

Valley Springs High School Handbook



VSHS
2020-21

To: Valley Springs Patrons, School Staff, and Students

The mission of the Valley Springs High School is to share in the community's responsibility for the development of each student into a citizen who can stand confidently, participate fully, learn continually, and contribute positively in his/her world.

For this mission to be accomplished, students must accept certain responsibilities. They must also have certain rights. It is the overriding objective of the school to encourage, in students and school personnel, respect and an understanding for their responsibilities and rights and an appreciation for the rules, which govern student conduct in school. It is hoped that these policies will foster meaningful democratic participation by students in school matters and respect for the opportunities provided for them to attain the best possible education.

In this regard, this handbook is prepared so that staff members and students become familiar with and abide by a procedure, commensurate with our mission as a school. All staff members and students are urged to become familiar with and abide by the provisions of this important document. **It shall be the policy of the Valley Springs School District that the most recently adopted version of the Student Handbook be incorporated by reference into the policies of this district. In the event that there is a conflict between the student handbook and a general board policy or policies, the more recently adopted language will be considered binding and controlling on the matter provided the parent(s) of the student, or the student if 18 years of age or older, have acknowledged receipt of the controlling language.** Any items misprinted or omitted from this document are the responsibility of the publisher and the Valley Springs School District shall not be held liable for such mistakes or omissions. A complete copy of the handbook may also be found on the high school page of the Valley Springs. School District website at www.valley.k12.ar.us.

As of July 2019, the Arkansas Dept of Education was renamed to be the Department of Elementary and Secondary Education. ADE and DESE are used interchangeably in this handbook. For the purpose of these policies "parent" is defined as the "parent, legal guardian, person having lawful control of the student, or person standing in loco parentis."

Sincerely,

Angie Bogle

Angie Bogle

High School Principal

Dr. Kyle Mallett

Kyle Mallett

Superintendent of Schools

This document has been prepared by following the format contained in the Table of Contents of the “Guidelines for Development of School District Discipline Policies.” The document represents the Valley Springs School District’s continuing attempt to comply with Act 104 of 1983, The Legal Rights and Responsibilities of Public School Students, and the accompanying administrative issues and options provided for under current state and federal law.

- Update for 2020-2021 School Year COVID -19. Due to the current Covid-19 pandemic, the Valley Springs School district has received waivers from DESE to address areas such as digital learning, scheduling, attendance, and other policies. Those waivers supersede any current handbook policies. In addition, policies and procedures may change at any given time due to the current health crisis. COVID-19 mitigation procedures are outlined in the District’s “Ready for Learning” Plan which is posted on the school website.

VALLEY SPRINGS BOARD OF EDUCATION

President.....	Thanh Ketchum
Vice President.....	Randy Moore
Secretary.....	Kyle Johnson
Members.....	Randy Richardson, Amy Deaton

ADMINISTRATION, FACULTY, AND OTHER PERSONNEL

Superintendent	Dr. Kyle Mallett
Principal	Angie Bogle
Counselor	Kellie Shanks
Administrative Assistant	Karin Crow
Art	Laurie Jones
Agriculture	Tim Moore
Agriculture/Env Science	Chester Taylor
Alternative Classroom (ALE)	Bill Harness
Athletics-Boys/Physical Ed/Health/ Boys Basketball/ Tennis Coach	Blake Hanney
Athletics-Girls/Physical Ed/Health/ Girls Basketball Coach	Ryan Johnson
Athletic Director	Chris Roberts
Behavioral Specialist/Project AWARE	Dr. Stacy Moore
Business Education/JAG	Cassie Estes
Business Education / FACS/ Science/ Softball Coach	Courtney Johnson
Choral Music/Instrumental Music	Wayne Root
English/Oral Communications/Drama	Michelle Dees
English/Journalism	Aimee Whitescarver
English/Social Studies	Wesley Whittaker
English	Melanie Middleton
Family and Consumer Science	Kay Marchand
Gifted Education/Cheer Coach	Samantha Snow
Health/ Track Coach	Chris Jones
Media Specialist	Kim Scott

Mathematics
 Mathematics / Science
 Mathematics
 Science
 Science
 Social Studies
 Social Studies
 Special Education
 Special Education
 School Nurse
 Study Center Supervisor/Digital Learning Lab
 Technology Coordinator
 Tech Support
 School Resource Officer
 Volleyball Coach/Track Coach
 Baseball Coach

Tammy Methvin
 Byron Cothran
 Jessica Blair
 Shelley Tomlinson
 Tim Eubanks
 Melissa Kaeser
 Jessica Helams
 Deanette Lynch
 Morgan Jennings
 Shannon Tennison
 Anita Savage
 Michael Whitescarver
 Josh Moore
 David Upton
 Shawna Woehl
 Dustin Witty

HANDBOOK COMMITTEE: Angie Bogle, Kellie Shanks, Deanette Lynch, Jessica Helams, Wes Whittaker, Aimee Whitescarver, Michelle Dees, Kim Scott, Laurie Jones, Wayne Root, and David Upton.

CLASS AND CLUB SPONSORSHIP

9TH Grade – HOME EC. ROOM..... Michelle Dees, Jessica Blair, Melanie Middleton
 10TH Grade – BAND ROOM..... Byron Cothran, Kay Marchand, Cassie Estes
 11th Grade – ART ROOM.....Shelley Tomlinson, Courtney Johnson, Jessica Helmas
 12TH Grade – LIBRARY..... Melissa Kaeser, Wes Whittaker and Aimee Whitescarver

ORGANIZATIONS

Archery
 Art Club
 Band
 Fire Marshalls/Rapid Response
 FFA
 FCCLA
 Key Club
 National Honor Society
 Student Council
 FBLA
 Tennis
 Track
 Athletic Director
 Baseball
 Volleyball
 Golf
 Girls Basketball
 Boys Basketball
 Cheerleaders

Morgan Jennings
 Laurie Jones
 Wayne Root
 Angie Bogle
 Tim Moore/Chester Taylor
 Kay Marchand
 Kim Scott
 Kellie Shanks
 Jessica Helams
 Cassie Estes
 Blake Hanney
 Chris Jones/Shawna Woehl
 Chris Roberts
 Dustin Witty
 Shawna Woehl
 Morgan Jennings
 Ryan Johnson
 Blake Hanney
 Samantha Snow/Anita Savage

Green Team/Recycling
Softball
Drama
Trap Shooting Team

Chester Taylor
Courtney Johnson
Michelle Dees
Chester Taylor and Tim Moore

CLASS SCHEDULE

PERIOD 1	8:00-8:50
PERIOD 2	8:55-9:40
CAT/RTI	9:45-10:15
PERIOD 3	10:20-11:10
PERIOD 4	11:15 – 12:00
LUNCH	
PERIOD 5	12:35 – 1:25
PERIOD 6	1:30 – 2:20
PERIOD 7	2:25 – 3:15



VALLEY SPRINGS SCHOOL DISTRICT 2020/2021 CALENDAR

August 6, 7, 10, 11 August 24	Teacher Inservice Students First Day
September 2 September 7	Early Dismissal for Students/PLC for Teachers LABOR DAY (no school)
October 7 October 22 October 29 October 30, November 2	Early Dismissal for Students/PLC for Teachers End of 1st Quarter (43 days) Parent/Teacher Conferences FALL BREAK (no school)
November 4 November 25, 26, 27	Early Dismissal for Students/PLC for Teachers THANKSGIVING BREAK (no school)
December 2 December 21, 22 December 22 December 23 - January 3	Early Dismissal for Students/PLC for Teachers Semester Tests End of 2nd Quarter (38 days) CHRISTMAS BREAK (no school)
January 4 February 3 March 3 March 5 March 11 March 22 - 26	School Resumes Early Dismissal for Students/PLC for Teachers Early Dismissal for Students/PLC for Teachers End of 3rd Quarter (45 days) Parent/Teacher Conferences SPRING BREAK (no school)
April 7 May 5 May 24, 25 May 25 May 26 May 26, May 27, May 28, June 1, June 2	Early Dismissal for Students/PLC for Teachers Early Dismissal for Students/PLC for Teachers Semester Tests End of 4th Quarter (52 days) Teacher Inservice (flex day) 5 Built-in Snow Days to Be Used after AMI Days

~Early dismissal days for students: (Elem. car riders at 2:05 and bus riders at 2:10, MS at 2:15, and HS at 2:20)

~Alternative Method of Instruction Days (AMI Days) will be used for the first 5 days missed.

~Professional Development Requirements:

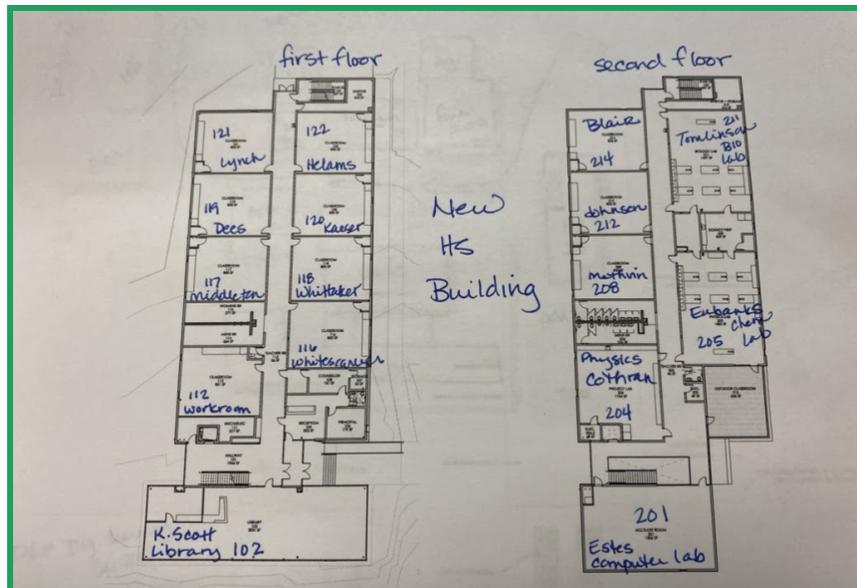
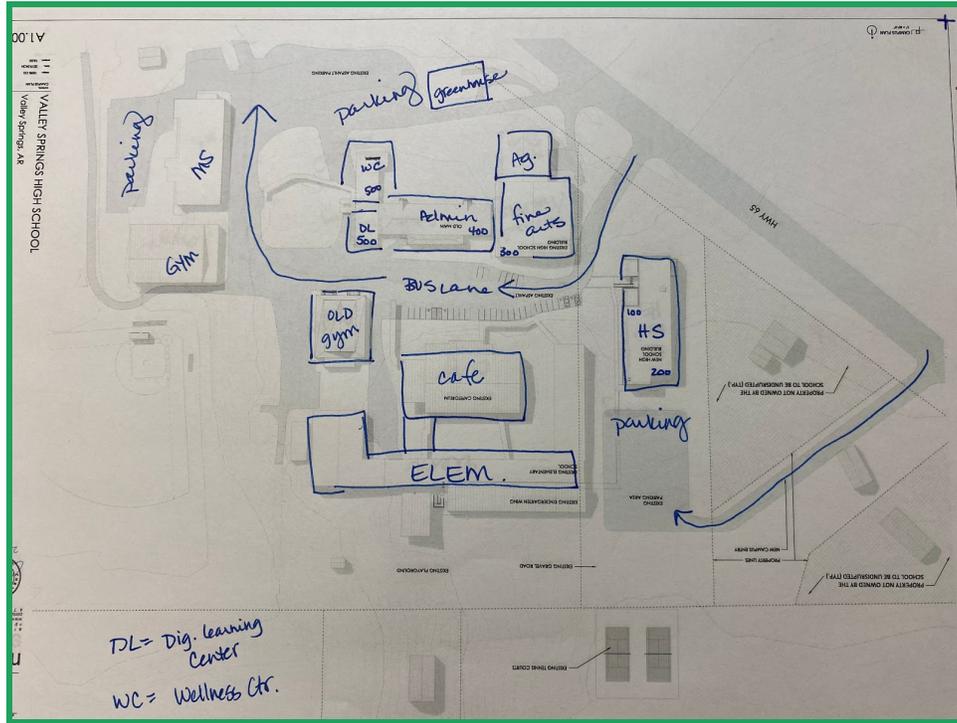
- 1) 4 Summer PD days related to Professional Growth Plan
- 2) 6 PD days are built in the calendar - 4 days in August
 - 1 day (6 hours) will be earned in (4) 90 minute increments after school
 - May 26 will be used as a flex day.
 - (Flex day will be moved to follow the last student contact day if snow days are used.)

SCHOOL PLANT

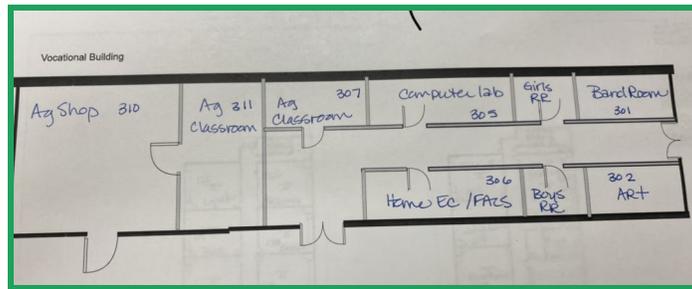
The high school campus consists of multiple buildings: the New High School Building, along with the Digital Learning Center, Wellness Center, and the Vocational/Fine Arts Building. Physical education classes meet in the two gymnasiums shared with middle school and elementary school.

The Valley Springs School District's buildings contain some asbestos materials; however, the district has a management plan to safely control asbestos. This plan can be viewed at the district administration office during normal business hours.

Map of VSSD Campus



Map of New HS Building



Map Vocational/Fine Arts Building

4.1—RESIDENCE REQUIREMENTS

Definitions:

“In loco parentis” means relating to the responsibility to undertake the care and control of another person in the absence of:
 Supervision by the person's parent or legal guardian; and
 Formal legal approval.

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

“Resident” means a student whose parents, legal guardians, persons having , lawful control of the student, or persons standing in loco parentis reside in the school district.

“Residential address” means the physical location where the student’s parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis reside. A student may use the residential address of a parent, legal guardian, person having lawful control of the student, or person standing in loco parentis only if the student resides at the same residential address and if the guardianship or other legal authority is not granted solely for educational needs or school attendance purposes.

The schools of the District shall be open and free through the completion of the secondary program to all persons between the ages of five (5) and twenty one (21) years whose parents, legal guardians, persons having lawful control of the student, or person standing in loco parentis reside within the District¹ and to all persons between those ages who have been legally transferred to the District for educational purposes.

Any person eighteen (18) years of age or older may establish a residence separate and apart from his or her parent, legal guardian, person having lawful control of the student, or a person standing in loco parentis for school attendance purposes.

In order for a person under the age of eighteen (18) years to establish a residence for the purpose of attending the District’s schools separate and apart from his or her parent, legal guardian, person having lawful control of the student, or a person standing in loco parentis, the student is required to reside in the District for a primary purpose other than that of school attendance. However, a student previously enrolled in the district who is placed under the legal guardianship of a noncustodial parent living outside the district by a custodial parent on active military duty may continue to attend district schools.² A foster child who was previously enrolled in a District school and who has had a change in placement to a residence outside the District, may continue to remain enrolled in his/her current school unless the presiding court rules otherwise.³

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.⁴

Children whose parent or legal guardian relocates within the state due to a mobilization, deployment, or available military housing while on active duty in or serving in the reserve component of a branch of the United States Armed Forces or National Guard may continue attending school in the school district the children were attending prior to the relocation or attend school in the school district where the children have relocated. A child may complete all remaining school years at the enrolled school district regardless of mobilization, deployment, or military status of the parent or guardian.

4.2 ADMISSION REQUIREMENTS AND ALTERNATIVES

ACT 363 of 1993 provides for some alternatives to the birth certificate and social security number enrollment requirements. “Prior to a child’s admission to an Arkansas Public School, a school district shall request the parent, guardian or other responsible person to furnish the child’s social security number and shall inform the parent, guardian or other responsible person that, in the alternative, they may request that the school district assign the child a nine (9) digit number designated by the Department of Education.

“Prior to a child’s admission to an Arkansas Public School, the parent, guardian, or responsible person shall provide the school district with one of the following documents indicating the child’s age:

- (1)** A birth certificate
- (2)** A statement by the local registrar or county recorder certifying the child’s date of birth
- (3)** An attested baptism certificate
- (4)** A passport
- (5)** An affidavit of the date and place of birth by the child’s parent or guardian or
- (6)** Previous school records.
- (7)** Military ID

ACT 574 of 1995 requires a statement that the student enrolling is not expelled from a previous school.

The Valley Springs School District is authorized under federal law to enroll nonimmigrant students.

4.11—EQUAL EDUCATIONAL OPPORTUNITY

No student in the Valley Springs School District shall, on the grounds of race, color, religion, national origin, sex, sexual orientation, gender identity, age, or disability be excluded from participation in, or denied the benefits of, or subjected to discrimination under any educational program or activity sponsored by the District. The District has a limited open forum granting equal access to the Boy Scouts of America and other youth groups.¹

Inquiries on non-discrimination may be directed to High School Counselor², who may be reached at 870-302-3053³

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

For further information on notice of non-discrimination or to file a complaint, visit <http://wdcrobcop01.ed.gov/CFAPPS/OCR/contactus.cfm>; for the address and phone number of the office that serves your area, or call 1-800-421-3481.

4.2—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—HOMELESS STUDENTS or in policy 4.52—STUDENTS WHO ARE FOSTER CHILDREN, be accepted as a transfer student under the provisions of policy 4.4, or participate under a school choice option and submit the required paperwork as required by the choice option (under policy 4.5)

Students may enter kindergarten if they will attain the age of five (5) on or before August 1 of the year in which they are seeking initial enrollment. Any student who was enrolled in a state-accredited or state-approved kindergarten program in another state or in a kindergarten program equivalent in another country, becomes a resident of this state as a direct result of active military orders or a court-ordered change of custody, will become five

(5) years of age during the year in which he or she is enrolled in kindergarten, and meets the basic residency requirement for school attendance may be enrolled in kindergarten upon a written request to the District.

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

Any child may enter first grade in a District school if the child will attain 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. Private school students shall be evaluated by the District to determine their appropriate grade placement. Home school students enrolling or re-enrolling as a public school student shall be placed in accordance with policy 4.6—HOME SCHOOLING.

The district shall make no attempt to ascertain the immigration status, legal or illegal, of any student or his/her parent or legal guardian presenting for enrollment.¹

Prior to the child's admission to a District school:²

1. The parent, legal guardian, person having lawful control of student, or person standing in loco parentis shall furnish the child's social security number, or if they request, the district will assign the child a nine (9) digit number designated by the department of education.
2. The parent, legal guardian, person having lawful control of the student, or person standing in loco parentis shall provide the district with one (1) of the following documents indicating the child's age:
 - a. 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, legal guardian, person having lawful control of the student, or person standing in loco parentis
 - f. United States military identification; or
 - g. Previous school records.
3. The parent, legal guardian, person having lawful control of the student, or person standing in loco parentis shall indicate on school registration forms whether the child has been expelled from school in any other school district or is a party to an expulsion proceeding. Any person who has been expelled from any other school district shall receive a hearing before the Board at the time the student is seeking enrollment in the District. The Board reserves the right to not allow the enrollment of such students until the time of the person's expulsion has expired following the hearing before the Board.³
4. In accordance with Policy 4.57—IMMUNIZATIONS, the child shall be age appropriately immunized or have an exemption issued by the Arkansas Department of Health.

Uniformed Services Member's Children

For the purposes of this policy:

“Activated reserve components” means members of the reserve component of the uniformed services who have received a notice of intent to deploy or mobilize under Title 10 of the United States Code, Title 32 of the United States Code, or state mobilization to active duty.

“Active duty” means full-time duty status in the active, uniformed services of the United States, including without limitation members of The National Guard and Reserve on active duty orders under 10 U.S.C. §§ 1209 and 1210.

“Deployment” means a period of time extending from six (6) months before a member of the uniformed services' departure from their home station on military orders through six (6) months after return to his or her home station.

For the purposes of this policy:

"Active duty"⁴ members of the uniformed services" includes members of the National Guard and Reserve on active duty orders pursuant to 10 U.S.C. Section 1209 and 1211;

“Eligible child” means the children of:

- Active duty members of the uniformed services;
- Members of the active and activated reserve components of the uniformed services;

Members or veterans of the uniformed services who are severely injured and medically discharged or retired for a period of one (1) year after medical discharge or retirement; and
Members of the uniformed services who die on active duty or as a result of injuries sustained on active duty for a period of one (1) year after death.

“Uniformed services”⁴ means the United States Army, United States Navy, United States Air Force, United States Marine Corps, United States Coast Guard, the National Oceanic and Atmospheric Administration Commissioned Officer Corps, the United States Commissioned Corps of the Public Health Services, and the state and federal reserve components of each of these bodies.

“Veteran” means an individual who served in the uniformed services and who was discharged or released from the uniformed services under conditions other than dishonorable.

The superintendent shall designate an individual as the District’s military education coordinator, who shall serve as the primary point of contact for an eligible child and for the eligible child’s parent, legal guardian, person having lawful control of the eligible child, or person standing in loco parentis. The individual the superintendent designates as the District’s military education coordinator shall have specialized knowledge regarding the educational needs of children of military families and the obstacles that children of military families face in obtaining an education.⁵

An eligible child as defined in this policy shall:

1. Be allowed to continue his/her enrollment at the grade level commensurate with his/her grade level he/she was in at the time of transition from his/her previous school, regardless of age;
2. Be eligible for enrollment in the next highest grade level, regardless of age if the student has satisfactorily completed the prerequisite grade level in his/her previous school;
3. Enter the District's school on the validated level from his/her previous accredited school when transferring into the District after the start of the school year;
4. Be enrolled in courses and programs the same as or similar to the ones the student was enrolled in his/her previous school to the extent that space is available. This does not prohibit the District from performing subsequent evaluations to ensure appropriate placement and continued enrollment of the student in the courses/and/or programs;
5. Be provided services comparable to those the student with disabilities received in his/her previous school based on his/her previous Individualized Education Program (IEP). This does not preclude the District school from performing subsequent evaluations to ensure appropriate placement of the student;
6. Make reasonable accommodations and modifications to address the needs of an incoming student with disabilities, subject to an existing 504 or Title II Plan, necessary to provide the student with equal access to education. This does not preclude the District school from performing subsequent evaluations to ensure appropriate placement of the student;
7. Be enrolled by an individual who has been given the special power of attorney for the student's guardianship. The individual shall have the power to take all other actions requiring parental participation and/or consent;
8. Be eligible to continue attending District schools if he/she has been placed under the legal guardianship of a non-custodial parent living outside the district by a custodial parent on active military duty.

In the event that official copies of an eligible child’s education records are not available at the time the eligible child is transferring, then the District shall:

- Pre-register and place an eligible child based on the eligible child’s unofficial education records pending receipt of the eligible child’s official records; and
- Request the eligible child’s official education records from the sending district.

4.40 HOMELESS STUDENTS

The Valley Springs School District will afford the same services and educational opportunities to homeless children as are afforded to non-homeless children. The Superintendent or his/her designee shall appoint an appropriate staff person to be the local educational agency (LEA) liaison for homeless children and youth whose responsibilities shall include, but are not limited to: coordinating with the state educational liaison for homeless children and youth to ensure that homeless children are not stigmatized or segregated on the basis of their status as homeless and such other duties as are prescribed by law and this policy.

Notwithstanding Policy 4.1, homeless students living in the district are entitled to enroll in the district’s school that non-homeless students who live in the same attendance area are eligible to attend. If there is a question concerning the enrollment of a homeless child due to a conflict with Policy 4.1 or 4.2, the child shall be immediately admitted to the school in which enrollment is sought pending resolution of the dispute, including all appeals. It is the responsibility of the District’s local educational LEA liaison for homeless children and youth to carry out the dispute resolution process.

The District shall do one of the following according to what is in the best interests of a homeless child:

Continue the child's or youth's education in the school of origin for the duration of homelessness:

In any case in which a family becomes homeless between academic years or during an academic year; and

For the remainder of the academic year, if the child or youth becomes permanently housed during an academic year; or

Enroll the child or youth in any public school that non homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

In determining the best interest of the child or youth, the District shall:

Presume that keeping the child or youth in the school of origin is in the child's or youth's best interest, except when doing so is contrary to the request of the child's or youth's parent or guardian, or (in the case of an unaccompanied youth) the youth;
Consider student-centered factors related to the child's or youth's best interest, including factors related to the impact of mobility on achievement, education, health, and safety of homeless children and youth, giving priority to the request of the child's or youth's parent or guardian or (in the case of an unaccompanied youth) the youth.

If the District determines that it is not in the child's or youth's best interest to attend the school of origin or the school requested by the parent or guardian, or (in the case of an unaccompanied youth) the youth, the District shall provide the child's or youth's parent or guardian or the unaccompanied youth with a written explanation of the reasons for its determination, in a manner and form understandable to such parent, guardian, or unaccompanied youth, including information regarding the right to appeal. For an unaccompanied youth, the District shall ensure that the LEA liaison assists in placement or enrollment decisions, gives priority to the views of such unaccompanied youth, and provides notice to such youth of the right to appeal.

The homeless child or youth must be immediately enrolled in the selected school regardless of whether application or enrollment deadlines were missed during the period of homelessness.

4.3—COMPULSORY ATTENDANCE REQUIREMENTS

Every parent, legal guardian, person having lawful control of the child, or person standing in loco parentis of any child age five (5) through seventeen (17) years on or before August 1 of that year who resides, as defined by policy (4.1—RESIDENCE REQUIREMENTS), within the District shall enroll 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—HOMESCHOOLING) have been met.
3. The child will not be age six (6) on or before August 1 of that particular school year and the parent, legal guardian, person having lawful control of the child, or person standing in loco parentis of the child elects not to have him/her attend kindergarten. A kindergarten waiver form prescribed by regulation of the Division of Elementary and Secondary Education must be signed and on file with the District administrative office.
4. The child has received a high school diploma 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).

4.4 TRANSFER STUDENTS

The Valley Springs School District shall review and accept or reject requests for transfers, both into and out of the district, on a case by case basis at the regularly scheduled board meetings.

The District may reject a non resident's application for admission if its acceptance would necessitate the addition of staff or classrooms, exceed the capacity of a program, class, grade level, or school building, or cause the District to provide educational services not currently provided in the affected school.² The District shall reject applications that would cause it to be out of compliance with applicable laws and regulations regarding desegregation.

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

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

Any person who has been expelled from any other school district shall receive a hearing before the Board at the time the student is seeking enrollment in the District. The Board reserves the right to not allow the enrollment of such students until the time of the person's expulsion has expired following the hearing before the Board.³

Except as otherwise required or permitted by law,³⁴ the responsibility for transportation of any nonresident student admitted to a school in this District shall be borne by the student or the student's parents. The District and the resident district may enter into a written agreement with the student or student's parents to provide transportation to or from the District, or both.

4.6—HOMESCHOOLING

Enrollment in Home School

Parents or legal guardians desiring to provide a home school for their children shall give written notice to the Superintendent of their intent to homeschool. The notice shall be given:

- At the beginning of each school year, but no later than August 15;
- Fourteen (14) calendar days prior to withdrawing the child (provided the student is not currently under disciplinary action for violation of any written school policy, including, but not limited to, excessive absences) and at the beginning of each school year thereafter; or
- Within thirty (30) calendar days of the parent or legal guardian establishing residency within the district during the school year.

Written notice of the parent or legal guardian's intent to homeschool shall be delivered to the Superintendent through any of the following methods:

- Electronically, including without limitation by email;
- By mail; or
- In person.

The notice shall include:

- The name, sex, date of birth, grade level, and the name and address of the school last attended, if any;
- The mailing address and telephone number of the home school;
- The name of the parent or legal guardian providing the home school;
- Indicate if the home-schooled student intends to participate in extracurricular activities during the school year;
- A statement of whether the home-schooled student plans to seek a high school equivalency diploma during the current school year;
- A statement if the home-school student plans to seek a driver's license during the current school year;
- A statement that the parent or legal guardian agrees that the parent or legal guardian is responsible for the education of their children during the time the parents or legal guardians choose to homeschool; and
- A signature of the parent or legal guardian, which must be notarized if the home-schooled student plans to seek a driver's license during the school year.

To aid the District in providing a free and appropriate public education to students in need of special education services, the parents or legal guardians homeschooling their children shall provide information that might indicate the need for special education services.

Enrollment or Re-Enrollment in Public School

A homeschooled student who wishes to enroll or re-enroll in a District school shall submit:

- A transcript listing all courses taken and semester grades from the home school;
- Score of at least the thirtieth percentile on a nationally recognized norm-referenced assessment taken in the past year; and
- A portfolio of indicators of the home-schooled student's academic progress, including without limitation:
 - Curricula used in the home school;

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- Tests taken and lessons completed by the home-schooled student; and
- Other indicators of the home-schooled student's academic progress.

If a homeschooled student is unable to provide a nationally recognized norm-referenced score, the District may either assess the student using a nationally recognized norm-referenced assessment or waive the requirement for a nationally recognized norm-referenced assessment score.

A homeschooled student who enrolls or re-enrolls in the District will be placed at a grade level and academic course level equivalent to or higher than the home-schooled student's grade level and academic course level in the home school:

- As indicated by the documentation submitted by the home-schooled student;
- By mutual agreement between the public school and the homeschooled student's parent or legal guardian; or
- If the home-schooled student fails to provide the documentation required by this policy, with the exception of the nationally recognized norm-referenced assessment score, the District may have sole authority to determine the homeschooled student's grade placement and course credits. The District will determine the homeschooled student's

grade placement and course credits in the same manner the District uses when determining grade placement and course credits for students enrolling or re-enrolling in the District who attended another public or private school.

The District shall afford a home-schooled student who enrolls or re-enrolls in a public school the same rights and privileges enjoyed by the District's other students. The District shall not deny a homeschooled student who enrolls or re-enrolls in the District any of the following on the basis of the student having attended a home school:

- Award of course credits earned in the home school;
- Placement in the proper grade level and promotion to the next grade level;
- Participation in any academic or extracurricular activity;
- Membership in school-sponsored clubs, associations, or organizations;
- A diploma or graduation, so long as the student has enrolled or re-enrolled in the District to attend classes for at least the nine (9) months immediately prior to graduation; or Scholarships.

4.59—ACADEMIC COURSE ATTENDANCE BY PRIVATE SCHOOL AND HOME SCHOOLED STUDENTS

The District allows private school and home schooled students whose parents, legal guardians, or other responsible adult with whom the student resides are residents of the District to attend academic courses offered by the District. The District will place a list of courses that a private school or home schooled student may request to attend on its website by:²¹

1. June 1 for courses to be offered during the Fall semester; and
2. November 1 for courses to be offered during the Spring semester.

A private school or home schooled student who desires to attend one or more of the available academic courses shall submit a written request to attend the academic course(s) to the superintendent, or designee, no later than:²¹

- a. August 1 for Fall semester courses; or
- b. December 1 for Spring semester courses.

The superintendent, or designee, is authorized to waive the application deadline on a case by case basis.

The District permits a private school or home schooled student to attend a maximum of six (6) courses per semester.

The District may reject a private school or home schooled student's request for attendance if the District's acceptance would:³²

- Require the addition of staff or classrooms;
- Exceed the capacity of a program, class, grade level, or school building;
- Cost the District more for the student to attend the academic course than the District receives for the student's attendance;
- Cause the District to provide educational services the District does not currently provide at a financial burden to the District; or
- Cause the District to be out of compliance with applicable laws and regulations regarding desegregation.

Requests to attend an academic course will be granted in the order the requests are received. Upon the receipt of a private or home schooled student's request to attend academic course(s), the District will date and time stamp the request for attendance. If a private school or home schooled student is denied attendance based on a lack of capacity and an opening in the requested course occurs prior to the start of the course, the District will use the date and time stamp on the request for attendance to determine the private school or home schooled student who will be notified of an opening in the requested course.

As part of the request to attend academic courses in the District, a private school or home schooled student shall:

- Indicate the course(s) the private school or home schooled student is interested in attending;
- If the course(s) the private school or home schooled student is interested in attending is being offered by the District in both a physical and a digital format, whether the private school or home schooled student intends to attend the physical course or the digital course;
- Submit, along with the student's application, a copy of the student's transcript indicating that the student has received credit for the course(s), or equivalent course(s), that are a prerequisite to the course(s) the student desires to attend at the District;
- Agree to follow the District's discipline policies; and
- Submit immunization documentation required by Policy 4.57—IMMUNIZATIONS.

A private school or home schooled student who fails to attend an academic course by the eleventh (11) day of class or who is absent without excuse for eleven (11) consecutive days during the semester shall be dropped from the course.; however, a private school or home schooled student shall not be considered truant for unexcused absences from the course(s) the student is attending at the District.

Private school or home schooled students shall receive a final grade and transcript for each academic course the student completes.

The responsibility for transportation of any private school or home schooled student attending academic courses in the District shall be borne by the student or the student's parents.

The opportunity provided to home schooled students under this policy is in addition to the opportunity provided in Policy 4.56.2—EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR HOME SCHOOLED STUDENTS.

ADMINISTRATIVE POLICIES

ABSENCES

Each student will have six (6) absences per class period each semester. A note must be presented to the high school office within five school days of the absence for the absence to become excused. Any absence in a semester without a note will be deemed unexcused. Any absence after the sixth absence must have professional documentation to be excused. An unexcused absence will result in a zero for the amount of work that is missed. A letter will be sent to parents after three unexcused absences. Should a student reach six unexcused absences in a semester, the student, parent(s) and prosecuting attorney will be notified that loss of credit will occur should the student have a seventh unexcused absence. Parents have the right to appeal the number of absences prior to the sixth day of unexcused absence. This policy is for each class taken in a semester. (ACT 1322) Should the student fail to follow the agreement, course credit will be withheld and a FINS petition filed with the proper authorities regarding the student's failure to comply with the mandatory agreement.

Students who attend in-school suspension shall not be counted absent for those days. Days missed due to out-of-school suspension or expulsion shall be unexcused absences.

Any student late to class will be counted tardy and must have a written pass from the office or from the teacher who detained the student in order to be admitted to class. If a student misses one-half (1/2) or more of a class period he/she will be considered absent for the period.

Students missing more than six (6) days must have a professional note to be eligible, for extracurricular trips in any class or organization.

Out of school suspension days are unexcused to the extent that students may not make up work for the time missed. The OSS days do not count against a student's number of days missed during the semester. Therefore, OSS days would not cause a student to be issued a letter for days missed or involvement of the Prosecuting Attorney for excessive unexcused absences.

IEP and 504 Plans supersede stated attendance policy when necessary.

EXEMPTION

As an attendance and academic incentive, some high school students may be exempt from taking semester tests, subject to the following conditions:

- (1) Students with an "A" average with no more than 3 excused absences.
- (2) Students with a "B" average with no more than 2 excused absences.
- (3) Students with a "C" average with no more than 1 excused absence.
- (4) A student must not have received ISS or OSS during the semester.
- (5) Students with a D/F for a quarterly grade or students whose electronic devices have been confiscated may not be eligible for exemption.
- (6) An unexcused absence will forfeit a student's ability to be exempt from semester tests.

Students may leave after their last test period is completed on semester test day. They must have parent and school permission. **Students must take their test during the scheduled time.** Unless exempt under this policy, the student will report to all classes on semester test day.

****If a student's lunch account is not in good standing at semester exemptions, the student may not be exempt until the balance is paid in full.***

*** Any student that would like to take the semester test in order to raise a grade may take semester tests without any penalty.**

ARRIVAL AT AND DEPARTURE FROM SCHOOL

Students should not plan to arrive at school before 7:45 AM. If students must arrive before 7:45 AM, prior office permission must be granted. Students should not loiter on school grounds after school is out.

CLOSED CAMPUS, CHECK IN/CHECK OUT

Valley Springs School is a closed campus. A student may only be released during the school day with the formal check in/check out system maintained by the school. Authorization of the school and the student's parent/guardian is required. When arriving at school after classes begin, the student must check in at the high school office.

AFTER SCHOOL FUNCTIONS

A student must be present at school on the day in which he/she attends or participates in a school function that night unless advance approval is given by the principal.

STUDENT RECORDS (4.13)

Except when a court order regarding a student has been presented to the district to the contrary, all students' education records are available for inspection and copying by the parent of his/her student who is under the age of eighteen (18). At the age of eighteen (18), the right to inspect and copy a student's records transfers to the student. A student's parent or the student, if over the age of 18, requesting to review the student's education records will be allowed to do so within no more than forty five (45) days¹ of the request. The district forwards education records, including disciplinary records, to schools that have requested them and in which the student seeks or intends to enroll, or is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer.

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

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

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

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

In addition to releasing PII to school officials without permission, the District may disclose PII from the education records of students in foster care placement to the student's caseworker or to the caseworker's representative without getting prior consent of the parent (or the student if the student is over eighteen (18)). For the District to release the student's PII without getting permission:

- The student must be in foster care;
- The individual to whom the PII will be released must have legal access to the student's case plan; and
- The Arkansas Department of Human Services, or a sub-agency of the Department, must be legally responsible for the care and protection of the student.

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

When deciding whether to release PII in a health or safety emergency, the District may take into account the totality of the circumstances pertaining to a threat to the health or safety of a student or other individuals. If the District determines that there is an articulable and significant threat to the health or safety of a student or other individuals, it may disclose information from education records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.²

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

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

A parent or guardian does not have the right to remove any material from a student's records, but such parent or guardian may challenge the accuracy of a record. The right to challenge the accuracy of a record does not include the right to dispute a grade, disciplinary rulings, disability placements, or other such determinations, which must be done only through the appropriate teacher and/or administrator, the decision of whom is final. A challenge to the accuracy of material contained in a student's file must be initiated with the building principal, with an appeal available to the Superintendent or his/her designee. The challenge shall clearly identify the part of the student's record the parent wants changed and specify why he/she believes it is inaccurate or misleading. If the school determines not to amend the record as requested, the school will notify the requesting parent or student of the decision and inform them of their right to a hearing regarding the request for amending the record. The parent or eligible student will be provided information regarding the hearing procedure when notified of the right to a hearing.³

Unless the parent or guardian of a student (or student, if above the age of eighteen (18)) objects, "directory information" about a student may be made available to the public, military recruiters, post-secondary educational institutions, prospective employers of those students, as well as school publications such as annual yearbooks and graduation announcements.⁴ "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,⁵ his/her placement on the honor roll (or the receipt of other types of honors), as well as his/her participation in school clubs and extracurricular activities, among others. If the student participates in inherently public activities (for example, basketball, football, or other interscholastic activities), the publication of such information will be beyond the control of the District. "Directory information" also includes a student identification (ID) number, user ID, or other unique personal identifier used by a student for purposes of accessing or communicating in electronic systems and a student ID number or other unique personal identifier that is displayed on a student's ID badge, provided the ID cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password or other factor known or possessed only by the authorized user.

A student's name and photograph will only be displayed on the district or school's web page(s) after receiving the written permission from the student's parent or student if over the age of 18.

The form for objecting to making directory information available is located in the back of the student handbook and must be completed and signed by the parent or age-eligible student and filed with the building principal's office no later than ten (10) school days after the beginning of each school year or the date the student is enrolled for school. Failure to file an objection by that time is considered a specific grant of permission. The district is required to continue to honor any signed-opt out form for any student no longer in attendance at the district.

The right to opt out of the disclosure of directory information under Family Educational Rights and Privacy Act (FERPA) does not prevent the District from disclosing or requiring a student to disclose the student's name, identifier, or institutional email address in a class in which the student is enrolled.⁶

Parents and students over the age of 18 who believe the district has failed to comply with the requirements for the lawful release of student records may file a complaint with the U.S. Department of Education (DOE) at

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

PERMANENT RECORDS (4.38)

Permanent school records, as required by the Division of elementary and Secondary education (DESE), 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.

TELEPHONE USE

It is necessary to limit calls to essential business by permission only. No student shall be permitted to use the telephone except for school business and emergency reasons. Students should use the school phone, during 5 minute breaks, not cell phones, unless calling during lunch.

FEES/REPLACEMENT CHARGES

The payment of any fee will not be required as a prerequisite to a student's being permitted to receive instruction for credit in a course offered for credit toward graduation from Valley Springs High School, except those which college credits are received.

Each student is provided with a locker for free.

Each student is provided with free textbooks for the school year. Students must assume the responsibility of lost or damaged textbooks.

CAFETERIA

The mission of the Valley Springs School Cafeteria is to provide the student with low cost, healthy meals that meet the daily nutritional requirements of growing bodies. We feel we are an extension of the classroom in trying to teach young adults, by example, about healthy food choices.

We offer a full breakfast and lunch daily. The cost for lunch is \$2.25 for paid students, \$.40 for students on reduced lunch. Breakfast is \$1.50 and \$.30. Extra milk is \$.50. LUNCH PRICES ARE SUBJECT TO CHANGE.

Each student enrolled in the Valley Springs School has a lunch account. All students must prepay in advance for meals. There will be no charging privileges. Payment will be accepted in the lunch line or paid to the cafeteria manager.

LUNCH POLICY

Valley Springs School District prepayment policy for meals:

The Valley Springs School District recognizes that healthy, nutritious meals are an important component to the student readiness and ability to learn. In addition, Title 7, Code of federal regulations, 210.10 (a) (1) states "Schools must provide nutritious and well-balanced meals to all children they serve". In accordance with the regulation, Valley Springs School District will not deny any student access to school meals. However, by statute, the district's Child Food Services Department is a self-supporting fund that cannot have a negative balance at the close of the fiscal school year.

Food Service Meal Prepayment:

The district does not provide credit for students to charge for meals, a la carte, or other food and beverage items available for purchase in the school food service areas. Meals, a la carte, or other food and beverage items may be purchased by either providing payment for the items at the time of receipt or by having a prepaid account with the District that may be charged for the items.

Parents, or students choosing to do so, may pay in advance for meals, a la carte, or other food and beverage items through any of the following methods:

- *Submitting cash or check payment to the classroom teacher, the school office or to the Food Service Director; or
- *Depositing funds through the District's online service - <https://www.ezschooldpay.com/Login>

Unpaid Meal Access:

In accordance with Arkansas law, the District allows students whose accounts do not have enough funds to purchase a meal to receive a regular lunch for regular price to be reimbursed to the District. The District will notify a student's parents:

- *Balances will be sent home on the 1st and the 15th of each month. If those dates fall on a weekend, the balance will be sent home on the next school day;
- *When the student's prepaid account has dropped to the point that the student will begin receiving unpaid meals;
- *Each time the student receives the first unpaid meal after money has been deposited into the student's prepaid account; and
- *After the student has received five (5) unpaid meals.

FOR STUDENTS W/ FREE MEAL STATUS:

Students are required to take a reimbursable meal

Extra milk is considered an a la carte item by USDA; therefore the price is \$.50 if a student chooses to take extra.

FOR STUDENTS W/REDUCED MEAL STATUS:

Reduced price is \$.30 for breakfast and \$.40 for lunch.

Students are required to take a reimbursable meal.

Extra milk is considered an a la carte item by USDA; therefore the price is \$.50 if a student chooses to take extra.

FOR STUDENTS W/ PAID MEAL STATUS:

Prices are set by the Valley Springs School District in accordance with federal and state regulations.

Prices for paid meal status: Breakfast \$1.50 and lunch \$2.25.

Extra milk is considered an a la carte item by USDA; therefore the price is \$.50 if a student chooses to take extra.

COLLECTION PROCESS:

Pre K - 6th grade:

Payment reminders are sent home weekly with Monday folders.

7th-12th grades:

Phone calls and/or text messages are done weekly.

If any students' account balance exceeds \$35.00, the administration may prohibit participation in any field trips or fund days held on campus until the balance is paid in full.

If a student's account is not in good standing at semester exemptions, the student may not be exempt until balance is paid in full.

If a senior's account is not in good standing as of May 1st, the administration may prohibit the student from participation in senior activities and/or graduation exercises.

4.50 SCHOOL MEAL MODIFICATIONS

The district only provides substitute modified 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 accommodations for their student with a disability must submit to the district's Director of Child Nutrition¹ a medical statement completed by a State licensed healthcare professional, which includes:²

Physicians, including those licensed by:

The Arkansas State Medical Board;

The Arkansas State Board of Chiropractic Examiners (Chiropractors);

The Arkansas Board of Podiatric Medicine (Podiatrists);

Nurse Practitioners (APRNs in family or pediatric practice with prescriptive authority);

Physician Assistants (PAs who work in collaborative practice with a physician); and

Dentists.

The medical statement should include:

A description of the student's disability that is sufficient to understand how the disability restricts the student's diet;

An explanation of what must be done to accommodate the disability, which may include:

Food(s) to avoid or restrict;

Food(s) to substitute;

Caloric modifications; or

The substitution of a liquid nutritive formula.

If the information provided in the medical statement is unclear, or lacks sufficient detail, the district's Director of Child Nutrition¹ shall request additional information so that a proper and safe meal can be provided.

When choosing an appropriate approach to accommodate a student's disability, the District will consider the expense and efficiency of the requested accommodations. The District will offer a reasonable modification that effectively accommodates the child's disability and provides equal opportunity to participate in or benefit from the program, which may include a generic version of a product.

Parents may file a grievance regarding the request for accommodations with the District's 504 Coordinator³, who will schedule a hearing on the grievance to be held as soon as possible. The 504 coordinator shall provide a copy of the procedures governing the hearing, including that the parent has the right to be accompanied by counsel, and the appeal process upon request.

The district will not prepare meals outside the normal menu to accommodate a family's religious or personal health beliefs.

UNAUTHORIZED PERSONS

1. All visitors must register with the office. Visitors will not be allowed to visit classrooms or contact students without office permission. Visits by parents of their student are encouraged and welcomed. All visitors will wear a visitor badge visible to any staff member. All staff and students will report any visitor to the office immediately, if a visitor does not have a visitor badge from the office.
2. Students from other schools are not allowed to attend classes with students at Valley Springs.
3. No person whose presence or action interferes with or disrupts the operation of the school, its students, or school activities may enter or remain in the school, vehicle, or building or upon any school ground, roadway, or sidewalk.
4. Refusal of unauthorized persons to leave after being requested to do so by the principal or his/her designee is a basis for legal action.

4.15 CONTACT WITH STUDENTS WHILE AT SCHOOL

CONTACT BY PARENTS

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

CONTACT BY NON-CUSTODIAL PARENTS

If there is any question concerning the legal custody of the student, the custodial parent shall present documentation to the principal or his/her designee establishing the parent's custody of the student. It shall be the responsibility of the custodial parent to make any court ordered "no contact" or other restrictions regarding the non-custodial parent known to the principal by presenting a copy of a file-marked court order. Without such a court order on file, the school will release the child to either of his/her parents. Non-custodial parents who file with the principal a date-stamped copy of current court orders granting visitation may eat lunch, volunteer in their child's classroom, or otherwise have contact with their child during school hours and the prior approval of the school's principal.

Such contact is subject to the limitations outlined in Policy 4.16, Policy 6.5 and any other policies that may apply. Arkansas law provides that in order to avoid continuing child custody controversies from involving school personnel and to avoid disruptions to the educational atmosphere in the District's schools, the transfer of a child between his/her custodial parent and non custodial parent, when both parents are present, shall not take place on the school's property on normal school days during normal hours of school operation. The custodial or noncustodial parent may send to/drop off the student at school to be sent to/picked up by the other parent on predetermined days in accordance with any court order provided by the custodial parent or by a signed agreement between both the custodial and noncustodial parents that was witnessed by the student's building principal. Unless a valid no-contact order has been filed with the student's principal or the principal's designee, district employees shall not become involved in disputes concerning whether or not that parent was supposed to pick up the student on any given day.

CONTACT BY LAW ENFORCEMENT, SOCIAL SERVICES, OR BY COURT ORDER

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

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

In instances other than those related to cases of suspected child abuse, principals must release a student to either a police officer who presents a subpoena for the student, or a warrant for arrest, or to an agent of state social services or an agent of a court with jurisdiction over a child with a court order signed by a judge. Upon release of the student, the principal or designee shall give the student's parent, legal guardian, or person having lawful control of the student, or person standing in loco parentis notice that the student has been taken into custody by law enforcement personnel or a

state's social services agency. If the principal or designee is unable to reach the parent, he or she shall make a reasonable, good faith effort to get a message to the parent to call the principal or designee, and leave both a day and an after-hours telephone number.

Contact by Professional Licensure Standards Board Investigators

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

STUDENT CONDUCT

4.18—PROHIBITED CONDUCT

Students and staff require a safe and orderly learning environment that is conducive to high student achievement. Certain student behaviors are unacceptable in such an environment and are hereby prohibited by the Board. Prohibited behaviors include, but shall not be limited to the following:

1. Disrespect for school employees and failing to comply with their reasonable directions or otherwise demonstrating insubordination;
2. Disruptive behavior that interferes with orderly school operations;
3. Willfully and intentionally assaulting or threatening to assault or physically abusing any student or school employee;
4. Possession of any weapon that can reasonably be considered capable of causing bodily harm to another individual;
5. Possession or use of tobacco in any form on any property owned or leased by any public school;
6. Willfully or intentionally damaging, destroying, or stealing school property;
7. Possession of any paging device, beeper, or similar electronic communication devices on the school campus during normal school hours unless specifically exempted by the administration for health or other compelling reasons;
8. Possession, selling, distributing, or being under the influence of an alcoholic beverage, any illegal drug, unauthorized inhalants, or the inappropriate use or sharing of prescription or over the counter drugs, or other intoxicants, or anything represented to be a drug;
9. Sharing, diverting, transferring, applying to others (such as needles or lancets), or in any way misusing medication or any medical supplies in their possession;
10. Inappropriate public displays of affection;
11. Cheating, copying, or claiming another person's work to be his/her own;
12. Gambling;
13. Inappropriate student dress;
14. Use of vulgar, profane, or obscene language or gestures;
15. Truancy;
16. Excessive tardiness;
17. Engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, sexual orientation, gender identity or disability;
18. Possess, view, distribute or electronically transmit sexually explicit or vulgar images or representations, whether electronically, on a data storage device, or in hard copy form;
19. Hazing, or aiding in the hazing of another student;
20. Gangs or gang-related activities, including belonging to secret societies of any kind, are forbidden on school property. Gang insignias, clothing, "throwing signs" or other gestures associated with gangs are prohibited;
21. Sexual harassment;
22. Bullying;
23. Operating a vehicle on school grounds while using a wireless communication device; and
24. Theft of another individual's personal property.

4.20—DISRUPTION OF SCHOOL

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

Disorderly activities by any student or group of students that adversely affect the school's orderly educational environment shall not be tolerated at any time on school grounds. Teachers may remove from class and send to

the principal or principal's designee office a student whose behavior is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to teach the students, the class, or with the ability of the student's classmates to learn. Students who refuse to leave the classroom voluntarily will be escorted from the classroom by the school administration.

4.43—BULLYING

Definitions

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

"Bullying" means the intentional harassment, intimidation, humiliation, ridicule, defamation, or threat or incitement of violence by a student against another student or public school employee by a written, verbal, electronic, or physical act that may address an attribute of the other student, public school employee, or person with whom the other student or public school employee is associated and that causes or creates actual or reasonably foreseeable:

- Physical harm to a public school employee or student or damage to the public school employee's or student's property;
- Substantial interference with a student's education or with a public school employee's role in education;
- A hostile educational environment for one (1) or more students or public school employees due to the severity, persistence, or pervasiveness of the act; or
- Substantial disruption of the orderly operation of the school or educational environment;

Examples of "Bullying" include, but are not limited to, a pattern of behavior involving one or more of the following:

1. Cyberbullying;
2. Sarcastic comments "compliments" about another student's personal appearance or actual or perceived attributes,
3. Pointed questions intended to embarrass or humiliate,
4. Mocking, taunting or belittling,
5. Non-verbal threats and/or intimidation such as "fronting" or "chesting" a person,
6. Demeaning humor relating to a student's actual or perceived attributes,
7. Blackmail, extortion, demands for protection money or other involuntary donations or loans,
8. Blocking access to school property or facilities,
9. Deliberate physical contact or injury to person or property,
10. Stealing or hiding books or belongings,
11. Threats of harm to student(s), possessions, or others,
12. Sexual harassment, as governed by policy 4.27, is also a form of bullying, and/or
13. Teasing or name-calling related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct or is homosexual, regardless of whether the student self-identifies as homosexual or transgender (Examples: "Slut", "You are so gay.", "Fag", "Queer").

"Cyberbullying" means any form of communication by electronic act that is sent with the purpose to:

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

Cyberbullying of School Employees includes, but is not limited to:

- a. Building a fake profile or website of the employee;
- a. Posting or encouraging others to post on the Internet private, personal, or sexual information pertaining to a school employee;
- b. Posting an original or edited image of the school employee on the Internet;
- c. Accessing, altering, or erasing any computer network, computer data program, or computer software, including breaking into a password-protected account or stealing or otherwise accessing passwords of a school employee;
- d. Making repeated, continuing, or sustained electronic communications, including electronic mail or transmission, to a school employee;
- e. Making, or causing to be made, and disseminating an unauthorized copy of data pertaining to a school employee in any form, including without limitation the printed or electronic form of computer data, computer programs, or computer software residing in, communicated by, or produced by a computer or computer network;
- f. Signing up a school employee for a pornographic Internet site; or
- g. Without authorization of the school employee, signing up a school employee for electronic mailing lists or to receive junk electronic messages and instant messages.

Cyberbullying is prohibited whether or not the cyberbullying originated on school property or with school equipment, if the cyberbullying results in the substantial disruption of the orderly operation of the school or educational environment or

is directed specifically at students or school personnel and maliciously intended for the purpose of disrupting school and has a high likelihood of succeeding in that purpose.

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

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

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

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

Students are encouraged to report behavior they consider to be bullying, including a single action which if allowed to continue would constitute bullying, to their teacher or the building principal. The report may be made anonymously. Teachers and other school employees who have witnessed, or are reliably informed that a student has been a victim of behavior they consider to be bullying, including a single action which if allowed to continue would constitute bullying, shall report the incident(s) to the building principal, or designee, as soon as possible. Parents or legal guardians may submit written reports of incidents they feel constitute bullying, or if allowed to continue would constitute bullying, to the building principal, or designee.

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

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

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

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

Notice of what constitutes bullying, the District's prohibition against bullying, and the consequences for students who bully shall be conspicuously posted in every classroom, cafeteria, restroom, gymnasium, auditorium, and school bus.² Parents, legal guardians, person having lawful control of a student, persons standing in loco parentis, students, school volunteers, and employees shall be given copies of the notice annually.³

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

Copies of this policy shall be available upon request.⁴

Anti-Bully Policy.

The Valley Springs School District has an obligation to and is committed to providing a safe learning environment for each of its students. For the purposes of this policy, bullying is defined as any written or verbal expression or physical act or gesture, or a pattern thereof, that is intended to cause distress or fear upon one or more students. A student will be found in violation of this policy if his conduct has been found to have the effect of humiliation or embarrassment on a student, and is sufficiently severe, persistent, or pervasive that it limits the student's ability to participate in, or benefit from, an educational program or activity.

Students who believe they have been victimized by a bully or parents who believe their child has been victimized by a bully while in school, on school property, at school sponsored activities, on school buses, at designated school bus stops, at school sanctioned events, in school vehicles, or electronic acts using school equipment or nonschool equipment that results in substantial disruption may file a complaint by contacting a school counselor, a teacher, or the students principal who will assist in getting help for the child. Any school employee who has witnessed or has reliable information that a pupil has been a victim of bullying shall report the incident to the principal. The person or persons who file a complaint will not be subject to retaliation or reprisal in any form. After completing an investigation of the reported incident, a student who has been found guilty of participating in bullying behavior will be subject to disciplinary action ranging from verbal reprimands to expulsion. Criminal charges may be filed for the most serious offenses. The disciplinary action used will be at the discretion of the student's principal. Students are prohibited from engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, or disability.

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 the purpose.

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

Hazing.

Hazing, or aiding in the hazing of another student is prohibited. Fraternities, sororities, and secret societies are forbidden in the District's schools. Membership to student organizations shall not be by a vote of the organization's members, nor be restricted by the student's race, religion, sex, national origin, or other arbitrary criteria. Hazing, as defined by law, is forbidden in connection with initiation into, or affiliation with, any student organization, extracurricular activity or sport program. Students who are convicted of participation in hazing or the failure to report hazing shall be expelled.

Student Relationships.

Student couples will refrain from open displays of affection such as holding hands, kissing, hugging, sitting on laps, etc.while in school or attending or participating in school functions.

Cheating.

Students are responsible for meeting all requirements of their programs, giving due recognition to all sources. A student will do his own work at all times.

- 1st Consequence** "0" on work and 3 days ISS
- 2nd Consequence** "0" on work and 5 days ISS
- 3rd Consequence** "0" on work and 3 days OSS

Damage to property.

A student shall not cause or attempt to cause damage to school property. The school district will recover damages from the student who loses, damages, or destroys school property.

Distance Learning Lab/Digital Learning Lab.

Students taking courses in the interactive or distance learning program will be carefully screened for eligibility. Students may be excluded from this program for disciplinary reasons as well as academic reasons. Any student that mishandles

the equipment or breaks other classroom rules may be dismissed from the class. Students enrolled in a college course through the distance-learning lab or digital learning lab will lose money and credit for the course if they are dismissed.

Eating and Drinking in Buildings.

A student will not eat or drink in class except with permission by the teacher. A student will not bring pop inside the school buildings except with the expressed approval and direct supervision of a teacher.

Fireworks.

A student shall not possess, handle, or store fireworks of any kind.

Forgery.

No student shall forge any writing or attempt to employ as true and forged writing knowing it to be forged.

Gambling.

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

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

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

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

4.35—STUDENT MEDICATIONS

4.35—STUDENT MEDICATIONS

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

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

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

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

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

The school shall not keep outdated medications or any medications past the end of the school year. Parents shall be notified ten (10) days in advance of the school's intention to dispose of any medication. Medications not picked up by the parents or legal guardians within the ten (10) day period shall be disposed of by the school nurse in accordance with current law and rules.¹

Schedule II Medications²

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

For the student's safety, no student will be allowed to attend school if the student is currently taking any other Schedule II medication other than permitted by this policy.³ Students who are taking Schedule II medications which are not allowed to be brought to school shall be eligible for homebound instruction if provided for in their IEP or 504 plans.²⁴

Injury to Others (4.21 Student Assault or Battery)

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

Furthermore, it is unlawful, during regular school hours, and in a place where a public school employee is required to be in the course of his or her duties, for any person to address a public school employee using language which, in its common understanding acceptance, is calculated to: a) cause a breach of the peace; b) materially and substantially interfere with the operation of the school; c) arouse the person to whom it is addressed to anger, to the extent likely to cause imminent retaliation.

- a. Cause a breach of the peace;
- b. Materially and substantially interfere with the operation of the school; or
- c. Arouse the person to whom it is addressed to anger, to the extent likely to cause imminent retaliation.

Students guilty of such an offense may be subject to legal proceedings in addition to any student disciplinary measures.

Fighting.

Students fighting on school property will receive a minimum of 3 day out of school suspension

Laser pointers

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

Leaving School (Truancy).

Valley Springs School is a closed campus. After arriving at school, no student should leave the school grounds. Students caught skipping school will be assigned ISS at the rate of 1 day per period missed.

4.47 POSSESSION AND USE OF CELL PHONES AND OTHER ELECTRONIC DEVICES

Students are responsible for conducting themselves in a manner that respects the rights of others. Possession and use of any electronic device, whether district or student owned, that interferes with a positive, orderly classroom environment does not respect the rights of others and is expressly forbidden.

To protect the security of statewide assessments, no electronic device, as defined in this policy, shall be accessible by a student at any time during assessment administration unless specifically permitted by a student's individualized education program (IEP) or individual health plan;¹ this means that when a student is taking an AESAA assessment, the student shall not have his/her electronic device in his/her possession. Any student violating this provision shall be subject to this policy's disciplinary provisions.

As used in this policy, "electronic devices" means anything that can be used to transmit or capture images, sound, or data.

Misuse of electronic devices includes, but is not limited to:

1. Using electronic devices during class time in any manner other than specifically permitted by the classroom instructor;
2. Permitting any audible sound to come from the device when not being used for reason #1 above;
3. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, or wrongfully obtaining test copies or scores;
4. Using the device to take photographs in areas where a general expectation of personal privacy exists, including but not limited to locker rooms or and bathrooms;
5. Creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person.

Use of an electronic device is permitted to the extent it is approved in a student's IEP or it is needed in an emergency that threatens the safety of students, staff, or other individuals.

Before and after normal school hours, possession of electronic 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.

A parent shall obtain approval from the student's building principal before operating a student-tracking safety device at school or at a school-sponsored event if the device has recording or listen-in capability. The District requires the device's recording and listen-in technology to be disabled while the device is on the campus or at school-sponsored event because of student privacy concerns. The District prohibits unauthorized audio or visual recordings or transmission of audio or images of other students. The student's parent shall agree in writing to the requirement for the device's recording and listening-in technology to be disabled and that the District may prohibit future use of the device on campus or at a school-sponsored activity if it is determined that the device's recording or listening-in capabilities were used in violation of this policy before the student safety tracking device may be on campus or at a school-sponsored event.

The student and/or the student's parents or guardians expressly assume any risk associated with students owning or possessing electronic devices. Students misusing electronic devices shall have them confiscated. Confiscated devices may be picked up at the school's administration office by the student's parents or guardians.² Students have no right of privacy as to the content contained on any electronic devices that have been confiscated.³ A search of a confiscated device shall meet the reasonable individualized suspicion requirements of Policy 4.32—SEARCH, SEIZURE, AND INTERROGATIONS.

Students who use school issued cell phones and/or computers 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.⁴

No student shall use any wireless communication device for the purposes of browsing the internet; composing or reading emails and text messages; or making or answering phone calls while driving a motor vehicle that is in motion and on school property. Violation may result in disciplinary action up to and including suspension.⁵

Students are prohibited from possessing, viewing, distributing or electronically transmitting sexually explicit or vulgar images or representations, whether electronically, on a data storage device, or in hard copy form.

However, the use of cell phones and Ipods will be permitted during lunch. Cell phones and Ipods are not to be used during class unless permission is granted by the teacher for academic reasons. A student may be permitted to use a cell phone with written consent from the administration and after normal school hours for extracurricular activities. Students using a cell phone or other communication devices during the school day, without proper permission are subject to the following consequences:

- 1st offense – Confiscation of device for 1 day and verbal warning from principal.**
- 2nd offense – Confiscation of device for 3 days and one day of detention.**
- 3rd offense – Confiscation of device for 5 days and loss of exemption.**
- 4th offense - Confiscation of device for the remainder of the 9 wks and 5 days of ISS**
- 5th offense - Confiscation of device for the remainder of the semester and 5 days of OSS**

Running, Boisterous Play.

Students will refrain from running, pushing, shoving, and boisterous play in or near the school building.

Stealing.

A student shall not steal or attempt to steal property belonging to the school or public or private property while under the jurisdiction of the school. A student shall not steal or attempt to steal property belonging to another student, employee, or person associated with the school.

Student Newspaper.

Students must refrain from printing anything in the school newspaper which might contain obscene language or libelous materials.

Violence. No student shall use violence, force, noise, coercion, threat, intimidation, harassment, fear, passive resistance, or any other conduct intentionally or unintentionally to cause a disruption. Act 888 of 1995 requires all felonies or other violent criminal acts be reported to the appropriate local law enforcement.

Vulgarity, Indecency.

A student shall abstain from vulgar, indecent or immoral acts.

4.22 Weapons and Dangerous Instruments.

Definitions

"Firearm" means any device designed, made, or adapted to expel a projectile by the action of an explosive or any device readily convertible to that use.

"Possession" means having a weapon on the student's body or in an area under the student's control.

"Weapon" means any:

- Firearm;
- Knife;
- Razor;
- Ice pick;
- Dirk;
- Box cutter;
- Nunchucks;
- Pepper spray, mace, or other noxious spray;
- Explosive;
- Taser or other instrument that uses electrical current to cause neuromuscular incapacitation; or
- Any other instrument or substance capable of causing bodily harm.

No student, except for Military personnel (such as ROTC cadets) acting in the course of their official duties or as otherwise expressly permitted by this policy, shall possess a weapon, display what appears to be a weapon, or threaten to use a weapon before or after school while:

- In a school building;
- On or about school property;
- At any school sponsored activity or event;
- On route to or from school or any school sponsored activity; or
- Off the school grounds at any school bus stop.

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

Except as permitted in this policy, students found to be in possession on the school campus of a firearm shall be recommended for expulsion for a period of **not less than one (1) year**. The superintendent shall have the discretion to modify such expulsion recommendation for a student on a case-by-case basis.¹

Parents or legal guardians of students expelled under this policy shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a firearm on school property.² Parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to readmitting the student. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a firearm policy violation shall also be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a firearm on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

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

The district shall report any student who brings a firearm to school to the criminal justice system or juvenile delinquency system by notifying local law enforcement.

Exception to knife policy:

Students in grades 9-12 are allowed to carry a folding pocket knife (no fixed blade) with no more than a 3 inch blade. However, students are not to have pocket knives out unless under the direct supervision of an employee of the school district (such as in Agri classes or science labs).

Offenses:

- 1st - Verbal warning - knife confiscated and parent/guardian contacted
- 2nd - ISS - knife confiscated, parent/guardian contacted, student loses privilege to carry a knife
- 3rd - OSS - knife confiscated, parent/guardian contacted

If a student shows harmful intent the knife will be confiscated and the student will receive out of school suspension with the possibility of expulsion.

If a student has a knife other than what has been stated as allowable, the student may receive out of school suspension with the possibility of expulsion.

Rollerblades/Skateboards. Students shall not rollerblade, roller-skate or skateboard on school grounds at anytime, whether during or after school hours, including all outdoor and indoor recess periods. For purposes of this ban, school grounds shall include all school buildings, parking lots, paths, playgrounds, and stairways leading to school building entrances. Students on roller blades or roller skates shall remove such equipment before entering school grounds. Students or skateboards shall dismount before entering school grounds. Students choosing to carry rollerblades, roller-skates, or skateboards onto school grounds shall promptly store such equipment in lockers or other approved storage areas.

Tobacco Students are not permitted to possess, smoke or use tobacco in any form, including electronic cigarettes or vaping devices on the school grounds, in school buildings, when riding school buses to and from school or school-sponsored trips. Students caught using or possessing tobacco in any form are subject to the following consequences:

- 1st Offense-** Corporal Punishment or ISS
- 2nd Offense-** 3 day's suspension with mandatory parent conference before student may return to school
- 3rd offense-** 5 days suspension with mandatory parent conference before student may return to school

Vaping - Students are not allowed to possess, use, buy or sell, vapes or vaping paraphernalia on school grounds, in school buildings, when riding school buses to and from school or on school-sponsored trips. Disciplinary actions for vaping incidents may fall under the tobacco policy or the drug policy depending on the situation. In addition, students caught in the act of vaping on school property may be issued a ticket by the School Resource Officer, as smoking/vaping on school grounds is against Arkansas State Law."

Illegal Substances. A student shall not possess, buy, sell, use, transmit, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, or other controlled substance as defined in Act 590 of 1971 of the State of Arkansas, or beverage containing alcohol or intoxicant of any kind. (See Drug and Alcohol Policy 4.24)

Removal from Class. In compliance with Act 1281 of 1999, if a teacher removes a student from class twice during any nine week grading period, the principal may not return the student to the teacher's class unless a conference is held for the purpose of determining the cause of the problem, and a possible solution, and with the following individuals present:

- (a) Principal (b) the teacher (c) the school counselor (d) the parents of the student (e) the student if appropriate.
- Failure of the parents to attend the conference provided shall not prevent it from being held nor prevents any action being taken as a result of that conference.

The responsibility for a student's conduct rests with the parents/legal guardian and the individual student. The principal has the authority to administer any disciplinary action approved by the school board necessary to ensure the safety and well being of all students. This administration will take whatever steps that are necessary to enforce the policies of the school district and include, if necessary, the involvement of the appropriate law enforcement or juvenile authorities.

DRESS AND GROOMING

1. Student Dress. The purpose of this policy is to help prepare the students of Valley Springs Schools in their transition from student to employee. Students are expected to maintain a neat and clean appearance during the school day and at all School activities. As a general rule, any student who wears an article of clothing or manner of hair style or make-up determined by teachers and principals to be disruptive of the learning environment or hazardous to the health and safety of the child and/or teacher shall not be allowed. The primary guide in determining what is or is not appropriate is the extent to which such dress or grooming attracts undue attention in the classroom or school.

2. Clothing Not Allowed. In addition to the general guidelines given above, the following is a list of specific clothing that will not be permitted:

- a. State law prohibits, clothing which partially or totally exposes the student's undergarments. The waist and top portion of boxer shorts and briefs, bra straps and bra sides should not show.
- b. Clothing should not be worn if it is revealing to the point of distraction. For example, halters, bare midriffs, low cut blouses, see-through blouses, bicycle shorts, and clothing that is too tight should not be worn.
- c. Shirts must have sleeves. No tank tops, tube tops, or muscle shirts. Shirt hems should extend well below the waist of pants/shorts/skirts whether in a sitting or standing position. Midriffs should not be visible with arms raised above the head.
- d. Shorts, skirts, and dresses should be mid-thigh length. (A reliable guide of whether a garment is "mid-thigh length" is if it reaches the tips of the fingers when the student is standing straight with his/her hands held straight down. Leggings/tights may be worn with dresses, skirts, or shirts of appropriate length.
- e. No student may wear clothing with holes above the knees.
- f. No clothing should be worn that advertises any product or activity that is considered damaging to a person's health: for example, tobacco, alcohol, drugs, vulgarity, obscenity, profanity, sexually explicit or suggestive messages, etc.
- g. No hats, caps, and /or sunglasses will be worn in the building. Bandannas are prohibited on campus at all times.
- h. Chains will not be worn on clothing or carried to school.
- i. Intentional sagging or excessively baggy clothing will not be permitted.
- j. All students shall wear shoes to school and to school-sponsored or school-related activities.
- k. Pajamas and house shoes or slippers are not allowed.
- l. All tattoos must be covered and hidden from view.
- m. Single discrete piercings on the side of the nose and earrings will be permitted, unless distracting to others. Piercings of eyebrows, lips, etc....are not allowed.

This is not an all-inclusive list. Clothing and accessories deemed inappropriate or inconsistent with acceptable workplace attire will be prohibited by administration.

Consequences:

- a. **1st offense** – Warning. Student will be allowed to change clothes and parents will be called.
- b. **2nd offense** – Detention. One day of detention will be assigned.
- c. **3rd offense** – ISS. One day of ISS will be assigned.
- d. **4th offense** – Determined by administrator.

4.19 BUS CONDUCT

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

The preceding paragraph also applies to student conduct while on school buses. Students shall be instructed in safe riding practices.¹ The driver of a school bus shall not operate the school bus until every passenger is seated. In addition to other disciplinary Disciplinary measures provided for violations of the District's Student Code of Conduct, for problems related to bus behavior shall include suspension or expulsion from school, or suspending or terminating the student's bus transportation privileges may be suspended or terminated for violations of the Student Code of Conduct related to bus behavior. Transporting students to and from school who have lost their bus transportation privileges shall become the responsibility of the student's parent or legal guardian.

Students are eligible to receive district bus transportation if they meet the following requirements.² The transportation to and from school of students who have lost their bus transportation privileges is the responsibility of the student's parent or guardian.

1. Responsibility. While the Valley Springs Public School offer, as needed, a system of pupil transportation, it also requires parents of students to accept responsibility of supervision until such time as the child boards the bus in the morning and after the child leaves the bus at the end of the school day. Only after the child boards the bus does he become the responsibility of the school district. Such responsibility shall end when the child is discharged at the regular bus stop at the close of the school day.

2. Behavior. Since the bus is an extension of the classroom, children are expected to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Specifically, they should:

- a. Follow the bus driver's directions
- b. Stay in seat
- c. Keep all parts of your body in the bus.
- d. No pushing, shoving, cussing, or fighting at any time.
- e. No eating, drinking, smoking, dipping, or spitting.
- f. Keep hands, feet and objects to yourself.
- g. Students are required to obtain a note signed by their parent, before riding a different route or getting off at another stop other than their own. In the case of an emergency, parents may call the school with their request. If a bus driver refers a student to the principal the following procedure will be followed.

1st consequence -- If the principal feels that an infraction of the rules caused an unsafe situation, the child will receive 3 swats or 3 days suspension from the bus.

2nd consequence -- The student will be suspended from the bus for 5 days.

3rd consequence -- The student will be suspended from the bus for the remainder of the semester.

All other school rules apply while students are on the bus.

MOTOR VEHICLES (PRIVATE)

1. Traffic and Vehicle Regulations - a 15 mph speed limit on vehicles is enforced on the Valley Springs School campus at all times for the safety of school patrons. Drivers will observe safety and courtesy in their driving habits, park in the designated parking area, and will not sit in, loiter near, and are not to return to their vehicles for any reason unless given permission to do so by the principal's office, nor drive their cars during regular school hours without permission. Driving in a reckless or hazardous manner at any time on the school campus is definitely prohibited.

2. Vehicle Registration - All student drivers must present a valid driver's license, proof of insurance, purchased a school issued parking permit at the cost of \$4.00, and filled out school registration forms in the principal's office, before students may bring vehicles on campus. Vehicles driven to school shall be parked in the area designated for student parking. If a student drives more than one car to school, he/she must have both vehicles registered in the principal's office and obtain permits for each car. Any misuse of a vehicle will result in loss of vehicle use on the Valley Springs School campus. It is understood that there is no expectation of privacy in vehicles on school campus. Drivers of vehicles parked on school campus will be held accountable for illegal substances or any other item prohibited by the Districts policy found in their vehicle. Any student parking a vehicle on campus is granting permission for school or law enforcement authorities to search that vehicle.

3. ATV - All terrain vehicles are not permitted on campus.

BEHAVIOR NOT COVERED

The Valley Springs School District reserves the right to punish behavior which is not conducive to good order and discipline in the schools, even though such behavior is not specified in the preceding written rules.

DISCRIMINATION/504 COMPLIANCE

The Valley Springs School District offers all educational opportunities without regard to race, color, national origin, sex, or handicap. Grievance Officer for Title IV and Title IX is Kellie Shanks, Phone: 302-3053. Building Coordinator for section 504 of the Rehabilitation Act is Kellie Shanks, Phone: 302-3053, email kshanks@valley.k12.ar.us You can request contact information for the District 504 Coordinator by calling the main administration office.

504 CHILD FIND NOTICE

Pursuant to Section 504 of the Rehabilitation Act of 1973, the District has a duty to identify, refer, evaluate and if eligible, provide a free appropriate public education to disabled students. If a student or parent believes that they may qualify for services under Section 504 they are encouraged to contact the 504 Building Coordinator. For additional information about the rights of parents and eligible students, or for answers to any questions you might have about identification, evaluation and placement into Section 504 programs, please contact the High School Building Coordinator, Kellie Shanks, at 302 - 3053. You can request contact information for the District 504 Coordinator by calling the main administration office.

DISTRIBUTION AND DISPLAY OF LITERATURE/PETITIONS

Individuals who wish to distribute petitions; (literature, publications, announcements, newspapers, posters, and communications) must obtain the expressed permission of the school administration before distribution and must comply with the regulations established concerning the time, place, and manner of distribution of materials.

INTERNET USAGE/ACCESS

The use of the Internet to access information can be a valuable tool for students. However, students are to follow district guidelines and directions by the instructor or face suspension or cancellation of their accounts. Other disciplinary policies may apply as appropriate.

4.29—INTERNET SAFETY and ELECTRONIC DEVICE USE POLICY

Definition

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

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

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

Technology Protection Measures

The District is dedicated to protecting students from materials on the Internet or world wide web that are inappropriate, obscene, or otherwise harmful to 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.

MARRIED STUDENTS

Marriage while still in high school is definitely not encouraged. Nonetheless, when marriage is entered into while still in school attendance and prior notification is given the school administration, students will be granted up to five school days as a period of adjustment to their new married state.

FUNDS OF CLASSES AND ORGANIZATIONS

All class, organization, and activity funds are to be deposited in the business office. They will be credited to the proper accounts and receipts given. Funds may not be withdrawn without the approval of the sponsor.

PERIOD OF SILENCE – ACT 576

All public schools shall observe a one (1) minute period of silence at the beginning of the day.

MILITARY DEPENDENTS – ACT 514

Beginning with the 2013-2014 school year, schools will be required to report if a student is a military dependent and resides in the household of a person who is on active duty or serving in the reserve component of a branch of the United States Armed Forces.

EMERGENCY INFORMATION

(Emergency procedures can also be found in the crisis manuals and GO bags provided in each classroom)

1. Fire Drill

- a. There will be at least one fire drill each month when all persons will evacuate the school to a point of 150 feet from the buildings.
- b. The signal for a fire drill will be a series of short blasts of the school bell.
- c. When the signal is given, wait for the confirmation from the office, then WALK (don't run) out the assigned exits, leaving behind books, coats, purses, etc.
- d. Teachers will see that all lights are turned out and that windows and doors are closed as they leave the buildings behind their students. Teachers will be responsible for accounting of students under their supervision. Teachers will take class roll books with them for this purpose.
- e. Evacuation of the buildings will be accomplished in the following manner:

- (1) New High School Building - library, all classrooms and labs should leave through the nearest exit as indicated on the maps posted in each room
 - (2) Digital Learning Center classes will exit through the main doors and the west breezeway entrance.
 - (3) Life Skills and Nurses station will exit onto the front lawn in front of Old Main.
 - (4) Old Gym will evacuate through the southeast front door.
 - (5) Agri Building will exit through the east door.
 - (6) Lunchroom will exit through the south doors. Lunchroom supervisors will be the last to leave.
 - (7) New Gym will exit through the east exits.
 - (8) Band, Art, and Choral Music will exit through the north door, while computer lab, science lab, and home ec will exit through the south door of the Vocational/Fine Arts Bldg.
- *Teachers will wear green hats and take crisis bags with them. Students will answer roll call.

FIRE MARSHALLS

Chief Fire Marshal.....	High School Principal
12th grade.....	Tate Honer and Brock Lippe
11th grade.....	Jackson Burkeen and Cade Wilburn
10th grade.....	Tia Morris and Brinkley Matlock
9th grade.....	Ty Potter and Aidan Carter

2. Tornado Plan

a. Due to the persistent threat of tornadoes in our area of Arkansas, the responsibility for a Tornado Preparedness Plan in our school is to be assumed by the school staff under the leadership of the Fire Marshal Program of the Department of Education.

b. Communications and Tornado Alarms: The superintendent and the principal will be alert to weather conditions and monitor the local radio station for the threat of tornadoes. On the issuance of a tornado warning for this area, the alarm will be sounded and students and school employees will move to the Tornado Plan Areas designated below. The signal for the tornado drill or tornado warning will be a constant blast of the electric bell system and/or manual siren.

- (1) **High School Building:** Students and teachers will move to the hallway or in an area near inside walls. Tornado position is to be achieved.
- (2) **Digital Learning Center:** Students and teachers are to move to the southwest area where solid walls may assist. Tornado position is to be achieved.
- (3) **Agri Building:** Students and teachers will move to the shop storage area and tornado position will be achieved.
- (4) **New Gym:** All students and teachers will move into the room Behind the coaches' offices and assume tornado position.
- (5) **Old Gym:** All students and teachers in the gym will move to the visitors locker room (southwest corner) and assume tornado position.
- (6) **Lunchroom:** Students and teachers will move near the west wall assume tornado position.
- (7) **Home Economics and Business Education and Technology:** should move to the Technology Classroom and assume tornado position.
- (8) **Art and Band:** should move to the Business Department room and assume tornado.
- (9) **Vocational Science Room:** Students and Teachers will move to the Science lab.

3. Earthquake Drill Procedure

The following earthquake drill is an example of standard response actions to take in classrooms. The complete earthquake drill includes post-earthquake building evacuation to a safe, open-space area. In the event of an actual earthquake, building evacuation takes place after the ground stops shaking.

Following the teachers command, students will:

1. Immediately TAKE COVER under desks or tables, and TURN AWAY from windows.
2. Remain in sheltered position for at least 60 seconds.
3. Be silent and listen to instructions.

During the earthquake drill, teachers will:

1. Take Cover
2. Talk calmly to students
3. Review procedure for evacuating classroom in the same manner as fire drill.

SEARCH, SEIZURE AND INTERROGATIONS

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

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

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

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

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

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

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

Personal Search

- a.)** A search of a student's person will be limited to a situation in which the administration has reasonable cause that the student is concealing evidence of an illegal act, contraband, or has violated a school rule.
- b.)** Dangerous items and other items which may be used to disrupt substantially the educational process will be removed from the student's possession and will be reported and transmitted to the proper authorities.
- c.)** Students will be asked for their consent prior to a personal search. A search warrant should be obtained if a 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.
- d.)** This policy shall govern the search of any car or vehicle parked on or adjacent to school property.
- e.)** An adult witness will be present when a personal search is conducted.

SEXUAL HARASSMENT

The Valley Springs School District is committed to providing an academic environment that treats all students with respect and dignity. Student achievement is best attained in an atmosphere of equal educational opportunity that is free of discrimination. Sexual harassment is a form of discrimination that undermines the integrity of the educational environment and will not be tolerated.

The District believes the best policy to create an educational environment free from sexual harassment is prevention; therefore, the District shall provide informational materials and training to students, parents/legal guardians/other responsible adults, and employees on sexual harassment. The informational materials and training on sexual harassment shall be age appropriate and, when necessary, provided in a language other than English or in an accessible format. The informational materials and training shall include, but are not limited to:

- the nature of sexual harassment;
- The District’s written procedures governing the formal complaint grievance process;¹
- The process for submitting a formal complaint of sexual harassment;
- That the district does not tolerate sexual harassment;
- That students can report inappropriate behavior of a sexual nature without fear of adverse consequences;
- The supports that are available to individuals suffering sexual harassment; and
- The potential discipline for perpetrating sexual harassment.

Definitions

“Complainant” means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

“Education program or activity” includes locations, events, or circumstances where the District exercised substantial control over both the respondent and the context in which the sexual harassment occurs.

“Formal complaint” means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting an investigation of the allegation of sexual harassment.

“Respondent” means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

“Sexual harassment” means conduct on the basis of sex that satisfies one or more of the following:

1. A District employee:
 - a. Conditions the provision of an aid, benefit, or service of the District on an individual’s participation in sexual conduct;² or
 - b. Uses the rejection of sexual conduct as the basis for academic decisions affecting that individual;²
2. The conduct is:
 - a. Unwelcome; and
 - b. Determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District’s education program or activity; or
 - c. Constitutes:
 - d. Sexual assault;
 - e. Dating violence
 - f. Domestic violence; or
 - g. Stalking.

“Supportive measures” means individualized services that are offered to the complainant or the respondent designed to restore or preserve equal access to the District’s education program or activity without unreasonably burdening the other party. The supportive measures must be non-disciplinary and non-punitive in nature; offered before or after the filing of a formal complaint or where no formal complaint has been filed; and offered to either party as appropriate, as reasonably available, and without fee or charge. Examples of supportive measures include, but are not limited to: measures designed to protect the safety of all parties or the District’s educational environment, or deter sexual harassment; counseling; extensions of deadlines or other course-related adjustments; modifications of work or class schedules; campus escort services; mutual restrictions on contact between the parties; changes in work or class locations; leaves of absence; and increased security and monitoring of certain areas of the campus.

Within the educational environment, sexual harassment is prohibited between any of the following: students; employees and students; and non-employees and students.

Actionable sexual harassment is generally established when an individual is exposed to a pattern of objectionable behaviors or when a single, serious act is committed. What is, or is not, sexual harassment will depend upon all of the surrounding circumstances and may occur regardless of the sex(es) of the individuals involved. Depending upon such circumstances, examples of sexual harassment include, but are not limited to:

- Making sexual propositions or pressuring for sexual activities;

- Unwelcome touching;
- Writing graffiti of a sexual nature;
- Displaying or distributing sexually explicit drawings, pictures, or written materials;
- Performing sexual gestures or touching oneself sexually in front of others;
- Telling sexual or crude jokes;
- Spreading rumors related to a person's alleged sexual activities;
- Discussions of sexual experiences;
- Rating other students as to sexual activity or performance;
- Circulating or showing e-mails or Websites of a sexual nature;
- Intimidation by words, actions, insults, or name calling; and
- Teasing or name-calling related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct or is homosexual, regardless of whether or not the student self-identifies as homosexual or transgender.

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

- § Discuss the availability of supportive measures;
- § Consider the complainant's wishes with respect to supportive measures;
- § Inform the complainant of the availability of supportive measures with or without the filing of a formal complaint; and
- § explain to the complainant the process for filing a formal complaint.

Supportive Measures

The District shall offer supportive measures to both the complainant and respondent that are designed to restore or preserve equal access to the District's education program or activity without unreasonably burdening the other party before or after the filing of a formal complaint or where no formal complaint has been filed. The District shall provide the individualized supportive measures to the complainant unless declined in writing by the complainant and shall provide individualized supportive measures that are non-disciplinary and non-punitive to the respondent. A complainant who initially declined the District's offer of supportive measures may request supportive measures at a later time and the District shall provide individualized supportive measures based on the circumstances when the subsequent request is received.

Formal Complaint

A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by email. Upon receipt of a formal complaint, a District shall simultaneously provide the following written notice to the parties who are known:

- Notice of the District's grievance process and a copy of the procedures governing the grievance process;
- Notice of the allegations of sexual harassment including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include:

- The identities of the parties involved in the incident, if known;
- The conduct allegedly constituting sexual harassment; and
- The date and location of the alleged incident, if known;

- A statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process;
- That the parties may have an advisor of their choice, who may be, but is not required to be, an attorney;
- That the parties may inspect and review evidence relevant to the complaint of sexual harassment; and
- That the District's code of conduct prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

If, in the course of an investigation, the District decides to investigate allegations about the complainant or respondent that are not included in the previous notice, the District shall simultaneously provide notice of the additional allegations to the parties whose identities are known.

The District may consolidate formal complaints of allegations of sexual harassment where the allegations of sexual harassment arise out of the same facts or circumstances and the formal complaints are against more than one respondent; or by more than one complainant against one or more respondents; or by one party against the other party. When the District has consolidated formal complaints so that the grievance process involves more than one complainant or more than one respondent, references to the singular "party", "complainant", or "respondent" include the plural, as applicable.

When investigating a formal complaint and throughout the grievance process, a District shall:

- Ensure that the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rest on the District and not on the parties;
- Not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege or access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party unless the District obtains the parent, legal guardian, or other responsible adult of that party's voluntary, written consent or that party's voluntary, written consent if the party is over the age of eighteen (18) to do so for the grievance process;
- Provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence;
- Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence;
- Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney, and not limit the choice or presence of advisor for either the complainant or respondent in any meeting or grievance proceeding;
- Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate;
- Provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation ; this includes evidence:
 - § Whether obtained from a party or other source,;
 - § The District does not intend to rely upon in reaching a determination regarding responsibility; and
 - § That is either Inculpatory or exculpatory; and
- Create an investigative report that fairly summarizes relevant evidence.

At least ten (10)³ days prior to completion of the investigative report, the District shall send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy. The parties shall have at least ten (10)³ days to submit a written response to the evidence. The investigator will consider the written responses prior to completion of the investigative report. All evidence subject to inspection and review shall be available for the parties' inspection and review at any meeting to give each party equal opportunity to refer to such evidence during the meeting.

After the investigative report is sent to the parties, the decision-maker shall:

- Provide each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness;

- Provide each party with the answers;
- Allow for additional, limited follow-up questions from each party; and
- Provide an explanation to the party proposing the questions any decision to exclude a question as not relevant. Specifically, questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.

Following the completion of the investigation period, the decision-maker, who cannot be the same person as the Title IX Coordinator or the investigator, shall issue a written determination regarding responsibility. The written determination shall include—

1. Identification of the allegations potentially constituting sexual harassment;
2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including:
 - a. Any notifications to the parties;
 - b. Interviews with parties and witnesses;
 - c. site visits;
 - d. Methods used to gather other evidence,; and
 - e. Hearings held;
3. Findings of fact supporting the determination;
4. Conclusions regarding the application of the District's code of conduct to the facts;
5. A statement of, and rationale for, the result as to each allegation, including:
 - a. A determination regarding responsibility;
 - b. Any disciplinary sanctions imposed on the respondent; and
 - c. Whether remedies designed to restore or preserve equal access to the District's education program or activity will be provided by the District to the complainant; and
6. The procedures and permissible bases for the complainant and respondent to appeal.

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

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

The District shall investigate the allegations in a formal complaint. If the conduct alleged in the formal complaint would not constitute sexual harassment as defined in this policy even if proved; did not occur in the District's education program or activity; or did not occur against a person in the United States, then the District shall dismiss the complaint as not meeting the definition of sexual harassment under this policy. A dismissal for these reasons does not preclude action under another provision of the District's code of conduct.

The District may dismiss the formal complaint or any allegations therein, if at any time during the grievance process:

- The complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein;
- The respondent is no longer enrolled at the District; or
- Specific circumstances prevent the District from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

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

The District may hire an individual or individuals to conduct the investigation or to act as the determination-maker when necessary.

Appeals

Either party may appeal a determination regarding responsibility or from a dismissal of a formal complaint or any allegations therein, on the following bases:

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

For all appeals, the District shall:

1. Notify the other party in writing when an appeal is filed;
2. Simultaneously Provide all parties a written copy of the District's procedures governing the appeal process;
3. Implement appeal procedures equally for both parties;
4. Ensure that the decision-maker⁵ for the appeal is not the same person as the decision-maker that reached the original determination regarding responsibility or dismissal, the investigator, or the Title IX Coordinator;
5. Provide all parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome;
6. Issue a written decision describing the result of the appeal and the rationale for the result; and
7. Provide the written decision simultaneously to both parties.

Confidentiality

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

§ individuals who are responsible for handling the District's investigation and determination of responsibility to the extent necessary to complete the District's grievance process;

§ Submit a report to the child maltreatment hotline;

§ Submit a report to the Professional Licensure Standards Board for reports alleging sexual harassment by an employee towards a student; or

§ The extent necessary to provide either party due process during the grievance process.⁵

Except as listed above, the District shall keep confidential the identity of:

Any individual who has made a report or complaint of sex discrimination;

Any individual who has made a report or filed a formal complaint of sexual harassment;

Any complainant;

Any individual who has been reported to be the perpetrator of sex discrimination;

Any respondent; and

Any witness.

Any supportive measures provided to the complainant or respondent shall be kept confidential to the extent that maintaining such confidentiality does not impair the ability of the District to provide the supportive measures.

Emergency removal⁶

The District may remove a respondent from the District's education program or activity on an emergency basis only after the completion of an individualized safety and risk analysis that determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal. A removed student will be provided with notice and an opportunity to challenge the removal decision immediately following the removal.

Retaliation Prohibited

Students, or the parents/legal guardians/ other responsible adult of a student, who submit a report or file a formal complaint of sexual harassment; testified; assisted; or participate or refused to participate in any manner in an investigation, proceeding, or hearing on sexual harassment shall not be subjected to retaliation or reprisal in any form, including threats; intimidation; coercion; discrimination; or charges for code of conduct violations that do not involve sex discrimination or sexual harassment, arise out of the same facts or circumstances as a report or formal complaint of sex discrimination, and are made for the purpose of interfering with any right or privilege under this policy. The District shall take steps to prevent retaliation and shall take immediate action if any form of retaliation occurs regardless of whether the retaliatory acts are by District officials, students, or third parties.

Disciplinary Sanctions

It shall be a violation of this policy for any student to be subjected to, or to subject another person to, sexual harassment. Following the completion of the District's grievance process, any student who is found by the evidence to more likely than not⁷ have engaged in sexual harassment will be subject to disciplinary action up to, and including, expulsion. No disciplinary sanction or other action that is not a supportive measure may be taken against a respondent until the conclusion of the grievance process.

Students who knowingly fabricate allegations of sexual harassment or purposely provide inaccurate facts shall be subject to disciplinary action up to and including expulsion. A determination that the allegations do not rise to the level of sexual harassment alone is not sufficient to conclude that any party made a false allegation or materially false statement in bad faith.

Records

The District shall maintain the following records for a minimum of seven (7) years:

- Each sexual harassment investigation including:
- Any determination regarding responsibility;
- any disciplinary sanctions imposed on the respondent;
- Any remedies provided to the complainant designed to restore or preserve equal access to the District's education program or activity;
- Any appeal and the result therefrom;
- All materials used to train Title IX Coordinators, investigators, and decision-makers;
- Any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment, which must include:
 - The basis for the District's conclusion that its response was not deliberately indifferent; and
 - Document:
 - § If supportive measures were provided to the complainant, the supportive measures taken designed to restore or preserve equal access to the District's education program or activity; or
 - § If no supportive measures were provided to a complainant, document the reasons why such a response was not clearly unreasonable in light of the known circumstances.

ASSAULT

ACT 706 states that provisions shall be made for dealing with students who assault other students or school employees. Behavior that may result in expulsion include, but are not limited to the following:

1. Willfully and intentionally assaulting or threatening to assault or abusing any, teacher, principal, superintendent or other school employee of the school system
2. Using or offering alcoholic beverages or drugs
3. Bringing firearms or weapons to school

ACCIDENTS

All accidents occurring on the school grounds or under the school's supervision should be reported immediately to the principal or superintendent. Everyone is asked to follow normal first-aid rules until proper supervision can arrive. The Valley Springs School is not financially responsible for accidents that may occur on campus.

VIDEO AND AUDIO SURVEILLANCE

The Valley Springs School District 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 cameras shall be based on the presumption and belief that students, staff and visitors have no reasonable expectation of privacy anywhere on or near school property, facilities, vehicles, or equipment, with the exception of places such as rest rooms or dressing areas where an expectation of 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 law shall be retained until the issue of the misconduct is no longer subject to review or appeal as determined by board policy or student handbook; any release or viewing of such records shall be in accordance with current law. Students, who vandalize, damage, disable, or render inoperable surveillance cameras and equipment shall be subject to the appropriate disciplinary action and referred to the appropriated law enforcement authorities.

ADMINISTRATION OF MEDICATIONS IN SCHOOL

"It is the policy of the Board that no drug or medicinal preparation, except for medicines or medications approved for first aid by the Arkansas School First Aid Guidelines, will be administered to a student on any school premises by school personnel unless the student requires the medications to attend school and unless a current valid doctor's prescription and instructions, as well as written request from the child's parents, are received by the school." (See Student Medication Policy)

4.34—COMMUNICABLE DISEASES AND PARASITES

Students with communicable diseases or with human host parasites that are transmittable in a school environment shall demonstrate respect for other students by not attending school while they are capable of transmitting their condition to others. Students whom the school nurse determines are unwell or unfit for school attendance or who are believed to have a communicable disease or condition will be required to be picked up by their parent or guardian. Specific examples include, but are not limited to: Varicella (chicken pox), measles, scabies, conjunctivitis (Pink Eye), impetigo/MRSA (Methicillin-resistant Staphylococcus aureus), streptococcal and staphylococcal infections, ringworm, mononucleosis, Hepatitis A, B, or C, mumps, vomiting, diarrhea, and fever (100.4 F when taken orally).¹ A student who has been sent home by the school nurse will be subsequently readmitted, at the discretion of the school nurse, when the student is no longer a transmission risk. In some instances, a letter from a health care provider may be required prior to the student being readmitted to the school.

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

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

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

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

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

4.57—IMMUNIZATIONS

Definitions

“In process” means the student has received at least one dose of the required immunizations and is waiting the minimum time interval to receive the additional dose(s).

“Serologic testing” refers to a medical procedure used to determine an individual’s immunity to Hepatitis B, Measles, Mumps, Rubella and Varicella.

General Requirements

Unless otherwise provided by law or this policy, no student shall be admitted to attend classes in the District who has not been age appropriately immunized against¹:

- Poliomyelitis;
- Diphtheria;
- Tetanus;
- Pertussis;
- Red (rubeola) measles;
- Rubella;
- Mumps;
- Hepatitis A;
- Hepatitis B;
- Meningococcal disease;
- Varicella (chickenpox); and
- Any other immunization required by the Arkansas Department of Health (ADH).

The District administration has the responsibility to evaluate the immunization status of District students. The District shall maintain a list of all students who are not fully age appropriately immunized or who have an exemption provided by ADH to the immunization requirements based on medical, religious, or philosophical grounds. Students who are not fully age appropriately immunized when seeking admittance shall be referred to a medical authority for consultation.

The only types of proof of immunization the District will accept are immunization records provided by a:

- A. Licensed physician;
- B. Health department;
- C. Military service; ~~or~~
- D. Official record from another educational institution in Arkansas; or

E. An immunization record printed off of the statewide registry with the Official Seal of the State of Arkansas. immunization

The proof of immunization must include the vaccine type and dates of vaccine administration. Documents stating “up-to-date”, “complete”, “adequate”, and the like will not be accepted as proof of immunization. No self or parental history of varicella disease will be accepted as a history of varicella disease must be documented by a licensed physician, advanced practice nurse, doctor of osteopathy, or physician assistant. Valid proof of immunization and of immunity based on serological testing shall be entered into the student’s record.

In order to continue attending classes in the District, the student must have submitted:

- 1) Proof of immunization showing the student to be fully age appropriately vaccinated;
- 2) Written documentation by a public health nurse or private physician of proof the student is in process of being age appropriately immunized, which includes a schedule of the student’s next immunization;
- 3) A copy of a letter from ADH indicating immunity based on serologic testing; and/or
- 4) A copy of the letter from ADH exempting the student from the immunization requirements for the current school year, or a copy of the application for an exemption for the current school year if the exemption letter has not yet arrived.

Students whose immunization records or serology results are lost or unavailable are required to receive all age appropriate vaccinations or submit number 4 above.

Temporary Admittance

While students who are not fully age appropriately immunized or have not yet submitted an immunization waiver may be enrolled to attend school, such students shall be allowed to attend school on a temporary basis only. Students admitted on a temporary basis may be admitted for a maximum of thirty (30) days (or until October 1st of the current school year for the tetanus, diphtheria, pertussis, and meningococcal vaccinations required at ages eleven (11) and sixteen (16) respectively if October 1st is later in the current school year than the thirty (30) days following the student's admittance). No student shall be withdrawn and readmitted in order to extend the thirty (30) day period. Students may be allowed to continue attending beyond the thirty (30) day period if the student submits a copy of either number 2 or number 4 above.

Students who are in process shall be required to adhere to the submitted schedule. Failure of the student to submit written documentation from a public health nurse or private physician demonstrating the student received the vaccinations set forth in the schedule may lead to the revocation of the student's temporary admittance; such students shall be excluded from school until the documentation is provided.

The District will not accept copies of applications requesting an exemption for the current school year that are older than two (2) weeks based on the date on the application. Students who submit a copy of an application to receive an exemption from the immunization requirements for the current year to gain temporary admittance have thirty (30) days from the admission date to submit either a letter from ADH granting the exemption or documentation demonstrating the student is in process and a copy of the immunization schedule. Failure to submit the necessary documentation by the close of the thirty (30) days will result in the student being excluded until the documentation is submitted.

Exclusion From School

In the event of an outbreak, students who are not fully age appropriately immunized, are in process, or are exempt from the immunization requirements may be required to be excluded from school in order to protect the student. ADH shall determine if it is necessary for students to be excluded in the event of an outbreak. Students may be excluded for no fewer than twenty-one (21) days or even longer depending on the outbreak. No student excluded due to an outbreak shall be allowed to return to school until the District receives approval from ADH.

Students who are excluded from school are not eligible to receive homebound instruction unless the excluded student had a pre-existing IEP or 504 Plan and the IEP/504 team determines homebound instruction to be in the best interest of the student. To the extent possible, the student's teacher(s) shall place in the principal's office a copy of the student's assignments:

- for the remainder of the week by the end of the initial school day of the student's exclusion; and
- by the end of each school's calendar week for the upcoming week until the student returns to school.²

It is the responsibility of the student or the student's parent/legal guardian to make sure that the student's assignments are collected.

Students excluded from school shall have five (5) school days from the day the student returns to school to submit any homework and to make up any examinations. State mandated assessments are not included in "examinations" and the District has no control over administering state mandated make-up assessments outside of the state's schedule. Students shall receive a grade of zero for any assignment or examination not completed or submitted on time.³

Annually by December 1, the District shall create, maintain, and post to the District's website a report that includes the following for each disease requiring an immunization under this policy:

- The number of students in the District that were granted an exemption by the Department of Health from an immunization;
- The percentage of students in the District that were granted an exemption by the Department of Health from an immunization; ~~and~~
- The number of students within the District who have failed to provide to the public school proof of the vaccinations required and have not obtained an exemption from ADH;
- The percentage of students within the District who have failed to provide to the public school proof of the vaccinations required and have not obtained an exemption from ADH; and
- The percentage of a population that must receive an immunization for herd immunity to exist.

4.41—PHYSICAL EXAMINATIONS 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 rights 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.

4.49—SPECIAL EDUCATION

The district shall provide a free appropriate public education and necessary related services to all children with disabilities residing within the district, **as** required under the Individuals With Disabilities Education Act ("IDEA"), Section 504 of the Rehabilitation Act of 1973, the Americans With Disabilities Act, and Arkansas Statutes.

It is the intent of the district to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated and provided with appropriate educational services. Students may be disabled within the meaning of Section 504 of the Rehabilitation Act even though they do not require services pursuant to the IDEA.

For students eligible for services under IDEA, the District shall follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities provided in **the** state and federal statutes **which govern governing** special education. Implementation of an Individualized Education Program (IEP) in accordance with the IDEA satisfies the district's obligation to provide a free and appropriate education under Section 504.

The Board directs the superintendent to ensure procedures are in place for the implementation of special education services and that programs are developed to conform to the requirements of state and federal legislation. The superintendent is responsible for appointing a district coordinator for overseeing district fulfillment of its responsibilities regarding students **with disabilities**.¹ Among the coordinator's responsibilities shall be ensuring district enforcement of the due process rights of students **with disabilities** and their parents.

NOTIFICATION OF PUPIL RIGHTS

Valley Springs School District's Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)-
 1. Political affiliations or beliefs of the student or student’s parent;
 2. Mental or psychological problems of the student or student’s family;
 3. Sex behavior or attitudes;
 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged relationships such as with lawyers, doctors, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or parents; or
 8. Income, other than as required by law to determine program eligibility.
- *Receive notice and an opportunity to opt a student out of*-
 1. Any other protected information survey, regardless of funding;
 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
 3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- *Inspect*, upon request and before administration or use-
 1. Protected information surveys of students;
 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 3. Instructional material used as part of the education curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

Valley Springs School District has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Valley Springs School District will directly notify parents of these policies at least annually at the start of each school year and after any students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of such activities and surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5901

Valley Springs School District’s Notification of Rights under FERPA

The Family Education Rights and Privacy Act (FERPA) afford parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. These rights are:

- (1)** The right to inspect and review the student’s education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- (2)** The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate. Parents or eligible students may ask the School to amend a record that they believe is inaccurate. They should write the School principal (or appropriate school official), clearly identify the part of the record they want changed, and specify why it is inaccurate. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- (3)** The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorized disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit

personnel); a person serving on the School Board; a person or company with whom the School has contracted 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. 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.

- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office

U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

ACADEMICS

GRADING, TESTING, AND GRADE REPORTING

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

Teachers will arrive at the student's grade by the use of at least one weekly test and/or other accepted procedure. A comprehensive test will be given at the end of each quarter and semester. The grading scale is as follows: A=90-100, B=80-89, C=70-79, D=60-69, F=59 or below. **For GPA calculation the following scale will be used A=4, B=3, C=2, D=1, F=0; for AP, the weighted scale is as follows: A=5, B=4, C=3, D=2, F=0.**

Progress reports will be sent to parents/guardians after the fifth week of each quarter. All parents and students are encouraged to access (HAC) Home Access Center for grade updates and assignments. Students will receive these activation codes from the high school office.

Grades at the quarter and semester are posted from each teachers class roll. Grade cards are printed from the computer and mailed to a student's parent/guardian for the 1st Quarter, 2nd Quarter, 1st Semester, 3rd Quarter, 4th Quarter and 2nd Semester. Parent/Teacher conferences will be held at the 7th week of the first semester and the 11th week of the second semester, with progress reports being distributed at that time. Parents are encouraged to attend these conferences, after which, any remaining progress reports will be mailed. All fines and charges must be cleared to receive grade reports. Parents should sign and return grade cards to the school except the final grade card for the year.

HOMEWORK POLICY

The objective of homework is to assist and improve a student's learning. Homework is to be reasonable in length, directly related to classroom work, well-defined in advance by the teacher, understood by the student, corrected and returned to the student, and non-punitive. It is the student's responsibility to complete homework. It is the parent's responsibility to support this portion of the educational program by encouragement and involvement with the student.

The types of homework assignments and length should vary according to the student's grade level.

1. Grades 9-12 (60 minutes to 90 minutes as needed.)
 - a. Homework refines the ability to apply, analyze, synthesize, and evaluate facts and concepts.
 - b. Homework enhances comprehension of complex subject matter independently.
 - c. Homework sustains acceptable academic skills.
 - d. Homework sustains self-creativity.

MAKE-UP POLICY

It is the responsibility of the student to find out what work has been missed and to make arrangements with the teacher to make up work. The student will be allowed to make up work from an excused absence if he/she makes arrangements with the teachers to do so immediately upon returning to class. When one day of school has been missed the student will be expected to take any previously planned quiz or test on the day the student returns. Otherwise, the student will be allowed one day for each day missed to get the make up work done. The kind of make-up assigned will be left to the discretion of the teacher, although it should be appropriate.

Students with disciplinary suspensions will be denied make-up work for credit.

A student who misses classes for a school sponsored or school-sanctioned activity (such as 4-H participation in county and state events, or college day) will not be considered absent. The student is to arrange with his teachers for make-up work in advance and be prepared to resume work with the rest of the class upon his/her return.

Students who miss school due to an excused absence shall be allowed to make up the work they missed during their absence under the following rules.

1. Students are responsible for asking the teachers of the classes they missed what assignments they need to make up.
2. Teachers are responsible for providing the missed assignments when asked by a returning student.
3. Students are required to ask for their assignments on their first day back at school or their first class day after their return.
4. Make-up tests are to be rescheduled at the discretion of the teacher, but must be aligned with the schedule of the missed work to be made up.
5. Students shall have one class day to make up their work for each class day they are absent.
6. Make-up work which is not turned in within the make-up schedule for that assignment shall receive a zero.
7. Students are responsible for turning in their make-up work without the teacher having to ask for it.
8. Students who are absent on the day their make-up work is due must turn in their work the day they return to school whether or not the class for which the work is due meets the day of their return.
9. There is no makeup work for unexcused absences.

LIBRARY

The library is open during regularly scheduled class periods. Students are dismissed to the library using the printed "library pass." All books, except overnight materials are checked out for two weeks. No magazines are checked out.

If a student keeps a book(s) out of circulation for an extended period of time, further library check outs will be denied to that student until the overdue book(s) has been returned or the library has been compensated for the book(s).

If a book is damaged, a binding fee will be charged. A replacement fee will be charged for excessive damage or loss library materials.

ALTERNATIVE SCHOOL

The Valley Springs School District, in an effort to provide for all the needs of the students establishes an alternative educational environment for students who have a need for this type of educational environment.

The purpose of the Valley Springs Alternative School is to establish an alternative educational program for students grades 1 through 12, who have been identified by the professional and administrative staff as being educationally at risk.

COLLEGE COURSES/CONCURRENT COURSES

A student, who has successfully completed the eighth grade, may attend college at a community college or a four-year institution. Students, who successfully complete the college courses, will receive dual credit for such courses. However, courses used toward completing state graduation requirements must be approved in advance.

4.55—STUDENT PROMOTION AND RETENTION

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

At least once each semester, the parents and teacher(s) of a student in kindergarten through eighth (8th) grade shall be notified in writing of the student's independent grade-level-equivalency in reading.

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

Promotion or retention of students, or their required retaking of a course shall be primarily based on the following criteria.¹ If there is doubt concerning the promotion or retention of a student or his/her required retaking of a course, a conference shall be held before a final decision is made that includes the following individuals:

- a. The building principal or designee;
- b. The student's teacher(s);
- c. School counselor;

- d. A 504/special education representative (if applicable); and
- e. The student's parents.

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

Beginning with the 2018-2019 school year, each student² shall have a student success plan (SSP) developed by school personnel in collaboration with the student's parents and the student that is reviewed and updated annually. A student's SSP shall use multiple academic measures to personalize learning in order for students to achieve their grade-level expectations and individual growth. The SSP will identify if the student is in need of additional support or acceleration. Academic measures to be used in creating and updating a student's SSP shall include, but are not limited to:

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

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

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

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

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

An SSP shall be created:

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

At Valley Springs High School, all students have an SSP in the form of a "4 year Digital Plan." The plan is established at the end of 8th grade and updated each semester with the help of the students CAT advisor.

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

Students who either refuse to sit for a Statewide assessment or attempt to boycott a Statewide assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are originally administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular activity, including school dances, prom, homecoming, senior events, and may be prevented from walking or participating in graduation exercises. The student shall remain ineligible to participate until the student takes the same or a following Statewide assessment, as applicable, . The Superintendent or designee may waive this paragraph's provisions when the student's failure was due to exceptional or extraordinary circumstances.³ Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.⁶⁴

STUDENT CLASSIFICATION

High school students will be classified as to grade or class as follows:

- Passed eighth grade promotes to 9th Grade**
- Minimum of Five (5) Academic Credits promotes to 10th Grade**
- Minimum of Eleven (11) Academic Credits promotes to 11th Grade**
- Minimum of Seventeen (17) Academic Credits promotes to 12th Grade**

REQUIREMENTS FOR GRADUATION

1. A total of at least 23 units earned in grades nine through twelve shall be required for high school graduation. Only one of these units may be physical education.
2. A unit of credit shall be defined as the credit given for a course which meets for the equivalent of a regular school period each day for a full school year.
3. Students are to complete the following curriculum to meet state graduation requirements.

4 English (9, 10, 11, & 12)

4 Math (Algebra I & II and or Algebra A and B, Geometry and or Geometry A and B, Pre AP Calculus,)

3 Science (Biology, Chemistry, Physical Science, Environmental Science, Anatomy/Physiology and or Physics)

3 Social Studies (American History-required, World History, Civics/Economics)

1/2 Personal Communication

1/2 Health, 1/2 PE, 1/2 Fine Arts

***1 Computerized Business Applications (CBA) (is a required graduation credit for Valley Springs School District, except for students enrolled in an IEP for Math.)**

****1 Digital Learning Course for 2018 and below.**

6 Electives

TOTAL 23 UNIT

****Students are required by the State Board of Education to take at least one digital learning course for credit to graduate.**

***Classes 2022 and below are required to take and pass Computer Business Applications for credit to graduate, except for students enrolled in an IEP for Math.**

The physical education requirements must be met by all students enrolled in grades 9-12, unless a doctor's certificate indicating a student is physically unable to participate is presented to the principal's office.

The remaining units required for graduation are to be selected from approved electives. All correspondence and summer course work done while enrolled at Valley Springs must be approved by the administration in writing in advance of enrollment in such work in order that it counts toward graduation requirements.

Graduation Fees and Service: A graduation fee is charged graduating seniors of Valley Springs High School equal to the cost of their cap and gown. Optional graduation services offered through the school include graduation rings, invitations, cards, and memory books. Other graduation materials may be ordered in the fall of the senior year and received by the student well in advance of graduation exercises.

Each student must attain 23 credits to walk at graduation. Correspondence courses for make-up work or to achieve early graduation must be completed by April 15th. Confirmation of a passing grade must be received by the district directly from the correspondence company before credit will be awarded. Concurrent credit and digital courses must be completed before graduation day. Confirmation of a passing grade must be received by the district directly from the concurrent credit or digital provider before credit will be awarded.

Early Graduation:

- (a) Any student, who is enrolled in a public high school in Arkansas, that has earned the number of credits required by the local school district for graduation, shall be eligible to graduate from the high school without regard to the grade level the student is enrolled in at the time such credits are earned. Students with 17 credits at Valley Springs School are considered a Senior with senior privileges.
- (b) Candidates for early graduation must inform the counselor of their intentions to graduate early. This must be done in the spring semester of their sophomore year.
- (c) Candidates for early graduation shall be considered members of the Jr. class who are graduating early and shall not have the rights and privileges reserved for members of the senior class.
- (d) Candidates for early graduation shall be considered only after four (4) years of English and Math are successfully completed. This may be accomplished only in their Junior year at Valley Springs High School or by completing College courses.

RANK-IN CLASS AND GRADE POINT CALCULATION

1. Rank-in-class and grade point average is calculated for three and one-half years (grade 9, 10, 11, and the first semester of the senior year).
2. Rank-in-class and grade point average are based on semester grades only.
3. Rank-in-class is placed on records and student transcripts as a fraction with the numerator being the student's rank from the top of the class and the denominator being the number of students in the class. Grade point average is also posted on transcripts to the nearest hundredth.
4. Rank-in-class uses the following scale for determining grade point average: A = 4 points, B = 3 points, C = 2 points, D = 1 point, F = 0 points. Exception to this will be advanced placement courses or state approved honor courses which will use the following scale: A= 5 points, B= 4 points, C= 3 points, D= 2 points, F= 0 points. Quality points will be assigned after taking the AP Exam for that course of study and the instructor must have the proper AP training.

5. Honor Graduates are those student that have attended Valley Springs School for their last 4 semesters and have gained a 3.5 GPA or better during their high school career.

VALEDICTORIAN/SALUTATORIAN

Class of 2021 VALEDICTORIAN: All students with a G.P.A. of 4.0 or above will be eligible for valedictorian if 1)he/she has achieved all A's (each semester) and 2) has completed at least 6 out of 9, of the following required courses: 1) AP English Language & Composition / AP English Literature & Composition, 2) AP Calculus, 3) Honors Algebra 2, 4) AP Government and/or AP US History, 5) two years of the same foreign language, 6) Chemistry, 7) Physics, 8) AP Biology. 9) Pre Calculus. In the event that no student has all A's, the student with the fewest number of B's would be named valedictorian. If no student has a 4.0 GPA the student with the highest-grade average who meets the above requirement shall be the valedictorian. Any variations from the above requirements must have written approval from the administration.

****Beginning with the Class of 2022, Honors Algebra 2 will be removed and AP English III and IV will be seperate items. Students will still have to complete 6 of the 9 courses offered:**

All students with a G.P.A. of 4.0 or above will be eligible for valedictorian if 1)he/she has achieved all A's (each semester) and 2) has completed at least 6 out of 9, of the following required courses: 1) AP English Language and Composition, 2)AP English Literature and Composition, 3)AP Calculus, 4) AP Government and/or AP US History, 5) two years of the same foreign language, 6) Chemistry, 7) Physics, 8) AP Biology. 9) Pre Calculus. In the event that no student has all A's, the student with the fewest number of B's would be named valedictorian. If no student has a 4.0 GPA the student with the highest-grade average who meets the above requirement shall be the valedictorian. Any variations from the above requirements must have written approval from the administration.

SALUTATORIAN: The salutatorian shall be the next highest grade average to the valedictorian and who has completed the courses above and in the event that no student has all A's, the student with the fewest number of B's would be named salutatorian.

A student must have attended Valley Springs School their last two years (4 full semesters) to be eligible for the valedictorian or salutatorian title.

All Valedictorians will have the ranking of one (1).

Students who transfer credit from home school or non-accredited private schools that would apply toward graduation will not be eligible for the valedictorian or salutatorian title.

Curriculum:

1. Gifted and Talented Program: Gifted and Talented students participate in classes in which they receive instructional services different from those normally provided in the regular classroom. Students have the opportunity to work at the level of their abilities and in their area of interest or talent.

2. Course Offerings: Fine Arts- Band, Jazz Band, Choral Music, Art, Drama, and Survey of Fine Arts; **Language Arts-** English 9, 10, 11, 12, AP English Language & Composition, AP English Literature & Composition, Personal Communication, Journalism; **Mathematics-** Algebra I, Algebra II, Algebra III, Algebra A&B, Geometry, Geometry A&B, AP Calculus, Pre-Calculus; **Science-** Biology, Chemistry, Environmental Science, AP Biology, Physics, Anatomy/Physiology, Physical Science; Natural Resources, CASE; Plant Science; **Social Studies-** American History, World History, AP U.S. History, AP Government, WWII, World Geography, Psychology, Sociology, Civics, and Economics w/Personal Finance; **Special Education; Workforce Education - Agri, Business, and Family and Consumer Science; Digital learning (some fees may apply); Concurrent credit (fees apply)**

3. Schedule Changes: Schedule changes must be completed before the start of any semester, except for the fall semester of a student's freshman year. No changes after the start of the semester for upperclassmen allowed. Parental notification is required for schedule changes.

Valley Springs School District is mandated by the Arkansas Department of Education to offer certain classes. Reading, writing, and mathematics shall be incorporated into all curriculum areas. The following courses shall be taught annually for a total of 38 units of study.

Language Arts – 6 units

4 units English

1 unit Personal Communication or ½ unit Oral Communication and ½ unit Drama

1 unit Journalism

(Other options as approved by the Department of Education)

Science – 5 units (Active student participation in laboratory experience is required for a minimum of 20% of instructional time.)

1 unit Biology-Integrated

1 unit Chemistry-Integrated

1 unit Physical Science-Integrated

(Other options as approved by the Department)

Mathematics – 6 units

1 unit Algebra I
1 unit Geometry
1 unit Algebra II
1 unit Pre-Calculus Mathematics to include Trigonometry
(Other options as approved by the Department)

Foreign Language – 2 units of the same language

Fine Arts – 3 ½ units

1 unit Art
1 unit Instrumental Music
1 unit Vocal Music
½ unit Survey of Fine Arts or an advanced Art or an advanced Music course

Computer Applications with emphasis on current applications – 1 unit

Social Studies – 4 units

1 unit American History with emphasis on 20th Century America
1 unit World History
1 unit Civics/Economics
½ unit Arkansas History if not taught in grade 7 or 8
(Other options as approved by the Department)

Health and Safety Education and Physical Education – 1 ½ units

1 unit Physical Education
½ unit Health and Safety Education

****Classes of 2022 and below are required to take and pass Computer Business Applications for credits to graduate, except if completing an IEP for math..**

Career and Technical Education – 9 units of sequenced career and technical education courses (programs of study) representing three (3) occupational areas. In addition to the currently approved programs, districts may develop and request approval for innovative programs of study based on community and student needs.

The course offerings should include appropriate Advanced Placement (AP) courses. Weighted credit/additional quality points for designated AP courses will be contingent upon the teacher completing training as required by the Department and the student taking the applicable AP examinations. AP courses do not count toward the required thirty-eight mandated by the state.

Additional foreign language courses such as Level III and IV of the same foreign language should be included.

4.45.1—SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASSES OF 2021 AND THEREAFTER

All students are required to participate in the Smart Core curriculum unless their parents or guardians, or the students if they are eighteen (18) years of age or older, sign a *Smart Core Waiver Form* to not participate. While Smart Core is the default option, a *Smart Core Information Sheet* and a *Smart Core Waiver Form*¹ will be sent home with students prior to their enrolling in seventh (7th) grade, or when a seventh (7th) through twelfth (12th) grade student enrolls in the district for the first time and there is not a signed waiver form in the student's permanent record. This policy is to be included in student handbooks for grades six (6) through twelve (12) and both students and parents must sign an acknowledgement they have received the policy. Those students not participating in the Smart Core curriculum will be required to fulfill the Core curriculum or the [Alternate Pathway to Graduation](#) requirements of their [when required by their IEP \(when applicable\)](#) to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians prior to the deadline for them to sign and return the waiver form.

While there are similarities between the two curriculums, following the Core curriculum may not qualify students for some scholarships and admission to certain colleges could be jeopardized. Students initially choosing the Core curriculum may subsequently change to the Smart Core curriculum **providing** they would be able to complete the required course of study by the end of their senior year.² Students wishing to change their choice of curriculums must consult with their counselor to determine the feasibility of changing paths.

This policy, the Smart Core curriculum, and the courses necessary for graduation shall be reviewed by staff, students, and parents as part of the annual school district support plan development process³ to determine if changes need to be made to better serve the needs of the district's students. The superintendent, or his/her designee, shall select the composition of the review panel.

Sufficient information relating to Smart Core and the district's graduation requirements shall be communicated to parents and students to ensure their informed understanding of each. This may be accomplished through any or all of the following means:⁴

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

Administrators, or their designees, shall train newly hired employees, required to be licensed as a condition of their employment, regarding this policy. The district's annual professional development shall include the training required by this paragraph.⁵

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

GRADUATION REQUIREMENTS

The number of units students must earn to be eligible for high school graduation is to be earned from the categories listed below. A minimum of twenty-two (22) units is required for graduation for a student participating in either the Smart Core or Core curriculum. In addition to the twenty-two (22) units required for graduation by the Arkansas Department of Division of Elementary and Secondary Education (ADESE), the district requires an additional __ units to graduate for a total of __ units. The additional required units may be taken from any electives offered by the district.⁶ There are some distinctions made between Smart Core units and Graduation units. Not all units earned toward graduation necessarily apply to Smart Core requirements.

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

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

Digital Learning Courses

The District shall offer one or more digital learning course(s) through one or more District approved provider(s) as either a primary or supplementary method of instruction. The courses may be in a blended learning, online-based, or other technology-based format.⁷ In addition to the other graduation requirements contained in this policy, students are required to take at least one (1) digital learning course for credit while in high school.

Personal and Family Finance

In tenth (10th), eleventh (11th), or twelfth (12th) grade, all All students shall receive credit in a course covering the Personal and Family Finance Standards in order to graduate.

SMART CORE: Sixteen (16) units

English: four (4) units – 9th, 10th, 11th, and 12th

Personal Communication: one-half (½) unit

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

- 1) Algebra I or Algebra A & B* which may be taken in grades 7-8 or 8-9;
- 2) 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.

- 3) Algebra II; and
- 4) The fourth unit may be either:
 - A math unit approved by ADESE beyond Algebra II; or
 - A computer science flex credit may be taken in the place of a fourth math credit.

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

One unit of Biology; and either:

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

- Physical Science;
- Chemistry;
- Physics; or

One unit from the three categories above and a computer science flex credit may be taken in the place of a third science credit.

- a. DESE approved biology – 1 credit;
- b. DESE approved physical science – 1 credit; and
- c. A third unit that is either:
 - o An additional science credit approved by DESE; or
 - o A computer science flex credit may be taken in the place of a third science credit.

Social Studies: three (3) units

- Civics - one-half (½) unit
- World History - one unit
- American History - one unit
- Other social studies – one-half (½) Unit

Physical Education: one-half (½) unit

Note: While one-half (½) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (½) unit

Economics – one half (½) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.⁸

Fine Arts: one-half (½) unit

CAREER FOCUS: - Six (6) units

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

A student who enlists in a branch of the United States Armed Forces or the National Guard through the military delayed entry program, the National Guard Split Training Option, or other similar early entry program and completes basic training before graduating from high school shall receive two (2) units of the Career Focus graduation requirements.

A student who completes at least seventy-five (75) clock hours of documented community service in grades nine (9) through twelve (12) at any certified service agency or a part of a service-learning school program shall receive one (1) Career Focus credit.⁹

CORE: Sixteen (16) units

English: four (4) units – 9th, 10th, 11th, and 12th

Personal Communication: one-half (½) unit

Mathematics: four (4) units

- Algebra or its equivalent* - 1 unit
 - Geometry or its equivalent* - 1 unit
 - All math units must build on the base of algebra and geometry knowledge and skills.
 - (Comparable concurrent credit college courses may be substituted where applicable)
 - A computer science flex credit may be taken in the place of a math credit beyond Algebra I and Geometry
- * A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four (4) unit requirement.

Science: three (3) units

- at least one (1) unit of biology or its equivalent; and
- Two units chosen from the following three categories:
- Physical Science;
 - Chemistry;
 - Physics; or

One unit from the three categories above and a computer science flex credit may be taken in the place of a third science credit.

- a. DESE approved biology – 1 credit;
- b. DESE approved physical science – 1 credit; and
- c. A third unit that is either:
 - An additional science credit approved by DESE; or
 - A computer science flex credit may be taken in the place of a third science credit.

Social Studies: three (3) units

- Civics one-half (½) unit
- World history, one (1) unit
- American History, one (1) unit
- Other social studies – one-half (½) unit

Physical Education: one-half (½) unit

Note: While one-half (½) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (½) unit

Economics – one half (½) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.⁸

Fine Arts: one-half (½) unit

CAREER FOCUS: - Six (6) units

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

A student who enlists in a branch of the United States Armed Forces or the National Guard through the military delayed entry program, the National Guard Split Training Option, or other similar early entry program and completes basic training before graduating from high school shall receive two (2) units of the Career Focus graduation requirements.

a student who completes at least seventy-five (75) clock hours of documented community service in grades nine (9) through twelve (12) at any certified service agency or a part of a service-learning school program shall receive one (1) Career Focus credit.⁹

****Classes of 2022 and below are required to take and pass Computer Business Applications for credit to graduate from VSHS.**

Digital Learning Courses

The District shall offer one or more digital learning course(s) through one or more District approved provider(s) as either a primary or supplementary method of instruction. The courses may be in a blended learning, online-based, or other technology-based format.⁷ In addition to the other graduation requirements contained in this policy, students are required to take at least one (1) digital learning course for credit while in high school.

VSHS Digital Learning Policy

The Valley Springs High School offers digital learning opportunities through Virtual Arkansas, Virtual Valley, and area colleges. Plans will be written on an individual basis to meet the needs of individual students.

PARENT INVOLVEMENT PLAN SUMMARY

Valley Springs High School recognizes that the responsibility of student success in education is the shared responsibility of the school and parents. To support the education of students, the school and parents must work together to ensure the success of their students. Valley Springs High School acknowledges that engaging parents is essential for student improvement and therefore foster and support parental involvement. The Valley Springs High School Parent Involvement Plan was developed to ensure our commitment to parental involvement in accordance with Act 603 of 2003 and the No Child Left Behind Act of 2001.

The Parent Involvement Plan involves parents of students at all grades in a variety of roles. The administrators and faculty realize the importance of regular and meaningful two-way communication between home and school. To encourage such communication, the school has scheduled two parent-teacher conferences, one during the fall semester and one during the spring semester. The high school also conducts an Open House at the beginning of each school year and has various other avenues and activities for parents to communicate with staff such as email, Home Access Center, and CAPS conferences.

The high school has set up a Parent Center in the vestibule of the counselor's office to encourage, enrich, and support parents in their efforts to be more involved in their student's education. The Parent Center contains books, magazines, and other informative materials regarding responsible parenting. The high school schedules activities such as Freshman Orientation, Financial Aid Workshop, and CAPS conferences to help parents plan their student's future education.

The Valley Springs High School supports the development, implementation, and regular evaluation of the Parent Involvement Program by designating a certified staff member to serve as parent facilitator to help provide training for staff and to promote and encourage a welcoming atmosphere as required by the State Board of Education's Standards of Accreditation of Arkansas Public Schools. A parent survey is distributed at the beginning of each school year for parents to evaluate the program and to promote volunteerism.

Parents may access and view the complete Parent Involvement Plan through the parent center or on the school website www.valley.k12.ar.us and a printed copy is available upon request.

4.56—EXTRACURRICULAR ACTIVITIES – SECONDARY SCHOOLS

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

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

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

“Interscholastic Activities” means athletic or non-athletic/academic activities where students compete on a school vs. school basis.¹

“Intrascholastic Activities” means athletic or non-athletic/academic activities where students compete with students from within the same school.¹

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

Extracurricular Eligibility

The Board believes in providing opportunities for students to participate in extracurricular activities that can help enrich the student’s educational experience. At the same time, the Board believes that a student’s participation in extracurricular activities cannot come at the expense of his/her classroom academic achievement. Interruptions of instructional time in the classroom are to be minimal and absences from class to participate in extracurricular activities shall not exceed one per week per extracurricular activity (tournaments excepted)². Additionally, a student’s participation in, and the District’s operation of, extracurricular activities shall be subject to the following policy. All students are eligible for extracurricular activities unless specifically denied eligibility on the basis of criteria outlined in this policy.

Any student who refuses to sit for a Statewide assessment or attempts to boycott a Statewide assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular activity. The student shall remain ineligible to participate until the student takes the same or a following statewide assessment, as applicable.. The superintendent or designee may waive this paragraph’s provisions when the student’s failure was due to exceptional or extraordinary circumstances.³ Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.⁴

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

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

Interscholastic Activities

Each school in the District shall post on its website its schedule of interscholastic activities, including sign-up, tryout, and participation deadlines, at least one semester in advance of those activities. A hard copy of the schedule shall be available upon request.⁵

ACADEMIC REQUIREMENTS: Junior High

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

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

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

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

ACADEMIC REQUIREMENTS: Senior High

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

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

STUDENTS WITH AN INDIVIDUAL EDUCATION PROGRAM

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

ARKANSAS ACTIVITIES ASSOCIATION

In addition to the foregoing rules, the district shall abide by the rules and regulations of AAA governing interscholastic activities. AAA provides catastrophic insurance coverage for students participating in AAA governed extracurricular activities who are enrolled in school. As a matter of District policy, no student may participate in a AAA governed extracurricular activity unless he or she is enrolled in a district school, to ensure all students are eligible for AAA catastrophic insurance.⁶

Intrascholastic Activities

AAA Governed Activities

Students participating in intrascholastic extracurricular activities that would be governed by AAA if they were to occur between students of different schools shall meet all interscholastic activity eligibility requirements to be eligible to participate in the comparable intrascholastic activity. The District will abide by the AAA Handbook for such activities to ensure District students are not disqualified from participating in interscholastic activities.⁷

Non-AAA Governed Activities

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

VSHS EXTRACURRICULAR ACTIVITIES

Purpose: The various clubs and activities offer an attractive and education climate to round out and fortify the student's classroom program.

Who May Participate: All students have the right to join various clubs and will not be restricted from membership on the basis of race, sex, or other arbitrary criteria.

The Valley Springs School System provides the opportunity for students to participate in a variety of extracurricular organizations and activities. Sponsorship of these activities is provided by the professional school personnel. Events such as parties, banquets, or other activities for special recognition or honoring of these groups shall only be organized by their respective sponsors and with school approval. Students are expected to follow all school rules for student conduct at extracurricular events. Students must be present ½ day to be eligible to participate or attend extracurricular events.

EXTRACURRICULAR ACTIVITIES AND ORGANIZATIONS:

1. Art Club is an organization that promotes interest in and appreciation of graphic and visual arts.
2. Athletics include baseball, basketball, golf, softball, track, tennis, and volleyball teams that compete at the inter-school level.
3. Junior Band and Senior Band are available for instrumental music students.
4. **Cheerleader.**
5. **Homecoming Queen:** The election of the Valley Springs Homecoming Queen will be based solely on the vote of the student body, Grades 7-12. Voting is closed at noon on the day of Homecoming.

6. Miss Valley Springs Beauty Pageant: is held each year and is sponsored by FCCLA. Judges are recommended by FCCLA members and their parents and/or school faculty. Final selection of judges is made by the FCCLA sponsor. Preschool age students must be residents of the school district or children of employees of the school district and school age children must be enrolled in the Valley Springs Schools to enter the pageant. If a girl leaves the Valley Springs School District or transfers to another school district, she must forfeit the title. The first runner-up would assume the title. Married students are ineligible to compete for Miss Valley Springs title. If a student marries during the year she holds the title of Miss Valley Springs, she will automatically forfeit the title. The first runner-up would assume the title. **A student who wins a title will not be eligible to compete in that division again.**

7. National Honor Society is an organization whose purpose is to bring the achievements of outstanding high school students to the attention of their classmates, their parents, and their community. Membership in this chapter will be based upon scholarship, service, leadership, and character. In order to qualify for National Honor Society, a student must not miss more than ten days of the previous year unless under the immediate care of a physician. The selection of a student shall be done by a committee of five high school faculty members. The following selection point system will be used as a guide:

I. Scholarship 40 points possible _____

GPA 3.75 and up	40 points
3.50-3.74	35 points
3.25-3.49	30 points
3.00-3.24	25 points

II. Service and Leadership (Grades 9-12) Previous Year/Years Only

Student Council Officer	5 points
Class Officer/specify	5 points
Organization Officer/Specify	5 points

Activities-Choir, Cheerleaders, Sports, Competitive (Specify), Annual Staff, Newspaper Staff, Student Council Representative, Membership in any active school club, teacher and office aide, band, senior scholars (Officers may not receive additional points for membership in the same organization or extra curricular activity.) one point each Citizenship (subtract 25 points for suspension of student during the year prior to induction) ACT 980 of 1991 requires that a student must be enrolled in a course of study containing the minimum core of high school courses recommended for preparation for post-secondary education as set forth by the State Board of Higher Education to be eligible for membership.

4.12—STUDENT ORGANIZATIONS/EQUAL ACCESS

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

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

All meetings held on school premises must be scheduled and approved by the principal. The school, its agents, and employees retain the authority to maintain order and discipline, to protect the 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's members, nor be restricted by the student's race, religion, sex, national origin, or other arbitrary criteria. Hazing, as defined by law, is forbidden in connection with initiation into, or affiliation with, any student organization, extracurricular activity or sport program. Students who are convicted of participation in hazing or the failure to report hazing shall be expelled.¹

ATHLETIC EVENTS

During athletic events in our gymnasium, Valley Springs students are to remain inside the gym until the event is over. If students must leave, they should leave campus and not return. All necessary facilities and refreshments are provided within the gymnasium for all visitors and students. Students must obey school rules of conduct at all athletic events.

DANCES

Dances are allowed only on very special occasions and by special permission from the administration and the School Board. When attending a school-sponsored dance, students must strictly adhere to the rules set forth by the administration for that dance. In general, students will:

1. Sign up for themselves and their dates in advance.
2. Dress and behave appropriately for a school function.
3. NOT arrive late.
4. NOT bring alcoholic beverages or drugs of any kind onto the premises
5. NOT attend after having consumed alcoholic beverages or drugs of any kind
6. Leave campus immediately after leaving the dance.
7. NOT return to campus after leaving the dance
8. FOLLOW ANY OTHER RULES IMPOSED BY THE ADMINISTRATION FOR THAT PARTICULAR DANCE.

ELIGIBILITY FOR EXTRACURRICULAR ACTIVITIES

Students are encouraged to participate in extracurricular activities as a part of the educational process.

While extracurricular and non-instructional activities have appropriate value in the school program, the district will discourage and control interruptions of instructional time and related absences. Academic progress is the main purpose of our education system.

The Arkansas Activities Association and the Arkansas Department of Education clerks requirements for interscholastic activities.

Senior High: A student must have passed four academic courses the previous semester. Any of these four courses for which concurrent high school credit is earned may be from an institution of higher learning recognized by the Arkansas Department of Education.

NOTE: A student must also meet the ADE regulation of a 2.0 GPA.

An academic course is defined as those courses that meet the following criteria---is a definable course for which class time is scheduled and which can be credited to meet minimum requirements for graduation; is taught by a teacher required to have state certification in the course, and has a course content guide approved by the Arkansas Department of Education.

NOTE: P.E. may be considered an academic course for one full credit within the 21 minimum credits required for graduation by the ADE's educational standards and for eligibility purposes the first time(s) a P.E. grade appears on the transcript in grades 9-12 is when it will be considered an academic course.

1. A student may satisfy the requirement by successfully completing a course(s) failed or course(s) needed or an equivalent course(s) in a summer term(s) or a correspondence course(s) approved by the Arkansas Department of Education for granting credit for graduation requirements.

NOTE: If the identical course(s) is taken in the summer or by correspondence the better grade(s) may be substituted for computing the GPA for the previous semester.

2. Special Education-A student must have earned passing grades in four courses of his I.E.P. for the previous semester.

3. A student may regain or lose academic eligibility the first day of classes in a new semester. Eligibility shall be determined twice per year, once at the beginning of the fall semester (August/September) and once at mid-term (December/January).

4.56.2—EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR HOME SCHOOLED STUDENTS

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

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

Each school in the District shall post on its website its schedule of interscholastic activities, including sign-up, tryout, and participation deadlines, at least one semester in advance of those activities. A hard copy of the schedule shall be available upon request.¹

Home-schooled students whose parents or guardians are legal residents of the school district will be permitted to pursue participation in an interscholastic activity in the student's resident school zone² as permitted by this policy.

Home-schooled students whose parent or legal guardian are not residents of the school district will be permitted to pursue participation in an interscholastic activity in the District if the superintendent of the student's resident district and the superintendent of the District both agree in writing to allow the student to participate in interscholastic activities at the District.

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

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

A student who meets the requirements for eligibility to participate in an interscholastic activity is required to register for no more than one course³ in the District's school where the student is intending to participate in an interscholastic activity.

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

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

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

- standards of behavior and codes of conduct;
- attend the practices for the interscholastic activity to the same extent as is required of traditional students;
- required drug testing;⁴
- permission slips, waivers, physical exams; and
- participation or activity fees.

A homeschooled student who is not a resident of the District may begin participating in interscholastic activities:

- a. Immediately upon being approved for participation for all interscholastic activities other than athletic activities; and
- b. One (1) calendar year after being approved to participate in interscholastic activities that are athletic activities unless the approval is prior to July 1 of the school year the student would have been enrolled in seventh (7th) grade if the student were enrolled in public school.

A homeschooled student who is not a resident of the District and is prohibited under this policy from participating in an interscholastic activity that is an athletic activity for one (1) calendar year may immediately participate in rehearsals, tryouts, practices, auditions, classes, or other endeavors associated with the interscholastic activity.

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

A student who withdraws from an Arkansas Activities Association member school to be home-schooled shall not participate in an interscholastic activity in the resident school district for a minimum of three hundred sixty-five days after the student withdraws from the member school.

DISCIPLINE PROCEDURES

TYPES OF DISCIPLINE

The students are responsible for their conduct that occurs: at any time on the school grounds, off school grounds at a school sponsored function, activity, or event; and going to and from school or a school activity. The principal has the authority to administer any disciplinary action approved by the school board necessary to ensure the safety and well being of all students. This administration will take whatever steps are necessary to enforce the policies of the school district including, if necessary, the involvement of the appropriate law enforcement or juvenile authorities. Penalties for violations of the Student Conduct rules or Administration Policies will range from verbal reprimands for minor offenses to expulsion for major offenses.

Corrective measures for discipline problems shall be determined by the principal, or his designee, the classroom teacher, or other appropriate educational staff member, except where school board action is required. The superintendent is authorized to modify the penalties set forth in the District's student discipline policies on a case-by-case basis.

The District's administrators may also take disciplinary action against a student for off-campus conduct occurring at any time that would have a detrimental impact on school discipline, the educational environment, or the welfare of the students and/or staff and regardless of whether a specific prohibition of the conduct is contained in this handbook. A student who has committed a criminal act while off campus and whose presence on campus could cause a substantial disruption to school or endanger the welfare of other students or staff is subject to disciplinary action up to and including expulsion. Such acts could include, but are not limited to: a felony or an act that would be considered a felony if committed by an adult; an assault or battery; drug law violations; or sexual misconduct of a serious nature. Any disciplinary action pursued by the District shall be in accordance with the student's appropriate due process rights.

LEVELS OF DISCIPLINE

Increasing levels of discipline will be used as corrective measures. However, for severe infractions, any lower level of discipline may be bypassed for more appropriate discipline.

TARDIES:

Tardy Ladder

3rd tardy - 1 day of detention

- 4th tardy - 2 days of detention and parent contact
- 5th tardy - Office referral - 1 day of ISS
- 6th tardy - Office referral - discretion of the administration

Other Infractions:

- 1. Level One: Warning.** The teacher may deliver a verbal warning or the student's name may be written on the board with a system of checks to be employed for increasing measures of discipline.
- 2. Level Two: Detention.** A student may be assigned detention in a supervised Detention Room.

DETENTION ROOM RULES

- a. Detention will be held every Monday through Thursday beginning 5 minutes following the dismissal for the day.
- b. Detention will be assigned in increments of 30 minutes.
- c. When assigned detention, a teacher will fill out a form in triplicate stating the reason for detention and forward the form to the principal's office. One form will be given to the student, one will be returned to the teacher, and one will be filed in the principal's office.
- d. The student will take his/her copy of the form home to be signed by his/her parent/guardian and return with it to detention on the day on which detention is assigned.
- e. The student will begin serving his/her detention on the day assigned. Students arriving after the 5 minute break will not be admitted.
- f. A student will not miss detention for any reason except an excused absence from school unless excused by the principal.
- g. If a student misses detention, an additional 30 minutes will be assessed for each day that he/she has missed. If a student misses detention after accumulating 60 minutes, he/she will receive one day's in-school suspension.
- h. A student must bring and do school work only in order to receive detention credit. Any disruption such as talking or failing to stay on task as determined by the monitor will also cost detention credit.
- i. A student's parent is responsible for his transportation home after he is released from detention. The school is NOT responsible for the student after his/her release from detention.

3. Level Three:

- a. Social Probation - Suspension from Extracurricular Activities.** If appropriate, a student's privilege to participate in all or certain extracurricular activities and school sponsored events may be suspended for a fixed period of time or until certain specified conditions have been fulfilled. Each suspension must be reviewed and approved by the principal and/or superintendent.
- b. Corporal Punishment.** Corporal punishment may be used for behavior, which interferes with the education of others, disrupts the orderly operation of the school, and threatens any individual's well-being, or knowingly violates school rules. Attention to alternative discipline procedures will be given before imposition of corporal punishment.

GUIDELINE FOR ADMINISTERING CORPORAL PUNISHMENT (4.39):

The Valley Springs School Board authorizes the use of corporal punishment to be administered in accordance with this policy by the superintendent or the superintendent's designated staff members who are required to have a state-issued license as a condition of their employment.

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

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

Corporal punishment shall not be used as a form of discipline for a student who is intellectually disabled, no-ambulatory, non-verbal, or autistic.

- 4. Level Four: In School Suspension (ISS).** The primary goal of ISS is to provide continuity of the educational process of students who violate school rules or neglect their responsibility involving the rights of others.

Students are generally assigned ISS on a short term basis ranging from 1 to 15 days. Students who are in ISS will not be counted absent from school. ISS rules include the following:

- (1)** Students will report to ISS before the 1st tardy bell.

- (2) Extra assignments may be given to the students by the ISS supervisor, teacher, or principal.
- (3) The ISS supervisor has the right to inspect materials and books brought to ISS for study purposes. Unauthorized materials may be collected.
- (4) Students are to bring all material necessary to complete their assignments.
- (5) Students may not talk to anyone or get up from their seats without permission.
- (6) Students must have all assignments completed before they return to the classroom.
- (7) All regular school rules apply to ISS.
- (8) Students must follow instructions of the ISS supervisor.
- (9) Students who do not follow ISS rules will be assessed additional disciplinary actions.

5. Level Five: Suspension. State laws and State Board of Education regulations permit local school officials to suspend students who are unwilling to behave in an acceptable manner. Due process must be provided.

4.30—SUSPENSION FROM SCHOOL

Students who are not present at school cannot benefit from the educational opportunities the school environment affords. Administrators, therefore, shall strive to find ways to keep students in school as participants in the educational process. There are instances, however, when the needs of the other students or the interests of the orderly learning environment require the removal of a student from school. The Board authorizes school principals or their designees to suspend students for disciplinary reasons for a period of time not to exceed ten (10) school days,¹ including the day upon which the suspension is imposed. The suspension may be in school or out of school. Students are responsible for their conduct that occurs:

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

A student may be suspended for behavior including, but not limited to, that:

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

Out-of-school suspension (OSS) shall not be used to discipline a student in kindergarten through fifth (5th) grade unless the student's behavior:

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

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

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

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

When possible, notice of the suspension, its duration, and any stipulations for the student's re-admittance to class will be given to the parent(s), legal guardian(s), person(s) with lawful control of the student, person(s) standing in loco parentis, or to the student if age eighteen (18) or older prior to the suspension. Such notice shall be handed to the parent(s), legal guardian(s), person(s) having lawful control of the student, person(s) standing in loco parentis, or to the student if age eighteen (18) or older or mailed to the last address reflected in the records of the school district.

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

It is the responsibility of a student's parents', or legal guardians', person having lawful control of the student, or person standing in loco parentis responsibility to provide current contact information to the district, which the school shall use to immediately notify the parent, or legal guardian, person having lawful control of a student, or person standing in loco parentis upon the suspension of a student. The notification shall be by one of the following means, listed in order of priority:²

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

The district shall keep a log of contacts attempted and made to the parent, or legal guardian, person having lawful control of the student, or person standing in loco parentis.

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

During the period of their suspension, students serving OSS are not permitted on campus except to attend a student/parent/administrator conference or when necessary as part of the District's engagement or access to education program.³

During the period of their suspension, students serving in-school suspension shall not attend or participate in any school-sponsored activities during the imposed suspension.³

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

Suspensions initiated by the Superintendent may be appealed to the Board.

6. Level Six: Expulsion from School. Expulsion is a permanent denial of access to the Valley Springs Public School System. Expulsion may be effected and rescinded only by the School Board.

Behavior that may result in expulsion includes:

- (1) Willfully and intentionally assaulting or threatening to assault or abuse any employee or student of a school system.
- (2) Using, offering for sale or selling alcoholic beverages or illicit drugs.
- (3) Bringing firearms or other weapons on campus.
- (4) Repeat violation of school rules.

4.31—EXPULSION

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

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

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

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

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

The hearing shall be conducted not later than ten (10) school days¹ following the date of the notice, except that representatives of the Board and student may agree in writing to a date not conforming to this limitation.

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

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

Except as permitted by policy 4.22, the Superintendent shall recommend the expulsion of any student for a period of one (1) year for possession of any firearm prohibited on school campus by law. The Superintendent shall, however, have the discretion to modify the expulsion recommendation for a student on a case-by-case basis. Parents, legal guardians, persons having lawful control of a student, or persons standing in loco parentis of a student enrolling from another school after the expiration of an expulsion period for a weapons policy violation shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property.² The parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

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

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

DUE PROCESS

Every student is entitled to due process in every instance of disciplinary action for which the student may be subjected to penalties of suspension or expulsion. (See Ark. State. Ann. 80-1516)

1. Due Process is afforded to students in disciplinary causes of some magnitude such as:
 - a. Suspension
 - b. Expulsion
 - c. Statements removed from student's records
 - d. Clearing one's reputation
2. The United States Supreme Court ruled in 1975 that, for every suspension not exceeding ten days, the student has the right to be accorded the minimum requirements of the due process clause of the Fourteenth Amendment of the Constitution of the United States.
3. Due process procedures must be known to all students and must comply with all state and federal laws. A signed statement of receipt of the Student Handbook shall serve as notice of due process procedures.
4. The principal shall promptly send written notice of the facts warranting a request for expulsion to the superintendent, the parent/guardian, the student, and each member of the School Board. The superintendent shall notify the parent or legally responsible adult and the student of their right to a hearing before the School Board in a written notice delivered to them at least five days before such a hearing. (For reasonable cause parents may request of the superintendent an extension of the date of the hearing, in no case to exceed ten days.) Included in the notification shall be the following:
 - a. The time and place of the hearing, the basis for the expulsion request, the substance of the evidence to be presented, and the procedures to be followed.
 - b. That the student may be represented by parent(s) or other legally responsible adult(s).
 - c. That evidence and testimony shall be permitted.
 - d. That written decision of the School Board shall be sent to the parent (s) or other responsible adult (s) and to the student within three days of the hearing.
5. Where parents (s) notify the School Board, in writing, that they do not desire a hearing, they may so waive their right, and the expulsion may proceed. However, the failure of the student or representative (s) to attend or participate in the hearing shall not prevent the conduct of the hearing.
6. Students may present complaints to teachers or administrative officials. Teachers and administrators shall make themselves available to hear those complaints.
 - a. Any student who feels that conditions of the school and/or decisions made by staff members are not in his/her best interest is, at his/her request, to be afforded a meeting with the principal or his/her designee. The principal's decision is binding, unless overruled.
 - b. If the student is not satisfied that the complaint has been resolved satisfactorily, the student or his/her parent (s) may schedule a meeting involving parent, student, and principal. A letter summarizing the setting forth the results of this meeting and all subsequent meetings at levels c and e (following) shall be provided the parent (s) by the appropriate school authority.
 - c. If the parent (s) or the student is not satisfied that the complaint has been resolved at level b (above), a meeting with the superintendent may be requested in writing immediately. The request must state the reasons for dissatisfaction. The superintendent shall be afforded five working days to resolve the complaint after the conclusion of said meeting.
 - d. Any complaint not resolved after level c shall be reported to the School Board in a letter immediately.
 - e. A complaint not resolved by the superintendent within five working days may be submitted to the School Board for review and final disposition with as little delay as possible.
7. The due process rights of students and parents are as follows:
 - a. Prior to any suspension, the high school principal or his designee shall advise the pupil in question of the particular misconduct of which he/she is accused, as well as the basis for such accusation.
 - b. The pupil shall be given an opportunity at that time to explain his/her version of the facts to the school principal or his designee.
 - c. Written notice of suspension and the reason(s) for the suspension shall be given to the parent of the pupil.
 - d. Any parent(s), or legal guardian of a pupil suspended shall have the right to appeal to the superintendent of schools.

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4.24—DRUGS AND ALCOHOL

An orderly and safe school environment that is conducive to promoting student achievement requires a student population free from the deleterious effects of alcohol and drugs. Their use is illegal, disruptive to the educational environment, and diminishes the capacity of students to learn and function properly in our schools.

Therefore, no student in the Valley Springs School District shall possess, attempt to possess, consume, use, distribute, sell, buy, attempt to sell, attempt to buy, give to any person, or be under the influence of any substance as defined in this policy, or what the student represents or believes to be any substance as defined in this policy. This policy applies to any

student who: is on or about school property; is in attendance at school or any school sponsored activity; has left the school campus for any reason and returns to the campus; or is on route to or from school or any school sponsored activity.

Prohibited substances shall include, but are not limited to, alcohol, or any alcoholic beverage, inhalants or any ingestible matter that alter a student's ability to act, think, or respond, LSD, or any other hallucinogen, marijuana, cocaine, heroin, or any other narcotic drug, PCP, amphetamines, steroids, "designer drugs," look-alike drugs, or any controlled substance.

The sale, distribution, or attempted sale or distribution of over-the-counter (OTC) medications, dietary supplement or other perceived health remedy not regulated by the US Food and Drug Administration, or prescription drugs is prohibited. The possession or use of OTC medications, dietary supplement or other perceived health remedy not regulated by the US Food and Drug Administration, or prescription drugs is prohibited except as permitted under Policy 4.35—STUDENT MEDICATIONS.

Any student who is knowingly and intentionally present where the above substances are being used may be suspended or expelled.

Consequences for Violating the Drug and Alcohol Policy:

- Level 1 Offense** Suspension for 10 days with mandatory parent conference before student may return to school
- Level 2 Offense** Suspension for 10 days and recommendation for expulsion for one semester with mandatory parent conference before student may return to school.
- Level 3 Offense** Suspension for 10 days and recommendation for expulsion for one year with mandatory parent conference before student may return to school.
- Level 4 Offense** Suspension for 10 days and recommendation for permanent expulsion.

**MANDATORY DRUG TESTING
STUDENT DRUG TESTING POLICY
VALLEY SPRINGS SCHOOLS**

MISSION STATEMENT:

The Valley Springs School District recognizes that drug abuse is a significant health problem for students, detrimentally affecting overall health, behavior, learning ability, reflexes, and the total development of each individual. The Valley Springs Board of Education is determined to help students by providing another option for them to say "No". Drug abuse includes, but is not limited to, the use of illegal drugs, alcohol, and the misuse of legal drugs and medications.

DEFINITIONS:

Drug: Any substance considered illegal by Arkansas Statutes or which is controlled by the Food & Drug Administration unless prescribed by a licensed physician.

Activity Programs: Any Activity that meets the guidelines of the Arkansas Activities Association or is a student organization at Valley Springs School. These activities are listed below:

- | | | |
|----------------|------------------|-----------------|
| Art Club | Golf | Senior Scholars |
| Band | Key Club | Softball |
| Baseball | Library Club | Spanish Club |
| Basketball | Math Club | Spanish Honors |
| Cheerleading | Math Club | Speech-Debate |
| Chess Club | Mock Trial | Student Council |
| Choir | Newspaper | Tennis |
| Christian Club | NHS | Track |
| Cross Country | Pep Club | Trap Shooters |
| Drama Club | Photography Club | Volleyball |
| FBLA | Quiz Bowl | Yearbook |
| FFA | Rapid Response | YEN |
| FHA | Robotics | |
| Fire Marshalls | Science Club | |

Other activities which are included in the testing group are clubs or organizations which may be formed at a later date or any other extracurricular activity such as proms, dances, class field trips, etc. Any student operating or possessing a vehicle on campus is also considered a participant of an extracurricular activity.

School Year: From the first day of classes in the fall, unless the activity begins prior to the first day of classes, in which event, from the first day of practice through the last day of classes in the spring.

POLICY STATEMENT: Valley Springs School District ("the district") is conducting a mandatory drug-testing program for students. Its purpose is threefold: (1) to provide for the health and safety of students in all Activity Programs grades 7-12; (2) to undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use illegal drugs; and (3) to encourage students who use drugs to participate in drug treatment programs.

PROCEDURES FOR STUDENTS: Consent: Each student wishing to participate in any activity program and the student's custodial parent or guardian shall consent in writing to drug testing pursuant to the District's drug testing program. Written consent shall be in the form attached to this policy as FORM A. No student shall be allowed to participate in any activity program absent such consent. Parents or guardians shall have ten (10) school days to sign and return FORM A to their student's respective office to assure the student's eligibility to participate.

Students not involved in activities may be allowed to voluntarily participate in the testing pool with a consent form signed by the parent.

Student Selection: At the option of the district, all students in activity programs may be drug tested at the beginning of the school year. In addition, random testing will be conducted during the school year. Selection for random testing will be by lottery drawing from a "pool" of all students participating in activity programs in the district at the time of the drawing. The superintendent shall take all reasonable steps to assure the integrity, confidentiality and random nature of the selection process including, but not necessarily limited to, assuring that the names of all participating students are in the pool, assuring that the person drawing names has no way of knowingly choosing or failing to choose particular students for the testing, assuring that the identity of students drawn for testing is not known to those involved in the selection process and assuring direct observation of the process by the least intrusive means possible while assuring brevity and privacy.

SAMPLE COLLECTION: Samples will be collected at a mutually convenient time on the same day the student is selected for testing or if the student is absent on that day, on the day of the student's return to school. If a student is unable to produce a sample at any particular time, the student will be required to remain at the testing location and drink fluids until they are able to provide a sample.

TESTING AGENCY: The district will choose a qualified agency for the purpose of processing sample results and maintaining privacy with respect to test results and related matters. Personnel may use a quick result testing device in addition to laboratory testing.

PRESCRIPTION MEDICATION: Students who are taking prescription medication may provide a copy of the prescription or a doctor's verification, which will be considered in determining whether a "positive" test has been satisfactorily explained. That documentation will be forwarded to the testing lab with instructions for the lab to consider the student's use of such medication to assure the accuracy of the result. Students who refuse to provide verification and test positive will be subject to the actions specified below for "positive tests."

SCOPE OF TESTS: The drug screen, tests for one or more illegal drugs. The superintendent or his designee shall decide which illegal drugs shall be screened, but in no event shall that determination be made after selection of students for testing. Student samples will not be screened for the presence of any substances other than an illegal drug or for the existence of any physical condition other than drug intoxication. As a quality control measure, the school reserves the right to send any urine sample that appears unusual in color and/or consistency to a laboratory for testing and confirmation or non-confirmation.

LIMITED ACCESS TO RESULTS: The results will be reported only to the superintendent or to such person as the superintendent may designate in the event the superintendent is absent.

PROCEDURES IN THE EVENT OF A POSITIVE RESULT: Whenever a student's test result indicates the presence of illegal drugs ("positive test"), the following will occur: If the sample tests positive, a custodial parent or legal guardian will be notified and a meeting will be scheduled with the Superintendent or his designee, the student, the custodial parent or legal guardian, and the student's principal and head coach or sponsor.

FIRST POSITIVE RESULT: For a positive result, the student will be placed on probation and not be allowed to participate in competitions, presentations and activities of Valley Springs Schools for a period of twenty days. The student will be recommended for counseling, if any charge is incurred, it will be the responsibility of the parents. On day twenty-one the student will be able to be retested (at the expense of parent-guardian). If the tests results are found to be negative, the student will again become eligible for competitions, presentations and activities relating to Valley Springs Schools. However, the student must submit to a mandatory drug screen or lab test on a monthly basis at the expense of the parent/guardian. The duration to be determined by the intervention program (A maximum of six months.) A student may be required to practice or participate in off-season activities at the head coach's or sponsor's discretion. He/she cannot compete or dress out for any competition.

SECOND POSITIVE RESULT: For the second positive result in the same year or any two consecutive calendar years, the student will be suspended from participating in activities for the remainder of the school year. If this positive test is in the spring semester, the student will not be able to participate during the following fall semester.

THIRD POSITIVE RESULT: For the third positive result, the student will be suspended from participating in activities for the remainder of his enrollment with the school (may be appealed to the board).

NON-PUNITIVE NATURE OF POLICY: No student shall be penalized academically for testing positive for illegal drugs. The results of drug tests pursuant to this policy will not be documented in any student's academic records. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the district shall not solicit. In the event of service of any such subpoena or legal process, the student and the student's custodial parent or legal guardian, will be notified as soon as possible by the district.

OTHER DISCIPLINARY MEASURES: The District by accepting this policy is not precluded from utilizing other disciplinary measures set forth in the Student Discipline Policy and this policy does not preclude the District from taking disciplinary procedure and resulting action when founded upon reasonable belief and suspicion that a student has participated in drug related activities. Please refer to the Student Handbook in the Discipline Procedures Section. Level Six: Expulsion, for other disciplinary actions regarding drugs.

Sportsmanship Code

We treat all opponents as friends and guests.
We accept all decisions of officials without questions.
We never try to rattle an opponent such as a player
attempting a free throw.
We do unto others as we would have them do unto
us.
We never hiss or boo.
We never utter abusive remarks from the sidelines.
We seek to win by fair and lawful means according
to the rules.
We try to win without boasting and lose without
excuses.

A good sport is ALWAYS a Winner!

Alma Mater

Oh, Dear Valley Springs,
Here's to you
May we ever and always be true
Gladly our praises we sing
Throughout the ages may they ring
And all through our lives we recall
The place that we love the best of all
Oh, Dear Valley Springs,
Here's to you!
Dear Valley Springs, Dear Valley Springs
We cheer forever!

