

# **Piggott High School**



## **Parent-Student Handbook 2023 - 2024**

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# **Welcome**

On behalf of the entire faculty and staff, we welcome you to Piggott High School and extend to you our best wishes for an enjoyable and successful school year!

This informative handbook contains school information, policies, procedures, and expectations for students for the coming year. We hope this handbook will be a valuable resource to provide important school information and to help you answer questions about procedures and policies. Please familiarize yourself with its contents.

Your understanding of the student discipline rules and related school board policies will greatly increase the probability of success for all our students. Should you have questions or concerns, we encourage you to contact the administration, counselor, teachers, or coaches. Working with you and your child, we look forward to many and varied learning experiences, positive social interactions, and a year of productive relationships among all members of our school community.

Once again, we welcome you to the new school year!

HIGH SCHOOL PRINCIPAL  
HS ASSISTANT PRINCIPAL  
COUNSELOR GRADES 7-12

Misti Lovelace  
Andrea Nanney  
Amber Harrell

## **Mission Statement**

The faculty and staff of the Piggott School District believe that all students can learn and master basic academic skills regardless of their previous academic performance, family background, socio-economic status, race, or gender. The faculty and staff accept the responsibility for providing strong instructional leadership, a positive school climate, and a safe and orderly school environment. We foster strong parent and community involvement.

## **Attendance Policy**

It is the belief of the Piggott School District Board of Education that consistent attendance at school is vitally important for the success of our students. Something of value is presented during every class period. Attendance has an independent academic value that cannot be measured by exams or other evaluations. Any time a student misses a class, valuable learning opportunities are lost that cannot be completely regained through make-up work. Consistent attendance by all students has a profound positive effect on district resources, which in turn affects the quality of instruction and student achievement throughout the district. These beliefs provide the rationale for the following attendance policy:

1. Consistent attendance is necessary in order to earn credit. Students who have more than six unexcused absences in a class during a semester will not earn credit for the course.
2. After six unexcused absences, the Juvenile office will be contacted and a Family In Need of Services (FINS) petition will be filed.
3. Parents/guardians are asked to contact the high school office/nurse when a student is absent.
4. Students should provide documentation from doctors, orthodontists, or other professionals immediately upon returning to school. Notes will not be accepted after the second day.
5. The office will attempt to contact parents when their child reaches three unexcused absences in any class. If necessary, a conference will be scheduled when a student reaches six unexcused absences.
6. Summer school may be used to make up excessive absences and regain up to 3.5 unearned credits. However, students who miss more than 20% (18 days) of classes during a semester are limited to having two unearned credits restored by attending summer school and those who miss over 30% (25 days) of a semester cannot restore credits by attending summer school.
7. Students who miss more than 15 minutes of a class will be considered absent.
8. Students who miss school will be allowed as many days to make up work as were missed.
  - a. It is the student's responsibility to request make-up work.
  - b. Alternative assignments may be provided as make-up work and the work may be more rigorous to account for the loss of intangible academic value due to the absence.
  - c. Students who have been suspended from school will have the opportunity to make up for missed work.
9. Days missed due to suspension will count as absences. These absences will not cause a student to lose credit.

10. After ten consecutive days of absence without contacting the high school office, students may be dropped from the school roster.
11. Subsequent absences will be unexcused except for one of the following reasons with proper documentation as indicated:
  - Personal illness or medical appointments - a doctor's note must be provided. A maximum of 6 days per semester. In extenuating circumstances, please contact the principal.
  - Death or serious illness of family member - parent or guardian phone call to principal
  - Court appearance - note from court official
  - College visits (for seniors) up to two (2) if visit if prior approval has been given by the principal and the absence will not cause a student to exceed the maximum days absent for loss of credit - must bring note from college official verifying visit.
12. Any student absence not covered by the policy will be based on the principal's discretion.

Perfect attendance is defined as a student must not have been absent from school even one class period. Attending school functions such as Beta, FBLA, FCCLA, FFA, Student Council, PACE, athletic events, or band and choir events are not considered to be absences from school.

### **Bell Schedule**

1st Bell	7:54
1st Hour	7:58 - 8:42
2nd Hour	8:46 - 9:30
3rd Hour	9:34 - 10:18
Advisory	10:22 - 10:42
4th Hour	10:46 - 11:30
1st Lunch	11:30 - 12:00
5th Hour Sr	11:34 - 12:18
5th Hour Jr	12:04 - 12:48
2nd Lunch	12:18 - 12:48
6th Hour	12:52 - 1:36
7th Hour	1:40 - 2:24
8th Hour	2:28 - 3:12

### **Bus Trips**

Students are required to ride the bus to any school-sponsored event. Any exceptions must have prior approval of the building principal. Behavior on the bus is expected to comply with all school rules just as if students were in our school building. Students

must ride the bus home from the event unless his or her own parent signs for them with the coach/teacher/supervisor.

### **Cafeteria**

All students will go to the cafeteria at lunchtime each day and will remain there until the bell rings. If lunch is brought from home, it must be eaten in the cafeteria. Students must empty their own tray and clean up all napkins, silverware, etc from the area and maintain orderly behavior.

Food is not allowed to be delivered to the students for lunch.

### **Changing Your Class Schedule**

Students should obtain a schedule change request from their advisor and return it to the counselor. No schedule changes will be made after the first week of each semester except in certain circumstances. After this time, student's schedules will only be changed with approval from the administration.

### **Check Out Procedures**

Students who find it necessary to leave during the school day due to medical or other extenuating circumstances must check out through the principal's office. The checkout procedure includes the following:

1. A parent or guardian will be present to sign the student out of school;
2. An emergency telephone call will be made to a parent or guardian from the principal's office. The principal or designee will determine the validity of the emergency.
3. All students must sign in/out with the secretary in the front office.

### **Class Dues**

In an effort to reduce the amount of fundraising, PHS utilizes class dues to cover the expense of various class activities. Students are asked to pay class dues, in the amount of \$20 for every year of attendance at PHS. Juniors and seniors who wish to attend prom or the senior trip (if applicable), will need to have dues paid by the end of the third quarter.

### **Clubs and Organizations**

Piggott High School offers a variety of clubs and organizations for the benefit and enjoyment of our students. Students are encouraged to join and actively participate in one or more of these. Activity hours are regularly provided in order to allow for club meetings during the school day. Anyone wishing to start a new club must meet the

minimal requirements of having a faculty sponsor, a written constitution, and receiving administrative approval.

## **Discipline**

School must be a place where students have the opportunity and are encouraged to learn. The Piggott School Board has established standards of conduct designed to create an environment conducive to learning. The Code of Conduct that follows is an incomplete list and the failure to list an infraction does not mean that it is not subject to consequences. This code also applies to any district sponsored or district-approved activity, event or function, such as a field trip or athletic event, where students are under the supervision of the school district. All discipline is at the discretion of the building principal.

Any student who receives multiple discipline referrals in a semester is subject to suspension, recommendation for expulsion and/or Family In Need of Services (FINS) petition. In addition, a student who receives multiple discipline referrals may no longer be able to attend school activities for the remainder of the semester in which it occurs.

### • **General Procedures**

1. Students are expected to follow the directions of their teachers and school employees.
2. Common courtesy and respect for the rights of others should be observed at all times.
3. Students are expected to be prepared for classes with books and supplies necessary to carry out class activities successfully.
4. Students are not allowed to go to lockers or be in the hallways without permission during lunch.
5. Students are not allowed visitors to school.
6. Students are expected to come into the cafeteria immediately upon arrival at school. For those students who must be dropped off, please arrive after 7:30. Students are to remain in the cafeteria until the first bell rings.
7. Students who are out of their assigned class must have a pass.
8. Students must remain at school unless checked out by a parent or guardian. No student will be allowed to check out without a parent or guardian present.
9. Students are not to be in the gym or the weight room without supervision. This includes before and after school or during lunch.
10. Students should not be in the parking lot during the school day without permission from the administration.
11. No outside drinks are to be brought into the building. Students may bring a clear plastic cup or bottle with a screw top lid.

12. Students are to have prior approval from the building principal before circulating any petition.
13. There should only be one student in a bathroom stall at a time.
14. No bags or backpacks in the classrooms.

- **Code of Conduct**

**After School Dismissal** – Drivers and non-bus riders are not to be released until the second dismissal bell rings.

First Offense: ASD

Second Offense: ASD or ISS

Subsequent Offenses: 1-10 days OSS

**Assault** – Any violence that directly threatens individual safety is a serious offense. Actions that attempt to cause serious physical injury to another will be considered an assault.

First Offense: ASD, ISS, or 1-10 days OSS, or Expulsion and notification of law enforcement officials.

Second Offense: 1-10 days OSS, or Expulsion and notification of law enforcement officials.

Third Offense: Expulsion and notification of law enforcement officials.

**Arson** – Starting a fire or causing an explosion at school with the intent of damaging property or buildings.

First Offense: 1-10 days OSS or Expulsion and notification of law enforcement officials.

Second Offense: Expulsion and notification of law enforcement officials.

**Bullying** – A repeated imbalance of power by intimidation, either physical or psychological, threats of any kind (stated or implied), assaults on students (including those that are verbal, physical, psychological, and emotional), attacks on student property, cyber and text messaging.

First Offense: Conference, Lunch Detention, ASD, ISS, or 1-10 days OSS and possible notification of law enforcement officials.

Second Offense: ASD, ISS, or 5-10 days OSS and possible notification of law enforcement officials.

Third Offense: 10 days OSS, or Expulsion and possible notification of law enforcement officials.



## **Bus Conduct**

The driver is in full charge of the bus and all students are expected to comply with his/her requests. When a student is in violation of a bus rule or regulation he or she will be given a bus ticket.

First Offense: Warning by the principal.

Second Offense: Suspended from riding any school bus for 3 days.

Third Offense: Suspended from riding any school bus for 5 days.

Fourth Offense: Suspended from riding any school bus for 10 days.

Fifth Offense: Suspension from the bus for the remainder of the semester.

## **Cell Phone**

A. The use of cellphones in schools poses increasing risks of school disruptions, bullying, criminal activity, and academic dishonesty. As a result of this risk, student cell phones, student digital cameras, and similar electronic devices (earbuds, smart watches, etc...) must not be on your person. They must be turned off and out of sight during the instructional day. However, students may use cell phones only in the cafeteria during breakfast and lunch. Students bring cell phones or other electronic devices at their own risk. Piggott High School will not be responsible for stolen, lost, or damaged cell phones.

Violation of this policy will result in the following consequences:

First Offense: Conference, Lunch detention, ASD, or ISS.

Subsequent Offenses: ASD, ISS, or OSS

B. Students will face further consequences from the prohibited use of cell phones at school.

First offense: 1-3 days ISS and confiscate the device until the end of the day.

Second offense: 3-5 days ISS and confiscate the device until the end of the day and a parent/guardian must pick up the device.

Subsequent Offenses: 5 days ISS or 1-3 days OSS and confiscate the device until the end of the day and a parent/guardian must pick up the device

C. Photographic capable devices may not be used in a restroom, dressing room, and/or locker room. In addition, students are prohibited from photographing and/ or videotaping inappropriate behavior. Cell phones may not be used during statewide testing.

All Offenses: Immediate confiscation of the cell phone, camera, or other photographic device; 1-5 days of ISS, 1-10 days of out-of-school; and/or possible notification of law enforcement officials.

**Cheating/Dishonesty** – Any behavior that can be considered as dishonest such as lying, copying, forgery, etc.

First Offense: Conference/ Zero, and/or Lunch detention, ASD, or ISS.

Second Offense: Zero, and/or ASD, ISS, SS, or OSS.

Third Offense: Zero and up to 3 days ISS or OSS.

**Computer Violation/Technology Misconduct** – Any action which is in violation of the student's technology use agreement or board policy.

First Offense: Warning and possible loss of computer privileges.

Second Offense: Warning and temporary loss of computer privileges.

Third Offense: Suspension up to expulsion and loss of computer privileges.

**Defiance/Disrespect** – A willful attempt to ridicule or undermine the authority of a staff member. Any inappropriate conduct directed toward a staff member at or away from school.

First Offense: Conference, Lunch Detention, or ASD, ISS, SS, or 1-10 days OSS.

Second Offense: ASD, ISS, SS, or 1-5 days OSS.

Third Offense: 5-10 days OSS or Expulsion.

**Disruptive or Demeaning Language** – Use of words or actions, verbal, written, or symbolic, meant to harass or injure another person at or away from school or disrupts the learning environment.

First Offense: Conference, Lunch Detention, ASD, ISS, or 1-10 days OSS.

Second Offense: ASD, ISS, or 1-10 days OSS.

Third Offense: 1-10 days OSS or Expulsion.

### **Drugs/Alcohol**

A. Possession of or distribution of over the counter medication.

First Offense: 1-10 days ISS.

Second Offense: 1-10 days OSS.

B. Possession of, attempt to purchase/sell, distribute, or attendance under the influence of alcohol, any unauthorized prescription drug, unauthorized inhalant or controlled substance, illegal drug-natural and synthetic, or drug-related paraphernalia.

First Offense: 10 days OSS and citation by law enforcement officials. Students are also suspended from extracurricular activities and driving on campus for 30 school days.

Second Offense: Expulsion and citation by law enforcement officials.

**False Alarms** – Tampering with emergency equipment, setting off false alarms, or making false reports.

First Offense: Conference, or ASD, ISS, SS, or 1-10 days OSS.

Second Offense: ASD, ISS, SS, or 1-10 days OSS.

Third Offense: 1-10 days OSS or Expulsion.

**Fighting** – Mutual combat in which both parties have contributed to the conflict by verbal or physical action or by failing to avoid the altercation. Fights will be investigated

thoroughly to establish if either or both parties are at fault. In the event that fault cannot be established, both parties will be punished. Cameras in the hallways and classrooms will be used in investigating the situation. The administrator has the authority to lessen the suspension days if it is determined the student was not the aggressor and/or was only defending himself/herself.

First Offense: 3 days OSS and citation by law enforcement.

Second Offense: 5 days OSS and citation by law enforcement.

Third Offense: 10 days OSS or Expulsion and citation by law enforcement.

**Gambling** - Gambling or wagering is prohibited.

First Offense - Warning

Second Offense - ISS or OSS and parent notification and conference

**Gang Activity** – Wearing, carrying, or displaying gang paraphernalia or exhibiting behavior or gestures, which symbolize gang membership, or any other attribute which indicates or implies membership or affiliation with such a group.

First Offense: Conference, or ASD, ISS, SS, or 1-10 days OSS.

Second Offense: 1-10 days OSS.

Third Offense: Expulsion.

**Hazing** – The practice of hazing is prohibited at Piggott High School. Hazing is defined as any conduct or method of initiation into a student organization at or away from school that endangers the health of any person. The definition of hazing is also extended to include mistreatment of underclassmen by upperclassmen. PHS staff members must report suspected hazing to the office. Students who have been subjected to, or are aware of, hazing should report it immediately to the principal. All allegations of hazing will be investigated as discreetly as possible.

First offense: ASD, ISS, SS, or up to 10 days OSS and referral to the superintendent.

Second offense: 1-10 days OSS.

**Hall Behavior** - Running and pushing in the halls or on the sidewalks can be dangerous and disruptive; it is, therefore, prohibited. No skateboards will be allowed on campus. Tampering of the Magnetic Doors will result in the following disciplinary actions

First Offense: Conference

Second Offense: 1 day ISS

Third Offense: 3 days ISS

Fourth Offense: 5 days ISS

**Inappropriate Clothing** – It is important at school to maintain an environment conducive to learning that is safe for all students. In addition, Piggott High School feels that an integral part of a well-rounded education is to prepare our students for the world of work. We expect our students to dress in a professional, studious manner. With that in mind, it becomes necessary to provide some guidelines to students with regards to general appearance and what is appropriate to wear to school.

- Hats will not be worn in the classrooms.
- Hoods pulled up on the head and beanies are not to be worn.
- All shirts worn with jeggings/leggings/yoga pants must completely cover the bottom.
- Shorts and skirts must be sufficient length. Sufficient length is defined as mid-thigh.
- Pajama bottoms, pajama tops, house shoes, and blankets are not permitted
- Pants or shorts are to be worn on or above the hips and cannot contain open holes above mid-thigh.
- Racerback, t-back shirts, muscle shirts, net shirts, halter tops, and half shirts are not permitted.
- Shirts should be long enough that no part of your midriff or back is showing at any time.
- Very low-cut tops are not to be worn.
- Straps (2) on shirts or tops must be worn on the shoulders and no less than 2” wide.
- Clothing advertising or implying alcoholic beverages, tobacco, drugs or vulgarity are not permitted.
- Undergarments should not show at any time.
- Piercings and body art that detract from the purpose of school.
- Heely shoes will not be permitted.

**The building principal will have the final say in determining the appropriateness of a student’s appearance. The guidelines listed above are to be adhered to during the school day and at any extracurricular activity.**

First Offense: Warning and the student will be required to change clothes or ISS.

Second Offense: ISS

Subsequent Offenses: OSS

**Parking Lot/Driving Violations** – Inappropriate parking in areas not designated as parking spaces and/or careless and reckless driving. Student vehicles are not to leave the parking lot ahead of buses. Students who do not ride a bus will be dismissed by the second bell.

First Offense: ASD.

Subsequent Offenses: ASD, ISS, SS, OSS and/or loss of parking privileges.

**Public Display of Affection** – Physical contact which is inappropriate for the school setting.

First Offense: Conference, Lunch Detention, ASD, or ISS.

Subsequent Offenses: ASD, ISS, SS, or OSS.

**Profanity/Obscenity** – Any obscenity, obscene gesture, swearing, or cursing, whether written, verbal, or otherwise, is not permitted at school.

First Offense: Conference, Lunch Detention, ASD, ISS, or SS.

Second Offense: ASD, ISS, SS, or 1-10 days OSS.

Third Offense: 1-10 days OSS.

**Sexual Harassment** – The Board of Education strongly believes that no person in the Piggott School District shall on the basis of gender, be excluded from participation in, be denied the benefits of, or subjected to discrimination under any educational program or activity. Sexual harassment of students and employees whether committed by supervisors, employees, or students, and regardless of whether the victim is an employee or student, will not be tolerated. All allegations of sexual harassment will be investigated. The investigation will be discreet.

Sexual harassment includes but is not limited to:

1. Sexual slurs, threats, verbal abuse and sexually degrading descriptions.
2. Graphic verbal comments about an individual's body.
3. Sexual jokes, notes, stories, drawings, pictures, or gestures.
4. Spreading sexual rumors.
5. Touching an individual in a sexual way.
6. Displaying sexually suggestive objects.
7. Unwelcome sexual flirtation, advances, or propositions.
8. Acts of retaliation against a person who reports sexual harassment.

Use of verbal, written, or symbolic language that is sexually harassing or physical contact that is sexually harassing.

First Offense: Conference, ASD, ISS, or 1-3 days OSS and possible notification of law enforcement officials.

Second Offense: ASD, ISS, or 3-5 days OSS and possible notification of law enforcement officials.

Third Offense: 5-10 days OSS and possible notification of law enforcement officials.

**Tardies** – Tardies both at the beginning of the day and during the day will be handled in the following manner: Students who are tardy will sign in when arriving in the classroom.

3rd Tardy:	2 Days Lunch Detention
4th Tardy	ASD
5th Tardy:	2 ASD
6th or more Tardies:	1-3 Days ISS

## **Theft**

A. Attempted theft or willful possession of stolen property when the value of such property is less than \$25.

First Offense: Restitution and ASD or ISS and possible notification of law enforcement officials.

Second Offense: Restitution and 1-10 days OSS and notification of law enforcement officials.

Third Offense: Restitution and 1-10 days OSS and notification of law enforcement.

B. Attempted theft or willful possession of stolen property when the value of such property is \$25 to \$150.

First Offense: Restitution and ASD, ISS, or 1-10 days OSS and notification of law enforcement officials.

Second Offense: Restitution and 1-10 days OSS and notification of law enforcement officials.

Third Offense: Restitution and Expulsion and notification of law enforcement officials.

C. Attempted theft or willful possession of stolen property when the value of such property is \$150 or more.

First Offense: Restitution and 1-10 days OSS and notification of law enforcement.

Second Offense: Restitution and Expulsion and notification of law enforcement officials.

**Threats** – The Piggott High School has a no tolerance rule regarding written or verbal threats. Any student who threatens, verbally or in writing, to harm another student or staff member will be subject to discipline consequences at the Principal’s discretion. If necessary, a report may be filed with local law enforcement officials.

## **Tobacco/Lighters**

Possession, distribution, or use of any tobacco products, lighters/matches, or e-cigarettes (with or without nicotine) on school grounds, buses, or any school activity.

First Offense: Confiscation, three (3) days of ISS and charges with Juvenile Office

Second Offense: Confiscation, five (5) days of ISS and charges with Juvenile Office

Third Offense: Confiscation, ten (10) days of ISS and charges with Juvenile Office

**Truancy** – Absence from school, classroom or lunch room without the knowledge and consent of parents/guardians, school administration, and teachers.

First Offense: 1-3 days ASD, ISS, or SS.

Second Offense: 3-5 days ASD, ISS, or SS.

Third Offense: OSS.

### **Vandalism**

Willful damage or the attempt to cause damage to real or personal property belonging to the school, staff, or students at or away from school,

First Offense: Restitution and ASD, ISS, SS, or 1-10 days OSS and possible notification of law enforcement.

Second Offense: Restitution and 1-10 days OSS and notification of law enforcement officials.

Third Offense: Restitution and Expulsion and notification of law enforcement officials.

### **Weapons**

A. Possession or use of any instrument or device which is customarily used for attack or defense against another person; any instrument or device used to inflict physical injury to another person. This includes look-alike devices.

First offense: 1-10 day ISS, OSS, or possible Expulsion and notification of law enforcement officials.

Subsequent Offenses: OSS or possible Expulsion and notification of law enforcement officials.

B. Possession or use of a firearm or explosive device.

First Offense: Expulsion and notification of law enforcement officials.

### ● **Disciplinary Consequences**

All disciplinary consequences will take precedence over any school function or activity.

**Conference:** Discussion of a disciplinary problem involving an administrator and the student. If deemed necessary parents and/or teacher involvement may occur.

**Lunch Detention:** Students are to be in the lunch detention room within 4 minutes after the lunch bell rings. The student will then be released to go to the cafeteria to get his/her lunch tray, and then go back to the lunch detention room. **NO TALKING** is allowed at any time. The student may not talk in the lunch line or at any time during detention unless spoken to by the supervisor. The student is to give full cooperation to the lunch detention supervisor. Students who are absent on the assigned day(s) or who sign out before lunch will be automatically assigned to lunch detention the next day. If the student does not comply with the rules listed above, the student will be assigned an additional day of lunch detention or ASD/ISS.

**After School Detention:** After School Detention (ASD) will be scheduled after school from 3:16 p.m. until 4:00 p.m. as needed. Students will receive at least one day notice before being required to attend ASD. Students who fail to appear for an assigned ASD will be assigned ASD, ISS and/or OSS. Students who are absent on the assigned day(s) or who sign out before school is dismissed will be automatically assigned to the next scheduled ASD. Students who sign out of school on an assigned ASD day more than two times will be reassigned ISS.

After School Detention General Rules:

- A. Be in the ASD room before the 3:16 p.m. bell rings.
- B. Must bring work from a core academic subject (English, Math, History, or Science)
- C. Bring pencil/pen and paper.
- D. Stay in your seat.
- E. No talking.
- F. No sleeping.
- G. No gum, food or drinks.
- H. Give full cooperation to the ASD teacher.
- I. Students will be released by the 4:00 p.m. bell.

Failure to comply with ASD rules will result in the same consequences as failing to appear for ASD. At administrator discretion, students may be assigned to serve detention in the office before school from 7:30 a.m. until 7:54 a.m.

**In-School Suspension:** In-School Suspension (ISS) is a structured disciplinary action in which a student is isolated or removed from the regular classroom activities, but is not dismissed from the school setting. Students will not be allowed to attend school activities until the suspension time is served.

**Saturday School:** Saturday School (SS) will be scheduled from 8:00 to 12:00 as needed. Students who fail to appear for an assigned Saturday School will be assigned ISS/OSS.

**Suspension:** (OSS) Removal of a student from school for a specified period of time. During a suspension students are not allowed to attend any school functions or be on school property.

**Expulsion:** Expulsion from school requires action by the Board of Education. In instances of very serious misbehavior, the superintendent will recommend this action to the Board.



## **Drug Testing**

The Piggott School District recognizes that chemical abuse or misuse is a significant health problem for students, detrimentally affecting overall health, behavior, learning ability, reflexes, and the total development of each individual. The Piggott Board of Education is determined to help students by providing them another option for them to say “No.” Piggott School is providing an opportunity to help students be drug free. On consent form A, the parent/guardian and student consent to abide by the policy regarding chemical screen testing for Piggott School District. If denied, the student cannot participate in sports or any extracurricular activities. The complete Chemical Screening Policy may be found in the Piggott School District Handbook.

## **Emergency Drills and Procedures**

Emergency drills will be held from time to time so that students and staff may be prepared to react properly in case of fire, tornado, earthquake, or any other crisis situation. Escape routes and instructions are posted in each room. Students should follow teachers’ instructions in an emergency. The warning in case of fire is a series of short bell rings. A tornado warning is indicated by a continuous long and two short rings of the bell.

## **Extra-Curricular Activities**

Student participation and attendance in extra-curricular activities is a privilege and not a right. Students who represent our school in extra-curricular activities must meet citizenship standards established by the Arkansas Activities Association. The conduct of students who represent our school in or at activities is a reflection upon everyone in our school; therefore it is reasonable to expect high standards of conduct from these students. All school rules are in effect for any extracurricular function of the school. This includes student spectators and participants. Any teacher attending any extracurricular activity, such as plays or sporting events has the authority to discipline or correct a student. All students will be under the authority of the teacher and the administrator on duty and will obey their directions even though their parents are at the event.

Students are not eligible to participate in or attend extra-curricular activities while under suspension from school, this includes ISS and OSS. Attendance of at least ½ day or 4 periods on the day of an activity is required in order to attend or participate. Any exceptions will be up to the principal. For extra-curricular or class activities that require a student to miss a school day, the student must have at least 92% attendance and all grades must be a C or above at the time of the activity. Students will be allowed to participate in extracurricular activities with less than 92% attendance for the first 20 days of school. Anytime after the first 20 days, the 92% attendance rule and C average will apply.

Participants in extracurricular activities at Piggott High School are subject to random drug testing according to Board of Education policy. Refusal to participate in the testing program will result in ineligibility. Positive drug test results will result in a 30 school days suspension from competition.

Extra-curricular activities should be exciting and enjoyable for participants, students, parents, and all other fans. Everyone involved should keep in mind the importance of good sportsmanship to preserve the enjoyment for all. Positive support for Piggott's teams and students is always welcome and encouraged.

## **Grading**

Piggott High School uses the following grading system:

90 - 100	A	Advanced Placement (AP) is on 5pt scale
80-89	B	A - 5
70-79	C	B - 4
60-69	D	C - 3
Below 60	F	D - 2

All 7th and 8th grade students must pass 3 out of the 4 core classes to be promoted to the next grade.

## **Graduation**

### **• Graduation Requirements**

Piggott High School graduates must complete 24 credits consisting of common core curriculum, electives, Civics Exam, (1) digital learning credit and participate in a CPR course. Smart core is Arkansas' college and career-ready curriculum for high school students. College and career-readiness in Arkansas means that the students are prepared for success in entry-level, credit-bearing courses at two-year and four-year colleges and universities, in technical post-secondary training, and in well-paid jobs that support families and have pathways to advancement. All students should supplement with additional rigorous coursework within their career focus.

Parents or guardians may waive the right for a student to participate in Smart Core and to instead participate in the Core Curriculum. The parent must sign a separate Smart Core Waiver Form to do so

### **Smart Core**

English: 4 units - 9th, 10th, 11th and 12th

Personal Communications: 1/2 unit

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

1) Algebra I

- 2) Geometry
- 3) Algebra II
- 4) The fourth unit may be either:
  - A math unit beyond Algebra II: this can include Pre-Calculus, Calculus, AP Statistics, Algebra III, Advanced Topic & Modeling in Mathematics, Mathematical Applications and Algorithms, Linear Systems and Statistics, Quantitative Literacy or any of several IB or Advanced Placement math courses (Comparable concurrent credit college courses may be substituted where applicable) or;
  - One unit of computer science chosen from ADE Essentials of Computer Programming, ADE Computer Science and Mathematics, AP Computer Science, IB Computer Science, or other options approved by ADE.

Natural Science: 3 units with lab experience chosen from

1 unit of Biology; and either:

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

Physical Science

Chemistry

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

\*The graduating classes of '23 -'25 may take CASE Plant Science.

\*1 unit of Computer Science chosen from ADE Essentials of Computer Programming, ADE Computer Science & Mathematics, AP Computer Science, IB Computer Science, or other options approved by ADE.

1 unit from the three categories above

Social Studies: 3 units

Civics: 1/2 unit

Economics: 1/2 unit

World History: 1 unit

American History: 1 unit

Health & Safety: 1/2 Unit

Physical Education: 1/2 unit

\*Note: while 1/2 unit is required for graduation, no more than 1 unit may be applied toward fulfilling the necessary units to graduate.

Fine Arts: 1/2 unit

Career Focus: 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 focus concentrations.

## **Common Core**

- 4 English credits
- 3 Social Studies credits:
  - 1 unit of World History
  - 1 unit of U.S. History
  - 1/2 unit of Civics
  - 1/2 unit of Economics
- 3 Science credits:
  - 1 unit of Physical Science
  - 1 unit of Biology or its equivalent
  - 1 unit of a Science elective
- 4 Mathematics credits:
  - 1 unit of Algebra or its equivalent
  - 1 unit of Geometry or its equivalent
  - 2 units of Mathematics electives
- 1/2 Personal Communication credit
- 1/2 Health credit
- 1/2 Fine Arts credit                      1/2 unit of Band, Art, Choir or Fine Arts Survey
- 1/2 Physical Education credit

\*Civics Citizenship test must be taken and passed before graduation

8 elective credits based on the student's career focus

A student may not repeat a class that has already been taken and passed. Special permission to repeat the whole year may be given only if the second semester failed. No credit will be given for the semester already passed.

- **Honor Graduates**

1. Honor graduates of Piggott High School must have an overall grade point average of 3.0, scored minimum of 19 in English, Math and Reading on ACT and have completed the Smart Core Curriculum.
2. Honor graduates will be provided a white honor cord, which the students will be allowed to keep after graduation.
3. The top ten students must have completed the requirements for an honor graduate.
4. Exceptions for students in an extenuating situation must be approved by the principal.
5. Any honor graduate with a GPA of 4.0 or higher will be permitted to give a speech at the graduation ceremony.

- **GPA Computation**

To determine class rank, the GPA will be computed by averaging each class from 9th - 12th grade that counts toward graduation. All credit courses count toward the GPA. Only a failed course can be repeated for credit, and both credits will be used in figuring GPA.

- **Concurrent Credit**

Any student enrolled in Piggott High School in grades 9-12 shall be eligible to enroll in a publicly supported community college, technical college, four-year college or university, or private institution in accordance with the rules and regulations adopted by the college or university. Three semester hours of college credit taken by a student in grades 9-12 shall be equivalent to one (1) high school credit. Students participating in concurrent credit must comply with the enrollment for graduation requirements of Piggott High School. Piggott High School encourages prior approval of college classes to ensure that the class or classes is equivalent to or exceeds the Arkansas frameworks in order to receive replacement credit for required courses. Otherwise, all courses will be given elective credit. All costs of higher education courses taken for concurrent college credit are the student's responsibility.

- **Graduation Ceremony**

Graduation commencement ceremony is considered a privilege not a right. Students who demonstrate disrespect for the ceremony by way of dress or actions will not be allowed to participate. The senior will have completed all academic requirements prior to graduation and all financial obligations with the school will be fulfilled.

- **Dress Code for Graduation**

Graduation attire will consist of PHS cap, gown, tassel. Honor cords and sashes are presented to seniors fulfilling the requirements. No decorating of caps will be allowed. Boys will need to wear dress pants, a button down shirt and dress shoes or boots. Girls will need to wear a dress, skirt or dress pants with a dress blouse and dress shoes. No flip flops or hats will be allowed.

- **Early Graduation Policy**

Parents of students who wish to graduate early, must submit a letter to the principal stating why they feel their child would benefit from the early graduation program. It is also required for parents/legal guardians to meet with the counselor/principal to ensure proper understanding of the policy. This must be done in order for the counselor to give proper guidance in the courses necessary for graduation. It must be turned into the principal by May 1st of their sophomore year. A student who is graduating early may obtain honor student recognition if they meet all criteria required by policy.

## **Homecoming**

The homecoming maid selection committee has adopted a policy concerning the number of times that a girl may be selected as homecoming royalty. The policy is as follows:

1. A girl may be a homecoming maid once in Jr. High (7th and 8th grade).
2. A girl may be a maid again her 9th grade year.
3. A girl may be a homecoming maid once in the 10th and 11th grade.

4. A girl may be in the homecoming royalty for either Football or Basketball once her senior year with the exception of a girl chosen as maid for football may be chosen as queen for basketball.

There are four possible times that a girl may be chosen. Girls who have been selected before have been removed if they are not eligible for selection this year. This was done in order to help eliminate small winning margins and ties that have to be broken.

Students who are being considered for Homecoming Queen, Volleyball Beau or Basketball Beau must meet the following requirements:

1. Must be a senior
2. Must not have been suspended for any reason during the previous or current semester
3. Must not be guilty, in any way, of harassment or threatening teammates or classmates for votes.

Candidates should be leaders in the school in areas of school spirit, sportsmanship, as well as, have a good overall attitude to all students of Piggott High School.

## **Lockers**

Lockers will be assigned to students by the office. Students are to use only the locker that is assigned to them unless they have their locker assignment changed in the office. As school property, lockers may be searched at any time by school officials. Lockers should be kept clean and closed when not in use. Students who are assigned a locker in the gym are to use this locker for gym classes only, not to keep regular classroom books in.

## **Medication Policy**

PHS will provide for the administering of medication to students that must occur during the school day. All medications must be brought to the office by the parent/guardian. The school nurse will dispense the medication.

- Non-Prescription Medications  
A release to administer the medication form must be completed at school. An individual, written standing order can be accepted from the doctor, along with a statement of need for use during the school year. the medication must be in the original container.
- Prescription Medications  
Requires a doctor's order (or a prescription label). A release to administer the medication form must be completed at school.

The district will not administer the first dose of any medication. The medication must be supplied in a properly labeled pharmacy container with only those doses to be given at school (maximum supply is 30 days). The label on the container must include the student's name, name of the drug, dosage, frequency, and prescriber's name. The

pharmacy can supply an extra, labeled container for school use. Parents/ guardians must bring the medication to the office, do not send it with students.

### **School Dances**

Dances may be held at school for the enjoyment of our students. The same general rules of conduct that students go by during school time are applicable at dances. Guidelines for student dress do not change at dances. Public displays of affection are not permissible and students engaged in “dirty dancing”, obscene or vulgar behavior will be asked to leave. Students who leave the dance will not be allowed to return. Complete cooperation with school chaperones is expected. Non-student guests at dances must be at least a freshman in high school and no older than 20. Guests must sign a dance agreement, provide verification of age, and be approved by faculty sponsors by the posted deadline for approval.

### **Searches**

In order to protect the safety and security of students, the standard, which allows administrators to conduct searches, is more lenient than the standards that have to be met by law enforcement officials. Rather than “probable cause”, school officials only have to have “reason to believe” that evidence of wrongdoing or a violation of school rules will be found, in order to conduct a search.

1. Lockers, as school property, may be searched at any time without warning to, or permission from students.
2. Backpacks, purses, etc., as student property, require a more stringent standard before a search will be conducted. As stated above, school officials must have reason to believe evidence of wrongdoing or violation of school rules will be found.
3. Automobiles on school grounds are subject to being searched with the same “reason to believe” standard.
4. Drug sniffing dogs may be used to search at school at any time school officials believe it will be beneficial.

### **Semester Exams**

Semester exams will be given to the students by the classroom teacher at the end of each semester. 7th and 8th grade students will take a semester test in the four core subject areas. 9th - 12th grade students will take a semester test in all eight classes with the exception of extracurriculars. All semester tests will count  $\frac{1}{5}$  or 20% of a student’s final grade. If a student misses the review for a semester test for a semester test unless prior arrangements have been made. If a student is exempt from a semester exam and chooses to take the test, the test score will not count if it lowers the average. If a student is required to take a semester test and does not attend without prior permission from an

administrator, the student will receive an “Incomplete” for the class until the test has been taken.

- Semester Exam Exemption Policy
  - Each class will be computed separately.
  - Any day away from school for a school sponsored activity will NOT be considered an absence.
  - Three (3) tardies in one class will count as an absence towards the semester test for that class.
  - Medical absences do count toward semester test exemption.
  - Quarantine absences do not count toward the semester test.
  - Any student having 95% or higher.
  - Any student having no more than (3) absences in a class in which he/she has an A average for the semester shall be exempt. Exception: If a student with an “A” average in a class has had a serious illness or length hospital stay this student may still be exempt based on the principal’s decision.
  - Any student having no more than (2) absences in a class in which he/she has a B average for the semester shall be exempt.
  - Any student having no more than (1) absence in a class in which he/she has a C average for the semester shall be exempt.
  - Any student having perfect attendance in a class in which he/ she has a 60% or higher average for the semester shall be exempt.
  - Any student who scored exceeding in a core content area will be exempt from that core class semester.
  - 1 absence will be removed from each semester for scoring exceeding or ready on the ACT Aspire exam.

### **Senior Privileges**

Beginning with the Class of 2027, Seniors will be eligible for a shortened school day if they have met all criteria of the following:

- No more than 6 unexcused absences per semester.
- An overall GPA of 2.5 or higher at the end of their junior year.
- ACT Completed
- Scored at least Ready on 3 of their 5 state exams during 9th or 10th grade year.
- Concentrator of a CTE pathway.
- No out of school suspension.
- Minimum of 16 credits going into their senior year to be eligible.

### **Student Parking/Driving**

Students must be a legal licensed driver to drive their vehicles on school property.

Students must display a school issued parking pass in vehicles at all times. All students



are required to park in the main parking lot. Parking violations and careless driving on school grounds are subject to the consequences listed in the discipline code. Speeding or careless driving in the vicinity of school will be reported to law enforcement officials. Students are expected to enter the building immediately upon arriving in the morning. Sitting in vehicles is not allowed at any time during the school day. Illegal substances or items such as alcohol, drugs, or weapons found in vehicles will be considered to be in the possession of the driver. Disciplinary consequences will apply just as if the items were in the school building. Those who wish to drive and park a motor vehicle on campus must participate in the school's drug testing program.

Piggott High School Handbook  
Signature Page

The Piggott School District handbook is posted on the Piggott School District website under the district information section: <http://www.piggottschools.net>. If you require a printed handbook, please call the high school office.

The parent/guardian and student must sign and return the handbook form during the first week of school for each child attending school.

The parent/guardian and student have received the transportation policy of the district.

The parent/guardian and student agree to the Internet/Network, Gmail and Google Apps for Educational Use Authorization.

The parent/guardian and student have been informed of the requirements and implementations of the Smart Core curriculum and are choosing the Smart Core curriculum. Parents/guardians may waive the right for a student to participate in the Smart Core and instead participate in the Core Curriculum. The parent may request and sign a separate Smart Core Waiver form to do so.

The parent/ guardian and student understand that we are responsible for this handbook as long as he/she remains a student at Piggott School. We have examined the handbook and, although we may not agree with the regulations, we understand they must be adhered to while the student is enrolled in Piggott School. Please call the office for clarification if you have any questions.

Grade: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name Printed: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Parent/Guardian Name Printed: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Please indicate your agreement to one of the following by checking the statement that applies to you and your child regarding the Media Release Agreement found in the District section of this handbook.

Accept Media Form: \_\_\_\_\_ Decline Media Form: \_\_\_\_\_

**Chemical Screen Consent Form "A"**

Piggott School is providing an opportunity to help students be drug free. The school solicits your support through your voluntarily signing this form. The parent/guardian and student consent to abide by the policy regarding chemical screen testing for Piggott School District. If denied, the student cannot participate in sports or any extracurricular activities.

Parent/Guardian Signature: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Piggott High School Handbook

In compliance with the Family Education Rights and Privacy Act (FERPA) (20 U.S.C.§.123g;34 CFR Part 99)

I, \_\_\_\_\_, give permission for my child  
\_\_\_\_\_’s personally identifiable information /student  
education records to be disclosed to a Third party Billing Agent for the purpose of billing  
medicaid and/or private insurance.

\_\_\_\_\_  
Printed Name of Parent/Guardian

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date Signed

## Piggott School District | 2023-2024 CALENDAR--Option 2

<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #4b618c; color: white;"> <th colspan="7">JULY '23</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td style="background-color: red;">4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p style="margin-top: 10px;"><b>4 Independence Day</b></p>	JULY '23							S	M	T	W	Th	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #4b618c; color: white;"> <th colspan="7">JANUARY '24</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td style="background-color: red;">1</td><td style="background-color: green;">2</td><td style="background-color: green;">3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td style="background-color: red;">14</td><td style="background-color: red;">15</td><td style="background-color: red;">16</td><td style="background-color: red;">17</td><td style="background-color: red;">18</td><td style="background-color: red;">19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr> </tbody> </table> <p style="margin-top: 10px;"><b>1 New Year's Day 1-2 Christmas Break-No School 3 Start of 3<sup>rd</sup> 9 Weeks 15 M.L. King Day-No School</b></p>	JANUARY '24							S	M	T	W	Th	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31									
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