduct fire drills at least monthly. Tornado drills shall also be conducted not fewer than four (4) times per year with at least one each in the months of September, October, January and February. Students who ride school busses shall also participate in emergency evacuation drills at least twice each school year.

Other types of emergency drills may also be conducted. These may include, but are not limited to:

1. Earthquake;
2. Act of terrorism;
3. Chemical spill;
4. Airplane crash;

USE OF TELEPHONE

The office phones are for office use only and students will not be allowed to use them for personal calls. Students will be allowed use of school phones in the event of illness or emergency.

LOCKERS

Middle School students will be given the option of having locks for their lockers. Students may use only approved combination locks on their lockers. Combinations must be kept on file in the administration office. If necessary the school assumes the right to cut locks off. The school assumes no responsibility for care and cleanliness of student lockers; however, students are expected to maintain their lockers to the satisfaction of the principal/assistant principal. The school assumes no responsibility for personal property that is damaged or stolen.

BOOK BAGS/BACKPACKS/GYMBAGS

All book bags/backpacks that are used to carry books and supplies to and from school must be kept in the students locker at all times during the school day. Large athletic bags will be prohibited from all classrooms, and must fit and be stored in the student's locker.

SCHOOL FUNCTIONS

There are many activities sponsored by the school such as football games, track meets, basketball games, band concerts, choir concerts, etc. These activities occur during or after the regular school day. Students are subject to all rules and regulations of the school while attending these activities and will conduct themselves accordingly. Parents are responsible for getting students to these activities and for picking them up on time.

CARE OF FACILITIES

We have excellent school facilities here at Waldron Middle School. This building will remain in excellent condition if students are responsible for replacing, repairing, or cleaning personal or school property which they deface, break, or destroy. Acts of vandalism may be handled through the local law enforcement authorities. Take pride in your school!

LOST AND FOUND

The school will maintain a lost and found. Be careful with your money and valuables. Put names on coats, caps, articles of clothing, and personal items. The school cannot take responsibility for your personal property. Students are asked to check lost and found frequently for any lost articles. Clothing not claimed will be given to social services.

ASSEMBLIES

Assemblies have a threefold purpose: To instruct, to inspire, and to entertain. Some assemblies may stress all three objectives, while some may have only a single purpose. Students are expected to exhibit courteous and attentive behavior during all assemblies.

CAFETERIA

The school cafeteria serves a balanced meal. All students are encouraged to eat at school. In order to meet the standard requirement a "Grade A" lunch and breakfast is served. Lunch will consist of a meat or meat substitute, vegetable and salad or two vegetables, milk, bread, and dessert. Middle School students may also select a regular tray or select from the salad/potatoes, or hamburger/fries line.

Students are encouraged to pay for lunches by the week or month before school each Monday. Charging for breakfast/lunch is highly discouraged. A student may not accumulate more than 10 charges. A letter will be sent to the parents when the student has at least five charges. Free and reduced lunches and free milk are available for those whose income is limited or if you have unusual expenses. Applications for free and reduced meals are sent home with children at the beginning of the school year or are available upon school enrollment. Please contact the cafeteria administrator, Juanita Hayward, if other arrangements need to be made.

SCHOOL LUNCH SUBSTITUTIONS

The district only provides substitute meal components on menus to accommodate students with handicapping conditions meeting the definition of a disability as defined in USDA regulations. A parent/guardian wishing to request such a dietary accommodation must submit a Certification of Disability for Special Dietary Needs Form completed by a licensed physician to the district's Food Service Director. The district will not prepare meals outside the normal menu to accommodate a family's religious or personal health beliefs.

FIELD TRIPS

Field trips serve the instructional program by utilizing those educational resources of the community, which cannot be brought into the classroom. Students who have a history of disruptive behavior can, however, be excluded from attending a field trip by the school administrator. Parents/guardians must grant permission for their child to participate in a field trip by signing and returning to the school authorities the field trip permit. Students who do not have parental permission on file with the school will not be allowed to attend the field trip activity. Telephone approval cannot be accepted.

PARENT-TEACHER CONFERENCES

All grade level conferences with parent(s)/guardian(s) shall be scheduled at a time and place to best accommodate those participating in the conference. The school shall document participation or non-participation in required conferences. If a student is to be retained at any grade level, notice of retention, and the reasons for retentions shall be communicated with the parent(s)/guardian(s) in written or verbal form.

Parents or guardians are encouraged to visit the school to confer with teachers, counselors, and principals concerning their child. Two days each school year shall be built into the school calendar for parent-teacher conference days.

PLEDGE OF ALLEGIANCE

In accordance with Arkansas law, the Pledge of Allegiance shall be recited during the first class period each day. Those students choosing to participate shall do so by facing the flag with their right hands over their hearts, or in an appropriate salute if in uniform, while reciting the Pledge. Students choosing not to participate shall be quiet while either standing or sitting at their desks. Students shall not be compelled to recite the Pledge, but shall not disrupt those students choosing to do so. Students choosing not to recite the Pledge shall not be subject to any comments, retaliation or disciplinary action. In accordance with Arkansas law Act 576 there will also be a one minute of silence at the beginning of each day. Student may reflect, pray, or engage in a silent activity. The teacher or school employee in charge of classroom shall ensure that all students remain silent and do not interfere with or distract another student during the period of silence.

VIDEO SURVEILLANCE

The board has a responsibility to maintain discipline, protect the safety, security, and welfare of its students, staff, and visitors while at the same time safeguarding district facilities, vehicles, and equipment. As part of fulfilling this responsibility, the board authorizes the use of video/audio surveillance cameras. The placement of video/audio surveillance shall be based on the presumption and belief that students, staff, and visitors have no reasonable exception of privacy

anywhere on or near school property, facilities, vehicles, or equipment, with the exception of places such as restrooms, or dressing areas where an exception of 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.

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.

Videos containing evidence of a violation of student conduct rules and/or state or federal laws shall be retained until the issue of the misconduct is no longer subject to review or appeal as determined by board policy or student handbook; any release or viewing of such records shall be in accordance with current law.

Students who vandalize, damage, disable, or render inoperable surveillance cameras and equipment shall be subject to appropriate disciplinary action and referral to appropriate law enforcement authorities.

SECTION II **ACADEMICS**

POLICIES ON GRADING

The following grading scale shall be used for grading purposes in all classes:

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

Grades assigned to students for performance in a course shall reflect only the extent to which a student has achieved the expressed academic objectives of the course. Grades that reflect other educational objectives such as the student learning expectations contained in the curriculum frameworks may also be given.

This grading scale is suggested for all daily grades, scheduled examinations, homework, etc. The resulting scores will be entered on the report cards, grade sheets, and permanent records.

Honesty and integrity are valued highly at WMS and cheating on exams is highly objectionable. Any student caught cheating on any exam or assignment will be given a zero on that exam or assignment.

HOMEWORK & SUPPLIES

Homework is considered to be part of the educational program of the district. Assignments shall be an extension of the teaching/learning experience that promotes the student's educational development. As an extension of the classroom, homework must be planned and organized and should be viewed by the students as purposeful. In addition, students are required to have supplies in each class everyday. This includes, but is not limited to: textbooks, pencils, paper, notebooks, assignments, and a library book. Parents shall be notified of this policy at the beginning of each school year.

**SMART CORE/CORE CURRICULUM
AND GRADUATION REQUIREMENTS**

Smart Core is Arkansas's college-and career-ready curriculum for high school students. College-and career-readiness in Arkansas means that students are prepared for success in entry-level, credit-bearing courses at two-year and four-year colleges and universities, in technical postsecondary training, and in well-paid jobs that support families and have pathways to advancement. To be college and career ready, students need to be adept problem solvers and critical thinkers who can contribute and apply their knowledge in novel contexts and unforeseen situations. Smart Core is the foundation for college- and career-readiness. All students should supplement with additional rigorous coursework within their career focus.

Successful completion of the Smart Core curriculum is one of the eligibility requirements for the Arkansas Academic Challenge Scholarship. Failure to complete the Smart Core curriculum for graduation may result in negative consequences such as conditional admission to college and ineligibility for scholarship programs. Parents or guardians may waive the right for a student to participate in Smart Core. By signing this Smart Core Waiver Form, you are waiving your student's right to Smart Core and are placing him or her in the Core Curriculum.

SMART CORE CURRICULUM: Sixteen (16) Units

English - four (4) units- 9, 10, 11, 12

Mathematics - 4 units; (all students under Smart Core must take a mathematics course in grade 11 or 12 and complete Algebra II)

Algebra I or Algebra A & B which may be taken in grades 7-8 or 8-9

Geometry or Investigating Geometry or Geometry A & B which may be taken in grades 8-9 or 9-10

*A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four-unit requirement for the purpose of meeting the graduation requirement, but only serve as one unit each toward fulfilling the Smart Core requirement.

Algebra II and

The fourth unit may be either:

-A math unit beyond Algebra II: this can include Pre-Calculus, Calculus, AP Statistics, Algebra III, Advanced Topic and Modeling in Mathematics, Mathematical Applications and Algorithms, Linear Systems and Statistics, or any of several IB or Advanced Placement math courses (Comparable concurrent credit college courses may be substituted where applicable)

Or

one unit of computer science chose from ADE Essentials of Computer Programming, ADE Computer Science and Mathematics, AP Computer Science, IB Computer Science, or other options approved by ADE

Natural Science - a total of three (3) units with lab experience chosen from:

Biology (1unit) and either:

Two units from the following three categories (there are acceptable options listed by the ADE for each)

Physical Science

Chemistry

Physics or Principles of Technology I & II or PIC Physics Or

One unit from the three categories above and one unit of computer science chose from ADE Essentials of Computer Programming, ADE Computer Science and Mathematics, AP Computer Science, IB Computer Science, or other options approved by ADE

Social Studies - three (3) units

Civics - one-half (1/2) unit

World History - one (1) unit

American History - one (1) unit

Physical Education - one-half (1/2) unit

Note: While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety - one-half (1/2) unit

Economics - one-half (1/2) unit-dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits of the six (6) required Career Focus elective credits.

Fine Arts - one-half (1/2) unit

CAREER FOCUS - Six (6) units

All career focus unit requirements shall be established through guidance and counseling based on the student's contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.

CORE CURRICULUM: Sixteen (16) units

English - four (4) units- 9, 10, 11, 12

Oral Communications: one half (1/2) unit

Mathematics - four (4) units

Algebra I or its equivalent

Geometry or its equivalent

All math units must build on the base of algebra and geometry knowledge and skills.

(Comparable concurrent credit college courses may be substituted where applicable)

-one unit of computer science chose from ADE Essentials of Computer Programming, ADE Computer Science and Mathematics, AP Computer Science, IB Computer Science, or other options approved by ADE

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

Science - 3 units

At least one (1) unit of Biology or its equivalent;

Two units from the following three categories :

Physical Science

Chemistry

Physics; or

One unit from the three categories above and one unit of computer science chose from ADE Essentials of Computer Programming, ADE Computer Science and Mathematics, AP Computer Science, IB Computer Science, or other options approved by ADE

Social Studies - three (3) units

Civics - one-half (1/2) unit

World History - one (1) unit

American History - one (1) unit

Physical Education -one-half (1/2) unit

Note: While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate

Health and Safety -one half (1/2) unit

Economics - one-half (1/2) unit , dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits of the six (6) required

Fine Arts- one-half (1/2) unit

CAREER FOCUS - Six (6) units

All career focus unit requirements shall be established through guidance and counseling based on the student's contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.

MAKE UP WORK

It is the student's responsibility to make up any work missed due to any absence. All make up work should be completed within the same time frame equal to the number of days absent, unless the student has made special arrangements with the teacher and/or administrator.

Criteria for 7th and 8th grade Pre –Advanced Placement (PreAP):

Students who wish to enroll in Pre Advanced Placement class in the 7th or 8th grade must meet certain criteria in order to qualify. The criteria is as follows:

- Maintained A's and B's for the previous year in core courses.
- DRA (Developmental Reading Assessment) must be at grade level.

SCHOLASTIC ACHIEVEMENT

Scholastic achievement awards will be given at the end of a school year during an awards assembly to those students who have excelled academically and have met the requirements for these awards.

All students in grade 5-8 will be eligible for the awards and there is no limit to the number of awards a student may earn.

All Honor Certificates will be given to those students in grades 5-8 who have made all A's and B's in all academic subjects for the entire year.

Scholastic Achievement Awards will also be given by individual teachers to students who have excelled academically in individual subject areas such as Math, English, History, Science, etc.

These awards will be based on the highest grade averages.

3-2-1-0 INCENTIVE POLICY

Students will be given an opportunity to earn rewards based on meeting certain criteria. The actual rewards given to the students will be determined at the beginning of each school year by polling the student body through out student counsel. The criteria to earn this reward are as follows:

- * No more than 3 absences prior to semester test week for both semesters. The administration will allow two medical excuses per semester to not count against the student.
- * No more than 2 assigned zap referrals from office prior to dates listed above.
- * No more than one office referral (the one office referral could not have resulted in corporal punishment, in-school, or out of school suspension prior to same dates as above.)
- * No missing assignments which resulted in a student receiving a 0% toward their overall grade prior to semester test weeks for both semesters.
- * No overdue library fines or lunch charges

Although the rewards for the given school year will be determined by a student polling, some of the possible rewards could include, but are not limited to one of the following:

- * Merit days
- * Activity days
- * Field trips
- * Assemblies

ZERO'S AREN'T PERMITTED (ZAP TIME)

During the course of each school day there will be time set aside (15 mins) for students to be able to make-up work for absences, and/or complete missing or incomplete assignments; providing that the student is making an effort to complete, or attempting to do the work. This is an opportunity for the student to also schedule this time to get additional support in areas of academic need. This additional time may also be used for play/physical activity if student has no missing assignments, or has not lost privileges due to lack of effort, or disciplinary reasons.

SEMESTER TESTS

Semester tests will be comprehensive in that the instructor may select test materials which are representative of the entire semesters learning. The semester test may be developed either in a standard test format, or as alternative form of assessment such as a project or presentation displaying the knowledge and understanding of the content presented over the course of the semester. Students that have a B average or higher, and who have three (3) or less absences of any sort will be exempt from taking a standardized semester exam in that given class. This stipulation does not include ongoing projects or presentations which may take more time than a standardized semester exam. Non exempt students will take semester assessment on the day and the time it is scheduled unless circumstances occur that are approved by administration.

SCHEDULE CHANGES

All schedule changes are subject to the approval of the Principal. Under normal circumstances, no schedule changes will be allowed after the second week of each semester. Students wishing to make a schedule change must have a note signed by their parents/guardians requesting the change. Parental approval does not guarantee that a change will be made.

PROMOTION AND RETENTION

A disservice is done to students through social promotion and is prohibited by state law. The district shall, at a minimum, evaluate each student annually in an effort to help each student who is not performing at grade level. Each school in the Waldron School District shall include in the student handbook, the criteria for promotion of students to the next grade. Parents or guardians shall be kept informed concerning the progress of their student(s). Notice of a student's possible retention shall be included with the student's grades sent home to each parent/guardian. Parent-teacher conferences are encouraged and may be held as necessary in an effort to improve a student's academic success.

Promotion or retention of students shall be primarily based on the following criteria for grades 5 and 6:

Students will be expected to pass four (4) core classes (core referring to Math, English, Science Social Studies, Reading), and one (1) additional class (State required classes, electives, mini course, etc...)

Promotion or retention of students shall be primarily based on the following criteria for grades 7 and 8:

Students will be expected to pass three (3) core classes (core referring to Math, English, Science, Social Studies), and one (1) additional class (State required classes, electives, mini course, etc...)

Additional factors which will be taken into consideration are: reading level, achievement test scores, daily academic performance and acquisitions of skills, age, educational history, and maturity level.

If there is doubt concerning the promotion or retention of a student, before a final decision is made, a conference between the parents/guardians, teacher(s), other pertinent personnel, and principal shall be held. The conference shall be held at a time and place that best accommodates those participating in the conference. The school shall document participation or non-participation in required conferences. If the conference attendees fail to agree concerning the student's placement, the final decision to promote or retain shall rest with the principal.

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

In addition to the State Assessment Exam requirements, students who do not meet the satisfactory passing level on the semester test shall successfully participate in the redemption program identified in their AIP before they can receive credit for the course. The lack of credit could jeopardize their grade promotion or classification due to insufficient credits to qualify for the next grade.

Promotion/retention or graduation of students with an Individual Education Plan (IEP) shall be based on their successful attainment on the goals set forth in their IEP.

AFTER SCHOOL PROGRAM

Students who qualify may be placed in the After School Program that is on campus and staffed with qualified personnel.

REPORT CARDS

Students will receive report cards at the end of each nine week grading period. In addition, progress reports will be sent out to the parents in the middle of the nine weeks. These reports indicate failing or near failing status and the reasons for that status.

The 4th nine weeks report cards may be picked up in the building administration office during the summer break, but will not be mailed home. Report cards not picked up during the break will be handed out to the students at the beginning of the next school year.

REPORTS TO PARENTS

At the end of each nine-week grading periods, parents will receive a report card from their child's teacher. Grades will be given in all academic areas, and a grading scale will be printed on the report card for the convenience of parents. Interim progress reports will be sent home during the fifth week of each quarter. Therefore, parents and children will be informed of problems in a timely manner.

HAC (Home Access Center) is an internet based system designed to help students, parents, and teachers communicate. Parents can access their students' grades in HAC, but other information such as class newsletters, assignments, upcoming events, and school information are also available. It requires activation and login to protect the privacy of the information. Activation codes will be sent home at the beginning of the school year or can be requested from your child's teacher or at the middle school office.

The federal "No Child Left Behind" (NCLB) Act gives parents the right to know the professional qualifications of the classroom teacher who instructs their children.

Specifically, the parents can request the information listed below:

- Has the teacher met Arkansas qualifications and licensing criteria to teach the grade level and/or subject area to which he/she is assigned.?
- Has the state waived its qualifications and licensing criteria to permit the teacher to teach on an emergency or provisional license?
- The teacher's college major, graduate certification or degrees, and the field or discipline for those certificates or degrees.
- The qualifications of a teacher's aide or similar paraprofessional providing instructional assistance to your child.

Parents may request the above information by completing, in writing, a request form that can be obtained from the superintendent's office. Parent's requests will be fulfilled in a timely manner.

SECTION III **ATTENDANCE POLICY**

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, student's regular attendance at school is essential to their social and cultural development and helps prepare them to accept responsibility they will face as an adult. Interactions with other students and participation in the instruction within the classroom enrich the learning environment and promote a continuity of instruction which results in higher student achievement. In recognition of the need for student's to regularly attend school, the district's policy governing student absences is as follows:

Excused Absences

Excused absences are those where the student was on official school business or when the absence was due to one of the following reasons and the student brings a written statement to the principal or designee upon his/her return to school from the parent or legal guardian stating such a reason. A written statement presented for an absence having occurred more than five (5) school days prior to it's presentation will **not** be accepted.

1. The student's illness or when attendance could jeopardize the health of other students. Number of days excused will be approved by buildings administration.
2. Death or serious illness in the immediate family as approved by administration.
3. Observation of recognized holidays observed by the student's faith.
4. Attendance at an appointment with a government agency.
5. Attendance at a medical appointment.
6. Exceptional circumstances with prior approval of the principal.
7. Participation in an FFA, FHA, or a 4-H sanctioned activity.
8. Participation in an election poll workers program for high-school students.
9. Absences granted to allow a student to visit his/her parent or legal guardian who is a member of the military and been called to active duty, is on leave from active duty, or has returned from deployment to a combat zone or combat supporting position. The number of additional excused absences shall be at the discretion of the superintendent or designee.
10. Students who serve as pages for a member of the General Assembly shall be considered instructional assignment and shall not be considered absent from school for the day the

student is serving as a page.

11. For purposes pre-approved by the school administration such as visiting colleges, to obey a subpoena, or to attend an appointment with a government agency.
12. Due to the student having been sent home from school due to illness.
13. Student's taking driver's test will be excused for two class periods, unless otherwise authorized by administration.
14. Students that participate in a school function.

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

Applicants for an instruction permit for a driver's license by persons less than eighteen (18) years old on October 1 of any year are required to provide proof of a high school diploma or enrollment and regular attendance in an adult education program or a public, private, or parochial school prior to receiving an instruction permit. To be issued a driver's license, a student enrolled in school shall present proof of a "C" average for the previous semester or similar equivalent grading period for which grades are reported as part of the students' permanent record.

Unexcused Absences

Absences not defined above or not having an accompanying note from the parent or legal guardian, presented in the timeline required by this policy, shall be considered as *unexcused absence*. Students shall not be absent, as defined in this policy more than ten (10) days in a semester. Four of these days can be unexcused. When a student has two(2) unexcused absences, his/her parent, guardian, or person in loco parentis shall be notified that the students have missed half the allowable days for the semester. Notifications shall be by telephone by the end of the school day in which such absence occurred or by regular mail with a return address sent no later than the following day:.

Whenever a student exceeds four (4) unexcused absences in a semester, the district shall notify the prosecuting authority and the parent, guardian, or person in loco parentis shall be subject to a civil penalty as prescribed by law.

Students with four (4) unexcused absences or more than ten (10) total absences in a course in a semester may not receive credit for that course. If the student fails to receive credit for a sufficient number of courses and at the discretion of the principal after consultation with persons having knowledge of the circumstances of the absences, the student may be denied promotion or graduation. Excessive absences, however, shall not be a reason for expulsion or dismissal of a student.

It is the Arkansas General Assembly's intention that students having excessive absences due to illness, accident, or other unavoidable reasons be given assistance in obtaining credit for their courses. Therefore, at any time prior to when a student exceeds the number of allowable absences (unless unable to do so due to unforeseen circumstances), the student, or his/her parent, guardian, or person in loco parentis may petition the school or district's administration for special arrangements to address the student's absences. If formal arrangements are granted, they shall be formalized into a written agreement which will include the conditions of the agreement and the consequences for failing to fulfill the agreement's requirements. The agreement shall be signed by the student, the student's parent, guardian, or person in loco parentis, and the school or district administrator or designee. Unless a student's excessive absence is due to an unfore-

seen circumstance, the district will not accept a doctor's note for a student's excessive absence.

Days missed due to expulsion or out-of-school suspension shall not count toward the allowable number of days absent. Absences that may be covered by a child's 504, or IEP could count toward the allowable days of required attendance.

SECTION IV **CODE OF CONDUCT**

All students are expected to conduct themselves at all times in a manner that will contribute to the best interest of the school and not infringe on the rights of others. School personnel have the authority and the responsibility to take reasonable measures to maintain proper control and discipline among students under their care and supervision. Students and parents should take care to see that they are well informed concerning rights, responsibilities, and expected standards of behavior.

School rules are in effect at any time on the school grounds, off the school grounds, at a school sponsored activity, and on transportation to and from school activities. Repeat offenses will be punished with increase severity. The Administration may use an alternate form of punishment in case of extenuating circumstances. The administrator may also exercise more extreme action in severe situations in which a student has been involved in other rule infractions.

AUTHORITY FOR STUDENT DISCIPLINE

Administrators and teachers have the authority to take customary and reasonable measures to maintain proper control and discipline among students placed under their care and supervision. Such measures may include reasonable force in the exercise of lawful authority to restrain or correct students and maintain order.

The principal/assistant principal is authorized to suspend students for disciplinary reasons.

The Student Code of Conduct for the students of the school district provides concise, workable rules and regulations pertaining to student conduct and discipline. Its purposes are two-fold. One, it is to comply with the state law. Secondly, it is to assist students, parents, teachers, and school administrators in the achievement and maintenance of an environment which will facilitate effective and efficient teaching and learning. This environment shall be free from disruptions and distractions which interfere with the educational process.

Students are expected to exercise good manners and citizenship at all times as their conduct reflects upon both home and school. It is imperative that students understand appropriate behavioral expectations, the offenses that are subject to discipline and the possible consequences or penalties. The Student Code of Conduct protects against infringing on the rights of others and guarantees due process for each individual.

LOCKER SEARCHES

School districts must create a climate in the school which assures the safety and welfare of all students. School authorities may search a student's lockers or make a personal search and seize any illegal or contraband material. Lockers belong to the school district, therefore, the locker and the student's property in the locker are subject to periodic administrative searches, and the district reserves the authority to search lockers without the consent of the student if necessary.

Searches should be made under the following conditions:

- A. The search of a particular locker should be made only upon reasonable assumption that the student is in possession of evidence of an illegal act or contraband.
- B. If practical, the student should be given the opportunity to be present when the search of personal possessions of his/her locker is conducted, and if there is no reason to believe that his/her presence would be a threat to the safety of the student or others.

C. The Administration reserves the right to use any legal means to conduct searches.

PERSONAL SEARCHES

A search of a student's person should be limited to a situation in which the administration has reasonable belief that the student is concealing evidence of an illegal act, contraband, or has violated a school rule.

Dangerous items (such as firearms, weapons, knives, etc.), controlled substances as defined by state law, and other items which may be used to disrupt the educational process will be removed from the student's possession and will be reported and transmitted to the proper authorities.

Personal searches should be made under the following conditions:

- A. An adult witness will be present when the personal search is conducted.
- B. Students should be asked for their consent prior to a personal search. A search warrant should be obtained if the student objects to a personal search unless there is reasonable cause to believe that a dangerous weapon, such as a gun or knife, is being concealed.
- C. A pat down of a student's person should be done by a school official of the same sex and and with an adult witness of the same sex present.

CORPORAL PUNISHMENT

The Waldron School Board policies provide for corporal punishment if an administrator feels it is necessary. Corporal punishment can be administered according to the following procedures:

MIDDLE SCHOOL - (A) Any teacher who paddles a student must have the principal or assistant principal as a witness. (B) Submit a written notice to the parent and principal detailing the incident.

When at all possible parents/guardians will be notified by phone, e-mail, or written notification.

Before a paddling is administered, the student will be told what he/she did wrong and why he/she is being paddled. The student will also be given the opportunity to state his/her version of the incident.

No more than three (3) swats may be given for any one incident.

Parents may submit written requests that corporal punishment not be used on their child. The district will honor the request to the extent possible, but for various reasons, the district will not give absolute assurance that corporal punishment will never occur.

IN SCHOOL SUSPENSION

In school suspension, ISS, is an on-campus educational setting provided as an alternative to out-of-school suspension. Students assigned to ISS will be assigned regular classroom work and be under the direction of qualified personnel. Students may only be assigned ISS by the principal or assistant principal. Students may be assigned ISS for inappropriate behavior in or out of the classroom, excessive tardiness, cumulative disciplinary referrals or misconduct reports, or for other infractions for which it is felt this would be the appropriate action.

Students must report to ISS upon arrival to campus. Students assigned to ISS may be suspended from after school activities. All assignments given to students in ISS must be completed to the satisfaction of the ISS instructor and the class room teacher who assigned the materials. Students will be dismissed from ISS at the end of the school day. No food, drinks, or gum will be allowed in the classroom. Students who are in ISS must immediately and courteously obey the directions of the ISS instructor. Students are responsible for bringing all materials with them to ISS and returning to the regular classroom with those materials. Sleeping is not allowed in the ISS classroom. No

talking or communication between students is allowed in the ISS classroom. Students are to remain quiet and in their seats at all times. Students in ISS are given regular restroom breaks. Students assigned ISS must follow all school policies. Students failing to comply with ISS guidelines may face further disciplinary actions.

SUSPENSION FROM SCHOOL

SUSPENSION:

Students not present at school cannot benefit from the educational opportunities the school environment affords. Administrators, therefore, shall strive to find ways to keep students in school as participants in the educational process. There are instances, however, when the needs of the other students or the interest of the orderly learning environments require the removal of a student from school. The board authorizes school principals or their designees to suspend students for disciplinary reasons for a period of time not to exceed ten (10) school days including the day upon which the suspension is imposed. The suspension may be in school or out of school. Students are responsible for their conduct that occurs: at any time on the school grounds; off school grounds at a school-sponsored function, activity, or event; going to and from school or a school activity. A student may be suspended for behavior including, but not limited to that which:

1. Is in violation of school policies, rules, or regulations.
2. Substantially interferes with the safe and orderly educational environment.
3. School administrators believe will result in the substantial interference with the safe and orderly educational environment.
4. Is insubordinate, incorrigible, violent, or involves moral turpitude.

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

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

When possible, notice of the suspension, its duration, and any stipulations for the student's remittance to class will be given to the parent(s), legal guardian(s), or to the student if age 18 or older or mailed to the last address reflected in the records of the school district.

Generally, notice and hearing should precede the student's removal from school, but if prior notice and hearing are not feasible, as where the student's presence endangers persons or property or threatens disruption of the academic process, thus justifying immediate removal from school, the necessary notice and hearing should follow as soon as practicable.

It is the parents' or legal guardians' responsibility to provide current contact information to the district which the school shall use to immediately notify the parent or legal guardian upon the suspension of a student. The notification shall be by one of the following means, listed in order of priority.

- * A primary call number.
- * The contact may be by voice, voice mail, or text messages.
- * An email address.
- * A regular first class letter to the last known mailing address.

The district shall keep a log of contacts attempted and made to the parent or legal guardian.

Out of school suspension shall be treated as unexcused absences, and during the period of suspension students shall not be permitted on campus except to attend a student/parent/administrator/conference.

In-school suspension shall be treated as if the student was present at school. The student shall not attend any school-sponsored activities during the imposed suspension nor shall the student participate in any school-sponsored activities.

Suspensions initiated by the principal or his/her designee may be appealed to the superintendent, but not to the board.

Suspension initiated by the superintendent may be appealed to the board.

EXPULSION:

The Board of Education may expel a student for a period longer than ten (10) school days of violation of the District's written discipline policies. The superintendent may make a recommendation of expulsion to the Board of Education for student conduct deemed to be of such gravity that suspension would be inappropriate, or where the student's continued attendance at school would disrupt the orderly conduct learning environment or would pose an unreasonable danger to the welfare of other students or staff.

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

The hearing shall be conducted no later than ten (10) school days following the date of the notice, except that representatives of the board and student may agree in writing to a date not conforming to this limitation.

The President of the Board, Board attorney, or other designated board member shall preside at the hearing. The student may choose to be represented by legal counsel. Both the district administration and School Board also may be represented by legal counsel. The hearing shall be conducted in open session of the board unless the parent, or student if age 18 or older, requests that the hearing be conducted in executive session. Any action taken by the Board shall be in open session.

During the hearing, the superintendent, or designee, or representative will present evidence, including the calling of witnesses, that gave rise to the recommendation of expulsion. The student, or his/her representative may then present evidence including statements from persons with personal knowledge of the events or circumstances relevant to the charges against the student. Formal cross-examination will not be permitted. However, any member of the board, the superintendent, or designee, the student, or his/her representative may question anyone making a statement and/or the student. The presiding officer shall decide questions concerning the appropriateness or relevance of any questions asked during the hearing.

Except as permitted by policy 4.22, the superintendent shall recommend the expulsion of any student for a period of no less than one (1) year for possession of any firearm prohibited on school campus by law. The superintendent shall, however, have the discretion to modify expulsion recommendation for a student on a case-by-case basis. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a weapons policy violation shall be given a copy of current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

The superintendent and the Board of Education shall complete the expulsion process of any student that was initiated because the student possessed a firearm or other prohibited weapons

on school property regardless of the enrollment status of the student.

DISCIPLINE FOR THE HANDICAPPED

Students with disabilities, as defined in state standards, who engage in inappropriate behavior are subject to normal school disciplinary rules and procedures provided the student's right to a free appropriate public education is not abridged. The following provisions will apply.

1. For students whose disabilities have behavioral aspects, preventative measures such as behavioral management plans, should be considered and can be facilitated through individualized education program (IEP) or the individualized accommodation plan (IAP) and placement processes required by IDEA and Section 504. While there is no requirement that such measures be specified in a student's IEP/IAP, the IEP or Section 504 Committee for a student with identified disabilities could determine that it would be appropriate to address the use of specific behavioral management and/or discipline procedures in individual situations involving that student and include them in the IEP/IAP.

2. Where-in-school discipline or short-term suspension [ten (10) school days or less] is involved, a school may remove a student with disabilities for a disciplinary infraction without it being considered a change of placement, and IDEA'S or Section 504 parent-notification provisions would not apply. Also, there is no requirement for a prior determination of whether the student's misconduct was a manifestation of the student's disability. During periods of short-term exclusion, schools are not required to provide any educational services to the student. A series of short-term suspensions in the same school year could constitute a change in placement. The IEP/Section 504 team must make the determination. It must also determine whether the misconduct was a manifestation of the student's disability. Factors such as the length of each suspension, the total amount of time that the student is excluded from school, and the proximity of the suspensions to each other should be considered in determining whether the student has been excluded from school to such an extent that there has been a change in placement. This determination must be made on a case-by-case basis.

3. For a student with disabilities, a suspension or other disciplinary removal for more than ten (10) consecutive school days may not be considered without the school district first determining whether the student's misconduct was a manifestation of the student's disability or due to an inappropriate placement. This determination must be made by a group of persons knowledgeable about the student (such as his/her IEP/IAP Committee), and may not be made unilaterally by one individual.

A. If the student's misconduct was not a manifestation of his/her disability or an inappropriate placement, the school district may expel or suspend the student from school for more than ten (10) school days, subject to conditions set forth in the procedural safeguards of IDEA and Section 504.

B. IF the student's misconduct was a manifestation of his/her disability or an inappropriate placement, the student may not be expelled or suspended from school for more than ten (10) school days for the misconduct. However; other procedures may be used to address the student's misconduct. A change in placement, if determined appropriate, could be implemented subject to applicable procedural safeguards. The school district would also have the option of suspending the student from school for ten (10) days or less, or seeking a court order at any time to remove the student from school or to change the student's placement if it believes that maintaining the student in the current placement is substantially likely to result in injury to the student or to others. In addition to showing that the student is substantially likely to

cause injury, the school district must show that it has made reasonable efforts to accommodate the student's disabilities so as to minimize the likelihood that the student will injure him or herself or others.

4. The student who is suspended/excluded for more than ten (10) days should be offered a free appropriate public education for the duration of the exclusion.

5. A student with a disability who brings a weapon to school, possesses illegal drugs at school, or causes serious bodily injury to another at school may be removed from school for ten (10) days or less, and placed in an interim alternative education setting up to forty-five (45) school days.

STUDENT RIGHTS

The constitutional right of individuals assures the protection of due process law; therefore, this system of constitutionally and legally sound procedures is approved with regard to the administering of discipline in Waldron Public Schools.

HARRASSMENT

Students who believe they are being harassed either in a physical, verbal, or sexual way by another person should report the offending person to their teacher or administrator. Behavior of this nature will be dealt with in an appropriate manner.

Bullying on school property, at school sponsored activities, and on school buses is prohibited. Bullying is defined as unprovoked actions or comments directed toward another student such as: teasing, threatening, hitting, etc... This behavior is not allowed.

Consequences for bullying range from: minimum—conference, to maximum suspension and referral to local law enforcement agency.

Bullying behaviors should be reported immediately to school personnel.

COMPLAINTS AND GRIEVANCES

If a student and/or parent/guardian of a student involved in an academic, school related or disciplinary ruling wishes to contest the ruling, they must express their objections to the principal. The principal will then make the final decision on the ruling. An appeal to the superintendent is possible if the parent/guardian is still dissatisfied with the ruling. The appeal may be taken to the Board of Education.

CONDUCT NOT PERMITTED

The following activities are considered infractions of improper conduct and will subject the student to disciplinary action. The disciplinary action can begin with a minimum of a conference but may range to the maximum of an expulsion depending upon the severity of the infraction. The violation of a rule can occur on the school grounds at anytime, off school grounds at a school supervised activity, function, or event, or en route to and from school.

1. DISRUPTIVE BEHAVIOR IN THE CLASSROOM, ON THE SCHOOL BUS, ON SCHOOL GROUNDS, OR IN ANY SCHOOL BUILDING.
2. CD PLAYERS OR OTHER ELECTRONIC GAMES OR EQUIPMENT ARE NOT ALLOWED IN THE CLASSROOM SETTING. Disruptions caused by such items will result in holding the materials until a parent conference is held.
3. LASER POINTERS - According to state regulations, it is unlawful for a person under 18 years of age to possess a hand-held laser pointer without the supervision of a parent, guardian, or teacher. Such devices are not allowed on school property at any time, and will be taken

by school personnel and returned only to the student's guardian upon meeting in conference with school administration.

4. OUT OF CLASS WITHOUT A PASS - In an unauthorized area, or skipping school, leaving campus without signing out.
5. INAPPROPRIATE DRESS - (See Appearance code)
6. EXCESSIVE DISPLAY OF AFFECTION - (See Public Display of Affection Policy).
7. GAMBLING - A student shall not participate in any activity which may be determined gambling or wagering where the stakes are money or any other object.
8. Buying, selling, or trading personal property or any other items without permission of building administration.
9. DISREGARD OF DIRECTIONS OR COMMANDS - A student will comply with reasonable directions or commands of teachers, students, substitute teachers, teacher aids, principals, administrative personnel, superintendent, bus drivers or other authorized school personnel.

10. PROFANITY, INAPPROPRIATE LANGUAGE, VERBAL ABUSE, OBSCENE GESTURES - A student shall not possess, view, distribute, or electronically transmit sexually explicit or vulgar images or representations, whether electronically, on a data storage device, or in hard copy form.

11. FIGHTING/ASSAULT/THREATS - Acts of violence will not be tolerated. A student who physically strikes another student with malice shall be suspended. A student has the right to defend him/herself, provided the student is a target of physical attack which he/she in no way initiated, caused, or agitated and in which he/she does not have the opportunity to break off the attack. If this cannot be established beyond a reasonable doubt, both (all) students involved in the fight may be suspended. A student will also receive disciplinary action for agitating or encouraging a fight.

If a student is being harassed or threatened at school or school functions, the student should report this to the nearest faculty member. Such threats may be grounds for disciplinary action as determined by the school administration.

It is recognized that incidents of fighting may range from scuffles to all-out fist fights. The administration reserves the right to investigate all incidents in an effort to determine severity of action.

12. POSSESSION OR USE OF FIREWORKS - A student shall not possess, handle, or store any fireworks at school.

13. THEFT OF PROPERTY - A student shall not cause, or attempt to cause damage or steal, or attempt to steal property of another student or any other person.

14. WEAPONS OR DANGEROUS INSTRUMENTS - No student shall possess a weapon, display what appears to be a weapon, or threaten to use a weapon while in school, on or about school property, before or after school, in attendance at school or any school sponsored activity, en route to or from school sponsored activity, off the school grounds at any school bus stop, or at any school sponsored activity or event. Military personnel, such as ROTC cadets, acting in the course of their official duties are exceptions.

A weapon is defined as any firearm, knife, razor, ice pick, dirk, box cutter, numchucks, pepper spray or other noxious spray, explosive, or any other instrument or substance capable of causing bodily harm.

Possession means having a weapon, other than a firearm, on the student's body or in an area under his/her control. If, prior to any questioning or search by any school personnel, a student discovers that he/she accidentally brought a weapon, other than a firearm to school, including a weapon, other than a firearm, that is in a 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, other than a firearm. The weapon, other than a firearm, shall be confiscated and held in the office until such time as the student's parents/legal guardian shall pick up the weapon, other than a firearm, from the school's office. Repeated offenses are unacceptable and shall be on a case-by-case basis. Parents or legal guardians of students expelled under this policy shall be given a copy of the current laws regarding this possibility of parental responsibility for allowing a child to possess a firearm on school property. Parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to readmitting the student. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a firearm policy violation shall also be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a firearm on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understand the laws prior to the student being enrolled in school.

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

4.26 GANGS AND GANG ACTIVITY

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

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

1. Wearing or possessing any clothing, bandanas, jewelry, symbol, or other sign associated with membership in, or representative of, any gang;
2. Engaging in any verbal or nonverbal act such as throwing signs, gestures, or handshakes representative of a membership in the gang;
3. Recruiting, soliciting, or encouraging any person through duress or intimidation to become or remain a member of any gang; and/or
4. Extorting payment from any individual in return for protection from harm from any gang.
5. Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion.

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

15. POSSESSION OR UNDER THE INFLUENCE OF ALCOHOLIC BEVERAGE OR CONTROLLED SUBSTANCE, PRESCRIPTION DRUGS - Any student who attends school and/or school functions under the influence of or knowingly has in his/her possession, alcoholic beverages, controlled substances (illegal drugs, marijuana, or materials the student purports to be a drug or alcohol, or materials expressly prohibited by federal, state, or local laws), shall be immediately suspended from school for up to ten (10) days to allow the administration time to investigate the incident to determine if expulsion is the proper disciplinary action. Expulsion may be waived in lieu of counseling with the recommendation of the Superintendent. Law Enforcement authorities and guardi-

an will be contacted. The above policy also applies to the abuse or misuse of over-the-counter, non prescription, and/or performance enhancing drugs, or unauthorized distribution of these items with similar intent. Random drug testing may occur at any point during the school year.

PRESCRIPTION DRUGS - Students using prescription or over-the-counter drugs for medicinal purposes must store the medicine in the office while at school. The use of over-the-counter or prescription drugs while at school activities outside the school day are to be approved and supervised by the sponsor or coach of that activity.

16. POSSESSION OR USE OF TOBACCO - The use or possession of tobacco and/or tobacco products during the day on school property is prohibited. If a student rides a school bus, the school day begins when the student boards the bus and ends when the student gets off the bus in the afternoon. If a student walks or drives to school, the school day begins when the student reaches school property. Any school activity after hours is also defined as part of a school day and participating students will observe this policy.

17. LOITERING - Any person not presently enrolled in school must report the office and obtain permission before being allowed to enter the classroom.

18. PERSISTENT DISREGARD FOR SCHOOL RULES - A student who persists in acts of misconduct after reasonable efforts have been made by the school to secure the student's adherence to established rules shall be recommended for suspension and/or expulsion.

The Waldron School District reserves the right to pursue disciplinary or legal action for behavior which is subversive to good order and discipline in the schools.

19. THREAT OR ASSAULT ON SCHOOL EMPLOYEES - CRIMINAL ACTS - Any willful and intentional assault or a threat to assault or abuse a teacher, principal, superintendent, school staff member, or any other employee of the school will result in immediate suspension for ten (10) days to allow school officials time to fully investigate the incident to determine if expulsion is the proper action. Threatened school personnel are free to pursue legal action on their own. Law enforcement officials will be contacted. The commission of or participation in criminal acts in school buildings or 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 result.

20. TERRORISTIC THREATENING

According to Arkansas law:

- (a) A person commits the offense of terroristic threatening in the first degree if:
 - (1) With the purpose of terrorizing another person, he threatens to cause death or serious physical injury or substantial property damage to another person.
 - (2) With the purpose of terrorizing another person, he threatens to cause physical injury or property damage to a teacher or other school employee acting in the line of duty.
 - (3) Terroristic threatening in the first degree is a Class D felony.
- (b) A person commits the offense of terroristic threatening in the second degree if:
 - (1) With the purpose of terrorizing another person he threatens to cause physical injury or property damage to another person.
 - (2) Terroristic threatening in the second degree is a Class B misdemeanor.

21. DAMAGE OR DESTRUCTION OR THEFT OF SCHOOL PROPERTY - Arkansas law states that willful destruction of school property is prohibited. It also states that any parent or guardian of students found guilty of destruction of property shall be liable for damages not to exceed \$1,000. A student shall not cause or attempt to cause damage to the property of another student or to school

property. Neither shall he attempt to steal property belonging to the school or fellow students. Student and/or his/her parent/guardian shall make restitution in accordance with Arkansas law for any property stolen or damaged by him/her and shall be subject to other disciplinary measures.

22. POSSESSION AND USE OF CELL PHONES, BEEPERS, ETC - Use and misuse of cell phones has become a serious problem that threatens the ability of the district's schools to properly and efficiently operate its education program. The school board believed it is necessary to restrict student use and possession of cell phones, other electronic communication devices, cameras, MP3 players, iPods, and other portable music devices so that the opportunity for learning in the district's schools may be enhanced.

For the purpose of this policy, the use of a cell phone or other communication device includes any incoming call, text message, message waiting, or any other audible sound coming from the phone or device.

The student and/or student's parents or guardians expressly assume any risk associated with students owning or possessing technology equipment.

From the time of the first bell until after the last bell, students are forbidden from using cell phones, and paging device, beeper, or similar electronic communication. It is preferred that such devices be stored in the student's locker or vehicle in a silent mode of operation. Exceptions may be made by the building principal or his/her designee for health or other compelling reasons.

From the time of the first bell until after the last bell, students are forbidden from having cameras, MP3 players, iPods, or any other portable music devices. Such devices may be stored in the student's locker or vehicle so long as they are in a silent mode of operation. Exceptions may be made by the building principal or his/her designee for health or other compelling reasons.

Before and after normal school hours, possession of cell phones, any paging device, beeper, or similar electronic communication devices, cameras, MP3 players, iPods, and other portable music devices is permitted on the school campus. The use of such devices at school sponsored functions outside the regular school day is permitted to the extent, and within the limitations allowed by the event or activity the student is attending.

Students using or possessing, other than those devices properly stored in a locker or vehicle, cell phones or other portable music devices, after the first bell and before the last bell shall have them confiscated. Students may utilize cell phones after school hours or last bell. Cell phones that are used during school hours ,(during school is defined as the time a student arrives at school until they are dismissed at the end of the day), will be collected by the faculty/staff members and delivered to the administration.

Cell Phone Abuse:

1st offense: Administration will contact the student's parents to come pick up the cell phone.

2nd offense: The student's parent will pick up the phone and a conference will be held with the student, parent, and administration.

3rd offense: The student will be placed in ISS for three days.

4th offense: The student will receive five days of ISS. Upon the fifth offense, a conference with the student, parent, principal and superintendent will be held. One day of out of school suspension will result from this conference.

Offenses past the five will be at the discretion of the administration.

Students who use a school issued cell phone and/or computer for non-school purposes, except as permitted by the district's internet/computer use policy, shall be subject to discipline, up to and including suspension or expulsion. Students are forbidden from using school issued cell

phones while driving any vehicle at any time. Violation may result in disciplinary action up to and including expulsion.

23. COMMUNICATING A FALSE ALARM. Any student who initiates (pulls an alarm) or circulates a report of a present, past, or impending bombing, fire, catastrophe, or other emergency knowing that the report is false may be subject to disciplinary action. In accordance with the Arkansas law, local authorities may be notified.

24. No food or beverage is to be consumed outside designated areas (the cafeteria) without special permission of the classroom teacher, and with prior approval of the school administration.

25. DUE TO THE POTENTIAL FOR DAMAGE TO SCHOOL AND PERSONAL PROPERTY, NO GUM IS ALLOWED ON SCHOOL CAMPUS.

26. BULLYING

Respect for the dignity of others is a cornerstone of civil society. Bullying creates an atmosphere of fear and intimidation, robs a person of her/his dignity, detracts from the safe environment necessary to promote student learning, and will not be tolerated by the School Board. Students who bully another person shall be held accountable for their actions whether they occur on school; 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.

Definitions:

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 of:

- * 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.

Electronic act means without limitation, a communication or image transmitted by means of an electric device, including without limitation a telephone, wireless, phone or other wireless communications device, computer, or pager that results in the substantial disruption of the orderly operation of the school or educational environment.

Electronic acts of bullying are prohibited whether or not the electronic act originated on school property or with school equipment, if the electronic act is directed specifically at students or school personnel, and maliciously intended for the purpose of disrupting school, and has a high likelihood of succeeding in that purpose.

Harassment means a pattern of unwelcome verbal or physical conduct relating to another person's constitutionally or statutorily protected status that causes, or reasonably should be expected to cause, substantial interference with the other's performance in the school environment; and

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

- Necessary cessation of instruction or educational activities;

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

Examples of “Bullying” may include but are not limited to a pattern of behavior involving one or more of the following:

1. Sarcastic “compliments” about another student’s personal appearance.
2. Pointed questions intended to embarrass or humiliate,
3. Mocking, taunting, or belittling,
4. Non-verbal threats and/or intimidation such as “fronting” or “chesting” a person,
5. Demeaning humor relating to a student’s race, gender, ethnicity, or personal characteristics,
6. Blackmail, extortion, demands for protection money, or other involuntary donations or loans,
7. Blocking access to school property or facilities,
8. Deliberate physical contact or injury to a person or property,
9. Stealing or hiding books or belongings, and/or,
10. Threats of harm to student(s), possessions, or others.

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 of 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 principal. Parents or legal guardians may submit written reports of incidents they feel constitute bullying, or if allowed to continue would constitute bullying, to the principal. The principal shall be responsible for investigating the incident(s) to determine if disciplinary action is warranted.

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

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 that may have simultaneously occurred.

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, students, school volunteers, and employees shall be given copies of the notice.

BEHAVIOR NOT COVERED

The School District 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 rules.

Students actions or behaviors not covered in the handbook will be handled at the discretion of the building administrator on a case-by-case basis.

TARDINESS

A tardy is defined as “unexcused lateness to class.” All students are responsible for being in classes on time. Students arriving late to campus must check in through the office. Class tardiness will be taken care of by each individual teacher. Students are to be in their seats when the tardy bell rings.

Students tardy for more than half of a class period may be considered truant and referred to the office for disciplinary action.

Students sent to their lockers or to the office to get appropriate materials (pencils, papers, books, etc.) may receive an unexcused tardy.

General procedures for the accumulation of unexcused tardiness per class, per 9 weeks:

1st tardy - Verbal warning

2nd tardy- Written warning

3rd tardy - Parent Contact/Document

4th tardy - Office referral (Administration decision, parent/teacher conference)

Tardy count will start over at 1.

PUBLIC DISPLAY OF AFFECTION

It should be remembered that there is a proper time and place for showing affection. School is not the place to show affection through physical contact such as kissing, hugging, holding hands, etc. and this type of behavior will not be allowed.

APPEARANCE CODE

Dress, grooming, and hair color deemed disruptive by the administration to the learning climate of the school, the learning process for the individual student, or for other students, is not allowed. Pupils shall dress neatly with no extremes in appearance. Shorts, skirts, and dresses are allowed. The administration will be the only person who makes the decision if the shorts, skirts, or dresses are not long enough. ***Shorts, skirts, and dresses must reach the top of the knee while the student is standing.*** Shorts, skirts, and dresses that do not meet this requirement cannot be worn with leggings of any kind. Form fitting athletic pants or leggings can be worn but only if a shirt/dress being worn is long enough to cover students bottom and touch the top of the knees. Holes in jeans which are above the knee are prohibited. Shorts, pants, and skirts may not sag below the waistline exposing lower back. Leggings cannot be worn under jeans that do not meet the requirements stated above. Sleeveless shirts may not be worn by male or female. All shirts must be hemmed or cuffed. Shirts which show cleavage, the back or midriff area are not allowed. Shoes must be worn at all times and they may not impede a student from maneuvering normally. Shoes with wheels are not allowed.

No head wear will be worn inside school buildings except by school permission. No clothing or head wear with advertising or lettering concerning tobacco, alcohol, or drugs will be permitted. Clothing or headwear advertising, displaying, or promoting tobacco, alcohol, drugs/drug use, profanity, offensively suggestive wording images will not be permitted. Sagging is not permitted. Pajamas, house shoes, etc. are not permitted unless authorized by school administrators for special circumstances such as school spirit day. Appearance code guidelines are effective at all school events.

STUDENT TRAFFIC - HALLWAY/SIDEWALKS

Regulations for the flow of traffic and common courtesy are as follows:

1. Students are to walk briskly from one area to the other. There is to be no loitering or visiting in the hallways.

2. Students are to be only in authorized areas of campus, and only at allowable times or by special permission.
3. Students are to keep to the right of the halls when meeting other children .
4. There is to be no running in the hallways, on the sidewalks, or near bus loading areas.

SECTION V
BUS POLICY OVERVIEW

Any student at Waldron Public Schools will be given the opportunity to ride the school bus so long as they abide by the rules set forth by this document as well as the district policy. The bus driver is responsible for the safety and transportation of students to and from school, as well as any extracurricular activity which requires bus transportation. The building principal or designee will be available to give assistance to the driver and will determine the consequences of the misbehavior.

POLICIES FOR STUDENTS RIDING THE SCHOOL BUS

1. Be at the bus stop at the scheduled time. Stand back about ten (10) feet from the bus stop and wait until the door is opened before moving closer to the bus. Do not play on the highway or road. If you miss the bus, do not attempt to hitch a ride or walk to or from school.
2. While loading and unloading, enter or leave the bus orderly and quickly.
3. While riding the bus, students are under the supervision of the driver and must obey the driver at all times. The principal has the authority to temporarily suspend a student from riding the bus.
4. Students are not to distract the attention of their driver or disturb other riders on the bus. Helium balloons are considered a distraction and are prohibited.
5. Act 814 of 1977 makes it unlawful to threaten, curse, or use abusive language to a school bus driver in the presence of students in this state. Any person who violates this ACT shall be guilty of a misdemeanor, and upon conviction, shall be punished by a fine of no less than \$25.00 nor more than \$100.00.
6. If you must cross the road or highway to enter the bus, try always to be on the right side of the road waiting on the bus. If you should arrive at the bus stop just as the bus approaches the stop, wait until the bus has come to a complete stop and the driver has signaled for you to cross in front of the bus. (Unless the driver directs you differently).
7. Pupils who cross the road after leaving the bus in the afternoon must go to a point on the shoulder of the road ten (10) feet in front of the bus. Cross the road only after the driver has signaled you to do so.
8. Students are assigned to buses and bus stops. No change in either bus or bus stop is permitted without approval. Temporary changes may be made with prior parent/guardian consent by phone or letter, and approved from school officials.
9. This is not intended to cover the “do’s” and “don’ts” but it is a very specific guide. The driver may find it necessary to interrupt these policies in the light of his or her own bus needs.
10. Video cameras may be in use on several or all buses.
11. Helium filled balloons are prohibited from being taken on any bus within the district. Parents should make arrangements to pick up any balloon deliveries their child may receive.

CONSEQUENCES FOR BUS BEHAVIOR

Although the bus transportation supervisor or bus drivers may elect to give written warnings, bus discipline referrals to the principals or assistant principals will be handled as follows:

1st Offense - Parent contact and/or in-school suspension (1-2 days)

2nd Offense - Corporal punishment or 3 days bus suspension (Parent contact before corporal punishment is administered. Conference with parent and bus driver if possible.

3rd Offense - 5 days bus suspension

4th Offense - 10 days bus suspension

5th Offense - Suspended from the bus for the remainder of the semester or year

At this discretion of the principal or assistant principal, any disciplinary steps outlined in the bus conduct policy may be circumvented and stronger action may be taken if necessary.

Offenses that are more serious may result in denial of bus privileges even though the student had no previous bus discipline reports. Acts of deliberate vandalism will result in restitution of close or suspension from the bus, or both beginning with the first offense.

If a significant amount of time has elapsed between bus referrals and the principal or assistant principal does not feel that the next consequence is appropriate, the principal has authority to deviate from the outlined consequences with justification. Students in grades K-1 may be given additional warnings and additional opportunities to correct behavior due to age level and limited bus riding experience.

Riding the bus is a privilege. When a student's conduct requires this privilege be denied, it will be the responsibility of the student and parent/guardians to find alternative means of transportation.

MOTORIZED VEHICLES

Middle School students are not allowed to drive or park motorized vehicles of any kind on the Middle School Campus.

NONDISCRIMINATORY POLICY

It is the policy of the Waldron Public School to provide equal opportunities without regard to race, color, religion, national origin, sex, age, qualified handicap, or veteran in its educational programs and activities. This includes, but is not limited to admissions, educational services, financial aid, and employment. Published policy notification for patrons will appear prior to the beginning of each school year in the local newspaper. Students and employees will receive notification of this policy at the beginning of each school year.

PERMANENT RECORDS

Permanent school records, as required by the Arkansas Department of Education, shall be maintained for each student enrolled in the district until the student receives a high school diploma or its equivalent or is beyond the age of compulsory school attendance. A copy of the student's permanent record shall be provided to the receiving school district within ten (10) school days after the date a request from the receiving school district is received.

PRIVACY OF STUDENTS' RECORDS/DIRECTORY INFORMATION

All students' educational records are available for inspection and copying by the parents of any 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 eighteen (18), requesting to view the student's education records will be al-

lowed to do so no more than forty-five (45) days of the request. The district forwards education records, including disciplinary records, to schools having requested them and in which the student seeks or intends to enroll.

The district shall receive written permission before releasing educational records to any agency or individual not authorized by law to receive and/or view the educational 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 educational 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 purpose 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 purpose 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 Waldron School District does not distinguish between a custodial and non-custodial parent with respect to gaining access to a student's records. 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 or guardian 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 parents or guardians 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 an amending 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, of 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 role (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 publications of such information will be beyond the control of the district. A student's name and photograph will only be displayed on the district school's web page(s) after receiving the written permission from the student's parent or student if over the age of eighteen (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.

Parents and students over the age of eighteen (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

STUDENT PUBLICATIONS AND THE DISRUPTION OF LITERATURE

Student publication:

All publications that are supported financially by the school or buy use of school facilities, or are produced in conjunction with a class shall be considered school-sponsored publications. School publications, as well as the content of student expression in school-sponsored activities shall be

subject to the editorial control of the District's administration whose actions shall be reasonably related to legitimate pedagogical concerns and adhere to the following limitations:

1. Advertising may be accepted for publications that does not condone or promote products that are inappropriate for the age and maturity of the audience or that endorse such things as tobacco, alcohol, or drugs.
2. Publications may be regulated to prohibit writings that are, in the opinion of the appropriate teacher and/or administrator, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.
3. Publications may be regulated to refuse to publish material which might reasonably be perceived to advocate drug or alcohol use, irresponsible sex, or conduct otherwise inconsistent with the shared values of a civilized social order, or to associate the school with any position other than neutrality on matters of political controversy.
4. Prohibited publications include:
 - a. Those that are obscene as to minors
 - b. Those that are libelous or slanderous, including material containing defamatory falsehoods about public figures or government officials, which are made with knowledge of their falsity or reckless disregard of the truth.
 - c. Those that constitute an unwarranted invasion of privacy as defined by state law.
 - d. Publications that suggest or urge the commission of unlawful acts on the school premises;
 - e. Publications which suggest or urge the violation of lawful school regulations;
 - f. Hate literature that scurrilously attacks ethnic, religious, or racial groups.

Student Publications on School Web Pages

Student publications that are displayed on school web pages shall follow the same guidelines as listed above plus they shall ;

1. Not contain any non-educational advertisements. Additionally, student web publications shall;
2. Adhere to the restrictions regarding use of Directory information as prescribed in Policy 4.13 including not using a student's photograph when associated with the student's name unless written permission has been received from the student's parent or student if over the age of eighteen (18).
3. State that the views expressed are not necessarily those of the School Board or the employees of the district.

Student Distribution of Non school Literature, Publications, and Materials

A student or group of students who distribute ten (10) or fewer copies of the same non school literature, publications, or materials (hereinafter "non school materials"), shall do so in a time, place, and manner that does not cause a substantial disruption of the orderly education environment. A student or group of students wishing to distribute more than (10) copies of non school materials shall have school authorities review their non school materials at least three (3) school days in advance of their desired time of dissemination. School authorities shall review the non school materials, prior to their distribution, and will bar from distribution those non school materials that are obscene, libelous, pervasively indecent, or advertise unlawful products or services. Material may also be barred from distribution if there is evidence that reasonably supports a forecast that a substantial disruption of the orderly operation of the school or educational environment will likely result from the distribution. Concerns related to any denial of distribution by the principal shall be heard by the superintendent, whose decision shall be final.

The school principal or designee shall establish reasonable regulations governing the time,

place, and manner of student distribution of non school materials.

The regulations shall:

1. Be narrowly drawn to promote orderly administration of school activities by preventing disruption and may not be designed to stifle expression;
2. Be uniformly applied to all forms of non school materials;
3. Allow no interference with classes or school activities;
4. Specify times, places, and manner where distribution may and may not occur; and
5. Not inhabit a person's right to accept or reject any literature distributed in accordance with the regulations.
6. Students shall be responsible for the removal of excess literature that is left at the distribution point for more than (30) days.

The superintendent along with the student publications advisors, shall develop administrative regulations for the implementation of this policy. The regulations shall include definitions of terms and time lines for the review of materials.

WALDRON MIDDLE SCHOOL STUDENT TECHNOLOGY AGREEMENT

According to Arkansas State Law, each student is required to have an individualized, school assigned student log in and password. Students will not receive their log in or password until the Student Technology Agreement is signed by the student and the parent/guardian and returned to the office of the Middle School.

The Waldron School District agrees to allow the student identified above ("student") to use the district's technology to access the Internet under the following terms and conditions:

COMPUTER USE POLICY

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

The Waldron School District makes electronic device(s) and/or electronic device Internet access available to students, to permit students to perform research and to allow students to learn how to use electronic device technology. Use of district electronic devices is for educational and/or instructional purposes only. Student use of electronic device(s) shall only be as directed or assigned by staff or teachers; students are advised that they enjoy no expectation of privacy in any aspect of their electronic device use, including email, and that monitoring of student electronic device use is continuous.

No student will be granted Internet access until and unless an Internet and electronic device use agreement, signed by both the student and the parent or legal guardian (if the student is under the age of eighteen [18]) is on file. The current version of the Internet and electronic device use agreement is incorporated by reference into board policy and is considered part of the student handbook.

Technology Protection Measures

The District is dedicated to protecting students from materials on the Internet or world wide web that are inappropriate, obscene, or otherwise harmful to minors¹; therefore, it is the policy of the District to protect each electronic device with Internet filtering software² that is designed to prevent students from accessing such materials. For purposes of this policy, "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

(A) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;

(B) depicts, describes, or represents, in a patently offensive way with respect to what is suitable

for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (C) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Internet Use and Safety

The District is dedicated to ensuring that students are capable of using the Internet in a safe and responsible manner. The District uses technology protection measures to aid in student safety and shall also educate students on appropriate online behavior and Internet use³ including, but not limited to:

interacting with other individuals on social networking websites and in chat rooms; Cyberbullying awareness; and Cyberbullying response.

Misuse of Internet

The opportunity to use the District's technology to access the Internet is a privilege and not a right. Students who misuse electronic devices or Internet access in any way will face disciplinary action, as specified in the student handbook⁴ and/or Internet safety and electronic device use agreement. Misuse of the Internet includes:

- The disabling or bypassing of security procedures, compromising, attempting to compromise, or defeating the district's technology network security or Internet filtering software;
- The altering of data without authorization;
- Disclosing, using, or disseminating passwords, whether the passwords are the student's own or those of another student/faculty/community member, to other students;
- Divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email unless it is a necessary and integral part of the student's academic endeavor. Personally identifying information includes full names, addresses, and phone numbers.
- Using electronic devices for any illegal activity, including electronic device hacking and copyright or intellectual property law violations;
- Using electronic devices to access or create sexually explicit or pornographic text or graphics;
- Using electronic devices to violate any other policy or is contrary to the Internet safety and electronic device use agreement.

Student Electronic Device and Internet use Agreement

Student's Name: (Please Print) _____ **Grade:** _____

School: _____ **Date:** _____

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

1. **Conditional Privilege:** The student's use of the district's access to the Internet is a privilege conditioned on the student's abiding to this agreement. No student may use the district's access to the Internet whether through a District or student owned electronic device unless the student and his/her parent or guardian have read and signed the agreement. No student may bring an outside USB storage device.
2. **Acceptable Use:** The student agrees that he/she will use the District's Internet access for educational purposes only. In using the Internet, the student agrees to obey all federal and state laws and regulations. The student also agrees to abide by any Internet use rules instituted at the student's school or class, whether those rules are written or oral.
3. **Penalties for improper use:** If any student violates this agreement and misuses the Internet, the student shall be subject to disciplinary action ranging from: Temporary loss of privileges, permanent loss of privileges, detention, in school suspension, out of school suspension.
4. **Misuse of the District's access to the Internet includes, but is not limited to, the following:**
 - (a) Using the Internet for other than educational purposes;
 - (b) Gaining intentional access or maintaining access to materials which are "harmful to minors" as defined by Arkansas law;
 - (c) Using the Internet for any illegal activity, including computer hacking, trademark, plagiarism, copyright, and/or intellectual property law violations; users must follow all license agreements
 - (d) Making unauthorized copies of computer software
 - (e) Accessing "chat lines" unless authorized by the instructor for a class activity directly supervised by a staff member
 - (f) Using abusive or profane language in private messages on the system; or using the system to harass, insult, or verbally attack others
 - (g) Posting anonymous messages on the system
 - (h) Using encryption software
 - (i) Wasteful use of limited resources provided by the school including paper
 - (j) Causing congestion of the network through lengthy downloads of files
 - (k) Vandalizing data of another user
 - (l) Obtaining or sending information which could be used to make destructive devices such as guns, weapons, bombs, explosives, or fireworks
 - (m) Gaining or attempting to gain unauthorized access to resources or files
 - (n) Identifying oneself with another person's name or password or using an account or password of another user or sharing accounts or passwords with another user
 - (o) Invading the privacy of individuals
 - (p) Divulging personally identifying information about himself/herself or anyone else either on the Internet or in an e-mail unless it is a necessary and integral part of the student's academic endeavor. Personally identifying information includes full names, address, and phone numbers, social security number and passwords.
 - (q) Using the network for financial or commercial gain without district permission

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

Student's who misuse district-owned computers or Internet access, including using computers except as directed or assigned by staff or teachers, using computers to violate any other policy or contrary to the computer use agreement, attempting to defeat or bypass Internet filtering software, or using the computers to access or create sexually explicit or pornographic text or graphics, will face disciplinary action ranging from: Temporary loss of privileges, permanent loss of privileges, detention, in school suspension, corporal punishment, or out of school suspension.

5. **Email-** Students in need of email for academic reasons will only be allowed email access through an address assigned by the district. This email access will be through a Google Gmail system managed by the Waldron Public Schools. This email system is monitored by the Waldron Public Schools Technology Department and all messages sent or received through this system are archived and subject to filtering of inappropriate content.
 - Always use appropriate language
 - Do not transmit language/material that is profane , obscene, abusive, or offensive to others
 - No private chatting during class is allowed without permission.
 - Email is subject to inspection at ant time by school administration
6. **Liability for Debts:** Students and their consignor shall be liable for any and all costs (debts) incurred through the use of the computers or the Internet including penalties for copyright violations.
7. **No expectation of Privacy:** The student and the Parent/Guardian agree that if a student uses the Internet through the District's access, that the student waives any right to privacy the student may have for such use. The student and the Parent/Guardian agree that the district may monitor the student's use of the district's Internet Access and may also examine all system activities the student participates in, including but not limited to, e-mail, voice and video transmissions, to ensure proper use of the system. The district may share such transmissions with the student's Parents/Guardians. If you inadvertently access a web site that contains obscene, pornographic, or otherwise offensive material, notify a teacher or the principal immediately so that such sites can be blocked from further access. This is not merely a request, it is a responsibility.

8. **No Guarantees:** The district will make good faith efforts to protect children from improper or harmful matter that may be on the Internet. At the same time, in signing the agreement, the parent and student recognize that the District makes no guarantees about preventing improper access to such materials on the part of the student. The school district currently implements a web content filter on campus. parents are strongly encouraged to monitor and /or filter their child's activities while the are accessing the internet from home. Any problems which arise from the use of an account are the liability or responsibility of the user. By using the computers or network system, participants agree to indemnify and hold Waldron Public Schools harmless from any claims ro damages arising from such use. Waldron Public School District makes no warranties for the information or the services provided.
9. **Signature:** We, the persons who have signed the Receipt of Student Handbook have read the agreement and agree to be bound by the terms and conditions of this agreement.

Waldron Middle School-Parent-Student Compact

The Waldron Middle School, and the parents of the students participating in activities, services, and programs funded by Title 1, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the entire school, staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards. This school-parent compact is in effect during school year 2016-2017.

School Responsibilities:

The Waldron Middle School will:

- Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the state's student academic achievement standards as follows:
- Provide Pre Advanced Placement classes for students who require an additional challenge in their academics.
- Provide academic intervention classes to target specific areas for which a student needs additional assistance.
- Provide a program to improve student reading and reading comprehension. This program is called (Read Naturally).
- Computer Learning Labs for grades 5-8 as needed for each child.
- Possible support services will be utilized as appropriate
- Hold Parent-Teacher conferences during which this compact will be discussed as it relates to your individual child's achievement. These conferences will be held September 20th and February 16th.

- Provide parents with frequent reports on their children's progress by sending home progress reports in the middle of each nine week grading period, as well as providing parents with access to their child's grades through an online grade reporting system HAC (Home Access Center).
- Waldron Middle School will provide parents with reasonable access to staff through our daily teacher conference times. Specific daily conference times will be provided to parents.
- Waldron Middle School will provide opportunities to volunteer and participate in their child's class and to observe classroom activities through our middle school volunteer program, middle school 4-H, and our middle school PTO.
- The Middle School has a "ZAP," (Zeros Are Not Permitted) time scheduled into each student's schedule. This time can be used for additional tutoring or one on one to further enhance students learning and understanding.
- Waldron Middle School realizes that it is essential to communicate and cooperate with members of our learning community. We strive to keep our community informed of our policies, objectives, and programs and solicit community involvement through our Meet the Teacher Night, orientations, web calendar, web site, and newsletter.

Parent Responsibilities:

- Hold your child accountable for his/her learning
- Review school rules with children
- Teach children to respect themselves and others
- Teach children to solve their problems with others peacefully
- Stay informed about school programs and activities
- Be actively involved with their child's academics
- Monitor your child's attendance
- Volunteer if possible in your child's classroom or school
- Participate, as appropriate, in decisions relating to your child's education
- Promote positive use of your child

Students Responsibilities:

- Do your very best each day by actively participating in class and school activities
- Complete classwork and homework on time and turn in when it is due

- Ask for help when needed
- Respect and cooperate with other students and adults
- Be prepared each day with proper supplies and other necessary tools for learning
- Follow school rules of student conduct to keep myself and others safe
- Attend school and be on time to class

Schools Ensure These Basic Rights:

- All children have a right to free public education without discrimination because of race, color, national origin, sex, disability or age
- All children have a right to participate in public school programs, activities and services for which they qualify
- Parents have the right to ask for a meeting to discuss and formulate suggestions and to participate in decisions about the education of their child
- All teachers and paraprofessionals working with children will be highly qualified to do so or state approved to be working toward obtaining the highly qualified status

Parents and Schools work better when parents:

- Know children's basic educational rights
- Express their views appropriately
- Ask to have any errors corrected in their children's school records
- Tell the school immediately about discrimination at school because of race, color, national origin, sex, disability or age
- Work together cooperatively
- Make decisions based on students' needs and abilities

Children and Parents have the right to:

- Participate in public school meetings
- Get notices and other information that they can understand from school
- Get immediate attention to any complaints of discrimination

- Expect these basic rights without fear of retaliation

Parents may contact Waldron Middle School at 479-637-4549, or they may access the Waldron School District website at waldron.k12.ar.us. For more Title I information you may also visit the Arkansas Department of Education website at www.arkansased.org.

Parent Involvement Plan 2016-2017

Mission Statement

Waldron Middle School will provide all students and parents with the tools and resources to become productive, responsible, life-long learners and citizens. We advocate positive and meaningful educational experiences for all students, which includes promoting excellence in academics, the arts, athletics and life skills. This can be accomplished through a partnership with parents and the community working together to provide the necessary resources and support to produce a positive educational environment essential for excellence in achievement and learning.

Waldron Middle School Parental Involvement Committee Members

Mrs. Kim Solomon, Middle School Principal
 Mr. Chris Lipham, Middle School Assistant Principal
 Ms. Tracie Adams, Middle School Parent Involvement Facilitator
 Mrs. Debbie Saunders, Teacher
 Mrs. Tammy Chronister, Teacher, Parent
 Mrs. Mandy Day, Parent
 Mr. Jim Sher, Parent
 Mrs. Crystal Moore, Parent
 Mrs. Delina Ewing, Parent

1. List Various communication strategies used in your school to provide additional information to parents and to increase parental involvement in supporting classroom instruction.

Waldron Middle School will distribute information to parents using School Way, School Calendar, 1 yearly newsletters to parents with homework tips, organizational skills, study skills and parenting tips related to school achievement, and which will encourage participation in their child's education. Waldron Middle School will provide every parent and student with a full color calendar of important dates and apps that will provide grade information.

Person Responsible: Tracie Adams, Parent Involvement Facilitator,
 Contact Number: 479-637-4549
 Timeline: August 2016 thru May 2017

Teachers will routinely contact parents on an individual basis to communicate about their child's progress.

Person Responsible: Kim Solomon, Principal
 Contact Number: 479-637-4549
 Timeline: August 18, 2016

The school will provide to parents reports each midterm with information regarding their child's academic progress and upcoming classroom and school events.

Person Responsible: Melinda Chapel, Secretary
 Contact Number: 479-637-4549
 Timeline: October 2016, December 2016, Feb 2017, May 2017

Waldron Middle School will create websites that will be easily assessed by parents. Parents will access their child's grades through TAC and may use email to communicate with members of the school staff.

Person Responsible: Mike Gallinato, Technology
 Contact Number: 479-637-3179
 Timeline: August 18, 2016

Waldron Middle School will use the student handbook, school Web site, fliers at Parent Teacher Conferences, signage at the school entrance, and parent orientation meetings the School-wide Title I Plan and how to get a copy upon request.

Person Responsible: Kim Solomon, Principal
 Contact Number: 479-637-4549
 Timeline: August 15, 2016

2. List the proposed parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parental involvement and build staff and parent capacity to engage in these types of efforts. (Must include the 2 state mandated parent/teacher conferences each year.)

Waldron Middle school will include student/parent training sessions to help parents understand how to enhance their child's education. Math & Literacy Night will give parents strategies on how to better help their student. Math, Literacy and Science Family Night will be offered in November, 2015.

Person Responsible: Tracie Adams, Parent Facilitator
 Contact Number: 479-637-4549
 Timeline: Feb 2016

Waldron Middle School will hold an orientation for parents to inform them about the school's participation in the Title I program and to encourage parents to be involved with reviewing and revising of the School's Title I Plan.

Person Responsible: Kim Solomon, Principal
 Contact Number: 479-637-4549
 Timeline: September, 2016

Teachers will hold conferences individually with parents twice a school year as well as phone and/or email conversations as needed. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for parent efforts and explanations of homework and grading procedures.

Person Responsible: Kim Solomon, Principal
 Contact Number: 479-637-4549
 Timeline: September 2016, Feb 2017

The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:

Contact Number for each below 637-4549.

Book Fair

Person Responsible: Connie Maxwell, Library Media Specialist
Timeline: Feb 2017

Awards day presentation

Person Responsible: Kim Solomon, Principal
Timeline: May, 2017

Orientation presentations

Person Responsible: Chris Lipham, Asst. Principal
Timeline: August 2016

Parent--school organization

Person Responsible: Kim Solomon, Principal = Timeline: August 2016

Open House

Person Responsible: Kim Solomon, Principal
Timeline: August 2016

Parent--school organization

PTO President: a parent
Timeline: As needed.

Veterans Day

Person Responsible: Tammy Chronister, Social Studies Teacher
Timeline: November 2016

Red Ribbon week

Person Responsible: Dan Lokey, Counselor
Timeline: October 2017

Choir and Band Concerts

Person Responsible : Mr. Sorrells, Choir Director and Ryan LaFluer, Band Director
Timeline: December 2016

Various

Person Responsible: Tracie Adams, Parent Involvement Facilitator
Timeline: As needed.

3. Waldron Middle School will provide information to parents about volunteer opportunities (must include state mandated parent training).

Waldron Middle School will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during Open House and the fall Parent Teacher Conferences. Teachers and staff will explain the requirements to parents and encourage to become involved in the school.

Person Responsible: Tracie Adams, Parent Facilitator
Contact Number: 479-637-4549
Timeline: August 19, 2016-Oct 2016

STATE REQUIREMENT - Provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: role play and demonstration by trained volunteer, the use of and access to the Department of Education website tools for parents, assistance with nutritional planning and preparation and other strategies or curricula developed or acquired by school district for at-home parental instruction approved by the Department of Education.

Person Responsible: Cindy Franklin, Literacy Facilitator
Phone Contact: 479.637-4549
Timeline: August 18, 2015- May 25, 2016

STATE REQUIREMENT (Staff Development) The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two (2) hours of professional development for teachers designed to enhance the understand of effective parental involvement strategies. No fewer than three (3) hours of professional development for administrators designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

Person Responsible: Tammy Madden, Director of Instruction and School Improvement
Phone Contact: 479.637-3179
Timeline: August 18, 2016

Waldron Middle School will work with Waldron Elementary School to help provide a smooth transition from one school to the next by raising parent awareness of procedures a related activities. The Middle School will provide a special orientation session for parents and students to help with the transition.

Person Responsible: Kim Solomon, Principal
Phone Contact: 479-637-4549
Timeline: May 2017

4. Waldron Middle School will work with parents to create a School-Parent-Compact. Waldron Middle School staff, parents, and students will develop a school-parent-student compact. This compact will outline how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which school and parents will build and develop a partnership to help children achieve the state's high academic standards. All stakeholders will sign the compact.

Person Responsible: Kim Solomon, Principal
Phone Contact: 479-637-4549
Timeline: August 2016

5. Waldron Middle School will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program.

Waldron Middle School involves parents on school improvements planning committees.

Person Responsible: Cindy Franklin, Literacy Specialist
Contact Number: 479-637-4549
Timeline: August 2016- May 2017

STATE REQUIREMENT - To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.

Person Responsible: Tracie Adams, Parent Facilitator
Contact Number: 479-637-4549
Timeline: Feb 2017

STATE REQUIREMENT - Waldron Middle School shall enable the formation of a Parent Teacher Organization that will foster parental and community involvement within the school.

Person Responsible: Gary Wayman, Superintendent

Contact Number: 479-637-3179

Timeline: July 2017

6. Waldron Middle School will provide resources for parents.

Parents may check out materials in the Middle School Media Center and Parent Center.

Person Responsible: Connie Maxwell, Library Media Specialist

Contact Number: 479-637-4549

Timeline: August 2016-May 2017

Parents will be encouraged to view the Title 1 Plan located on the school website at www.waldron.k12.ar.us

Person Responsible: Mike Galanito, Technology Specialist and

Kristi Sigman Federal Program Coordinator

Contact Number: 479-637-3179

Timeline: August 2016-June 2017

Waldron Middle School will provide an opportunity to parents with disabilities to request the auxiliary aids and services of their choice.

Person Responsible: Charlie Moudy, Resource Teacher and Tracie Adams Parents Facilitator

Contact Number: 479-637-4549

Timeline: August 2016- May 2017

*** STATE REQUIREMENT** - Waldron Middle School distributed Informational packets at the beginning of the year at meet the teacher night, that included a copy of the school's parental involvement plan, survey for volunteer interests, recommended roles for parents/teachers/students and school, suggestions of ways parents can become involved in their child's education, parental involvement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate.

Person Responsible: Kim Solomon, Principal

Contact Number: 479-637-4549

Timeline: August 2016

STATE REQUIREMENT - Waldron Middle School will promote and support responsible parenting, as funds are available by: Purchase parenting books, magazines, other informative materials regarding responsible parenting through the school library, Advertise the current selection, and Give parents the opportunity to borrow the materials for review.

Person Responsible: Cindy Franklin, Literacy Specialist

Contact Number: 479-637-4549

Timeline: August 2016- May 2017

STATE REQUIREMENT - Include in the school district's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.

Person Responsible: Kim Solomon, Principal

Contact Number: 479-637-4549

Timeline: August 2016

STATE REQUIREMENT - The middle school school principal shall designate (1) certified staff member who is willing to serve as a parent facilitator.

Person Responsible: Kim Solomon, Principal

Contact Number: 479-637-4549

Timeline: August 2016

7. Waldron Middle School will engage parents in the evaluation of your parental involvement efforts.

Waldron Middle School will engage parents in the annual evaluation of the Title I, Part A Program's parental involvement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents and school staff. The Title I committee will determine the effectiveness of the parental involvement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parental involvement will be a part of the evaluation, the will also collect specific information on the survey

+growth in number of parents participating in workshops and meetings +specific needs of parents;

+ effectiveness of specific strategies and

+engagement of parents in activities to support student academic growth.

Person Responsible: Tracie Adams, Parent Coordinator

Contact Number: 479-637-4549

Timeline: May 2017