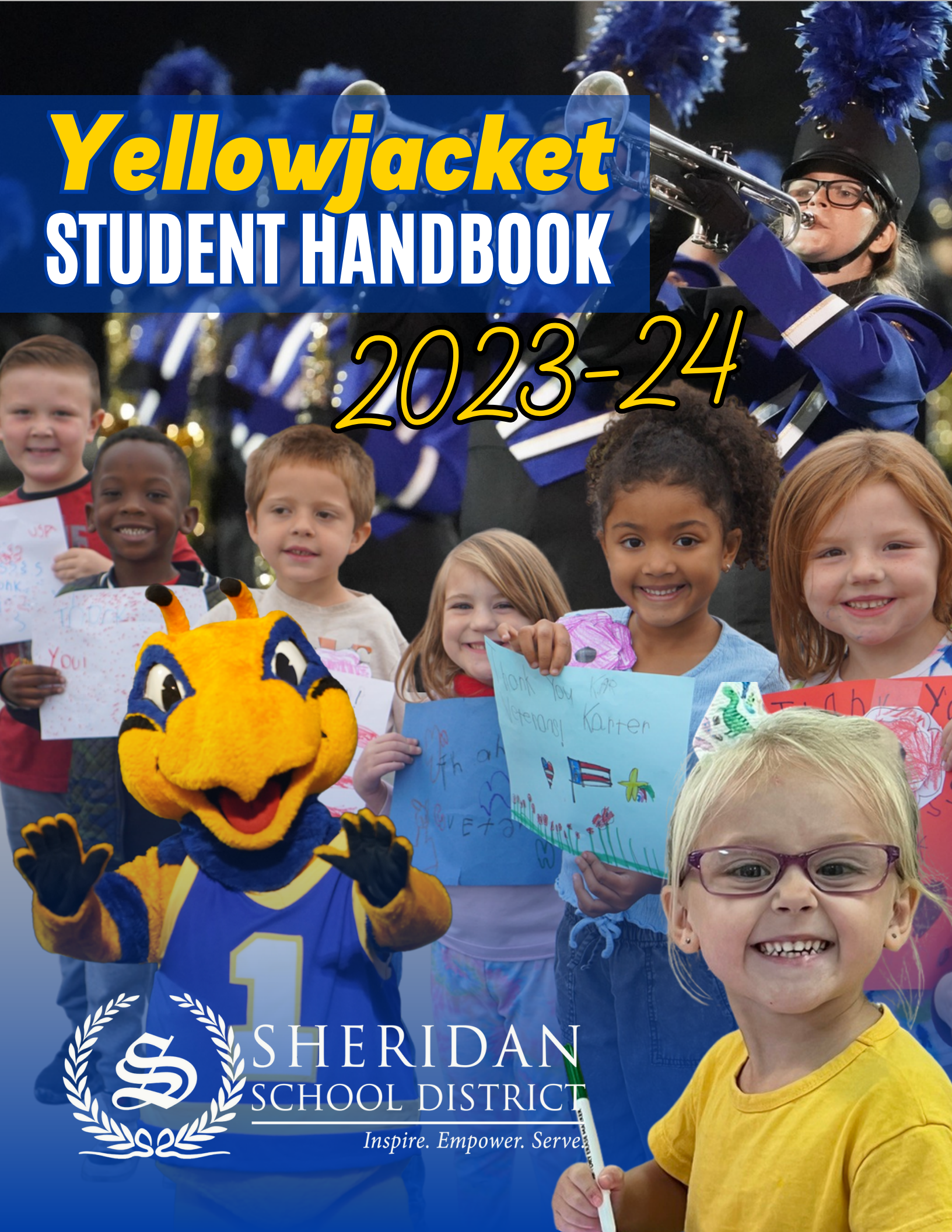


Yellowjacket **STUDENT HANDBOOK**

2023-24



SHERIDAN
SCHOOL DISTRICT

Inspire. Empower. Serve.

Sheridan School Board

Jeff Lisenbey, President

Jacob Palmer, Secretary

Wade Crosswhite

Clarissa Wallace

Jan Caldwell, Vice President

Jody Spann

Stan Hancock

Sheridan School District Central Office Administration

Superintendent

Deputy Superintendent

Assistant Superintendent

Chief Financial Officer

Director of Communications and Recruitment

Director of Federal Programs, Curriculum & Assessment

Director of Special Services

Director of Administrative Services

Director of Athletics

Gifted/Talented & Advanced Placement Coordinator

Technology Coordinator

Director of School Counseling/Jacket Health
and Wellness Coordinator

School Resource Officer

School Resource Officer

School Resource Officer

School Resource Officer

Dr. Karla Neathery

Lincoln Daniels

Chad Pitts

Cris Bolin

Andy Mayberry

Alisa Gray

Dr. Laura Daniel

Dennis Emerson

Tyler Turner

Summer Williams

Leann Pinkerton

Allyson Pitts

Saundra McCool

TBA

Susie Larkin

Mary Stephenson

400 N Rock St, Sheridan AR 72150: (870)942-3135: www.sheridanschools.org

Email: Any Sheridan School District employee may be contacted by email using an address consisting of the employee's first and last name followed by @sheridanschools.org. Ex: johnndoe@sheridanschools.org

SHERIDAN SCHOOL DISTRICT CAMPUSES, PERSONNEL, and MISSION STATEMENTS

Sheridan Elementary School 707 Ridge Dr. Sheridan, AR 72150 Phone: (870) 942-3131 Fax: (870) 942-7477	Lindsey Bohler, Principal Morgan Wilson, Assistant Principal Melissa Brown, Counselor Shelley Davis, Nurse Melinda Covert, Secretary	Providing a quality education; using resources through best practices; collaborating with teachers, students, and community partners; ensuring a safe and supportive environment.
Sheridan Intermediate School 708 Ridge Dr. Sheridan, AR 72150 Phone: (870) 942-7488 Fax: (870) 942-3190	Teresa Knight, Principal Tom Cypert, Assistant Principal Autumn Gilbert, Counselor Kimberly Norwood, Nurse Michelle Metzger, Secretary	To instill a value of education that equips today's learners to be tomorrow's contributing individuals.
East End Elementary School 21801 Arch St. Little Rock, AR 72206 Phone: (501) 888-4264 Fax: (501) 888-4275	Vickie Easley, Principal Tamara Strawn, Assistant Principal Christy Whitley, Counselor Janet Stockton, Nurse Joy Sharp, Secretary	To ensure that all students learn at high levels.
East End Intermediate School 5205 Sawmill Rd. Little Rock, AR 72206 Phone: (501) 888-1477 Fax: (501) 888-8937	Dr. Amber Binz, Principal Liane Teague, Assistant Principal Brittany Stamper, Counselor Rachel Clark, Nurse BJ Davis, Secretary	To provide all students with an education to enable them to become productive, responsible members of society.
Sheridan Middle School 500 N. Rock St. Sheridan, AR 72150 Phone: (870) 942-3813 Fax: (870) 942-3034	Deborah Mooney, Principal Angela Douglass, Assistant Principal Carrie Shankles, Counselor Sunni Mathews, Nurse Kellie Bland, Secretary	We will support, teach, and ensure all students learn at high levels and become productive citizens.
East End Middle School 24554 Hwy 167 S Hensley, AR 72065 Phone: (501) 261-6565 Fax: (501) 261-7036	Dr. Heather Williams, Principal Alan Westfall, Assistant Principal Jessica Ashcraft, Counselor Michelle Eubanks, Secretary Linda Corrigan, Nurse	To educate and care for all students at high levels.
Sheridan High School 700 W. Vine St. Sheridan, AR 72150 Phone: (870) 942-3137 Fax: (870) 942-7546	Dr. Blaine Alexander, Principal Candace Wilson, Assistant Principal Nick Soapes, Assistant Principal Jamison Ingram, Dean of Students Nick Steele, Counselor Abbey Lusinger, Counselor Vicki Strong, Counselor Halie Dodd, Nurse Dawn Belknap, Secretary	To empower all students to learn at high levels.
The Academy 510 W. Church St. Sheridan, AR 72150 Phone: (870) 942-9861 Fax: (870) 942-4801	Laura Daniel, Director of Special Services Dennis Wolf, Principal Christy Daniels, Counselor Connie Wagner, Secretary Aide	Providing students an alternative rigorous educational environment, where specific needs are met through positive character development and individual instruction, enabling them to become self-sufficient, contributing citizens in the community.

Sheridan Alma Mater

O' Sheridan High,
O' Sheridan High,
Our love to thee we bring.
We love thy walls,
We love thy halls,
Our praises to thee sing.

May students ever come to thee,
In search of truth and light,
And justice reign o're thy domain
For years to prove thy might.

VERSE 2:

O' Sheridan High,
O' Sheridan High,
Thy royal and thy gold.
Thy flag shall ever wave for thee,
Emblem of love untold.
Our Alma Mater now we bring
Our pledge of loyalty,
Throughout the world our voices ring
Dear Sheridan High for thee.





Sheridan School District

Inspire. Empower. Serve.

VISION

To inspire all students and adults to reach their full potential and achieve personal success.

MISSION

To provide students with a safe and rigorous educational environment, empowering them to become lifelong learners who are responsible, contributing citizens.

CORE BELIEFS

- We believe faculty, staff, parents and community members must work together to promote student success.
- We believe school should be a positive and safe environment where students' academic, social and emotional needs are met.
- We believe in encouraging children to find their own unique strengths and qualities.
- We believe effective instruction must be engaging, relevant and challenging.
- We believe we must equip students with the life skills necessary for leading lives of integrity and responsibility.

NON-DISCRIMINATORY POLICY

No student in the Sheridan 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.

2023-2024

SCHOOL YEAR AT A GLANCE

First Day for Students	August 14
Labor Day Holiday – No School	September 4
Grades K-2 NWEA MAPS Assessment	September 5-29
Interim Reports Go Home	September 15
Grades 6-12 Parent/Teacher Conferences (Early Dismissal)	September 18
Grades PK-5 Parent/Teacher Conferences (Early Dismissal)	September 21
No School (Make-up Day if Needed)	September 22
End of 1st Nine Weeks (43 Days)	October 13
Report Cards Issued	October 19
No School for Students (Professional Development for Staff)	October 20
Interim Reports Go Home	November 17
Thanksgiving Holiday – No School	November 20-24
Semester Tests (Grades 7-12)	December 18-20
End of 2nd Nine Weeks & 1st Semester (43/42/85 Days)	December 20
Christmas Holiday – No School	December 21-January 2
Professional Development Day (No Students)	January 3
Students Return to School	January 4
Grades K-2 NWEA MAPS Assessment	January 8-February 2
Report Cards Issued	January 12
MLK Day - No School	January 15
Interim Reports Go Home	February 9
Grades 6-12 Parent/Teacher Conferences (Early Dismissal)	February 12
Grades PK-5 Parent/Teacher Conferences (Early Dismissal)	February 15
ACT Grade 11	February 27
No School (Make-up Day if Needed)	February 16
Window for ELPA21 Test for English Language Proficiency	March 4-April 12
End of 3rd Nine Weeks (50 Days)	March 15
Spring Break – No School	March 18-22
Report Cards Issued	April 1
SHS CAP Conferences	TBA
No School for Students (Professional Development for Staff)	April 8
Grades K-2 NWEA MAPS Assessment	April 15-May 10
Window for ATLAS Summative	April 15-May 17
Interim Reports Go Home	May 3
AP Exams	May 1-12
Semester Tests (Grades 6-12)	May 22-24
End of 4th Quarter & 2nd Semester (50/43/93 Days) Last Student Day	May 24
Graduation	May 24
Memorial Day	May 27
Make-Up Days if Needed	May 28-29

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*Numerals in parentheses after a heading reference Sheridan School Board Policy.

STUDENT HANDBOOKS

The Sheridan School Board will consider student handbooks and their conduct code to be an extension of board policy and to carry such authority. In addition, it shall be the policy of the Sheridan 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. This handbook is also available on our school district website, www.sheridanschools.org.

DISTRICT WEBSITE (R5.20)

The Sheridan School District shall maintain a web page to provide information about its schools, students, and activities to the community. This policy is adopted to promote continuity between the different pages on the district website by establishing guidelines for their construction and operation.

The Sheridan School District website shall be used for educational purposes only. It shall not create either a public or a limited public forum. Any link from any page on the District's site may only be to another educational site. The website shall not use "cookies" to collect or retain identifying information about visitors to its website nor shall any such information be given to "third parties." Any data collected shall be used solely for the purpose of monitoring site activity to help the district improve the usefulness of the site to its visitors.

Each school's web page shall be under the supervision of the school's Web Master and the District's website shall be under the supervision of the District's Web Master. They shall have the responsibility for ensuring that web pages meet appropriate levels of academic standards and are in compliance with these guidelines and any additional administrative regulations. To this end, the District and School Web Masters shall have the authority to review and edit any proposed changes to web pages to ensure their compliance with this policy. All such editing shall be viewpoint neutral.

District and school web pages shall also conform to the following guidelines:

1. All pages on the District's website may contain advertising and links only to educational sources.
2. The District's home page shall contain links to existing individual school's web pages and the school home pages shall link back to the District's home page. The District's home page may also include links to educational extracurricular organization's web pages, which shall also link back to the District's home page.

3. Photos along with the student's name can be posted on web pages after receiving written permission from the student's parents or the student if the student is over the age of eighteen (18).
4. The District's web server shall host the Sheridan District's website. ⁴
5. No web page on the District website may contain public message boards or chat rooms.
6. All web pages on the District website shall be constructed to download in a reasonable length of time.
7. The District's home page shall contain a link to a privacy policy notice, which must be placed in a clear and prominent place and manner.
8. With the exception of students who may retain the copyright of material they have created that is displayed on a District web page, all materials displayed on the District web site are owned by the District.
9. The District shall include the following information on its website through a link located on the District's homepage titled "State Required Information":
 - a. Local and state revenue sources;
 - b. Administrator and teacher salary and benefit expenditure data;
 - c. District balances, including legal balances and building fund balances;
 - d. Minutes of regular and special meetings of the school board;
 - e. The district's budget for the ensuing year;
 - f. A financial breakdown of monthly expenditures of the district;
 - g. The salary schedule for all employees including extended contract and supplementary pay amounts;
 - h. Current contract information (not including social security numbers, telephone numbers, personal addresses or signatures) for all district employees;
 - i. The district's annual budget;
 - j. The annual statistical report of the district;
 - k. The district's personnel policies;
 - l. The annual School Performance Report;
 - m. School-Level Improvement Plans;
 - n. The School District Support Plan;
 - o. Student discipline policies;
 - p. Comprehensive School Counseling Plan;
 - q. The District financial policies;
 - r. Student handbooks;
 - s. The Annual Report to the Public;
 - t. The parent, family, and community engagement plan;
 - u. The Immunization waiver report from Policy 4.57—IMMUNIZATIONS;
 - v. School District Calendar;
 - w. List of statutory, rule, or Standards for Accreditation waivers the District has received under A.C.A. § 6-15-103;
 - x. The District's Teacher and Administrator Recruitment and Retention Plan;
 - y. The total amount of State funds used for teacher salaries;

The information and data required for items A through K, in 8 above shall be the actual data for the previous two (2) school-years and the projected data for the current school-year.

Before July 15 of each year, the District shall post on its website the following information:

- The dyslexia intervention programs used during the previous school year that were specifically responsive to assisting students with dyslexia;
- The number of students during the previous school year who received dyslexia intervention; and
- The total number of students identified with dyslexia during the previous school year.

If the District's reading curriculum is not taken from the DESE list of approved curricula, the District shall post the reading curriculum the District uses and a statement that the curriculum is not on the list of DESE approved curricula.

The District shall include the following information on its website that may be accessed through a link located on the District's homepage titled "Title IX/Sex Discrimination":

- Contact information for the District's Title IX Coordinator;
- A statement that 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. 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;
- Copies of the District's sexual harassment policies;
- Copies of the District's Procedures governing the grievance and appeal process;
- The process for filing a formal complaint of sexual harassment; and
- Direct links to or copies of the materials used to train the District's Title IX Coordinators, investigators, and decision-makers.

The District and school webmasters are responsible for ensuring all District webpages meet required standards to be accessible to individuals with disabilities.

SSD-ALERT

SSD-Alert is the district's Alert Text Messaging System that provides immediate information to parents/guardians concerning school closings and other school events. The alerts will be automatically sent to the phone numbers each campus has on file for each student.

Parents/Guardians provide this contact information during student enrollment and are asked to ensure the information is kept up-to-date by notifying the campus secretaries when their information has changed.

TWITTER AND FACEBOOK

The Sheridan School District manages Twitter and Facebook accounts in order to help keep parents and the community up to date with the latest news and events of the district.

Twitter: [@sheridanschools](https://twitter.com/sheridanschools)

Like us on Facebook at <https://m.facebook.com/sheridanSD37/>.

ELECTRONIC RECORDS ACCESS

The Sheridan School District provides parents / guardians with the ability to access their student's school information through the Canvas Learning Management System. Through Canvas, parents of students in grades 4 - 12 can view their student's course information and grades. Canvas is also used for communication between parents, students and teachers at all grade levels.

To create a new account in Canvas or to sign in to an existing account go to the following URL:
<https://sheridanschools.instructure.com/login/canvas>

We have created several video tutorials for parents to help with setting up your new account, getting notifications, getting and using the Canvas App for phones and other devices and other topics. Those videos, as well as resources provided directly from Canvas, are available at the following URL:
<https://www.sheridanschools.org/canvas-video-tutorials>

For specific questions about your student's Canvas account, you may also contact the secretary on your student's campus.

PARENT NEEDS AND RESOLUTIONS

When a parent has a concern or need related to school issues, it is expected that the student's classroom teacher will be contacted to assist in resolving the concern. At this point, the teacher will respond in a timely manner and may direct the parent to discuss the issue with the building principal if the concern is beyond his/her realm of responsibility. If a resolution is not reached in a conference with the building principal, the parent may then contact the Deputy Superintendent for Student Services for further support.

CONTACT WITH STUDENTS WHILE AT SCHOOL (4.15)

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 the principal's 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 unsupervised 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 non-custodial 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 non-custodial parents that was witnessed by the student's building principal.¹ 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. Except as provided below, other questioning of students by non-school personnel shall be granted only with a court order directing such questioning, with permission of the parents of a student (or the student if above eighteen (18) years of age), or in response to a subpoena or arrest warrant.

If the District makes a report to any law enforcement agency concerning student misconduct or if access to a student is granted to a law enforcement agency due to a court order, the principal or the principal's designee shall make a good faith effort to contact the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis. The principal or the principal's designee shall not attempt to make such contact if presented documentation by the investigator that notification is prohibited because a parent, 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.

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.

NON-CUSTODIAL INFORMATION

It is the policy of the Sheridan School District that non-custodial parents shall be afforded maximum access to school records to keep the parent informed of the child's activities and progress.

Access to Records - All records maintained by the Sheridan School District on each student shall be open for access to any non-custodial parent, unless those records have been closed to that parent by a court order. The burden shall be on the custodial parent to provide a copy of such court order to the school district as soon as that order is rendered. Any non-custodial parent may make an appointment to view grade and attendance information.

PARENTAL/COMMUNITY INVOLVEMENT POLICY (6.12)

The Sheridan School District understands the importance of involving parents, families, and the community as a whole in promoting higher student achievement and general good will between the school and those it serves. Therefore, each building shall strive to develop and maintain the capacity for meaningful and productive parent, family, and community engagement that will result in partnerships that are mutually beneficial to the school, students, parents, families, and the community. To achieve such ends, the school shall work to:

1. Involve parents, families, and the community in the development and improvement of Title I programs for the school;
2. Have a coordinated engagement program where the engagement activities of the school enhance the involvement strategies of other programs such as Head Start, HIPPIY, Parents as Partners, Parents as Teachers, ABC, ABC for School Success, area Pre-K programs, and Even Start;
3. Explain to parents, families, and the community the State's academic and achievement standards; State and local student assessments; and how the school's curriculum is aligned with the state's academic standards and assessments; and how parents, families, and the community can work with the school to improve students' academic achievement;
4. Provide parents and families with the materials and training they need to be better able to help their child achieve. The school may use parent resource centers or other community- based organizations to foster parental and family engagement and provide literacy and technology training to parents.
5. Educate school staff, with the assistance of parents, in ways to work and communicate with parents and to know how to implement parent, family, and community engagement programs that will promote positive partnerships between the school and parents, families, and the community;

6. Keep parents, families, and the community informed about parent, family, and community engagement programs, meetings, and other activities they could be involved in. Such communication shall be, to the extent practicable, in a language the parents and families can understand;
7. Find ways to eliminate barriers that work to keep parents and families from being involved in their child's education. This may include providing transportation and child care to enable parents to participate, arranging meetings at a variety of times, and being creative with parent/teacher conferences;
8. Find and modify other successful parent, family, and community engagement programs to suit the needs of our school;
9. Train parents, families, and the community to enhance and promote the involvement of other parents, families, and members of the community;
10. Provide reasonable support for other parent, family, and community engagement activities as parents, families, and the community may reasonably request.

To help promote an understanding of each party's role in improving student learning, each building shall develop a compact that outlines the responsibilities of parents, students, and the school staff in raising student academic achievement and in building the partnerships that will enable students to meet the State's academic standards.

Each Title I Building shall convene an annual meeting, or several meetings at varying times if necessary to adequately reach parents and families of participating students, to inform parents and families of the school's participation in Title I, its requirements regarding parent, family, and community engagement, and the parents right to be involved in the education of their child.

Each Title I Building shall, at least annually, involve parents, families, and the community in reviewing the school's Title I program and parent, family, and community engagement policy in order to help ensure their continued improvement.

This policy shall be part of the school's Title I plan and shall be distributed to parents of the district's students and provided, to the extent practicable, in a language the parents can understand.

RESIDENCE REQUIREMENTS (4.1)

Definitions:

"In loco parentis" means relating to the responsibility to undertake the care and control of another person in the absence of:

1. Supervision by the person's parent or legal guardian; and
2. 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 District and to all persons between those ages who have been legally transferred to the District for educational purposes.

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

All parents or guardians of enrollees must present proof of personal property assessment for the year in which they are enrolling and must prove residence within the district through rent receipt or proof of purchase of housing within the district. 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 residence or entrance requirements, the child shall be immediately admitted to the school and the District’s Homeless Liaison shall be notified in order to carry out the dispute resolution process.

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 whose parents move the student into another district or 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. 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.

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 the employee’s child or ward reside outside the district.

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.

HOMELESS STUDENTS (4.40)

The Sheridan 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:

- Receive appropriate time and training in order to carry out the duties required by law and this policy;
- Coordinate and collaborate with the State Coordinator, community, and school personnel responsible for education and related services to homeless children and youths;
- Ensure that school personnel receive Professional development and other support regarding their duties and responsibilities for homeless youths;
- Ensure that unaccompanied homeless youths:
 - Are enrolled in school;
 - Have opportunities to meet the same challenging State academic standards as other children and youths; and
 - Are informed of their status as independent students under the Higher Education Act of 1965 and that they may obtain assistance from the LEA liaison to receive verification of such status for purposes of the Free Application for Federal Student Aid;
- Ensure that public notice of the educational rights of the homeless children and youths is disseminated in locations frequented by parents or guardians of such youth, and unaccompanied homeless youths, including schools, shelters, public libraries, and soup kitchens, in a manner and form that is easily understandable.

To the extent possible, the LEA liaison and the building principal shall work together to ensure no homeless child or youth is harmed due to conflicts with District policies solely because of the homeless child or youth's living situation; this is especially true for District policies governing fees, fines, and absences.

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 LEA liaison for homeless children and youth to carry out the dispute resolution process.

For the purposes of this policy “school of origin” means:

- The school that a child or youth attended when permanently housed or the school in which the child or youth was last enrolled, including a preschool; and
- The designated receiving school at the next grade level for all feeder schools when the child completes the final grade provided by the school of origin.

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

1. 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
2. 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.

The District shall be responsible for providing transportation for a homeless child, at the request of the parent or guardian (or in the case of an unaccompanied youth, the LEA Liaison), to and from the child's school of origin.²

A homeless student shall be immediately eligible to participate in interscholastic activities at the school in which the student is enrolled.

For the purposes of this policy, students shall be considered homeless if they lack a fixed, regular, and adequate nighttime residence and:

- a. Are:
 - Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason;
 - Living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations;
 - Living in emergency or transitional shelters;
 - Abandoned in hospitals; or
- b. Have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
- c. Are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- d. Are migratory children who are living in circumstances described in clauses (a) through (c).

STUDENTS WHO ARE FOSTER CHILDREN

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

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

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

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

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

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

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

Foster Child School Choice

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

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

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

The public school or District has reached the maximum student-to-teacher ratio allowed under federal law, state law, rules for standards of accreditation, or other applicable rule or regulation

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

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

- Graduates from high school; or
- Transfers to another school or school district under:
 - The Foster Child School Choice Act;
 - Opportunity Public School Choice Act of 2004;
 - The Public School Choice Act of 2015; or
 - Any other law that allows a transfer.

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

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

SELECTION OF LIBRARY/MEDIA CENTER MATERIALS

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

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

Selection Criteria

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

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

Retention and Continuous Evaluation

Media center materials shall be reviewed regularly to ensure the continued appropriateness of the center's collection to the school's curriculum and to maintain the collection in good repair.

Those materials no longer meeting the selection criteria, have not been used for a long period of time, or are too worn to be economically repaired shall be withdrawn from the collection and disposed of. A record of withdrawn media materials including the manner of their disposal shall be maintained for a period of three years.

Gifts

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

Challenges

The parent of a student affected by a media selection, or a District employee may formally challenge the appropriateness of a media center selection by following the procedure outlined in this policy. The challenged material shall remain available throughout the challenge process.

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

In the meeting, the media specialist shall explain the selection criteria and how the challenged material fits the criteria. The complainant shall explain his/her reasons for objecting to the selected material. If, at the completion of the meeting, the complainant wishes to make a formal challenge to the selected material, he/she may do so by completing the *Request for Formal Reconsideration Form* and submitting it to the principal's office.

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

The principal shall convene a meeting after a reasonable time for the committee members to adequately review the contested material and the *Request for Formal Reconsideration Form* submitted by the complainant. The complainant shall be allowed to present the complaint to the committee after which time the committee shall meet privately to discuss the material. The

committee shall vote by secret ballot to determine whether the contested material shall be removed from the media center's collection. A member from the voting majority shall write a summary of the reasons for their decision. A notice of the committee's decision and the summary shall be given (by hand or certified mail) to the complainant.

If the decision is to not remove the material, the complainant may appeal the committee's decision to the district Board of Directors by filing a written appeal to the Superintendent within five (5) working days of the committee's decision or of written receipt of the decision. The Superintendent shall present the original complaint and the committee's decision along with the summary of its reasons for its position plus a recommendation of the administration, if so desired, to the Board within 15 days of the committee's decision. The Board shall review the material submitted to them by the Superintendent and make a decision within thirty (30) days of receipt of the information. The Board's decision is final.

SELECTION/INSPECTION OF INSTRUCTIONAL MATERIALS (5.5)

Definitions

"Curriculum" means: the sequences of public school student learning expectations, pacing, materials, and resources that are used to teach the Arkansas academic standards and the processes for evaluating mastery of the Arkansas academic standards at particular points in time throughout the kindergarten through grade twelve (K-12) educational program.

"Gender identity" means the same as is used in the Diagnostic and Statistical Manual of Mental Disorders, Fifth Edition, which defines it as a category of social identity and refers to an individual's identification as male, female, or, occasionally, some category other than male or female.

"Instructional material" means instructional content that is provided to a public school student, regardless of its format, that includes without limitation printed or representational materials, audio-visual materials, and materials in electronic or digital format, such as materials accessible through the internet; however, Instructional material does not include academic tests or academic assessments.

"Sexual orientation" means an individual's actual or perceived orientation as heterosexual, homosexual, or bisexual.

The use of instructional materials, including classroom events or activities associated with classroom instruction, beyond those approved as part of the curriculum/textbook program must be compatible with school and district policies. If there is uncertainty concerning the appropriateness of supplemental materials, the personnel desiring to use the materials shall get approval from the school's principal prior to putting the materials into use.

All instructional materials, including classroom events or activities associated with classroom instruction, used as part of the educational curriculum of a student shall be available for inspection by the parents or guardians of the student.

Parents or guardians wishing to inspect instructional materials used as part of the educational curriculum for their child may schedule an appointment with the student's teacher at a mutually agreeable time. Parents/guardians wishing to challenge the appropriateness of any instructional materials shall follow the procedures outlined in Policy 5-6--CHALLENGE OF INSTRUCTIONAL/SUPPLEMENTAL MATERIALS .

In addition to all other inspection rights under this policy, the following shall be made available for inspection regardless of whether any of the listed items are offered as part of a sex education class or program or as part of any other class, activity, or program:

- a. Curricula;
- b. Materials;
- c. Tests;
- d. Surveys;
- e. Questionnaires;
- f. Activities; and
- g. Instruction of any kind.

Except when directly related to a requirement under the Arkansas academic standards; a District employee responding to questions posed by students during class regarding sex education, sexual orientation, or gender identity as it relates to a topic of instruction; or a District employee refers to the sexual orientation or gender identity of a historical person, group, or public figure when such information provides necessary context in relation to a topic of instruction, the District shall provide written notification to parents and legal guardians of their ability to exercise their rights under this policy to review items A-G above or to challenge and/or opt their student out of items under A-G above as permitted under Policy 5.6. The District's notification method shall ensure that the District receives a confirmation of the written notification receipt from parents and legal guardians.

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

CHALLENGE TO INSTRUCTIONAL/SUPPLEMENTAL MATERIALS(5.6)

Definitions

"Curriculum" means: the sequences of public school student learning expectations, pacing, materials, and resources that are used to teach the Arkansas academic standards and the processes for evaluating mastery of the Arkansas academic standards at particular points in time throughout the kindergarten through grade twelve (K-12) educational program.

"Gender identity" means the same as is used in the Diagnostic and Statistical Manual of Mental Disorders, Fifth Edition, which defines it as a category of social identity and refers to an individual's identification as male, female, or, occasionally, some category other than male or female.

"Instructional material" means instructional content that is provided to a public school student, regardless of its format, that includes without limitation printed or representational materials, audio-visual materials, and materials in electronic or digital format, such as materials accessible through the internet; however, Instructional material does not include academic tests or academic assessments.

"Sexual orientation" means an individual's actual or perceived orientation as heterosexual, homosexual, or bisexual.

Instructional and supplemental materials, including classroom events or activities associated with classroom instruction, are selected for their compatibility with the District's educational program and their ability to help fulfill the District's educational goals and objectives. Individuals wishing to challenge or express concerns about instructional or supplemental materials, including classroom events or activities associated with classroom instruction, may do so by filling out a *Challenge to Instructional Material* form available in the school's office.

The contesting individual may present a copy of the form to the principal and request a conference be held at a time of mutual convenience. Prior to the conference, the principal shall consult with the teacher regarding the contested material. In the conference, the principal shall explain to the contesting individual the criteria used for the selection of the material and its relevancy to the educational program as well as any other pertinent information in support of the use of the material.

Following the conclusion of the meeting, the principal shall have five (5) working days to submit a summary of the concerns expressed by the individual and the principal's response to those concerns to the Superintendent.

If the contesting individual is not satisfied with the principal's response, the individual may, after the five (5) working day period, request a meeting with the Superintendent where the individual shall present the same *Challenge to Instructional Material* form previously presented to the principal. The Superintendent shall explain to the contesting individual the criteria used for the selection of the material and its relevancy to the educational program as well as any other pertinent information in support of the use of the material.

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

If, after meeting with the Superintendent, the contesting individual is not satisfied with the Superintendent's response regarding the appropriateness of the instructional or supplemental material, he/she may appeal the Superintendent's decision to the Board. The Superintendent shall present the contesting individual's *Challenge to Instructional Material* form to the Board at the next regularly scheduled meeting along with the written responses to the challenge. The

Board may elect, if it so chooses, to hear brief verbal presentations from the parties involved in the challenge.

The Board shall decide at that meeting or their next regularly scheduled meeting whether to retain the material, limit the availability of the material, or remove the material from the school. The Board's primary consideration in reaching its decision shall be if the instructional and supplemental materials, including classroom events or activities associated with classroom instruction, are:

- Misleading;
- Factually inaccurate; or
- Otherwise inappropriate for the intended educational use.

In addition to the notification requirements under Policy 5.5 and all other challenge rights under this policy, parents and legal guardians may opt their students out of any of the following by submission of form 5.6F2 regardless of whether any of the listed items are offered as part of a sex education class or program or as part of any other class, activity, or program except when the item is directly related to a requirement under the Arkansas academic standards; a District employee is responding to questions posed by students during class regarding sex education, sexual orientation, or gender identity as it relates to a topic of instruction; or a District employee refers to the sexual orientation or gender identity of a historical person, group, or public figure when such information provides necessary context in relation to a topic of instruction:

- a. Curricula;
- a. Materials;
- b. Tests;
- c. Surveys;
- d. Questionnaires;
- e. Activities; and
- f. Instruction of any kind.

Students who are excused under this policy from participating in any or all portions of items A-G above shall not be penalized for grading purposes if the student satisfactorily performs alternative lessons related to health.

The rights provided to parents under this policy transfer to the student when the student turns eighteen (18) years old.

SCHOOL DAY SCHEDULES

I. Elementary & Intermediate Schools

Doors will open at 7:30 A.M. There is no supervision until 7:30 A.M. therefore; students should not arrive before this time.

Breakfast will be served from 7:30 A.M. – 7:50 A.M., except in cases of a late bus. Students eating breakfast will remain in the cafeteria or designated area until 7:45 A.M.

The school day's instruction will begin promptly at 8:00 A.M. and goes through 3:10 P.M. Students entering the classroom after the 8:00 bell are considered tardy, and must be signed in at the office by a parent/guardian.

Being tardy to school for any reason is strongly discouraged. It is very hard on a child of any age to come into the classroom in the middle of a class or after instruction has been given. In addition, it is extremely disruptive to the classroom climate to have the instructional period interrupted by a tardy student. The following is a guideline for student absences and tardies:

Morning

Arriving between 8:00 A.M. and 9:00 A.M. is a morning tardy.

Afternoon

Leaving between 2:00 P.M. and prior to afternoon dismissal is an afternoon tardy.

A student who misses more than 60 minutes of instructional time between 8:00A.M.-11:00A.M. will be counted absent for that period of the day.

A student who misses more than 60 minutes of instructional time between 11:30 A.M.-3:00 P.M. will be counted absent for that period of the day

II. Sheridan Middle School, East End Middle School

Doors will open at 7:30 A.M. for breakfast. There is no supervision until 7:30 A.M.; therefore, students should not arrive before this time.

Breakfast will be served from 7:30 A.M. – 7:50 A.M., except in cases of a late bus. Students eating breakfast will remain in the cafeteria or designated area until 7:55 A.M.

The school day's instruction will begin promptly at 8:00 A.M. and goes through 3:10 P.M. Students entering the classroom after the 8:00 bell are considered tardy, and must be signed in at the office by a parent/guardian.

III. Sheridan High School (9-12) and Alternative Learning Academy Campus:

Doors will open at 7:30 A.M. for breakfast. There is no supervision until 7:30 A.M.; therefore; students should not arrive before this time.

Breakfast will be served from 7:30 A.M. – 7:50 A.M., except in cases of a late bus. Students eating breakfast will remain in the cafeteria or designated area until 7:50 A.M.

The school day's instruction will begin promptly at 8:00 A.M. and goes through 3:10 P.M. Students entering the classroom after the 8:00 bell are considered tardy, and must sign in at the office.

A student that is more than 25 minutes late is absent from that period.

LATE ARRIVAL AT THE SCHOOL

Any student arriving after the school day has begun must be checked in through the office by their parent or guardian. The student should give his/her name, reason for late

arrival, and the check-in time. Tardies due to late arrivals on campus will be excused only when accompanied by official documentation.

Tardies (Grades K-5)

Students will be allowed two (2) tardies per semester;

- A. On the fifth (5th) tardy a letter will be sent home.
- B. On the tenth (10th) tardy a FINS (Family in Need of Services) petition may be filed with the courts.

When emergencies make it necessary for a student to leave school early, the parent/guardian is required to sign the student out at the office. The student will be called to the office. Parents will not be allowed to go directly to the classroom. Only people listed on a student enrollment card will be allowed to pick up that student.

Students arriving on late buses will not be counted tardy. Note: If you need to make a change in plans for how your child is to get home, please call the office before 2:00 P.M. Make sure your child knows before he/she leaves for school in the morning how he/she is to get home in the afternoon.

Tardies (Grades 6-12)

A student that is more than 25 minutes late is absent from that period.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance shall be recited during the first class period of each school day. Those students choosing to participate shall do so by facing the flag with their right hand over their heart, or in an appropriate salute if in uniform, while reciting the Pledge. Students choosing not to participate shall be quiet while either standing or sitting at their desks. Students shall not be compelled to recite the Pledge, but students who choose not to recite the Pledge shall not disrupt those students reciting the Pledge. Those students choosing not to recite the Pledge shall not be subject to any comments, retaliation, or disciplinary action.

THE STAR-SPANGLED BANNER

Each school in the District shall broadcast The Star-Spangled Banner at:

- The commencement of each school-sanctioned sporting event; however, if two (2) or more school-sanctioned sporting events occur on the same day at the same school, then the broadcast of The Star-Spangled Banner may be performed at only one (1) of the events; and
- At least one (1) time each week during school hours.

The broadcast of The Star-Spangled Banner shall be selected from any recording that adheres to the Division of Elementary and Secondary Education (DESE) Rules, or, when appropriate, performed from original sheet music that adheres to DESE rules by:

- A school-sanctioned band program;
- A school-sanctioned chorale program, vocal group, or vocalist; or the attendees of a school-sanctioned event led by a vocalist selected by the principal of the school hosting the school-sanctioned event.

Students shall not be compelled to participate in the performance of The Star-Spangled Banner, but students who choose not to participate in the performance of The Star-Spangled Banner shall not disrupt those students choosing to participate in the performance of The Star-Spangled Banner. Students choosing not to participate in the performance of The Star-Spangled Banner who do not disrupt the participation of performance of The Star-Spangled Banner shall not be subject to any comments, retaliation, or disciplinary action.

PERIOD OF SILENCE

A public school in this state shall observe a one (1) minute period of silence at the beginning of school each school day. During the period of silence a student may, without interfering with or distracting another student: (1) Reflect; (2) Pray; or (3) Engage in a silent activity. A teacher or school employee in charge of a public school classroom, shall ensure that all students remain silent and do not interfere with or distract another student during the period of silence.

ASBESTOS NOTICE

Pursuant to federal regulations, the Sheridan School District has conducted asbestos inspections and generated management plans that are on file for public inspection in the principals' offices and the maintenance office for the district.

The district has implemented an ongoing surveillance and inspection program for materials remaining in the district.

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SECTION II – STUDENT POLICIES AND PROCEDURES

ENTRANCE REQUIREMENTS (4.2)

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 has been enrolled in a state-accredited or state-approved kindergarten program in another state for at least sixty (60) days, will become five (5) years old during the year in which he/she is enrolled in kindergarten, and meets the basic residency requirement for school attendance may be enrolled in kindergarten upon written request to the District. 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 the 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 Division of Elementary and Secondary 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" ⁴ 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 1211 or 42 U.S.C. § 204.

"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.

"Dual status military technician" means a federal civilian employee who is:

- a. Employed under 5 U.S.C. § 3101 or 32 U.S.C. § 709(b);

- b. Required as a condition of his or her employment to maintain membership in the Selected Reserve; and
- c. Assigned to a civilian position as a technician in the organizing, administering, instructing, or training of the Selected Reserve or in the maintenance and repair of supplies or equipment issued to the Selected Reserve of the United States Armed Forces.

“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;
- 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;
- Dual status military technicians; and
- Traditional members of the National Guard and reserve components of the armed forces who are relocating to the state for employment or to serve as a member of an Arkansas-based reserve component unit.

"Traditional member of the National Guard or federal reserves" means an active member of the Selected Reserve subject to mobilization and deployment for which he or she attends monthly and annual training periods.

“Transition” means the:

- Formal and physical process of transitioning from public school to public school; or
- Period of time in which a student moves from a sending district to a receiving district.

“Uniformed services”⁴ means the United States Army, United States Navy, United States Air Force, United States Marine Corps, United States Space Force, 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.

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 noncustodial parent living outside the district by a custodial parent on active military duty.

Following the receipt of advanced notice of the enrollment of an eligible student from a military family, the District shall treat the notice as a provisional enrollment and provide the student with materials regarding:

- a. Academic courses;
- b. Electives;
- c. Sports; and
- d. Other relevant information regarding the public school.

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.

To facilitate a smooth transition between the student's previous coursework and the curriculum best suited to ensure educational success in the student's new school, the District may enroll an inbound transitioning eligible student in digital coursework, if available, at the request of the military family.

International Exchange Students

"Host family" means the individual or family with whom an international exchange student is placed by an international student exchange visitor placement organization

under the International Student Exchange Visitor Placement Organization Registration Act, § 6-18-1701 et seq.

"International exchange student" means a student who is placed with a host family by an international student exchange visitor placement organization under the International Student Exchange Visitor Placement Organization Registration Act, § 6-18-1701 et seq.

Before an international exchange student may attend a District school, the District requires all international student exchange visitor placement organizations that are placing international exchange students within the District to:

- Be certified by the Council on Standards for International Educational Travel;
- Provide documented proof of the international exchange student's English proficiency; and
- Notify the District at least three (3) weeks before the beginning of the academic semester the international exchange student plans to enroll in the District.

The District shall admit for enrollment and attendance an international exchange student who has been placed with a host family who resides within the District boundaries. The international exchange student shall attend the school in the District based on the attendance zone where the host family resides.

Upon an international exchange student's arrival, the international exchange student may be required to submit to quarantine to prevent the spread of infectious diseases as may be necessary, which shall not exceed seven (7) days unless otherwise recommended by the Arkansas Department of Health or the Centers for Disease Control and Prevention.

International exchange students are expected to follow the District handbook and student code of conduct as the District has the authority to expel a student for violations of the school district's written student discipline policies or if the international exchange student presents a danger to the District's students or employees.

Statewide assessment results achieved by an international exchange student enrolled in the District shall be included in the District's results on the statewide assessments.

The District shall provide English-language services to international exchange students as necessary.

STUDENT GRADE PLACEMENT/CREDITS

Children from private or other public schools entered above grade one who are of regular age shall be assigned to grades after an evaluation of the transcript from the prior school district.

Students entering the Sheridan Schools from a school that is not accredited by the DESE (Division of Elementary and Secondary Education) will be evaluated as follows:

Grades K-8

Principals will use all available information in making the grade placement decision. The principal may change the placement depending on the performance of the child. Students who return to school from a school not accredited by the DESE or home school situation shall be assessed using a variety of measures and placed according to their ability and level of mastery.

Grades 9-12

Students in grades 9-12 attempting to transfer credits from a school not accredited by the DESE or home school situation will be required to reach a sufficient level of mastery on tests, and other measures as selected by the district in the academic areas for which credit is desired prior to enrolling.

Parents of multiple siblings may request in writing that the school place the siblings in the same or separate classrooms.

- Not later than the 14th day before the 1st day of school.
- If siblings are assigned to the same grade level and school in pre-K through 6. (Act 906).

The school shall honor the parent's request:

- Unless it would require adding a class.
- After 30 days the school can change the requested placement (if proven to be disruptive). (Act 906).

FOREIGN EXCHANGE STUDENT RESIDENCY

Foreign exchange students who live with persons residing in the Sheridan School District may attend Sheridan High School.

1. The following items and information are required BEFORE an exchange student will be evaluated for enrollment at SHS:
 - a. A satisfactory biography, including student profile, a translated high school transcript, a B average, and a language evaluation. This evaluation would be evidence of a good (not adequate) command of the English language by the student.

- b. Proof of completion in the home country of United States 11th grade equivalency.
 - c. Proof of host parents' residency in the Sheridan School District.
 - d. The student must possess a J-1 Visa.
- 2. Sheridan High School will accept no more than a total of six (6) foreign exchange students at any one time with no more than two (2) from the same geographic area.
- 3. Only those students experiencing a foreign exchange program for the first time in the United States will be eligible for acceptance. Sheridan High School will enroll a foreign exchange student for no less or no more than one (1) year.
- 4. Sheridan High School will NOT accept students from foreign exchange programs that provide monetary compensation for host families.
- 5. Exchange students must follow the same rules and regulations and meet the same expectations as all other Sheridan High School students.
- 6. Exchange students who enroll at Sheridan High School will be classified as juniors, NOT seniors, so that they may be placed in American History and American Literature.
- 7. The exchange student will receive credit for the courses which he/she successfully completes but is NOT eligible to graduate from Sheridan High School or participate in Sheridan High School commencement exercises.

SCHEDULE CHANGES

Once schedules have been finalized, changes will be made only in the most extreme circumstances. This is due to the complexity of the scheduling process and the number of students involved.

STUDENT RECORDS

Student records are defined to be all official records, files, and data directly related to children, including all material that is incorporated into each student's cumulative record folder which is intended for school use or to be available to parties outside the school or school system. The intent of the following is to establish procedures for granting requests of parents for the access to their child's records, use of data, and procedures for their transmittal within a time period of 45 days or sooner, if practical.

ACCESS TO RECORDS:

- A. The parent or legal guardian of a student will have access to these records upon written request to the principal maintaining those records within this school system. If a student is 18 years old or older, only that student has the right to determine who outside the school system has access to his/her records.
- B. The parent, legal guardian, or student (if the student is 18 or over) will upon request to the principal maintaining those records have the data, and if a difference of opinion is noted, shall be permitted to file a letter in said cumulative folder stating their position. If further challenge is made to the record, the normal appeal procedures established by school policy will be followed.
- C. School personnel having access to those data are defined as any person or persons under contract with the district and directly involved in working toward either the affective or cognitive goals of the system.

RELEASE OF INFORMATION OUTSIDE THE SCHOOL SYSTEM:

- A. To release student records to other schools or school systems in which the student intends to enroll, the parents, legal guardian, or the student (if he/she is 18 or older) must be notified of the transfer and kinds of information being released. They will receive a copy of such information if it is requested in writing and shall have the opportunity to challenge that record as described above.
- B. Student data may be released to State Education and other government agencies only if the names of all identifying markers are removed to prevent the identification of individuals.
- C. To release student records to other persons or agencies, written consent shall be given by the parent, guardian, or the student if he/she is 18 or older. This consent form will state which records shall be released and the reason for the release. A copy of the student record being sent will be made available to the person signing the release forms if he/she desires.
- D. Student records will be furnished in compliance with judicial orders. All authorizations for release of information will be filed in the student's cumulative folder.

STUDENTS RIGHTS AND RESPONSIBILITIES

The Constitution of the United States, through the Bill of Rights and subsequent amendments, gives all persons certain rights, and the U. S. Supreme Court has declared that students do not shed those constitutional rights by walking through the school door. Students are protected by the Constitution, and that responsibility for protection applies to boards of education as it does to other individuals and agencies. The state legislature gives school boards rule-making authority regarding student behavior, but such authority is balanced by the Constitution and the courts.

Students under the age of eighteen (18) shall not be questioned by any law enforcement authority, other than a school resource officer acting in the normal course and scope of his or her assigned duties, on public school property during regular school hours without the knowledge of the school's principal or designee. The principal or designee shall make a reasonable, good faith effort to notify the student's parent, legal guardian, or other person having lawful control of the student by court order, or person acting *in loco parentis* listed on the student enrollment forms, prior to a law enforcement officer being granted access to the student, or if a report is made to any law enforcement agency concerning student misconduct.

If a student has been taken into custody by law enforcement personnel during the school day or while under school supervision, the principal or designee will make every good faith effort to contact or get a message to the parent/guardian to call either the principal or designee and leave both day and after hour's telephone numbers.

Notification required above is not required if school personnel make a report or file a complaint based on suspected child maltreatment, or if a law enforcement officer or investigator of the Crimes Against Children Division of the Arkansas State Police, or Department of Human Services investigator or personnel member interviews a student during the course of an investigation of suspected child maltreatment.

Responsibilities, on the other hand, are not so clearly spelled out by law. While an individual does have the right to pursue his/her own self-fulfillment, those rights terminate at the point where they impinge upon the rights of others. Below are examples of selected students' rights and responsibilities.

Students have the right to:

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

Students have the responsibility to:

- A. Attend classes daily, be on time to class, and obey school rules.

- B. Foster good human relations within the school by practicing courtesy and tolerance in their dealing with each other and members of the school staff, and to respect the dignity and worth of other individuals.
- C. Refrain from libel, slanderous remarks, and obscenity in verbal and written expression.
- D. Develop tolerance of the viewpoints and opinions of others; recognize the right of other individuals to form different points of view and to dissent in an orderly and respectful manner.
- E. Respect the rights of classmates who do or do not wish to participate.
- F. Respect the rights, property, and privacy of other students and school personnel; carry only those materials which are acceptable under the law and are not hazardous to any person or property; and accept the consequences for the articles stored in their lockers.
- G. Observe the basic standards of cleanliness, modesty, and good grooming, and wear clothing which contributes to their own health and safety, as well as that of others.

TELEPHONE CALLS

Students will be called out of class only when deemed absolutely necessary by an administrator or in case of emergency.

The office will take and deliver messages from parents and/or employers only. Office telephones are to be used only for emergencies.

CHANGE OF STUDENT INFORMATION

All changes of address, telephone numbers, emergency numbers, legal guardian, etc. must be registered in the principal's office. If there is a change of address, a copy of the new personal property assessment reflecting the change of address will be required within 30 days.

CHECK OUT FROM SCHOOL

Occasionally a student may need to leave school before the end of the school day due to certain situations such as medical appointments, legal appointments, etc.

The procedure for checking out is as follows:

- A. **Proper photo ID/authorization will be required.**
- B. Parents who wish to check out any student from school for the day or part of the day should make this request in the school office. Students will be called from class only at the end of class periods except for emergency reasons when possible or practical.
- C. Students are required to have a parent/guardian sign them out in the office.
- D. If a parent/guardian is unable to come to the school to sign out the student, the student must have a note from the parent/guardian. This note must be presented in the office before the beginning of the school day during which the student is to leave early. The note should tell the student's name, the time he/she is to leave school, the student's

destination, and the means of transportation. The note should have a phone number where the person signing the note can be reached. When it is time for the student to leave, the student and parent will follow the campus checkout procedure.

CLOSED CAMPUS POLICY

All district campuses are “closed campuses.” No student, after having arrived on a campus, will be permitted to leave at any time during the school day without securing permission of the school principal/designee. The principal will give permission to go home for lunch only if a student presents a letter from a physician stating that the student must have a special lunch that cannot be provided at a school cafeteria or cannot be brought to school.

The Closed Campus Policy includes:

- After arriving on campus, students may not leave before the end of the school day or until the bell rings to end the school day.
- Students who ride a bus are to go directly to their bus and are not permitted to leave campus before boarding the bus.
- No food or drink items may be brought on campus except for personal meal items which are to be consumed in the cafeteria.

There is no checkout to go to lunch. All campuses are closed campuses, and students will not be allowed to check out to go to lunch.

PARKING ON CAMPUS

Parking on the Sheridan Middle School, East End Middle School and Sheridan High School campuses is a privilege. Cars brought to school by students are not to be driven until school is dismissed. Students are not allowed to sit in automobiles at any time during the school day. Parking tags will be required on all students' cars. The school assumes no liability for damage to vehicles parked on the campus. There is no parking area for cars without tags on the high school campus, including football parking lots, both home and visitors' sides.

Students who have to be called from class because of parking violations (no tag, etc.) will be assigned detention hall. A student is considered to be on campus once he/she drives onto the parking lot. A student must have parental or school permission to leave once he/she has driven onto the campus parking lot. A student who leaves without permission will be considered truant, and disciplinary action will be taken. Students are not allowed in the parking lot during the school day.

Reckless and or hazardous driving on campus or school property may result in the loss of driving privileges.

HALL PASSES

- A. Students may not leave class without permission.
- B. Permission will be granted to leave the classroom when the teacher signs a hall pass.

FIELD TRIPS

Field trips may be held each year. Field trips must be directly related to the classroom curriculum. Field trips are intended to allow students experiences that provide them with insight, information, or knowledge that cannot be adequately developed through regular classroom instruction. A permission slip must be signed by the child's parent or guardian.

Field trips, therefore, become an integral part of the curriculum and are as essential to the instructional process as textbooks, equipment, and other instructional devices and teaching/learning strategies. As it is widely acknowledged that not all children learn in the same way, field trips allow students the opportunity to expand their intelligence in ways different from those typically available inside the classroom.

Students participating in a field trip must have a signed permission slip turned in to his/her teacher prior to the date of the trip. Send money for field trips to the classroom teacher.

Students participating must ride the bus from the campus to the destination of the field trip. Only parents, guardians, or authorized adult listed on the student's General Information Form will have permission to check a student out from a field trip. Proper photo ID will be required.

Parents are welcome to attend field trips with their children, however, space may be limited due to the nature of the event or activity (i.e. ticketed events). Parents are encouraged to sign up early for field trips. Parents/Guardians who do not wish to have their child attend field trips should make other arrangements for their child for the day of the field trip, or their child will be sent to another class for the day. Parents who volunteer to go as chaperones should dress appropriately (no cut-off shorts, short shorts, inappropriate slogans on shirts, etc.) and refrain from tobacco use. Smoking or possession of cigarettes will not be allowed on the school campus. Consumption and/or possession of tobacco, smokeless tobacco, and/or paraphernalia (i.e. electronic cigarettes, vaporizers, etc.) is prohibited on school campuses. Chaperones must be at least 21 years of age. **No preschoolers/siblings will be allowed on school day trips.**

Chaperones will be responsible for their child/children only, unless a background check has been conducted.

Students at school-sponsored off-campus events shall be governed by school district rules and regulations, and are subject to the authority of school district personnel. Failure to obey the rules and regulations of school district personnel shall result in loss of eligibility to attend school-sponsored off-campus events, and may result in disciplinary action applicable under the regular school program.

STUDENT DELIVERIES

All deliveries to students will be picked up by the students at the end of the school day unless a student is checking out and leaving the school campus earlier. It is the responsibility of a person ordering flowers to notify the florist that a student leaves early.

When sending items to the school, please follow these guidelines:

- No glass vases.
- No balloons.
- No peanut/tree nut or products containing peanuts/tree nuts.

The school does not guarantee or accept responsibility for the delivery of items.

FOOD DELIVERIES

No food vendor delivery to students. Food can only be delivered by parents for their own child.

SOLICITATIONS BY STUDENTS

No solicitation of funds or drives may be conducted in the name of the school or by school organizations without the approval of the principal and/or superintendent. No solicitations at school are to be carried on by outside organizations.

STUDENT COUNCIL (6th- 8th grade)

The sponsor is appointed by the principal. The council meets twice a month during the school day. Activities of the council include orienting new students, coordinating the spring fifth grade orientation, sponsoring the middle school activities various holiday activities, and encouragement of good citizenship.

Student council membership requirements:

- A. All members must exemplify outstanding conduct with acceptable recommendation from teachers.
- B. The president must be chosen from the eighth grade, and a vice-president will be elected from each grade.
- C. The presidential candidate must also have served at least one year on the Student Council.
- D. The other offices of Student Council are secretary treasurer, and sixth, seventh, and eighth grade reporters.
- E. There will be eight (8) representatives elected from each grade to serve on the Student Council.
- F. All candidates' campaign materials must conform to school rules and generally accepted community standards.

STUDENT COUNCIL (9th-12th grade)

The Student Council of Sheridan High School was organized in 1933 and is an organization dedicated to serving the students of Sheridan High School. The council is elected by the student body, and a sponsor is appointed by the principal. The members of the council voice the opinions of the students they represent and help in coordinating activities and in formulating the policies and practices of the management with areas of authority shared by pupils, faculty, and administrators.

The council is a member of the Central District Association of Student Councils and the National Association of Student Councils. Activities of the council include the planning and execution of assemblies, coordinating homecoming activities, orienting new students, conducting student surveys concerning new policies, improving student-faculty relations, sponsoring intramural activities, encouraging good citizenship, sponsoring charity drives, and sponsoring other activities for the students of Sheridan High School.

Student Council Membership:

- A. All members must have at least a 2.0 grade average.
- B. The council president and vice-president shall be chosen from among the active officers of the student council.
- C. To be qualified to run for president, a student must have served at least one year on the Student Council.
- D. Other officers of Student Council (secretary, treasurer, and reporter) may be selected from any high school grade (9-12). Election for officers shall be held prior to the election for representatives.
- E. There will be four (4) representatives elected from the freshman class and five (5) representatives each, elected from the sophomore, junior, and senior class.

Criteria for Student Council:

- A. A student must get approval of his/her current teachers. (There cannot be more than one of his/her teachers who disapproves the candidate.)
- B. Teachers who disapprove the prospective candidate must give reasons for the disapproval. All forms (either approval or disapproval) must be signed by the teacher.
- C. The Student Council sponsor will personally contact those students who desire to run regarding their status after teacher approval forms have been received by the sponsor.
- D. Student Council members and their parents will receive further information concerning Student Council policies, including removal from Student Council for serious disciplinary infractions. Both parties will be asked to sign that they have this information, and Student Council members will agree to abide by these rules.

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. Students must be involved in the planning and leading of all meetings. A licensed faculty member must supervise all meetings;
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.

TEXTBOOKS AND EQUIPMENT

Textbooks and materials, as well as technology equipment are public property and are loaned to students and should not be personalized (i.e. stickers, graphics, etc.)

- A. Students are responsible for loss of textbooks, damage to textbooks, library books or damage/loss to other school property or materials.
- B. Unattended books – Students are to keep textbooks, library books, or any school property issued to them in their possession. Books left unattended will be turned into the office. Students are to check in the office frequently for lost books.
- C. All lost textbooks and materials, as well as technology equipment will be reimbursed at full price or cost of repair.

INTERNET SAFETY and ELECTRONIC DEVICE

Definition

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

The Sheridan School District makes electronic device(s) and/or electronic device Internet access available to students, to permit students to perform research and to allow students to learn how to use electronic device technology. Use of district electronic device(s) 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.

Students in the Sheridan School District are assigned an email address for access to electronic devices, document sharing, and internal email. Outside users (not in the sheridanschools.org domain) are not permitted to contact the students.

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

Technology Protection Measures

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

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

(B) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and

(C) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Internet Use and Safety

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

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

Misuse of Internet

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

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

STUDENT ELECTRONIC DEVICE and INTERNET USE AGREEMENT

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

1. Conditional Privilege: The Student's use of the district's access to the Internet is a privilege conditioned on the Student's abiding to this agreement. No student may use the district's access to the Internet whether through a District or student owned electronic device unless the Student and his/her parent or guardian have read and signed this agreement.

2. Acceptable Use: The Student agrees that he/she will use the District's Internet access for educational purposes only. In using the Internet, the Student agrees to obey all federal and state laws and regulations. The Student also agrees to abide by any Internet use rules instituted at the Student's school or class, whether those rules are written or oral.

3. Penalties for Improper Use: If the Student violates this agreement and misuses the Internet, the Student shall be subject to disciplinary action.

4. "Misuse of the District's access to the Internet" includes, but is not limited to, the following:

- A. using the Internet for other than educational purposes;
- B. gaining intentional access or maintaining access to materials which are "harmful to minors" as defined by Arkansas law;
- C. using the Internet for any illegal activity, including computer hacking and copyright or intellectual property law violations;
- D. making unauthorized copies of computer software;
- E. accessing "chat lines" unless authorized by the instructor for a class activity directly supervised by a staff member;
- F. using abusive or profane language in private messages on the system; or using the system to harass, insult, or verbally attack others;
- G. posting anonymous messages on the system;
- H. using encryption software;
- I. wasteful use of limited resources provided by the school including paper;
- J. causing congestion of the network through lengthy downloads of files;
- K. vandalizing data of another user;
- L. obtaining or sending information which could be used to make destructive devices such as guns, weapons, bombs, explosives, or fireworks;
- M. gaining or attempting to gain unauthorized access to resources or files;
- N. identifying oneself with another person's name or password or using an account or password of another user without proper authorization;
- O. invading the privacy of individuals;
- P. 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, address, and phone number.
- Q. using the network for financial or commercial gain without district permission;
- R. theft or vandalism of data, equipment, or intellectual property;
- S. attempting to gain access or gaining access to student records, grades, or files;
- T. introducing a virus to, or otherwise improperly tampering with the system;
- U. degrading or disrupting equipment or system performance;
- V. creating a web page or associating a web page with the school or school district without proper authorization;
- W. providing access to the District's Internet Access to unauthorized individuals;
- X. failing to obey school or classroom Internet use rules; or
- Y. taking part in any activity related to Internet use which creates a clear and present danger of the substantial disruption of the orderly operation of the district or any of its schools.

- Z. Installing or downloading software on district computers without prior approval of the technology director or his/her designee.

5. Liability for debts: Students and their cosigners shall be liable for any and all costs (debts) incurred through the student's use of the computers or access to the Internet including penalties for copyright violations.

6. No Expectation of Privacy: The Student and parent/guardian signing below agree that if the Student uses the Internet through the District's access, that the Student waives any right to privacy the Student may have for such use. The Student and the parent/guardian agree that the district may monitor the Student's use of the District's Internet Access and may also examine all system activities the Student participates in, including but not limited to e-mail, voice, and video transmissions, to ensure proper use of the system. The District may share such transmissions with the Student's parents/guardians.

7. No Guarantees: The District will make good faith efforts to protect children from improper or harmful matter which may be on the Internet. At the same time, in signing this agreement, the parent and student recognize that the District makes no guarantees about preventing improper access to such materials on the part of the student.

STUDENT DRUG TESTING POLICY

STATEMENT OF PURPOSE:

Whereas, significant information exists to the ever-increasing incidence of drug use and addiction among our youth in society, the Sheridan Board of Education has determined that it has a compelling interest in the protection and safety of its students who are involved in interscholastic athletics and extra-curricular activities in general.

The Board of Education recognizes that adolescence is a time of rapid physical, psychological, emotional, and social growth, and that the addictive effects of drugs are most severe during this time of development and that their use can lead to immediate and irreparable physical harm or injury of a student or others engaged in interscholastic sports and/or extra-curricular activities.

The Board further acknowledges that interscholastic athletics/extra-curricular activities play an important part in the lives of many students and are significant events in creating the culture and climate of the district. The positive lessons learned in the participation of extra-curricular activities are beneficial to students, not only during their formative years, but also long after they leave school. Extra-curricular activities provide students with special opportunities to develop skills and attitudes and to be recognized for their accomplishments. Participants in extra-curricular activities are considered to be role models by their peers and younger students of the community.

Whereas, participation in extra-curricular activities and operating a vehicle are elective opportunities, and because of the potential risk of physical and psychological harm to students engaged in drug use, and whereas those who choose to become involved in extra-curricular activities are visible representatives of the district, as well as role models, the Sheridan Board of Education adopts this resolution as a statement of purpose concerning the drug testing of students who park a vehicle on campus or engage in extra-curricular activities and as a statement of support for such testing.

MISSION STATEMENT:

The Sheridan Public 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 Sheridan School District is determined to undermine the effects of peer pressure by providing a legitimate reason for students involved in extra-curricular activities or operate a vehicle to refuse the use of illegal drugs and alcohol; and to be proactive in encouraging students who use drugs to participate in drug treatment programs.

DEFINITIONS:

- A. Drugs – Any substance considered illegal by Arkansas Statutes or that is controlled by the Food and Drug Administration unless prescribed by a licensed physician or medical practitioner.
- B. Activity programs – Any extra-curricular activity in grades 7 through 12 sponsored by the Arkansas Activities Association or Sheridan Public Schools and any other activities that may be formed.
- C. 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 or organized activity through the last day of classes in the spring.
- D. Alcohol – Any substance containing ethyl alcohol.
- E. Vehicle operator – Any student who obtains a parking sticker and is assigned a parking place or area.

POLICY STATEMENT:

Sheridan Public School District (“the district”) is conducting a mandatory drug testing program for students. Its purpose is:

- A. To provide for the health and safety of students participating in activity programs, grades 7-12;
- B. To promote and insure the safety and well-being of motor vehicle operators and their passengers;
- C. To undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use illegal drugs and alcohol;
- D. And to encourage students who use drugs to participate in drug treatment programs.

PROCEDURES FOR STUDENTS:

- A. Consent: Any student wishing to participate in an activity program or park a vehicle on school grounds must have an opt out form signed and on file in the principal’s office.

The student's custodial parent/legal guardian shall consent in writing to drug testing pursuant to the district's drug testing program. No student shall be allowed to participate in any activity program or park a vehicle on campus absent such consent.

- B. Student selection: At the option of the district, all students in activity programs or vehicle operators may be drug tested at the beginning of the school year or at the beginning of the school sponsored activity. In addition, random testing may be conducted weekly, bi-weekly, monthly or quarterly during the school year.

Selection for random testing will be lottery drawing from a "pool" of all students who operate a vehicle or participate in activity programs in the district at the time of the drawing. A single test from a student can be required by a principal for reasonable suspicion. Any parent may request his/her child's placement in the lottery regardless of vehicle operation or extra-curricular participation.

The superintendent shall take all reasonable steps to assure the integrity, confidentiality and random nature of the selection process, including assuring that the names of all participating students are in the pool, assuring that the person drawing the 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 remain with testing personnel until sample is collected. All students providing samples will have the option of doing so alone in an individual stall with the door closed. Refusal by the student to comply with request for sample will be deemed as non-compliant and, therefore, student will not be allowed to continue to participate in their activities. At that point, parent contact will be made to notify them of the student's non-compliance.

TESTING AGENCY:

The district will choose a qualified agency (if necessary) for the purpose of processing sample results and maintaining privacy with respect to test results and related matters.

PRESCRIPTION MEDICATION:

The testing personnel will inquire about medication usage prior to the administration of the test. The student will have the opportunity to discuss any medications consumed. If the test results are deemed positive, the parents 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:

Drug screening will be by urinalysis using an FDA approved chromatographic immunoassay. The test will screen for 10 drugs: Methamphetamine, Amphetamine, Barbiturates, Benzodiazepines, Cocaine Metabolites, Marijuana (THC), MDMA (Ecstasy), Methadone, Opiates, Oxycodone, Phencyclidine, and Tricyclic Antidepressants (TCA). Additionally, the District may also choose to test for alcohol. Student samples will not be screened for the presence of any substitutes other than alcohol, 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:

Only the superintendent or his/her designee will be notified when double confirmation of a positive test is received.

PROCEDURE IN THE EVENT OF A POSITIVE TEST:

Whenever a student’s test result indicates the presence of illegal drugs (“positive test”), the following will occur:

- a. The custodial parent/legal guardian will be notified, and a meeting will be scheduled with the superintendent or his/her designee, the student, the custodial parent or legal guardian, and the student’s principal.
- b. If the parent or legal guardian would like to appeal the results of the test, the student’s original urine sample will be tested by a toxicology agency using state of the art equipment and analytical methods, such as, thin layer chromatography (TLC), radioimmunoassay (RIA), gas chromatography (GC), or gas chromatography/mass spectrometry (GC/MS). The original sample will be tested at the expense of the parent/guardian. If the results of the second test are clear or negative, no further action will be necessary. If the second sample is also found to be positive, then the student will be subject to the procedures and actions stated in this policy. If the appeal option is utilized, the student will remain under suspension until a negative test is ascertained from Sheridan Public School’s testing agency.

FIRST POSITIVE RESULT:

For a positive result, the student will be placed on probation and not allowed to park a vehicle on school grounds or participate in competitions, presentations, and activities of Sheridan Public Schools for a period of thirty (30) calendar days. The student will be required to attend drug/alcohol counseling, and, if any charge is incurred, it will be the responsibility of the parent/legal guardian.

On day thirty-one (31), in order to regain eligibility, the student will be required to be retested (at the expense of the parent/legal guardian), and show proof of counseling attendance. If the test results are found to be negative, the student will again become eligible for competitions, presentations, and activities relating to Sheridan Public Schools. However, the student must submit to a mandatory drug screen or lab test on a monthly basis at the expense of the parent or guardian. The screening must be conducted by a reputable agency or facility capable of screening for the same substances being screened for by the district. The duration of the screening should be determined by the intervention program and will not exceed a maximum of six months.

SECOND POSITIVE TEST:

For the second positive test in the same year, the student will be suspended from parking on campus, competitions, presentations, and activities relating to Sheridan Public Schools for a calendar year. The student will not be able to participate until after the probation period has ended and has provided a negative or clear test.

THIRD POSITIVE TEST:

For the third positive test in two consecutive calendar years, the student will be suspended from participating in activities and lose parking privileges for the remainder of his/her enrollment in the district (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, the student and the student's custodial parent/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 action when founded upon reasonable suspicion that a student has participated in drug-related activities.

SCHOOL ACTIVITIES

When a student is found in violation of the Sheridan School District drug policy, he/she may be banned from all school activities for up to one year.

Students are encouraged to be involved in extra-curricular activities. Please contact your child's school for a list of extra-curricular activities.

EXTRACURRICULAR ACTIVITIES – SECONDARY SCHOOLS (R4.56)

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 Division of Elementary and Secondary Education (DESE). Any of the courses for which concurrent high school credit is earned may be from an institution of higher education recognized by DESE. 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.

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

“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). 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. Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.

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.

No student shall be required to pay for individual or group instruction in order to participate in an extracurricular 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.

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 four (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).

Homeless Students

Students who are determined to be experiencing homelessness by the school's homeless LEA shall be eligible for participation in interscholastic activities.

ARKANSAS ACTIVITIES ASSOCIATION

In addition to the foregoing rules, the district shall abide by the rules 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.

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.

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).

School Choice Transfers

A student who transfers under a legal school choice option shall not be denied participation in an extracurricular activity where the student transfers based exclusively on the student's decision to transfer. A student who transfers after July 1 of the year the student enters grade seven (7) shall complete a Changing Schools/Athletic Participation form as defined by AAA, which must be signed by the:

- Superintendent of the student's resident school district;
- Superintendent of the nonresident school district to which the student transfers; and
- Parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to the student.

The completed Changing Schools/Athletic Participation form shall be filed with the non-resident school district where the student transfers and the AAA. The Changing Schools/Athletic Participation form shall be signed by the superintendent of a student's resident school district and the superintendent of the nonresident school district to which a student transfers unless there is demonstrable evidence of recruiting by the receiving school district personnel or that the student is transferring to the nonresident school district solely for athletic purposes.

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.

EXTRACURRICULAR ACTIVITIES – ELEMENTARY (R4.56.1)

Definitions

“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.

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

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. All students are eligible for extracurricular activities unless specifically denied eligibility on the basis of criteria outlined in this policy.

A student may lose his/her eligibility to participate in extracurricular activities when, in the opinion of the school’s administration, the student’s participation in such an activity may adversely jeopardize his/her academic achievement. Students may also be denied permission to participate in extracurricular activities as a consequence of disciplinary action taken by the administration for inappropriate behavior.

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.

No student shall be required to pay for individual or group instruction in order to participate in an extracurricular activity.

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.

EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR HOME SCHOOLED STUDENTS **(R4.56.2)**

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

Interscholastic activity means an activity between schools subject to rules 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.

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 zone 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; or
- The student's resident school does not offer the interscholastic activity and the superintendent of the non-resident district agrees to allow the student to enroll in the interscholastic activity.

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 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.

No student shall be required to pay for individual or group instruction in order to participate in an interscholastic activity.

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 non-academic course in the District's school where the student is intending to participate in an interscholastic activity that coincides with the interscholastic activity in which the homeschooled student participates and shall be required to be at school only when participation in the interscholastic activity requires other students who participate in the interscholastic activity to be at school.

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 home-schooled 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;
- permission slips, waivers, physical exams; and
- participation or activity fees.

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 home schooled student may begin participating in an interscholastic activity immediately upon being approved to participate by the District if:

- The home schooled student has not withdrawn from an Arkansas Activities Association member school; or
- The student has withdrawn from an AAA member school and enrolled in a home school but did not participate in an interscholastic activity that is a varsity sport at the student's resident district prior to the student's withdrawal from the AAA member school.

A student who withdrew from an AAA member school who participated in an interscholastic activity that is a varsity sport at the student's resident district during the previous three hundred sixty-five (365) days shall not be eligible to immediately participate in an interscholastic activity

that is a varsity sport in the District. The student will not become eligible for full participation until the completion of the three hundred sixty-five (365) day period from when the student withdrew. A student who is not eligible for full participation may participate in tryouts, practices, classes, or other endeavors associated with the interscholastic activity until the completion of the three hundred sixty-five (365) day period from when the student withdrew.

PHYSICAL EDUCATION EXCUSES

A doctor's excuse from P.E. will not be accepted as a blanket excuse from physical activities. The doctor's excuse must list those activities in which the student cannot participate while in P.E. The student will then be excused from those particular activities.

AGE CRITERIA FOR SHS PROM

A student must be at least in the 9th grade. Documentation from a school administrator where the student is enrolled (if not a SHS student) must be presented 1 week prior to the prom. The maximum age for a prom date is 21 years of age.

LIBRARY MEDIA CENTER

- A. The Sheridan School District library media center hours of operation are daily generally from 7:30 A.M. until 3:45 P.M. Specific campus hours of operation may vary slightly.
- B. Students are welcome to come to the Media Center to research, check out a library book, work on homework, or read quietly before and after school, during lunchtime, or free-flow throughout the school day with a pass from a teacher.
- C. English classes will visit the media center on a regular basis.
- D. Students are allowed to check out one book at a time for a two-week period. Books may be rechecked out only once.
- E. Pamphlets and magazines may be borrowed overnight on special request.
- F. A \$.50 per day fine may be charged for books that are not returned on time, though the maximum fine charged for an overdue book will be \$3.00.
- G. Lost library books should be reported to the media specialist as soon as possible. The student will be required to pay for any lost book, but if the book is found after it has been paid for, all but \$3.00 fine will be refunded to the student. Books not turned in by the end of the school year will be considered lost.
- H. Fines and overdue fees should be paid before the end of each nine weeks grading period.

MASS MEDIA

Campuses may have two official publications which are produced each school year. The students produce these publications with help from faculty advisors.

Yearbook

The campus yearbook (annual) is a book featuring the students, faculty, administration, and activities of the past school year.

- The student duties will be assigned by the sponsor.
- Annual staff members are selected by the sponsor each year.

- Annuals must be ordered, in advance, and will be available at school or online for purchase. Cost and deadlines will be announced.

Newspaper or Newsletter

Campuses may have an official newspaper or newsletter.

- Members of the paper staff may publish a monthly newspaper or newsletter.
- The campus newspaper or newsletter may contain pictures, news articles, sports coverage, editorials, survey information, photographs, a lunch menu, a monthly calendar of events, and contains parental tips for parents.

CLASS PARTIES (Elementary & Intermediate Only)

There may be class parties during the school year. All items must be store bought with a label attached listing ingredients. All campuses are peanut and tree nut free, due to students with allergies. No peanuts, tree nuts, or products made in a factory that processes peanuts, tree nuts, will be allowed. **No siblings and/or other children will be allowed to attend classroom parties.** Number of visitors may be limited due to space limitations.

Invitations **should not be sent** by parents to school, unless all students in class receive an invitation.

SCHOOL PRESENTATIONS AND PROGRAMS

At various times during the year, the school presents special plays and programs. All students are expected to participate. Excuses will be granted only to those students with objections due to religious creed.

CONFLICTING PROGRAMS

If a student who is in a contest should have a conflict in two programs at the same time, he/she is to decide the one in which he/she chooses to participate and notify both parties well in advance. State events take precedence over regional events; conference events take precedence over non-conference events.

EMERGENCY SITUATIONS/DRILLS

Inclement weather guidelines

In case of school closing due to ice, snow, or other emergencies, the following mass media will be used; local television stations, radio stations, the district's alert messaging system, the Sheridan Schools website and other means of social media. The announcement will be for Sheridan Public Schools. If an announcement is not made to close school, school will be in session.

Be advised that East End Schools are part of the Sheridan School District. Do not confuse any closing announcement for East End School District (Bigelow) with East End Elementary, East End Intermediate, or East End Middle School.

Outside Temperature

Students may be allowed outside when the temperature is 32 degrees or higher. Campus administrators may use discretion when the temperature is 32 degrees or higher depending on weather conditions other than temperature.

Alert Messaging System

SSD-Alert is the district's Alert Text Messaging System that provides immediate information to parents/guardians concerning school closings and other school events. The alerts will be automatically sent to the phone numbers each campus has on file for each student. Parents/Guardians provide this contact information during student enrollment and are asked to ensure the information is kept up-to-date by notifying the campus secretaries when their information has changed.

Fire Drills – One fire drill per month is required by law.

A fire drill is signaled by the appropriate alarm. All people within the building are then to observe the following rules:

- A. Use the exits as posted in each classroom.
- B. Move quickly (no running) to the designated area outside the building.
- C. Do not talk.
- D. Be at least 100 feet from the building and out of the driveways.
- E. Leave books, etc. in the classroom.
- F. Teachers will take roll.

Tornado Drills – All schools in the District shall conduct tornado drills no fewer than three (3) times per year.

Tornado drills are for the protection of students and school personnel. Severe weather conditions will be monitored in the principal's office. The signal for any emergency is the appropriate tone over the intercom system. In case of a power failure, verbal commands will be given. All people within the building are to observe the following rules:

- A. Move quickly into the designated areas away from windows. Sit down as close to the walls as possible.
- B. Lower heads between knees and cover heads with hands.
- C. Remain in this position until an "all clear" signal is given.

Earthquake Drill – One per year in the spring is required by law.

An earthquake drill is signaled by the appropriate tone over the intercom system. In case of a power failure, verbal commands will be given. All people within the building are to observe the following rules:

- A. Move quickly under your desk or table.
- B. Lower heads between knees and cover heads with hands.
- C. Remain in this position until an "all clear" signal is given.
- D. Use the exits as posted in each classroom.
- E. Move quickly (no running) to the designated area outside the building.
- F. Do not talk.
- G. Be at least 100 feet from the building and out of the driveways.

- H. Leave books, coats, etc. in the classroom.
- I. Teachers will take roll.

Lock Down Drill – One per year is required by law.

Lock down drills are for the protection of students and school personnel. An announcement will be made via intercom: "Follow the lock down procedure, this is not a drill." Disregard all bells, passing times and alarms.

- A. Move quickly into the designated areas in the classrooms away from windows, sit down as close to the walls as possible, be silent and stay out of view.
- B. Any student in the hallway when the announcement is made immediately go into the nearest classroom.
- C. Teachers will lock their doors.
- D. Turn off all lights.
- E. Teachers will take roll.
- F. Remain silent and disregard all bells and alarms.
- G. Do not open the door for any reason during the lockdown.
- H. An announcement will be made to end the lock down.

INSURANCE

Information regarding purchase of school insurance will be distributed at the beginning of the school year.

- Insurance is available through the school to insure against accidents from the time the students leave home until they return.
- Such insurance is to be paid by the parents.
- If a student did not take part in the insurance program and was injured while in school or en-route to or from school activities, the school in no way will be responsible for such injuries.

LOST AND FOUND

A Lost and Found area is available and open to parents/legal guardians at any time during normal school hours. Any item of clothing or personal belongings that are found will be placed in the Lost and Found area. Students are responsible for their personal property. Articles of clothing and personal belongings should be marked with the child's name. At the end of each semester, unclaimed clothing items will be donated to charity.

TRAVEL

If a student is to forfeit return school transportation on a school-sponsored trip, he/she must have written permission from a parent or guardian and will be allowed to leave the trip only in the company of the parent or guardian.

VISITORS

Any visitation to the classroom shall be allowed only with the permission of the school principal and all visitors must first register at the office.

Photo ID will be required for all visitors any time during the school day. All visitors to any campus in the school district are to follow these guidelines:

- Sign in at the school office and obtain a visitor's pass.
- Students from other schools are not permitted to visit.
- Parents are encouraged to visit the schools to confer with teachers, counselors, and principals concerning the instruction of their children. Except for emergencies, these conferences should be prearranged. The conferences will be set up during the teacher's planning time so that the educational process will not be disrupted.

CAR RIDER PROCEDURE (Elementary and Intermediate)

The Sheridan School District strives to maintain a safe environment for all students and have implemented the following car rider procedures. During the first week of school parents/guardians will be issued **ONE CAR TAG** with your student's name on the tag. Each campus will develop procedures for student drop off/pick up.

1. You will be required to have the car tag **placed on your car/truck sun visor or visible** when picking your student up.
2. If you do **not** have your car tag with your student's name on it,
 - a. You will need to park,
 - b. Come to the office,
 - c. Show your picture ID to pick-up your student
3. The duty teachers will notify the appropriate personnel once your car tag has been read.
4. All students will remain in designated areas until school personnel have been notified to send your student out to the designated pick up area.
5. Additional car tags may be purchased in the campus office.

VIDEO SURVEILLANCE AND OTHER STUDENT MONITORING (4.48)

The Board of Directors has a responsibility to maintain discipline, protect the safety, security, and welfare of its students, staff, and visitors while at the same time safeguarding district facilities, vehicles, and equipment. As part of fulfilling this responsibility, the board authorizes the use of video/audio surveillance cameras automatic identification technology, data compilation devices, and technology capable of tracking the physical location of district equipment, students, and/or personnel.

The placement of video/audio surveillance cameras shall be based on the presumption and belief that students, staff and visitors have no reasonable expectation of privacy anywhere on or near school property, facilities, school buses, vehicles, or equipment, with the exception of places such as rest rooms or dressing areas where an expectation of bodily privacy is reasonable and customary.

Signs shall be posted on campus buildings and in district vehicles to notify students, staff, and visitors that video cameras may be in use. Parents and students shall also be notified through the student handbook that cameras may be in use in school buildings, on school grounds and in school vehicles. Students will be held responsible for any violations of school discipline rules caught by the cameras and other technologies authorized in this policy.

The district shall retain copies of video recordings until they are erased which may be accomplished by either deletion or copying over with a new recording. Other than video recordings being retained under the provisions of this policy's following paragraph, the district's video recordings may be erased any time greater than ten (10) days after they were created.

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

Students who vandalize, damage, disable, or render inoperable (temporarily or permanently) surveillance cameras and equipment, automatic identification, or data compilation devices shall be subject to appropriate disciplinary action, restitution and referral to appropriate law enforcement authorities.

Due to student privacy concerns, only authorized school personnel shall view bus and/or surveillance video. The only exceptions made will be through student privacy laws and/or subpoena.

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SECTION III – ATTENDANCE

ABSENCES (4.7)

If any student's Individual Education Program (IEP) or 504 Plan conflicts with this policy, the requirements of the student's IEP or 504 Plan take precedence. Education is more than the grades students receive in their courses. Important as that is, students' regular attendance at school, whether in person or digitally, is essential to their social and cultural development and helps prepare them to accept responsibilities they will face as an adult. Interactions with other students and participation in the instruction within the classroom enrich the learning environment and promote a continuity of instruction which results in higher student achievement.

Absences for students enrolled in synchronous digital courses shall be determined in the same manner as for District students attending courses in person.¹

Excused Absences

Excused absences are those where the student was on official school business or when the absence was due to one of the following reasons:

1. The student's illness or when attendance could jeopardize the health of other students. A maximum of six (6) such days are allowed per semester unless the condition(s) causing such absences is of a chronic or recurring nature, is medically documented, and approved by the principal.²
2. Death or serious illness in their immediate family;³
3. Observance of recognized holidays observed by the student's faith;
4. Attendance at an appointment with a government agency;
5. Attendance at a medical appointment;
6. Exceptional circumstances with prior approval of the principal;
7. Participation in an FFA, FHA, or 4-H sanctioned activity;⁴
8. Participation in the election poll workers program for high school students.
9. Absences granted to allow a student to visit his/her parent or legal guardian who is a member of the military and been called to active duty, is on leave from active duty, or has returned from deployment to a combat zone or combat support posting. The number of additional excused absences shall be at the discretion of the superintendent or designee.
10. Absences granted, at the Superintendent's discretion, to seventeen (17) year-old students who join the Arkansas National Guard while in eleventh grade to complete basic combat training between grades eleven (11) and (12).
11. Absences for students excluded from school by the Arkansas Department of Health during a disease outbreak because the student has an immunization waiver or whose immunizations are not up to date.⁵
12. Absences due to conditions related to pregnancy or parenting, including without limitation:
 - Labor, delivery, and recovery;
 - Prenatal and postnatal medical appointments and other medically necessary, pregnancy-related absences;

- The illness or medical appointment of a child belonging to a parent who is enrolled at a District school;
- A legal appointment related to pregnancy or parenting, including without limitation:
 - Adoption;
 - Custody; and
 - Visitation;
- A reasonable amount of time to accommodate a lactating student's need to express breast milk or to breastfeed the student's child on the District's campus; and
- At least ten (10) school days of absences for both a parenting mother and a parenting father after the birth of a child.⁶

Students who serve as pages for a member of the General Assembly shall be considered on instructional assignment and shall not be considered absent from school for the day the student is serving as a page.⁷

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

In order for the absence to be considered excused, the student must:

- a. Bring a written statement to the principal or designee upon the student's return to school from the student's parent legal guardian, or treating physician stating the reason for the student's absence;
- b. If the student is attending the District's courses digitally, upload a written statement from the student's parent, legal guardian or treating physician stating the reason for the student's absence through the District's digital course management platform for review by the principal or designee or
- c. Provide documentation as proof of a student's participation in an activity or program scheduled and approved by the 4-H program that is provided by a 4-H county extension agent, 4-H educator, or other appropriate entity associated with the 4-H activity or program.

A written statement presented or uploaded for an absence having occurred more than five (5) school days prior to its presentation or upload will not be accepted.

Unexcused Absences

Absences that are not defined above; do not have an accompanying note from the parent, legal guardian, person having lawful control of the student, person standing in loco parentis, the student's treating physician, or a 4-H county extension agent, 4-H educator, or other appropriate entity associated with the 4-H activity or program; or have an accompanying note that is not presented or uploaded within the timeline required by this policy shall be considered as unexcused absences. Students with seven (7)⁸ unexcused absences in a course in a semester may not receive credit for that course. At the discretion of the principal after consultation with

persons having knowledge of the circumstances of the unexcused absences, the student may be denied promotion or graduation. Excessive absences shall not be a reason for expulsion or dismissal of a student.

When a student has three (3) unexcused absences, his/her parents, legal guardians, persons with lawful control of the student, or persons standing in loco parentis shall be notified⁹. Notification shall be by telephone by the end of the school day in which such absence occurred or by regular mail with a return address sent no later than the following school day.

Whenever a student exceeds Six (6) unexcused absences in a semester, the District shall notify the prosecuting authority and the parent, legal guardian, person having lawful control of the student, or persons standing in loco parentis shall be subject to a civil penalty as prescribed by law.

It is the Arkansas General Assembly's intention that students having excessive absences be given assistance in obtaining credit for their courses. Therefore, at any time prior to when a student exceeds the number of unexcused absences permitted by this policy, the student, or his/her parent, legal guardian, person with lawful control of the student, or person standing in loco parentis may petition the school or district's administration for special arrangements to address the student's unexcused absences. If formal arrangements are granted, they shall be formalized into a written agreement which will include the conditions of the agreement and the consequences for failing to fulfill the agreement's requirements. The agreement shall be signed by the student; the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis; and the school or district administrator or designee.¹⁰

Students who attend in-school suspension shall not be counted absent for those days.¹¹

Days missed due to out-of-school suspension or expulsion shall be unexcused absences.¹¹

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

COMPULSORY ATTENDANCE REQUIREMENTS (4.3)

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

1. The child is enrolled in private or parochial school.
2. The child is being home-schooled and the conditions of policy (4.6—HOME SCHOOLING) 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).

JUNIOR AND SENIOR DAY FOR POST-SECONDARY INSTITUTION VISIT & JOB SHADOWING

Juniors and Seniors will be allowed two days during their junior year and two days during their senior year to visit a post-secondary institution ("PSI") or job shadowing without being counted as absent from class. Any unused days left over from the junior year may not be carried forward to the senior year.

A PSI or job shadowing day may not be taken on a nine-weeks test day, semester test day (unless the student is exempt from semester exams) or state mandated test date. Upon proper documentation of this visit by the student, the student will not be counted absent. Proper documentation will be a letter signed by an official from the PSI or job shadowing stating that the student did visit the PSI or job shadowing event. The documentation must be presented to each of the student's teachers and initialed or signed by the teacher who will remove the absence from his/her records, then presented to the attendance clerk in the office who will keep the documentation on file.

TRANSFER AND WITHDRAWALS

1. Students who are withdrawing from school must return all school issued property and equipment before they have officially withdrawn from school. They must be cleared through the office of all fines and service charges due before they have officially withdrawn from school.
2. Any student transferring from a school accredited by the Department of Education to any school in this district shall receive full credit for all classes passed at the previous school and shall be placed into the same grade the student would have been in had the student remained at the previous school.
3. Any student transferring from home school or a school that is not accredited by the Department of Education to a Sheridan District school shall be evaluated by District staff to determine the student's appropriate grade placement.

- a. State identified norm referenced achievement tests, computer based curriculum assessments and/or teacher made assessments may be instruments utilized to evaluate students.
 - b. Any home school student who re-enters Sheridan High School must attend classes for at least nine (9) months immediately prior to graduation before the student can become eligible to receive a Sheridan High School diploma.
4. The Sheridan School District reserves the right to deny enrollment of any student who is currently expelled from another district until the time of the student's expulsion has expired.

SCHOOL CHOICE

1. The superintendent will consider all applications for School Choice postmarked no later than the May 1 preceding the fall semester that the applicant would begin school in the Sheridan School District. The superintendent shall notify the parent or guardian and the student's resident district, in writing, of the decision to accept or reject the application as soon as possible after receiving the application, but no later than July 1. If the application is rejected, the notification letter will state the reason for the rejection. If the application is accepted, the notification letter will state a reasonable deadline by which the student shall enroll in the Sheridan School District.
2. The Sheridan School District shall advertise over the broadcast media and either in print or on the Internet to inform parents of students in adjoining districts of the availability of the program. The application deadline and the requirements and procedure for non-resident districts to participate in the program.
3. When considering applications, priority will be given to applications from siblings or stepsiblings residing in the same residence or household of students already attending the Sheridan School District through school choice.
4. The Sheridan School District may reject a nonresident's application for admission if its acceptance would necessitate the addition of staff or classrooms, or in any way exceed the requirements and standards established by existing law. The Sheridan School District shall reject applications that would cause it to be out of compliance with applicable laws and regulations regarding desegregation. The Sheridan School District will provide transportation for transfer students only from any existing bus route within the Sheridan District.
5. The Sheridan School District reserves the right to **deny enrollment** of any student who is currently expelled from another district until the time of the student's expulsion has expired.
6. Students admitted under the school choice policy shall be entitled to continued enrollment until they graduate or are no longer eligible for enrollment in the District's schools. Any student admitted to this district under the provisions of this policy who chooses to return to his/her resident district during the school year voids the transfer and must reapply for a school choice admission if desiring to return to this district in the future.

LEGAL TRANSFER (NON-RESIDENT ENROLLMENT)

The Sheridan School District shall review, accept, or reject requests for transfers on a case by case basis. Students may apply for a legal transfer to the Sheridan Schools:

1. If its acceptance would not 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. If its acceptance would not cause it to be out of compliance with applicable laws and regulations regarding desegregation.

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.

The Sheridan School District Board of Education will only accept or reject transfers, both into and out of the Sheridan School District, on a case-by-case basis at regular and special board meetings. All transfer requests must be submitted a minimum of two weeks prior to the date of the regular scheduled or special board meetings.

STUDENT TRANSFERS (4.4)

Transfer applications received by the District shall be placed on the Board's next meeting agenda.¹ At least five (5) days before the meeting where the transfer application appears on the agenda, the superintendent shall notify the Board regarding:

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

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

The Board may reject a nonresident'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.

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

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

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

Any student transferring from a school that is not accredited by the DESE to a District school shall be evaluated by District staff to determine the student's appropriate grade placement. A student transferring from home school 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,⁴ 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.

HOME SCHOOLING (4.6)

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 home school. The notice shall be given:

1. At the beginning of each school year, but no later than August 15;
2. Five (5) school 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
3. 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 home school 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:

- a. The name, sex, date of birth, grade level, and the name and address of the school last attended, if any;
- b. The mailing address and telephone number of the home school;
- c. The name of the parent or legal guardian providing the home school;
- d. Indicate if the home-schooled student intends to participate in extracurricular activities during the school year;
- e. A statement of whether the home-schooled student plans to seek a high school equivalency diploma during the current school year;
- f. A statement if the home-school student plans to seek a driver's license during the current school year;
- g. 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 home school; and
- h. 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 home-schooling their children shall provide information that might indicate the need for special education services.

A student who has been temporarily issued items, resources, supplies, materials, or other property belonging to the District is eligible for enrollment in a home school during the school year after:

- The items, resources, supplies, materials, or other property belonging to the District have been returned to the District;
- The items, resources, supplies, materials, or other property belonging to the District have been paid for; or
- The semester has ended.

The superintendent or the board of directors may waive the required five (5) school day waiting period for a student's enrollment in home school during a semester if the superintendent or the board of directors is satisfied with the return of temporarily issued items, resources, supplies, materials, or other District property.

Enrollment or Re-Enrollment in Public School

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

If a home-schooled 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 home-schooled 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:

1. As indicated by the documentation submitted by the home-schooled student;
2. By mutual agreement between the public school and the home-schooled student's parent or legal guardian; or
3. 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 home-schooled student's grade placement and course credits. The District will determine the home-schooled 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 home-schooled student who enrolls or re-enrolls in the District any of the following on the basis of the student having attended a home school:

- a. Award of course credits earned in the home school;
- b. Placement in the proper grade level and promotion to the next grade level;
- c. Participation in any academic or extracurricular activity;
- d. Membership in school-sponsored clubs, associations, or organizations;
- e. 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
- f. Scholarships.

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SECTION IV-ACADEMIC INFORMATION

STUDENT PROMOTION AND RETENTION 4.55

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, legal guardians, persons having lawful control of the student, or persons acting in loco parentis 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.

Each time a student is assessed by use of a high-quality literacy screener, with results at least once each semester, the Parents, legal guardians, persons having lawful control of the student, or persons acting in loco parentis, 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 and, in a parent friendly manner, the student's reading progress.

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, legal guardians, persons having lawful control of the student, or persons standing in loco parentis.

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.

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.

The SSP for a student in kindergarten through grade three (K-3) who does not meet the reading standard as set by the state board and determined by a high-quality literacy screener or the

statewide assessment shall include an individual reading plan for each student. An individual reading plan shall include:

1. The student's specific, diagnosed reading skill needs, including without limitation:
 - Phonemic awareness;
 - Phonics decoding;
 - Text reading fluency;
 - Vocabulary-building strategies; and
 - Self-regulated use of reading comprehension strategies, as identified by high-quality literacy screener data;
2. The goals and benchmarks for the student's growth;
3. How the student's progress will be monitored and evaluated;
4. The type of additional instructional services and interventions the student may receive;
5. The intensive, evidence-based literacy intervention program aligned to the science of reading the student's teacher will use to address the areas of phonemic awareness, phonics, fluency, vocabulary, and comprehension;
6. The strategies the student's parents, legal guardians, or persons standing in loco parentis to the student are encouraged to use in assisting the student to achieve the student's reading goal; and
7. Any additional services the student's teacher determines are available and appropriate to accelerate the student's reading skill development.

All parents, legal guardians, or persons standing in loco parentis shall be notified in writing:

- a. Of the content of their child's independent reading plan and progress on the independent reading plan throughout the year; and
- b. By no later than October 1 of each year, or as soon as practicable if a student's reading need is identified after October 1:
 - Of their student's eligibility to participate in the literacy tutoring grant program;
 - The process for applying for the literacy tutoring grant program; and
 - Other information provided by DESE.

For each student who does not meet the reading standard established by the state board by the end of third (3rd) grade, including students who are promoted to the fourth (4th) grade under a good cause waiver, the District, during the subsequent summer and school year, shall :

- a. Provide at least ninety (90) minutes of evidence-based literacy instruction aligned to the science of reading during each school day;
- b. Assign the student to:
 - If the District has a teacher with a value-added model score in the top quartile statewide in English language arts for the past three (3) years, a teacher with a value-added model score in the top quartile statewide in English language arts for the past three (3) years; or
 - If the District is unable to identify a teacher with a value-added model score in the top quartile statewide in English language arts for the past three (3) years, a teacher:
 - With a highly-effective rating according to the Teacher Excellence and Support System, when possible; or

- Deemed to be a high-performing teacher as defined by a Master Professional Educator designation.
- c. Provide parents, legal guardians, or persons standing in loco parentis to students with a “read-at-home” plan to support student early literacy growth, which shall include evidence-based science of reading strategies and tools that are aligned to a student’s individual reading plan for parents, legal guardians, or persons standing in loco parentis to use with their student;
- d. Notify parents, legal guardians, or persons standing in loco parentis to a student regarding their student’s eligibility for a literacy tutoring grant;
- e. Be given priority to receive a literacy tutoring grant; and
- f. Be given the option to participate in additional intensive, evidence-based literacy intervention programs aligned to the science of reading.

The SSP of a student in kindergarten through grade eight (K-8) who is not performing at or above grade level on the state assessment, as defined by the State Board of Education shall include a math intervention plan. The math intervention plan may include the:

1. Provision of each student with access to high-dosage, targeted math tutoring in the subsequent school year, which shall include three (3) or more tutoring sessions a week in a one-on-one or small-group setting;
2. Assignment to:
 - if the District has a teacher with a value-added model score in the top quartile statewide in math for the previous three (3) years, a teacher, with a value-added model score in the top quartile statewide in math for the previous three (3) years; or
 - if the District is unable to find a teacher with a value-added model score in the top quartile statewide in math for the previous three (3) years, a teacher:
 - With a highly-effective rating in the Teacher Excellence and Support System, when possible; or
 - Deemed to be a high-performing teacher as defined by a Master Professional Educator designation; and
3. Provision of each student with extended time on math instruction during or after school.

All parents, legal guardians, or persons standing in loco parentis shall receive written notification of their student’s math intervention plan and progress on the student’s math intervention plan throughout the school year.

By the end of grade eight (8), the student’s SSP shall⁴

- Guide the student along pathways to graduation;
- Address accelerated learning opportunities;
- Address academic deficits and interventions; and
- 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.

A student’s SSP shall include the recommended sequence of courses for successful completion of the diploma pathway selected by the student but be sufficiently flexible to allow the student to change the student’s selected diploma pathway. The school counselor shall meet with the student’s parent, legal guardian, or persons standing in loco parentis and the student to review the student’s SSP annually and

to revise the student's SSP as necessary to identify the courses to be taken each year until all required core courses are completed. Part of the review shall include an explanation of the possible impacts the revisions to the plan might have on the student's graduation requirements and postsecondary education goals. Any change made to a student's SSP as part of the review that amends the student's diploma pathway shall be structured to ensure that the student will meet the high school graduation requirements for the student's chosen diploma pathway and be qualified for admission to a postsecondary educational institution or to enter the workforce. After each review, the student's SSP shall be signed by the student; student's parent, legal guardian, or person standing in loco parentis to the student; and the school counselor.

An SSP shall be created:

1. By no later than the end of the school year for a student in grade eight (8) or below² 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.

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 or retention 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.⁵ Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.⁶

HOMEWORK (R5.14)

Homework is considered to be part of the educational program of the District. Assignments shall be an extension of the teaching/learning experience that promotes the student's educational development. As an extension of the classroom, homework must be planned and organized and should be viewed by the students as purposeful.

Teachers should be aware of the potential problem students may have completing assignments from multiple teachers and school sponsored extra-curricular activities and vary the amount of homework they give from day to day.

Parents shall be notified of this policy at the beginning of each school year.

Grading (R5.15)

Parents, legal guardians, persons having lawful control of a student, or persons standing in loco parentis shall be kept informed concerning the progress of their student. Parent-teacher conferences are encouraged and may be requested by parents, guardians, persons having

lawful control of a student, persons standing in loco parentis, or teachers. If the progress of a student is unsatisfactory in a subject, the teacher shall attempt to schedule a parent-teacher conference. In the conference, the teacher shall explain the reasons for difficulties and shall develop, cooperatively with the parents, a plan for remediation, which may enhance the probability of the student succeeding. The school shall also send timely progress reports and issue grades for each nine (9) week grading period to keep parents/guardians informed of their student's progress.

The evaluation of each student's performance on a regular basis serves to give the parents/guardians, students, and the school necessary information to help effect academic improvement. Students' grades shall reflect only the extent to which a student has achieved the expressed educational objectives of the course.

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

1. A change in the child's school enrollment;
2. The child's attendance at a dependency-neglect court proceeding; or
3. The child's attendance at court-ordered counseling or treatment.

K-3 Grading Scales

A standards-based report card is used for students in Kindergarten through 3rd grade. This allows teachers to provide specific feedback to parents regarding the essential standards that every child must learn at each grade level.

- K-2- Students receive a checkmark for each essential standard and learning target mastered.
- 3rd grade - Students will receive the following marks using this grading scale:

Student progress in applying grade-level standards
3= Student meets grade-level expectations related to the standard
2= Student is progressing toward meeting grade-level expectations related to the standard
1= Student does not meet grade-level expectations related to the standard

The grading scale for grades 4-12 in the district shall be as follows:

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

For the purpose of determining grade point averages, the numeric value of each letter grade shall be:

- A = 4 points
- B = 3 points
- C = 2 points
- D = 1 point
- F = 0 points

The grade point values for Advanced Placement (AP), approved courses for weighted credit, International Baccalaureate (IB), and approved honor courses shall be one (1) point greater than for regular courses with the exception that an F shall still be worth zero (0) points.

The final grades of students who transfer in for part of a semester will be determined by blending the grades earned in the district with those earned outside the district. Each final grade will be the sum of the percentage of days in the grading period transferred from outside the district times the transferred grade from outside the district plus the percentage of days in the grading period while in the district times the grade earned in the district.

REPORT CARDS

Students receive a report card from their teacher each nine weeks. At the end of the school year, report cards are mailed to parents.

GUIDELINES FOR REQUESTING MAKE-UP WORK

- A. Requests are to be made to main campus office
- B. Requests need to be made by 10:00 A.M. Requests made after this time may not be available until the next school day at the same time request was made; this allows teachers their prep period to prepare assignments.
- C. Assignment requests for 5 days or more will require 2 days to be collected. Extended days may require more time to collect.
- D. Getting assignments picked up is the responsibility of the student/parent.
- E. If an assignment request is made, it is expected to be picked up. Teachers expect the student to have a large portion of the assignments completed upon returning to school.
- F. Students/Parents who have digital access are encouraged to contact teachers for assignments.
- G. Students that know in advance that they will be absent are encouraged to get assignments themselves prior to being out.
- H. 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.
- I. Students shall have one class day to make up their work for each class day they are absent.

- J. Make up work which is not turned in within the make-up schedule for that assignment shall receive a zero until the work is completed.
- K. Students are responsible for turning in their make-up work without the teacher having to ask for it.
- L. Students who are absent on the day their make-up work is due must turn in their work the day they return to school.

CONCURRENT CREDIT

Any Sheridan student enrolled in concurrent credit classes in grades 9-12 needs to enroll in a publicly supported community college, technical college, or four-year college or university in accordance with the rules and regulations adopted by the college or university.

A student who successfully completes a course(s) offered by a college, technical college, or university shall be entitled to receive high school grade(s) and credit(s) in accordance with rules and regulations adopted by the State Board of Education and the District. One (1) unit of high school credit is earned for three (3) semester hours of college coursework.

SEMESTER GRADES (Grades 9-12)

Semester grades will be calculated using two nine weeks percentages as 86 percent of the total grade and the semester test score as 14 percent of the total grade.

SEMESTER TESTS (Grades 9-12)

Teachers will give comprehensive nine week's tests at the end of the first and third nine weeks' grading period. Nine weeks' exams count as 14 percent of the nine weeks' grade.

All students, grades 9-12, will take semester exams at the conclusion of the first (fall) semester. Students, grades 9-12, who meet the following criteria may be exempt from semester exams at the conclusion of the second (spring) semester.

- Six (6) or fewer absences for the entire school year. Excused and unexcused absences both count toward the six (6) allowed absences. School business, college days, and bereavement days do not count toward the six (6) allowed absences
- A grade of 70% or better in the class

Students may not accrue consecutive unexcused absences in the 6 days immediately prior to semester exams at the conclusion of the second (spring) semester.

Students who have served in Suspension School or have been suspended from school will not be exempt and are required to take semester exams.

Two tardies in the same class will count as an absence toward taking semester exams. A student who chooses to take a semester test even if he/she meets the requirements for exemption should do so with the understanding that the test grade will not lower his/her

semester grade. The campus will be closed for semester test day. Students who are exempt have to be present only in those classes where they have to take semester exams.

BEREAVEMENT DAY for SEMESTER TESTS

A student's absence due to a death in the immediate family will not count against the three day exemption from semester exams at Sheridan High School. Documentation should be provided upon return to school. (Immediate family for this purpose is defined as parents, siblings, grandparents.)

SEMESTER TEST MAKE-UP (Grades 9-12)

Any student who misses a semester exam at the scheduled time will be required to present medical or legal documentation in order to make up the exam. Medical or legal documentation means documentation from a doctor, a dentist, a lawyer, or a court official.

GRADUATION PARTICIPATION

All graduation requirements must be successfully completed prior to participating in the graduation ceremony. Twenty-two (22) units earned in grades nine through twelve will be required for high school graduation. Only one (1) of these units may be in physical education.

Early Graduation

- I. It is the policy of the Sheridan Schools that students may be allowed to participate in the graduation ceremony prior to completion of his/her senior year if he/she has successfully met the following requirements:
 - A. Has declared his/her intent to graduate early during CAP conferences at end of the sophomore year.
 - B. Has met all requirements of the original graduating year prior to the spring graduation ceremony.
 - C. Has presented official documentation of all requirements completed outside the district prior to the first day of spring semester testing.
 - D. Has petitioned the principal for permission for early graduation by Oct. 1 of student's junior year.
 - E. Has completed a written graduation contract which is signed by the student, parent/legal guardian, a counselor, and a high school administrator.
- II. Students may meet the above criteria by the following methods:
 - A. Completing courses taken during the regular school year in an approved and accredited high school.
 - B. Completing college courses while concurrently enrolled in high school.
 - C. Completing summer school courses sponsored by an accredited high school and/or college with the prior approval of the principal.

- D. Completing correspondence courses by an accredited institution, with the prior approval of the principal. No more than two (2) credits by correspondence may count toward graduation.
- III. The student's diploma will be awarded upon completion of all state testing requirements.
- IV. Students approved for early graduation program:
 - A. Will be eligible for all honor graduate recognition if requirements are attained.
 - B. Will be eligible for two post-secondary institution days.
 - C. Will be classified as a junior.
 - D. Will follow the attendance requirements and semester test schedule for seniors in the spring semester.
 - E. Will be informed about all senior activities.

GRADUATION CEREMONY REQUIREMENTS

Those students who complete graduation requirements at the end of the fall semester may participate in graduation ceremonies the following spring. However, the diploma may be issued whenever a student has satisfactorily completed all local and state requirements.

SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASSES OF 2024 AND 2025 (R4.45)

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* 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 when required by their IEP to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians 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. 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 process 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 shall be accomplished through holding an informational meeting for parents, legal guardians, or persons standing in loco parentis to students enrolled in grades six through twelve (6-12) with the school counselor and may be accomplished through any or all of the additional following means: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; and/or
- Distribution of a newsletter(s) to parents or guardians of the district's students.

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

To the best of its ability, the District shall follow the requirements covering the transfer of course credit and graduation set forth in the Interstate Compact on Educational Opportunity for Military Children and the Arkansas Military Child School Transitions Act of 2021, for all students who meet the definition of "eligible child" in Policy 4.2—ENTRANCE REQUIREMENTS including the waiving of specific courses that are required for graduation if similar coursework has been satisfactorily completed.

GRADUATION REQUIREMENTS

The number of units students must earn to be eligible for high school graduation is to be earned from the categories listed below. A minimum of twenty-two (22) units is required for graduation for a student participating in either the Smart Core or Core curriculum. There are some distinctions made between Smart Core units and Graduation units. Not all units earned toward graduation necessarily apply to Smart Core requirements. Career education courses that are determined by DESE to be eligible for use in the place of a listed course may be substituted for the course as designated by DESE.

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

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

Personal and Family Finance

Smart Core Curriculum and graduation requirements for the classes of 2021 and thereafter shall require all students in tenth (10th), eleventh (11th), or twelfth (12th) grade, to receive credit in a course covering the Personal and Family Finance Standards.

SMART CORE: Sixteen (16) units

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

Oral Communications: one-half ($\frac{1}{2}$) 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 DESE beyond Algebra II; or
 - A computer science flex credit may be taken in the place of a fourth math credit.

Natural Science: three (3) units;

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

Social Studies: three (3) units

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

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

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

Health and Safety: one-half ($\frac{1}{2}$) unit

Economics – one half ($\frac{1}{2}$) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.

Fine Arts: one-half ($\frac{1}{2}$) unit

CAREER FOCUS: Six (6) units

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

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

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. .⁸

CORE: Sixteen (16) units

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

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

Mathematics: four (4) units

- Algebra or its equivalent* - 1 unit
- Geometry or its equivalent* - 1 unit
- All math units must build on the base of algebra and geometry knowledge and skills.
- (Comparable 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

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

Social Studies: three (3) units

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

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

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

Health and Safety: one-half ($\frac{1}{2}$) unit

Economics – one half ($\frac{1}{2}$) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.

Fine Arts: one-half ($\frac{1}{2}$) unit

CAREER FOCUS: - Six (6) units

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

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

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.

SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASS OF 2026 (4.45.1)

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 when required by their IEP to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians 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. 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 process 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 shall be accomplished through holding an informational meeting for parents, legal guardians, or persons standing in loco parentis to students enrolled in grades six through twelve (6-12) with the school counselor and may be accomplished through any or all of the additional following means: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; and/or
- Distribution of a newsletter(s) to parents or guardians of the district's students.

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

To the best of its ability, the District shall follow the requirements covering the transfer of course credit and graduation set forth in the Interstate Compact on Educational Opportunity for Military Children and the Arkansas Military Child School Transitions Act of 2021 for all students who meet the definition of "eligible child" in Policy 4.2—ENTRANCE REQUIREMENTS including the waiving of specific courses that are required for graduation if similar coursework has been satisfactorily completed.

GRADUATION REQUIREMENTS

The number of units students must earn to be eligible for high school graduation is to be earned from the categories listed below. A minimum of twenty-two (22) units is required for graduation for a student participating in either the Smart Core or Core curriculum. There are some distinctions made between Smart Core units and Graduation units. Not all units earned toward graduation necessarily apply to Smart Core requirements. Career education courses that are determined by DESE to be eligible for use in the place of a listed course may be substituted for the course as designated by DESE.

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

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

Personal and Family Finance

All students shall receive credit in a course covering the Personal and Family Finance Standards in order to graduate.

Computer Science

All students shall earn one (1) unit of credit in a computer science or computer science related career and technical education course in order to graduate.

SMART CORE: Sixteen (16) units

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

Oral Communications: one-half ($\frac{1}{2}$) 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 DESE beyond Algebra II; or
 - A computer science flex credit may be taken in the place of a fourth math credit.

Natural Science: three (3) units

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

Social Studies: three (3) units

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

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

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

Health and Safety: one-half ($\frac{1}{2}$) unit

Economics – one half ($\frac{1}{2}$) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.

Fine Arts: one-half ($\frac{1}{2}$) unit

CAREER FOCUS: - Six (6) units

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

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

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.⁸

CORE: Sixteen (16) unit

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

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

Mathematics: four (4) units

- Algebra or its equivalent* - 1 unit
- Geometry or its equivalent* - 1 unit
- All math units must build on the base of algebra and geometry knowledge and skills.
- (Comparable 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

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

Social Studies: three (3) units

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

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

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

Health and Safety: one-half ($\frac{1}{2}$) unit

Economics – one half ($\frac{1}{2}$) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.

Fine Arts: one-half ($\frac{1}{2}$) unit

CAREER FOCUS: - Six (6) units

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

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

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. .⁸

4.45.2—SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASS OF 2027 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 when required by their IEP to be eligible for graduation. Counseling by trained personnel shall be available to students

and their parents or legal guardians 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 shall be accomplished through holding an informational meeting for parents, legal guardians, or persons standing in loco parentis to students enrolled in grades six through twelve (6-12) with the school counselor and may be accomplished through any or all of the additional following means: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; 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 and the Arkansas Military Child School Transitions Act of 2021 for all students who meet the definition of "eligible child" in Policy 4.2—ENTRANCE REQUIREMENTS including the waiving of specific courses that are required for graduation if similar coursework has been satisfactorily completed.

GRADUATION REQUIREMENTS

The number of units students must earn to be eligible for high school graduation is to be earned from the categories listed below. A minimum of twenty-two (22) units is required for graduation

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 Division of Elementary and Secondary Education (DESE), 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. Career education courses that are determined by DESE to be eligible for use in the place of a listed course may be substituted for the course as designated by DESE.

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

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

Personal and Family Finance

All students shall receive credit in a course covering the Personal and Family Finance Standards in order to graduate.

Computer Science

All students shall earn one (1) unit of credit in a computer science or computer science related career and technical education course in order to graduate.

Community Service

Each student must receive seventy-five (75) clock hours of community service that is certified by the service agency or organization where the student volunteers.

The community service must be in programs or activities, either in Arkansas or outside of Arkansas, that meet the requirements established by the State Board and the District Board of Directors and include preparation, action, and reflection components. Except as provided by this policy, a student must receive at least the following documented clock hours of community service each year:

- Fifteen (15) hours for students in grade nine (9);
- Twenty (20) hours for students in grade ten (10);
- Twenty (20) hours for students in grade eleven (11); and
- Twenty (20) hours for students in grade twelve (12).

Students transferring into the District after grade nine (9) or students who are graduating early may receive a diploma provided that the minimum requirement for each year the student attends the District is met. The District Board of Directors may grant a waiver of the community service requirement for extenuating circumstances on a case-by-case basis, which may include without limitation:

- A major illness associated with a student or a family member of a student;
- Student homelessness or housing insecurity; and

- Notice to the public school district board of directors if the student is a major contributor to family income.

SMART CORE: Sixteen (16) units

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

Oral Communications: one-half ($\frac{1}{2}$) 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 DESE beyond Algebra II; or
 - A computer science flex credit may be taken in the place of a fourth math credit.

Natural Science: three (3) units

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

Social Studies: three (3) units

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

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

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

Health and Safety: one-half ($\frac{1}{2}$) unit

Economics – one half ($\frac{1}{2}$) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.⁷

Fine Arts: one-half ($\frac{1}{2}$) unit

CAREER FOCUS: - Six (6) units

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

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

CORE: Sixteen (16) units

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

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

Mathematics: four (4) units

- Algebra or its equivalent* - 1 unit
- Geometry or its equivalent* - 1 unit
- All math units must build on the base of algebra and geometry knowledge and skills.
- (Comparable 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

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

Social Studies: three (3) units

- Civics one-half ($\frac{1}{2}$) unit
- World history, one (1) unit

- American History, one (1) unit
- Other social studies – one-half (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.⁷

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.

SERVICES FOR ADVANCED STUDENTS

K-2 Whole Group Enrichment Sessions.

Grades 3-5, Gifted and Talented Pull-Out.

In grades 6-12 identified, officially listed gifted students receive differentiated services within their classes.

The district identification process follows state regulations which include:

Nomination: Identification is ongoing. Students, parents, teachers, and community members may nominate by filling out the official form found on the school district website. With permission, additional screenings then occur. All nominations are assigned a code number for impartiality.

Data Collection: Taken from: Percentiles from standardized, nationally-normed exams. Verbal and non-verbal test results. Creativity samples, K-2 portfolio assessments, behavioral checklists.

Identification: A five (5) member district identification committee composed of Gifted and Talented (GT) certified staff, counselors, teachers, administrators select around five (5) percent of student body for official listing as in need of differentiated services. Anonymity and impartiality is maintained by code on all student profile sheets. Procedures are non-discriminatory with respect to race, cultural or economic backgrounds, religion, gender, or handicapping condition.

Placement: Letters of notification sent to all parents regardless of placement decision. Permission to place form signed by parent must be received for student file. All students are subject to an annual review to determine appropriateness of placement within the program. Officially listed students who do not enroll in AP or Advanced classes are subject to deactivation for each school year that occurs.

Students transferring into the school district are subject to testing and placement according to district procedures.

ADVANCED PLACEMENT COURSES

All AP courses are open to students willing and able to accept introductory-level college work at an expected more rigorous, complex level.

College Board now requires students in Advanced Placement Courses to register online and commit by mid-November to taking the respective AP Exam the following May. It is important that students remain enrolled in the AP course for the full year.

Under most circumstances, a fee will be required by College Board if a student drops an AP course after the November registration deadline. This drop fee will be the responsibility of the student and/or parents.

College credit is awarded for qualifying scores of 3, 4, or 5 on AP Exams. State supported universities in Arkansas agreed to award credit for those scores while private universities may award credit for a 4 or 5 or offer placement in higher level courses for scores of 3.

Note: EXPECT AP CLASSES TO BE DIFFICULT IN CONTENT AND PROCEDURES; tutoring may be available and expected for students who experience difficulty.

Each AP class has a weighted GPA (5.0 – A, 4.0 – B, 3.0 – C, 2.0 – D) as long as the student is **ENROLLED ALL YEAR** and takes the AP exam to qualify for college credit each May.

AP courses offered are the following:

Drawing	Chemistry	Environmental Science	Statistics
Art 2-D Art and Design	Computer Science A	European History	U.S. Gov & Politics
Art History	Computer Science Principles	Physics I	U.S. History
Biology	English Language	Psychology	World History
Calculus	English Literature	Spanish	

HONOR GRADUATES

Only a student who has successfully completed the minimum core of high school courses recommended for preparation for postsecondary education (core curriculum for unconditional college admittance outlined above) or a more rigorous program of vocational study will be eligible for the honor of serving as valedictorian, salutatorian, or honor graduate of a senior class in a high school in this state. Sheridan High School no longer has a valedictorian and a salutatorian but has three tiers of honor grads:

Act 980 of 1991 sets these requirements for honor graduates.

DISTINGUISHED HONOR GRADUATES

Distinguished Honor Graduate - will be awarded to those students that:

- A. obtain above a 4.0 GPA
- B. take at least 5 Advanced Placement Courses, and
- C. meet state requirements for Honor Graduates

These students will be designated #1 in their class.

HIGH HONOR GRADUATES

High Honor Graduate - will be awarded to those students that:

- A. obtain a 3.9-or higher GPA
- B. take at least 3 Advanced Placement Courses, and
- C. meet state requirements for Honor Graduates

HONOR GRADUATES

Honor Graduate - will be awarded to those students that:

- A. obtain a 3.75-or higher GPA, and
- B. meet state requirements for Honor Graduates

Those students who terminate early and have earned designation will receive such designation at such time when they have completed all requirements.

SCHOLARSHIPS

Several scholarships are available to seniors based on academic achievement, leadership, service, and need. Any student interested in applying for a scholarship should contact his/her counselor.

High school seniors will qualify based on their high school performance. Students graduating from an Arkansas public high school, a private or out-of-state school, or homeschool must have an ACT composite of at least 19 (or an equivalent score on an equivalent test) to be eligible for an Arkansas Academic Challenge Scholarship.

Award:	<u>4 year institutions</u>	<u>2 year institutions</u>
	\$1000 freshman year	\$1000 freshman year
	\$4000 sophomore year	\$3000 sophomore year
	\$4000 junior year	
	\$5000 senior year	

Previous recipients of the scholarship will continue to receive the amounts stipulated in their original award. Maximum award for a four year institution is eight (8) semesters and two year institution is five (5) semesters.

Renewal: Traditional students must enroll in at least 12 hours the first fall semester following high school graduation, and at least 15 hours each semester thereafter, to receive their funds that semester. They must complete at least 27 hours their first year, and at least 30 hours each year thereafter, with a 2.5 cumulative GPA. Non-traditional students may enroll in as few as six hours and still receive a pro-rated scholarship amount. They must also maintain a cumulative GPA of at least 2.5, and their continuing eligibility requirement is related to their semester enrollment.

Disclaimer: This information is subject to changes made through the Arkansas Department of Higher Education. See www.scholarships.adhe.edu for the most current information.

STUDENT ATHLETES

Students who plan to participate in athletics at the college level are encouraged to register with the NCAA Clearinghouse by the end of their junior year. All information and registration forms are available at www.ncaaclearinghouse.net.

NATIONAL HONOR SOCIETY (11th- 12th grade)

The National Honor Society is an activity of the National Association of Secondary School Principals. The members are students chosen by the faculty council on the basis of the principles of the society: scholarship, leadership, character, and service. No honor or responsibility conferred by the school exceeds that represented by the National Honor Society. It represents the fundamental objectives for which schools are instituted and gives recognition to those who have attained most nearly the desired ends. This society looks upon education as a total product measured by the four dimensions of life.

Act 980 of 1991 set these qualifications for membership in the National Honor Society: Only a student who is 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 and the State Board of Education or the technical preparation program as set forth by the State Board of Education shall be eligible for membership in the National Honor Society or any equivalent honorary society. NHS members can be dismissed from the NHS in the event of serious infractions.

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**SECTION V –
STUDENT BEHAVIOR
and
DISCIPLINE POLICIES**

DISCIPLINE POLICIES (4.17)

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

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

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

The District shall incorporate the District's implementation of positive behavioral supports in accordance with Policy 4.60 in the application of student discipline.

The District's personnel policy committees shall annually review the District's student discipline policies, including State and District student discipline data, and may recommend changes in the policies to the Sheridan School Board. The Board has the responsibility of determining whether to approve any recommended changes to student discipline policies.

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

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

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

It is required by law that the principal or the person in charge report to the police any incidents the person has personal knowledge of or has received information leading to a reasonable

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

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

EXPECTED STUDENT BEHAVIOR

General Campus Rules

Sheridan Schools reserve the right to punish behavior which is not conducive to good order and discipline in school, even though such behavior is not specified in the handbook rules.

1. Students are not to destroy or take student or school property. Student may be required to pay for damages.
2. Students are expected to use good behavior on school campuses, district transportation and all school events.
3. Students are expected to obey the playground rules. Playground rules will be set by individual grade levels.
4. No student's disruptive behavior will be allowed to interrupt the classroom teaching of other students. Proper student behavior is the responsibility of the parents, students, and school.
5. Students are expected to respect all teachers, other school personnel, and classmates.
6. Students are expected to walk quietly in the hallways and on the sidewalks—no pushing and running.
7. Items or flyers that are not school sponsored may not be brought on school property for the purpose of selling or trading unless approved by the principal.
8. Students are not to wear athletic shoes with cleats.
9. Students may not leave the school or classroom without permission.
10. Students who do not ride the bus may be picked up only in designated areas and are not allowed to leave these areas before a parent arrives.
11. Students are not to use vulgar or profane language at school.
12. Students are not to have pornographic materials in any form at school.
13. Students are to keep hands, feet, and all objects to themselves.
14. Students bringing balls to school must bring them in a backpack or sack. There will be no bouncing of the balls on the sidewalks or in the hallways as it interrupts other classes.
15. Backpacks with wheels are not allowed, unless approved by building administration on case by case basis.

16. Skate shoes are not allowed.
17. Chewing gum will not be allowed at school unless prescribed by a health care official and medical documentation is provided. (Grades K-5)

Building Rules

1. A student shall comply with reasonable directions or commands of teachers, student interns, paraprofessionals, principals, administrative personnel, superintendents, school bus drivers, security personnel, or any other authorized school personnel.
2. Walk in a quiet, orderly fashion in the buildings; "soft" talking in the hallways, keeping your hands to your sides, and facing forward.
3. Students should not socialize in the rest rooms.
4. Students shall observe good manners and show respect.
5. Students should not threaten to harm any other person.
6. Keep hands, feet, and other objects to yourselves. No harm shall be inflicted on another student at any time.
7. No gum (K- 5 only), chewing gum will not be allowed at school unless prescribed by a health care official and medical documentation is provided.

Playground Rules

1. Play in a manner that will not hurt you or someone else.
2. Play in a designated area.
3. Use playground equipment properly. No standing on swings, jumping out of swings, or swinging sideways. Only one student in a swing at a time.
4. Playground activities may not include physical contact, such as tackle football, or throwing objects such as rocks or sticks.
5. Students are to follow duty teacher directives at all times and are to line up promptly and quietly when requested.
6. Handicapped play equipment is available only to handicapped students.

Cafeteria Rules

1. Students should enter and exit the cafeteria in an orderly manner.
2. Use indoor voices – speak softly – and only to your immediate neighbors (person sitting on either side of you).
3. Use good table manners.
4. Keep hands, feet, and other objects to yourself. Keep foreign objects out of your mouth.
5. Lunches brought from home or provided by parents/guardians must not have any glass containers or bottles.
6. Remain seated until you have permission to leave.
7. Follow all adult staff directions.
8. During the school day all campuses are peanut and tree nut free due to students with allergies.

Parents/guardians may provide any food or candy item for their own child's lunch or snacks but may not provide such items for other children at school.

DESE rules Governing Nutrition and Physical Activity Standard 8.02.1.

BEHAVIOR NOT COVERED IN THIS STUDENT HANDBOOK

The Sheridan School District reserves the right to punish behavior not conducive to good order and discipline in the schools even though such behavior is not specified in this handbook. Principals may alter severity of punishments based on circumstances and other conditions.

Students enrolled in the ALA program will have an additional handbook that covers program policy and procedures.

DISCIPLINE

The Sheridan Board of Education expects that when students willfully violate school rules, defy instructions of teachers and administrators, or interfere with the normal operation of the school program, the administrator in charge will take appropriate action as prescribed by the Board of Education policies and regulations, ordinances of the City of Sheridan, and the statutes of the State of Arkansas.

The constitutional rights of individuals assure the protection of due process of law; therefore, this system of constitutionally and legally sound procedures is approved with regard to the administration of discipline in the Sheridan Public Schools:

- The hallmark of exercise of disciplinary authority shall be fairness.
- Every effort shall be made by administrators and faculty members to resolve problems through effective utilization of school district resources to include prevention, intervention, mediation and conflict resolution provisions, in cooperation with the student and his/her parent or guardian.
- Teachers and other school personnel have the authority to give reasonable instructions to any student while the student is under school jurisdiction and are responsible for reporting the violation of a school regulation by a student if it cannot be resolved by the teacher or other school personnel. When situations develop that appear to need the help of law enforcement officers, other than a School
- Resource Officer, the principal will confer with the superintendent or assistant superintendent. If they are not available, he/she will make his/her own determination.

DISCIPLINE OF DISABLED STUDENTS

Students identified as disabled under the Individuals with Disabilities Education Act (IDEA) will be subject to all school policies and rules unless otherwise directed by the student's Individual Education Plan, so long as such treatment does not abridge the right to a free appropriate public education. Further, discipline of IDEA students will conform to laws and regulations as enumerated under IDEA.

Students who are determined to be disabled under Section 504 of the Rehabilitation Act of 1973 will be subject to all school policies and rules unless otherwise directed by the student's Individual Accommodation Plan. Schools may remove any student with disabilities for a disciplinary infraction for up to 10 school days per offense. During a period of short term exclusion, schools are not required to provide any educational services to the student.

CORPORAL PUNISHMENT (R4.39)

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

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

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

GUIDELINES FOR CORPORAL PUNISHMENT

- A. Before corporal punishment is administered, it must be documented that sufficient warning of such punishment has been given, that parents have received notice of the warnings, and that evidence must exist that other corrective measures have failed to solve the discipline problem.
- B. Any person administering corporal punishment must complete a "corporal punishment form."
- C. Parents must be notified that their child has received corporal punishment and must be furnished a copy of the corporal punishment form by the person administering the corporal punishment.
- D. No student will receive more than three (3) swats at any given time and will not receive corporal punishment more than three (3) times in any given school year.
- E. Any parent may choose not to have his/her child receive corporal punishment by notifying the school in writing. Parents must accept that if they disallow the use of corporal punishment, or if their child refuses to accept corporal punishment, the student may be suspended from school.
- F. Building level administrators may exercise their judgment as to their use of corporal punishment or any other corrective measure for students sent to the office for punishment.
- G. Teachers may exercise their judgment as to the use of corporal punishment or other corrective measures.
- H. Corporal punishment will be administered by using an instrument supplied by the district.
- I. Corporal punishment will be administered in the presence of an administrator who shall be present when the student is advised of the reason(s) for the punishment. It will only be administered following warnings that the misbehavior will not be tolerated and that the administration of corporal punishment is imminent.

DETENTION HALL (Grades 6-12)

Failure to complete detention hall will result in assignment to In-School Suspension or suspension from school. A student can serve only fifteen (15) days of detention hall per semester.

IN-SCHOOL SUSPENSION (Grades 6-12)

A student assigned to In-School Suspension will be assigned for a minimum of two (2) days and can serve only ten (10) days per semester. Additional days may be added to a student's In-school suspension assignment for failure to complete their class assignments while In-School Suspension School. Inappropriate behavior while In-School Suspension may also result in additional days being added or suspension from school being added.

If a suspension occurs while the student is in In-School Suspension, the In-School Suspension assignment will be completed after the suspension before the student can return to regular classes. When a student is assigned to In-School Suspension for not attending detention hall, the original detention hall assignment must be completed after the In-School Suspension days are completed.

Students assigned to In-School Suspension are not to be on campus without permission nor can they participate in any after school activity during the assignment to In-School Suspension.

Students assigned to In-School Suspension during nine week and/or semester test days shall serve the entire day of In-School Suspension even if all tests have been completed.

Students who are assigned in-school suspension must take semester exams.

SUSPENSION FROM SCHOOL (R4.30)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

EXPULSION (R4.31)

The Board of Education may expel a student for a period longer than ten (10) school days for violation of the District's written discipline policies. The Superintendent may make a recommendation of expulsion to the Board 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 days following the date of the notice, except that representatives of the Board and student may agree in writing to a date not conforming to this limitation.

The President of the Board, Board attorney, or other designated Board member shall preside at the hearing. The student may choose to be represented by legal counsel. Both the district administration and School Board also may be represented by legal counsel. The hearing shall be conducted in open session of the Board unless the parent, legal guardian, 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, who 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. 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.

CONSEQUENCES FOR MISBEHAVIOR

For minor rule infractions:

Minimum – Verbal reprimand
Maximum – Suspension

For severe rule infractions:

Minimum – Detention Hall, In-School Suspension, and parent notification
Maximum – Expulsion

The following consequences, in no particular order of severity, may be used in the course of correcting students' misbehavior:

- A. Verbal reprimand
- B. Detention
- C. Meaningful written assignments
- D. Loss of privileges
- E. Classroom isolation or classroom exchange
- F. Suspension from the bus
- G. Suspension from a class
- H. Parent/Guardian notification and/or conference
- I. Suspension from school for up to (10) days
- J. In-School Suspension (Grades K-5)
- K. In-School Suspension (Grades 6-12)
- L. Corporal punishment
- M. Expulsion
- N. Other appropriate consequences
- O. Notification of law enforcement official

A student may be suspended for any first severe offense when in the judgment of the principal or assistant principal the student's presence would present a hazard to others or would adversely affect the learning environment.

Students involved in extracurricular activities may receive additional consequences based on individual club or group rules and/or guidelines.

The following conduct is not permitted:

Abnormal or Irrational Behavior

Any student whose actions are abnormal or irrational shall be temporarily suspended from class by the teacher and/or from school by the principal or administrator in charge.

Alcoholic Beverages, Drugs, Counterfeit Drugs

This policy applies to students at school, on school-provided transportation, and at school-sponsored events which occur on or off the campus.

- A. A student shall not possess, use, or be under the influence of alcohol, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, K-2, and/or other controlled or illegal substance or counterfeit substance purported to be a controlled substance,

pharmaceutical ingredients, or beverage containing alcohol or intoxicant of any kind. Any student found to be “Huffing” or abusing any chemical or otherwise legal substance with the intent to get high or achieve an altered state, shall be considered to be in violation of this policy. Students shall not possess any type of drug paraphernalia (Act 590 of 1971 and Acts 1983, Nos. 787 and 10). Any student in violation shall be suspended and will be recommended for expulsion. Parents and law enforcement officials will be notified. In lieu of expulsion, a Second Chance Program may be available for qualified students in grades 6-12.

- B. Any student involved in transmitting, passing, distributing or selling alcohol, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, K-2, and/or other controlled or illegal substance or pharmaceutical ingredients, counterfeit substance purported to be a controlled substance, or beverage containing alcohol or intoxicant of any kind shall be suspended and will be recommended for expulsion. Law enforcement officials shall be informed, and parents will be required to meet with school officials. Students found to be in violation of section B will not qualify for the Second Chance Program, but may qualify for The Learning Center.

- C. Prescription medication will be left in the office and must be brought to the office by an adult.

All principals are instructed to cooperate fully with law enforcement agencies and are to report to them any and all information that would be considered beneficial in their efforts to stem or deter the increase in illegal drug use.

The administrative staff is also instructed to take immediate steps to prevent any person from coming upon the campus of any school in the Sheridan School District in the possession of or under the influence of alcohol, marijuana, or illicit drug of any kind.

Consequences:

- A. Ten days out of school suspension with the recommendation for expulsion.

Abuse

To wrong in speech, reproach coarsely, revile or malign any person. Profanity or vulgar expressions directed at another is abuse. Any actions, verbal or physical, with the purpose to harass, annoy, or alarm is abuse.

Consequences: (Grades K-5)

- A. Minimum – Conference
B. Maximum – Suspension

Consequences: (Grades 6-12)

- A. Minimum – Conference
B. Maximum – Recommendation for expulsion

Arson

The intentional setting of a fire.

Consequences: (Grades K-5)

- A. Minimum – Conference
- B. Maximum – Suspension

Consequences: (Grades 6-12)

- A. Minimum – In-School Suspension
- B. Maximum – Recommendation for expulsion

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.

Consequences: (Grades K-5)

- A. Minimum – Conference
- B. Maximum – Suspension

Consequences: (Grades 6-12)

- A. Minimum - 5 days of suspension from school
- B. Maximum - 10 days of suspension from school with a recommendation for expulsion

BULLYING (4.43)

Definitions:

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

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

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

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

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

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

Cyberbullying is prohibited whether or not the cyberbullying originated on school property or with school equipment, if the cyberbullying results in the substantial disruption of the orderly operation of the school or educational environment or is directed specifically at students or school personnel and maliciously intended for the purpose of disrupting school and has a high likelihood of succeeding in that purpose.

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

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

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

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

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

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

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

1. As soon as reasonably practicable, but by no later than the end of the school day following the receipt of the credible report of bullying:
 - a. Report to a parent, legal guardian, person having lawful control of a student, or person standing in loco parentis of a student that their student is the victim in a credible report of bullying; and
 - b. Prepare a written report of the alleged incident of bullying;

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

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

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

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

Copies of this policy shall be available upon request.

Last Revised Consequences for bullying behavior will be immediately administered to the perpetrator at the age and development level appropriate for comprehension.

Consequences will range from a verbal reprimand to expulsion for severe or repeated offenses.

Sheridan Public Schools has a confidential “SAFE SCHOOLS HOTLINE” to help keep our schools and students free from bullying, violence, drugs, and weapons. Please call 1-855-509-2559.

Cell Phones and Other Electronic Devices

Grades K-8 Students who are in possession of cell phones, head phones, ear buds, other personal listening devices or other electronic devices, on school property must turn the device off and keep it put away “out of sight” upon arrival and throughout the school day. Exceptions to this policy may be granted for health or other compelling reasons as allowed by school administration or permission granted by the classroom teacher for academic purposes.

Grades 9-12

Students who are in possession of cell phones or head phones, ear buds, other personal listening devices or other electronic devices on school property must turn the device off and keep it put away out of sight upon the first bell prior to first period. Students are allowed to use cell phones or other electronic devices during the student’s assigned lunch period. If the device is believed to be in use any other time during the school day without school personnel permission, it will be confiscated and appropriate discipline will be assigned. Taking pictures and/or video with cell phones or other electronic devices is prohibited. The use of cell phones or cameras for the distribution, showing or posting on social networking sites or websites of pictures and/or videos of students or school employees taken at school, or on school buses, without prior written permission of the principal is prohibited. Students bring these devices to school at their own risk. Sheridan School District faculty and staff members are not responsible for any damaged, missing, or stolen electronics. Exceptions to this policy may be granted for health or other compelling reasons as allowed by school administrators.

Consequences: (Grades K-5)

1st offense-Device held in office and returned at end of the day.

2nd offense- Conference with parent or guardian and returned at end of the day.

3rd offense- Conference with parent and device picked up by parent.

Consequences: (Grades 6-12)

1st offense – Three (3) days of detention hall; give back at the end of the day.

2nd offense – Five (5) days of detention hall; give back at the end of the day.

3rd offense – Two (2) days of in school suspension; parent picks up.

Refusal to hand over the cell phone (phone, SIM card, and battery) to a teacher or administrator will constitute insubordination and may result in suspension from school.

Cell Phones and other Electronic Devices during Testing

Student and testing administrators' cell phones will be turned off, collected, and placed in a secure location outside the testing classroom during all state mandated test administrations. Students who violate this policy will be removed from the testing room. The cell phone in question will be turned over to the district test coordinator and the principal in order to determine if the cell phone contains evident of test related material.

***Sheridan School District will follow all state determined testing policies and procedures.

Cheating/Plagiarism

Academic dishonesty. Student presents the ideas or words of another as one's own.

Consequences:

- A. Student/Parent conference plus a zero on assignment
- B. In-School Suspension plus zero on the assignment
- C. Suspension from school plus zero on the assignment

Classroom Rules Violation

Students will adhere to all classroom rules set by teachers.

Consequences:

- A. Minimum – Conference
- B. Maximum– In-School Suspension

Damage or Destruction of School Property or the Personal Property of Others or Theft

Student shall not cause or attempt to cause damage to school property or the personal property of others or steal or attempt to steal school property or the personal property of others. The school district will attempt to recover damages from the student and parents of students destroying school property. Parents of any minor students may be liable for damages caused by their child in an amount not in excess of \$2,000.00. (Ark. Statute 50-109) Students who steal or destroy the property of others will be disciplined and expected to make restitution.

Consequences: Less than \$100.00 in value

- A. Minimum – Conference with parent/guardian and restitution
- B. Maximum–Suspension from school, restitution and parent/guardian contact

Consequences: More than \$100.00 in value

- A. Minimum – Conference with parent/guardian and restitution
- B. Maximum– Suspension from school, restitution and parent/guardian contact

**Restitution must be paid in all cases.

**Law enforcement may be notified on any offense.

Disorderly Conduct

No student may act in a manner that causes public alarm, nuisance, jeopardy or violence, or recklessly creates a risk thereof. Engaging in fighting, threatening inappropriate language, noise that is unreasonable, gestures, acts of obscenity, or incites an immediate breach of the peace or creates or maintains a hazardous or physically offensive condition is not allowed.

Consequences:

A. Minimum – Conference

B. Maximum –Suspension

Insubordination

A student shall comply with reasonable directions or commands of teachers, student interns, substitute teachers, teachers' aides, principals, administrative personnel, superintendent, school bus drivers, school security personnel, or any other authorized school personnel.

Students will be considered insubordinate when they refuse to obey any rule or regulation of the school or school district or the reasonable instructions of school district personnel.

Consequence

A. Minimum – Conference

B. Maximum– Suspension from School

Disruption and Interference with School

Included, but not limited to the following types of disruptions, no student shall:

- A. Block the doorway or corridor;
- B. Prevent students from attending a class or school activity;
- C. Block normal pedestrian traffic;
- D. Use violence, force, coercion, noise, threat, intimidation, harassment, or fear, refuse to identify himself/herself on request; use passive resistance, or any other conduct intentionally to cause a disruption;
- E. Encourage other students to violate any rule or school board policy;
- F. Misbehaving during any assembly program will be grounds for suspension from school;
- G. Keeping your "hands-off" others will be strictly enforced;
- H. Displaying abnormal or irrational behavior will result in being temporarily suspended from class by the teacher and/or from the school by the principal or assistant principal;
- I. Duplicating, altering, or falsifying school records, signatures, or other information will not be tolerated;
- J. Bringing toys of any kind (electronic games, skateboards, stuffed animals, etc.) is strictly prohibited;
- K. Chewing gum will not be permitted on the school campus or on school buses (K-5 only), unless prescribed by a health care official and medical documentation is provided.

Consequences:

- A. Minimum – Conference
- B. Maximum – Suspension from school

Dress Code

The basic responsibility for the appearance of students rests with themselves. Parents have the obligation, within certain bounds, and the right to determine their student's dress. Dress and appearance must not present health and safety hazards or cause disruption of the educational process. Personal appearance or attire of students, which creates a disturbance or commotion within the school, or is detrimental to the program of students, will not be tolerated, and shall cause disciplinary action to be taken. A student will not be permitted to attend class wearing inappropriate apparel.

Inappropriate clothing (meaning- **“do not wear to school”**) includes, but is not limited to:

- a. Shirts/tops that do not cover the midriff with or without arms raised.
- b. Shirts/tops must cover the top of the shoulders or 3 inch minimum.
- c. Headwear (of any kind), hoods, hair rollers, or sunglasses.
- d. Clothing no more than 4 inches above the middle of the knee (shorts, skirts, dresses).
The exception to this rule is a school uniform.
- e. Leggings when not worn with a garment that reaches four inches above the middle of the knee.
- f. See-through garments; visible underwear.
- g. No visible body piercing other than ears. (K-5).
- h. Pajamas, lounge pants, house shoes, blankets.
- i. Sexually suggestive clothing.
- j. Emblems, pictures, jewelry or words pertaining or inferring to alcohol, tobacco, gangs, sex, profanity, hazing, or drug related messages.
- k. Pants and skirts that are unzipped, unbuttoned, unsnapped, or otherwise unfastened.
- l. Clothing with messages that mock, demean, ridicule or provoke others.
- m. Extreme styles or sizes that are too tight or too loose that may be disruptive such as, sagging pants, chains, etc...
- n. Jeans and shorts with side slits, ripped seams or holes more than four inches above the middle of the knee allowing the skin to show.
- o. Clothing and appearance that interferes with the educational process or the rights of others.
- p. Shoes with cleats or wheels are not permitted.
- q. Shirts with oversized arm holes.

Consequences: (Grades K-5)

- A. Minimum – Conference
- B. Maximum –In-School Suspension

Consequences: (Grades 6-12)

- A. Warning and student changes clothes
- B. 3 days of Detention Hall
- C. 3 days of In-School Suspension
- D. Suspension from school

Arkansas ACT 835 of 2011 prohibits students from wearing; while on school grounds of a public school during the regular school day and at school sponsored events, clothing that exposes underwear, buttocks, or the breast of a female.

Extortion

Any student obtaining money or property by violence or threat of violence, or by forcing someone to do something against their will by force or threat of force.

Consequences: (Grades K-5)

- A. Minimum – Conference
- B. Maximum – Suspension

Consequences: (Grades 6-12)

- A. Minimum - 10 days of Suspension School
- B. Maximum - 10 days suspension from school with recommendation for expulsion

Faculty and Staff Assault/Battery/Threat

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.

Any person who shall abuse or insult a public school teacher, principal, superintendent, or other school employee, while that person is performing normal and regular or assigned school responsibilities shall be guilty of a misdemeanor and upon conviction be liable for a fine of not less than \$100 nor more than \$1500. Each school district shall report to the Department of Education any prosecutions within the school district under this section.

Any student who willfully or intentionally attempts to inflict bodily injury or harm to any faculty member, coupled with the apparent present ability to do so will be suspended for a minimum of ten (10) days, and possibly recommended for expulsion. Criminal charges will be filed.

Any student guilty of striking a faculty member shall be expelled from school. Any student guilty of threatening or cursing a faculty member in either verbal, written, or signaled form shall be suspended for a minimum of ten (10) days, and possibly recommended for expulsion. Criminal charges may be filed.

Arkansas ACT 1565 of 2001 makes it unlawful for any person to use profane, violent, vulgar, abusive, or insulting language toward any public school employee during the course of his/her duties.

Consequences: (Grades K-5)

- A. Minimum – Conference
- B. Maximum – Suspension with possible recommendation for expulsion.

Consequences: (Grades 6-12)

- A. Minimum– Suspension from school
- B. Maximum–Recommendation for expulsion

False Fire Alarm

The activation of the school fire alarm by a student for other than its intended purpose will result in assignment to in-school suspension. Criminal charges will be filed for turning in a false fire alarm.

Fighting

The willful or intentional physical attack against any person with the intent to cause physical harm or injury. Self-defense shall not be mitigating circumstance unless one person was clearly the aggressor and there was not an opportunity to “break-off”. A student who verbally or physically abuses another shall not be able to claim self-defense.

Consequences: (Grades K-5)

- A. Minimum – Conference
- B. Maximum – In-School Suspension

Consequences: (Grades 6-12)

- A. Three (3) days of suspension from school
- B. Five (5) days of suspension from school
- C. Ten (10) days of suspension from school with a recommendation for expulsion

Fireworks

Students shall not possess, handle, or store fireworks in any form while on school property.

Consequences: (Grades K-5)

- A. Minimum – Conference
- B. Maximum – In-School Suspension

Consequences: (Grades 6-12)

- A. Three (3) days of suspension from school

- B. Five (5) days of suspension from school
- C. Ten (10) days of suspension from school with recommendation for expulsion.

Food and Drinks

Food and Drinks should be kept in backpacks and may be accessed as designated on each campus. Open containers are not allowed. Items purchased in the cafeteria must be eaten in the cafeteria.

Gambling

Students shall not participate in any activity which may be termed gambling or wagering where the stakes are money or any object(s) of value. Dice are not to be brought to school.

Consequences:

- A. Minimum – Conference
- B. Maximum –In-School Suspension

Gangs, Secret Societies, Prohibited Clubs

The state laws of Arkansas specifically prohibit public school student participation in any secret organization, sororities, or fraternities. These will not be allowed. Students shall not belong to or participate in secret societies, secret organizations or subversive groups of any kind.

Gangs or similar groups, whether organized in the community or in other settings, are prohibited at school or at any school activity. Clothing, outerwear, pins, symbols or insignia of such organizations shall not be worn to school or at any school-related activity. Any gang graffiti, throwing of gang signs, and any other gang-related activity will result in a student's suspension from school.

Consequences: (Grades K-5)

- A. Minimum – Conference
- B. Maximum – Suspension School

Consequences: (Grades 6-12)

- A. Minimum - Conference
- B. Maximum – Suspension from school with a recommendation for expulsion

Hazing

The purpose of this policy is to maintain a safe learning environment that is free from hazing for students and staff members. Hazing activities of any type are inconsistent with the vision and goals of the school district and are prohibited at all times.

Hazing means: Any willful act on or off school property by a student acting alone or acting with others which is directed against any other student and done for the purpose of intimidating a student, threatening the student with social or other ostracism, frightening a student, humbling of pride, stifling the ambition, or impairing the courage of a student or of submitting the student to shame or disgrace among his fellow students.

No student, student organization, or group shall engage in what is commonly known and recognized as hazing or encourage, aid, or assist any other student in the commission of this offense.

No person shall knowingly permit, encourage, aid, or assist any person in committing the offense of hazing, or willfully acquiesce in the commission of such offense, or fail to report promptly his/her knowledge of any reasonable information of the presence and practice of hazing in this state to an appropriate administrative official of the school.

The offense of hazing is a Class B misdemeanor.

Consequences:

Per A.C.A. § 6-5-202 requires the automatic expulsion of a student who is convicted of hazing.

Inappropriate/Indecent or Pornographic Materials

Students are not to possess or distribute in any form or format: inappropriate, indecent or pornographic materials. Possession or distribution of pornographic materials will be reported to the proper authorities.

Consequences: (Grades K-5)

- A. Minimum – Conference
- B. Maximum – Suspension School

Consequences: (Grades 6-12)

- A. Three (3) days suspension from school
- B. Five (5) days suspension from school
- C. Ten (10) days suspension from school, with possible recommendation for expulsion.

Indecent Exposure or Sexual Activity

Students are not to be involved in sexual activities or indecently expose themselves at school, on a school bus, at a school bus stop, or while attending any school activity or school sanctioned event. Possession or distribution of pornographic materials will be reported to the proper authorities.

Consequences: (Grades K-5)

- A. Minimum - Conference
- B. Maximum - Suspension School

Consequences: (Grades 6-12)

- A. Five (5) days suspension from school
- B. Ten (10) days suspension from school with possible recommendation for expulsion

Internet Violations

- A. Minimum - Conference
- B. Maximum - Expulsion

Instigating

Encouraging, aiding, or abetting the violation of any discipline policy, rule or regulation.
Consequences may be the same as for violation of the particular policy, rule, or regulation.

Laser Pointers

Possession of laser pointers by students is prohibited and will be grounds for suspension. Act 1408 of the General Assembly says that laser pointers shall be seized by the law enforcement officer as contraband.

Consequences: (Grades K-5)

- A. Conference
- B. Suspension from school

Consequences: (Grades 6-12)

- A. Confiscation
- B. Suspension from school

Pantsing

A student pulling at the clothing of another student to expose under garments or underwear.

Consequences: (Grades K-5)

- A. Conference
- B. In-School Suspension

Consequences: (Grades 6-12)

- A. First Offense: Three (3) days of In-School Suspension
- B. Second Offense: Three (3) days of suspension from school
- C. Third Offense: Five (5) days of suspension from school

Profane Language

General cursing or profane language on campus, the bus, or at extracurricular events, verbal, written, or signaled.

Consequences: (Grades K-5)

- A. Conference
- B. In-School Suspension

Consequences: (Grades 6-12)

- A. Minimum- Conference
- B. Maximum – Suspension from school

Public Display of Affection

Physical contact is prohibited in grades 6-12.

Consequences:

- A. Warning
- B. Two (2) days of Detention Hall
- C. Two (2) days of In–School Suspension

STUDENT SEXUAL HARASSMENT (R4.27)

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

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

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

Definitions

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

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

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

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

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

1. A District employee:
 - a. Conditions the provision of an aid, benefit, or service of the District on an individual’s participation in sexual conduct; or
 - b. Uses the rejection of sexual conduct as the basis for academic decisions affecting that individual;
2. 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 Web sites of a sexual nature;
- Intimidation by words, actions, insults, or name calling; and
- Teasing or name-calling related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct or is homosexual, regardless of whether or not the 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) 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.

For all appeals, the District shall:

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

Confidentiality

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

- 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.

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

- Any individual who has made a report or complaint of sex discrimination;
- Any individual who has made a report or filed a formal complaint of sexual harassment;
- Any complainant;
- Any individual who has been reported to be the perpetrator of sex discrimination;
- Any respondent; and
- Any witness.

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

Emergency Removal

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

Retaliation Prohibited

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

Disciplinary Sanctions

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

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

Records

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

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

Student Publications

Students are entitled to express in writing their personal opinions. The distribution of handwritten, duplicated, or printed material on school premises must be with the prior consent of the principal and may not interfere with or disrupt the educational process. Written expressions which are distributed must be signed by the authors.

Students who edit, publish or distribute handwritten, printed or duplicated matter among their fellow students within the schools must assume responsibility for the content of such publications.

Libelous and obscene matter and personal attacks are prohibited in all publications. Unauthorized commercial solicitation will not be allowed on school property at any time.

Tardies (Grades K-5)

Students will be allowed two tardies per semester;

Consequences (Grades K-5)

- A. On the fifth tardy a letter will be sent home to parent or guardian.
- B. On the tenth tardy a FINS (Family in Need of Services) petition may be filed with the courts.

When emergencies make it necessary for a student to leave school early, the parent/guardian is required to sign the student out at the office. The student will be called to the office. Parents will not be allowed to go directly to the classroom. Only people listed on a student enrollment card will be allowed to pick up that student.

Students arriving on late buses will not be counted tardy.

Note: If there is a change in plans for how your child is to get home, please call or send a note to the office before 2:00 P.M. Make sure your child knows before he/she leaves for school in the morning how he/she is to get home in the afternoon.

Tardies (Grades 6-12)

Tardy is defined as not being in one's seat when the tardy bell begins to ring. Tardies will begin anew each semester. Two tardies in the same class will count as an absence toward taking semester exams.

Consequences: (Grades 6-12)

- A. On the first tardy, the student will receive a teacher warning.
- B. On the second tardy, parents will be contacted.
- C. On the third tardy, the student will receive 3 days Detention Hall.
- D. Each additional tardy after 3 will result in In-School Suspension assignment.

Terroristic Threat

Purposely making a threat to cause death to another person is terroristic.

Consequences:

Minimum – Suspension from school

Maximum – Recommendation for expulsion

Law enforcement will be notified if death or serious personal injuries to another are threatened.

Threat

Purposely making a direct threat with the intention to harass, annoy or alarm is prohibited.

Act 1046 of 2001 makes it a Class C felony to seriously threaten school employees or students or threaten damage to a school structure.

Consequences:

Minimum – In-School Suspension

Maximum – Recommendation for expulsion

Throwing Objects

Throwing objects inside or outside the building is prohibited.

Consequences:

A. Minimum: Conference

B. Maximum: In-School Suspension

TOBACCO, ELECTRONIC NICOTINE DELIVERY SYSTEMS, AND RELATED PRODUCTS

(4.23)

Smoking or use of tobacco or products containing tobacco in any form (including, but not limited to, cigarettes, cigars, chewing tobacco, and snuff,) in or on any real property owned or leased by a District school, including school buses owned or leased by the District, is prohibited. Students who violate this policy may be subject to legal proceedings in addition to student disciplinary measures.

With the exception of recognized tobacco cessation products, this policy's prohibition includes any tobacco or nicotine delivery system or product. Specifically, the prohibition includes any product that is manufactured, distributed, marketed, or sold as e-cigarettes, e-cigars, e-pipes, vape, or under any other name or descriptor.

Parents and law enforcement officials will be notified.

Consequences: (Grades K-5)

A. In-School Suspension

Consequences: (Grade 6-12)

A. First offense - Ten (10) days suspension from school with support program (opportunities)

B. Second Offense for vape or e-product will result in a ten (10) day suspension and a recommendation for expulsion. In lieu of expulsion, a Second Chance Program may be available for qualified students in grades 6-12.

Truancy

Students absent from school or a class without permission from a parent, guardian, or school official are considered truant and shall be subject to disciplinary action by the school. This also includes being out of a student's designated area during the school hours. Parents will be contacted when a student is truant, and no credit will be given for the time missed, and no work can be made up.

Consequences: (Grades K-5)

A. Minimum: Parent Conference

B. Maximum: In-School Suspension

Consequences: (Grades 6-12)

A. First offense - Three (3) days of In-School Suspension

B. Second offense - Four (4) days of In-School Suspension

WEAPONS AND DANGEROUS INSTRUMENTS (R4.22)

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 one (1) year. The superintendent shall have the discretion to modify such expulsion recommendation for a student on a case-by-case basis.

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

The school district reserves the right to punish behavior which is subversive to good order and discipline in the schools even though such behavior is not specified in the written rules.

Special cases:

When in the judgment of the principal or assistant principal and depending on the severity of the offense or if a student's presence would present a hazard to others, or would adversely affect the learning environment, a student may be suspended or recommended for expulsion for any first offense. Students involved in extracurricular activities may receive additional consequences based on individual club or group rules and/or guidelines.

Behavior not covered in this handbook will be handled by an administrative response.

CAFETERIA RULES

Students are expected to conduct themselves properly in the cafeteria according to the following rules:

- A. Enter the cafeteria and wait in line quietly without pushing or breaking in front of anyone.

- B. Use appropriate manners and courtesies at all times to all people.
- C. Take trays to the turn-in window when finished. Do not leave trays, trash, or eating utensils on the table or floor.
- D. Do not talk loudly or make unnecessary noise while in the cafeteria.
- E. All food is to be consumed within the cafeteria. Do not take any food or drinks outside.
- F. Food and beverage items in glass containers are not allowed on campus.
- G. Students who do not follow these rules may be assigned to “clean-up duty” or other disciplinary action.
- H. ADE standard 8.02.01 states that parents may bring food, to school at lunch time for their children, but not other children. Food must be delivered to the office, not the cafeteria. No food vendor deliveries to students.
- I. During the school day all campuses in the Sheridan School District are peanut and tree nut free due to students with allergies.

(Grades K-8):

Minor age children under 18 are not permitted to visit without adult supervision in the cafeteria during lunch.

(Grades 9-12): Refer to the Visitor policy as stated in this handbook. Visitation during a meal time may be restricted due to seating capacity.

DRUG DOG

The district reserves the right to use drug dogs to search school premises. Unannounced periodic visits may be made to all district schools and to school-sponsored events. Lockers, automobiles, and other areas of the school grounds will be searched. Students will be held responsible for any prohibited items found in their locker, belongings, or automobiles. Should prohibited items be found during a school check, the violator(s) will be disciplined under district policies and may be prosecuted under local, state, or federal laws.

SCHOOL RESOURCE OFFICERS

The Sheridan School District currently employs four School Resource Officers to assist students, faculty and administration when necessary. If School Resource Officers are not available, local law enforcement officers may be contacted.

SEARCH AND SEIZURE

School Property:

In the assignment of school property (locker, desk, etc.) to a specific student, the school maintains ownership of such property and the right to inspect it or reclaim it. General searches of school property may be conducted at any time.

Search of an area assigned to a student should be in the student's presence except in emergencies. Illegal items such as firearms, weapons, or any other articles reasonably determined to be a threat to the safety and security of others shall be seized by school authorities and turned over to the police. Items, which are used to disrupt or interfere with the educational process, may be temporarily removed from the student's possession.

Automobiles: A school official may conduct a warrantless search of an automobile if he or she has reasonable suspicion that a search would produce evidence indicating a student had violated the law or a school rule.

Personal Property: A school official may conduct a search of items if he or she has reasonable suspicion that a search would produce evidence indicating a student had violated the law or a school rule.

Personal Searches: When a school employee has reasonable suspicion that a student has violated the law or a school rule, he or she shall inform an administrator. If the administrator determines that a search is warranted, he or she may conduct a search of a student's person. An adult witness will be present at the time of the search. The search may be conducted as long as the scope of the search is "reasonably related to the objective of the search" and not excessively intrusive in light of the age and sex of the student and the nature of the infraction.

Pat-Down Searches: A "pat-down" search of a student's person will be done by a school official of the same sex. An adult witness shall be present at the time of the search. A pat-down search of a minor student shall be conducted in the presence of his or her parent or guardian unless the administrator has reason to believe that the student poses an immediate threat.

Strip Searches: When a school administrator has reasonable suspicion that a serious offense has occurred to the extent that a strip search is appropriate, law enforcement officials will be contacted to conduct such a search if legally deemed appropriate. In no case will a school employee conduct a strip search. In the case of law enforcement notification, parents will also be notified by school officials.

Metal Detectors: The Sheridan School Board authorizes the appropriate use of metal detectors at school and at school-sponsored events.

SECOND CHANCE PROGRAM

The Second Chance Program was developed to provide qualified students, in grades 6-12, who are first time offenders of the district's drug and alcohol policy an opportunity to avoid expulsion and remain a Sheridan School District student thus progressing in their education. Recommendations for inclusion in the Second Chance Program will be made by district administration. Students who are enrolled in the Second Chance Program are placed on a very strict probationary status for one calendar year and are required to complete all program components including;

- A mandatory 6 week drug education class selected by the district and provided on campus, after school, at the student's expense
- Random drug testing throughout the student's enrollment in the program
- Completion 15 community service hours
- Weekly student progress meetings with the student's campus counselor/administrators
- Strict academic and disciplinary probation

Participating in the Second Chance Program in lieu of expulsion is an opportunity that can be taken advantage of only one time in a student's 6-12 education. Additionally, any student found to be in violation of section B of the Student Handbook-Alcoholic Beverages, Counterfeit Drugs policy will not qualify for inclusion in the Second Chance Program.

All alcohol and drug policy violations are reported to local law enforcement.

More information regarding the Second Chance Program is available upon request.

The Learning Center Program

The Learning Center Program (TLC) is an alternative program to expulsion for students found to be in violation of section B of the Student Handbook – Alcoholic Beverages, Counterfeit Drugs policy. Students may be assigned to the TLC program for disciplinary violations other than the Alcoholic Beverage, Counterfeit Drug policy. Such exceptional assignments will be made on a case by case basis as determined by school administrators. In the case of an exceptional assignment to TLC, program criteria may be amended based on the reason of the exceptional assignment. This program will provide students in grades 6 through 12 the opportunity to earn credit for core classes through digital learning. Campus principals may offer this program to students in lieu of a recommendation for expulsion

Students are assigned one or two semesters in the Learning Center Program. Students are required to successfully complete the following criteria;

- A mandatory 6 week drug education class selected by the district and provided on campus, after school, at the student's expense
- Random drug testing throughout the student's enrollment in the program
- Satisfactory attendance according to the Sheridan School District Student Handbook attendance policy
- Completion of 15 community service hours
- Completion of assigned course work with passing grades
- Maintain a 90% progress report average

Students are required to follow a uniform dress code of khaki pants with a white or blue polo shirt with a collar. Transportation will not be provided during enrollment in the Learning Center Program. Upon successful completion of the TLC program, students will be placed in one semester of the Second Chance program.

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SECTION VI – HEALTH AND WELLNESS POLICIES AND PROCEDURES

FOOD SERVICES

The Sheridan School District shall provide cafeteria facilities in all campuses where space and facilities permit and will provide food service for the purchase and consumption of breakfast and lunch for all students.

School Meal Purchase, Payment and Charges

The goal of the District's breakfast and lunch programs is to provide healthy, nutritious meals each school day. Achieving this goal is in part dependent upon generating the financial resources necessary to fund the school meal program. Primary funding sources for the school meal program are the Federal government and meal prices charged to families.

Free and Reduced Meals

As part of this program the District will collect, review, and approve or disapprove Free and Reduced Meal eligibility applications following the United States Department of Agriculture (USDA) and the State of Arkansas regulations.

The District will provide notification of this program and applications prior to the beginning of each school year. Free and reduced applications may also be submitted throughout the school year.

The District utilizes both online and paper applications. Paper applications are available at each campus location and the Central Office.

The online application can be accessed utilizing the following link, or on the District website under the 'Dining' option:

<https://sheridanschools.rocketscanapps.com/>

Parents or guardians needing assistance with the free and reduced meal application can contact the Sheridan School District at (870) 942-3135.

Students who qualified for free and reduced meals based on the prior school year's application will qualify for the first thirty (30) days of the new school year while the new application is being processed.

Second meals, snacks, extra drinks, and ala carte items are not part of the Federally-funded Food Service program. Second meals are charged the same as an adult meal price.

The use of online meal applications and acceptance of electronic submissions requires the same level of compliance as the printed forms with regard to security issues regarding student and partner confidentiality and data protection, the Family Educational Rights and Privacy Act (FERPA), and personally identifiable information (PII) such as social security numbers.

The District and anyone employed by the District is strictly forbidden from requiring any household or student within a household to submit an application. There are NO exceptions to this prohibition, and it would apply, for example, to the offer of incentives for completed forms, or disincentives or negative consequences for failing to submit or complete an application.

Meal Charges

Meals (including second meals), ala carte items, beverages and other food 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.

Payments on meal accounts can be made by cash or check at any campus location or the Central Office. Credit and/or debit card payments may be made online via EZSchoolPay.

The link to EZSchoolPay is found on the school district's website at www.sheridanschools.org under the 'Dining' option. Parents or guardians needing assistance with account setup on EZSchoolPay can contact the food service staff at (870) 942-3135. EZSchoolPay charges a \$2.00 convenience fee for each deposit.

Meal account balances will remain with the student as long as they are enrolled in the district. If you leave the District, contact the Child Nutrition Director to process a refund. Graduating seniors will have three months following graduation to request a refund of meal balances; after a year, the balance will be transferred to a donation account for families experiencing financial difficulties in paying lunch balances.

The District will allow students to charge meals only on occasion when money is unavailable, and the student would have to miss a meal. This is a courtesy extended to the student and should not occur on a regular basis. Only a regular meal will be allowed in this circumstance, this does not apply to second meals, ala carte items, or beverages, these must be paid for at the time of service if the prepaid account has a negative balance.

Low Balance Notification

As a courtesy, when a student prepaid account reaches \$5.00 or below a notice will be sent via automated text and/or email. This is simply a courtesy to inform the parent/guardian when a prepaid balance is getting low.

Delinquent Debt/Negative Balance Notification

Delinquent debt is defined as overdue unpaid meal charges that are considered collectable, with efforts being made to collect them. Delinquent debt incurred through the inability to collect meal payment from the student is not an allowable cost chargeable to any Federal program. Any related collection costs, including legal cost, arising from such bad debt after they have been determined to be uncollectible are also unallowable. Efforts to collect delinquent meal accounts are as follows:

- Automated text messages will be sent to the cell phone number on file for the parent or guardian of the student when their meal account drops below \$0. Automated email messages will also be sent at this point. These text messages and emails will be sent weekly.
- If a student's meal account reaches \$11.00 negative, the parent or guardian will be contacted by campus food service personnel in addition to the weekly automated text messages and email.

- If a student's meal account reaches \$18.00 negative, Building or District Administration will contact the parent or guardian, in addition to the automated text messages and emails.
- Accounts negative more than \$30.00 may be submitted to a collection agency. Unpaid accounts will be carried forward with the student to the next school year. If payment is not received, students may be prohibited from participating in graduation activities.

Families experiencing financial difficulties in repaying delinquent debt should contact District Child Nutrition Director at (870) 942-3135.

MEAL PRICES

Breakfast

Regular Meal Price	\$1.50
Reduced Meal Price	\$.30
Adult Meal Price	\$2.50
Extra Milk	\$.55
Extra Juice	\$.35

Lunch

Reg. Meal Price (K-12)	\$2.50
Reduced Meal Price	\$.40
Adult Meal Price	\$4.25
Extra Milk	\$.55
Extra Juice	\$.35

Federal Non-Discrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

Mail:
U.S. Department of Agriculture

Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
fax:
(833) 256-1665 or (202) 690-7442; or
email:
program.intake@usda.gov
This institution is an equal opportunity provider.

School Meal Modifications

Modifications to the standard meal components shall be made at no additional charge for students with a disability. A parent/guardian wishing to request dietary accommodations for the student must submit to the district's Child Nutrition Director a medical statement completed by a health care provider who has prescriptive authority in the State of Arkansas. To qualify for such modifications, 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:
 - Foods(s) to avoid or restrict;
 - Food(s) to substitute;
 - Caloric modifications; or
 - The substitution of a liquid nutritive formula.

If the information in the medical statement is unclear, or lacks sufficient detail, the district's Child Nutrition Director shall request additional information so 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 Coordinator, 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.

TRANSPORTATION POLICIES

The Sheridan School District provides daily bus transportation to and from school for those students in the district who qualify by residing one (1) mile radius or further from Central Office in Sheridan and one (1) radius mile or further from East End Elementary in East End. It is the goal of the Sheridan Transportation Department to provide transportation in the safest, most

dependable, and efficient manner possible. Keeping safety, dependability, and efficiency in mind as priorities, please read and become familiar with the transportation policies, safety procedures, rules, and consequences for misbehavior as outlined in this section.

General Policies:

- A. All school district policies will be followed.
- B. Riding a school bus is a privilege, not a right required by law.
- C. Bus routes and stops will be determined by the transportation department.
- D. Students will load and unload buses only at designated bus stops or their assigned campus.
- E. Bus drivers will assign seats.
- F. All students are expected to conduct themselves in a safe and appropriate manner while at a bus stop or while riding a bus. The bus stop is considered part of the school grounds.
- G. Students wishing to ride a bus other than their assigned bus due to an emergency situation must bring a note making the request and signed by a parent/guardian. This note must be presented to the campus office for approval before 10 A.M. on the day of the request.
- H. Arkansas Law 5-39-214 makes it a misdemeanor for any unauthorized adult to enter a school bus.

General Rules of Safety & Discipline:

- A. The school bus is an extension of the classroom. All rules of conduct, policies, procedures, and consequences for misbehavior as outlined in the student's campus handbook apply and will be enforced.
- B. Students are to be at their assigned bus stop 5 minutes before the bus is scheduled to arrive.
- C. While waiting on the bus, students are to stand at least 10 feet from the bus stop. Students should wait until the bus is completely stopped, the door opened, and the driver signals it is safe, before approaching the bus.
- D. Students should always cross the roadway in front of the bus where they can be seen by the driver. Never cross the roadway behind the bus.
- E. Do not play in the roadway or at shuttle areas while waiting on the bus.
- F. Students should wait until the bus leaves the area before crossing the roadway to check a mailbox. This should be done under adult supervision.

General Rules of Safety & Discipline While Riding the Bus:

- A. Any act that jeopardizes the safety of others on the bus is prohibited.
- B. Follow the driver's instructions, respect the driver, and do not distract the driver.
- C. Respect the rights of others; no bullying, harassment or intimidation of others will be tolerated.
- D. When loading and unloading the bus, enter and exit the bus in an orderly manner as directed by the driver.
- E. Upon boarding the bus, students should go to their assigned seat, face forward while the bus is moving, and remain seated until time to exit the bus.
- F. Students should only carry items that can be held in their lap with the exception of larger band instruments.
- G. Keep the aisle clear of all objects at all times.
- H. Speak in a normal tone of voice; no yelling, screaming, or distracting sounds will be

allowed.

- I. Students are to keep hands, feet, and objects to themselves and inside the bus.
- J. No food or drink, except bottled water, will be allowed on the bus without permission of the driver or school officials.
- K. Students are not to bring glass containers, balloons, animals, or any object prohibited at school on the bus.
- L. Students are not to tamper with emergency windows, doors, or other safety equipment on the bus.
- M. Act 36 of 1987 makes the parents of a minor child responsible for reimbursing the school for any damages caused by the minor child up to \$5,000.00. Students are responsible for the seat they are assigned.
- N. Act 814 makes it a misdemeanor for any person (student or adult) to threaten, curse, or use abusive language to a school bus driver. Violators will be duly prosecuted to the fullest extent of the law.
- O. When riding a Sheridan School Bus, students are subject to be recorded. Electronic surveillance may be used to determine consequences in the event of misbehavior.
- P. The school district reserves the right to punish misbehavior which is subversive to the good order, safety, discipline, or efficiency of the bus operation and the rights of others who ride the bus even though such misbehavior is not specified in these rules or the rules of the campus handbook.

If a student chooses to break bus rules, policies, or procedures, the following discipline policy will be used at the discretion of the principal or his/her designee depending on the severity of the offense. Removing a student from the bus for a period of time may be assigned in addition to other discipline measures taken on the student's campus by a principal or his/her designee.

- 1st offense - Written warning and parent notification.
- 2nd offense - Three (3) day suspension from riding all buses.
- 3rd offense - Five (5) day suspension from riding all buses.
- 4th offense - Ten (10) day suspension from riding all buses.
- 5th offense - Suspension from riding all buses for the remainder of the school year.

GUIDANCE SERVICES

Guidance counselors are available to counsel students at all times. Students are encouraged to use the counselor's help with all academic, occupational, social, and personal problems. Counselors will see students upon their request or that of their parents. Guidelines are as follows:

- Students are encouraged to see the counselors during the student's non-class time, at lunch, or before or after school.
- It is advantageous for each student to request a conference with his/her counselor early in the school year.
- Should an emergency arise, students must receive permission from their teacher and have a hall pass to go to the counselor's office.

JACKET HEALTH AND WELLNESS CENTER

The Jacket Health and Wellness Center provides quality primary care, preventative care and urgent/sick care to all actively enrolled Sheridan School District students, faculty and staff

(including staff contracted to Sheridan School District). Mental health services are also available. Examples of medical care include:

- primary care
- sick/injury appointments
- physicals for extra-curricular activities
- well-child checks
- immunizations
- allergy shots
- telehealth services, when needed or appropriate

****The Jacket Health and Wellness Center does not provide COVID-19 vaccinations or reproductive health services and does not provide services to minors without prior parental consent.**

Students who wish to enroll in the Jacket Health and Wellness Center must have a signed Jacket Health and Wellness Center enrollment form on file with the district prior to the provision of any services. Completion of the enrollment form does not change your child's Primary Care Physician, does not obligate you or your child to receive services within the center and does not prevent your child from being seen by another physician. The required enrollment form can be found in the forms section of this handbook. Please complete the forms and return them to your child's campus office.

Students in need of medical care will not be denied services based on insurance status or ability to pay.

The Jacket Health and Wellness Center is located at:

512 West Church Street, Suite A
Sheridan, AR 72150
(870) 484-4411 Phone
(870) 484-4432 fax

5205 W. Sawmill Rd (EEI Campus)
Little Rock, AR 72206
(870) 484-4411 Phone
(870) 484-4432 Fax

Appointments available in both Sheridan and East End locations.

Student transportation available, if needed.

HEALTH POLICIES

Acts 244 and 633 of Arkansas State Law require all students Pre-Kindergarten through 12th grade to have completed all required immunizations in order to register for the current school year. All transfer students must furnish shot records within thirty (30) calendar days of enrolling.

Personal Illness

In order to provide our students with a healthy environment in which to learn, these guidelines should be followed:

1. If a child complains before school, take his/her temperature, and keep the child home if the temperature is 100 degrees or higher.
2. If a child complains with stomach disorders, such as nausea, vomiting, or diarrhea, he/she should not be sent to school. Stomach viruses are contagious. A child should be symptom free for 24 hours before returning to school.
3. If a child has a rash of unknown origin, or has a suspected condition (such as chicken pox) which is contagious, do not send him/her to school; the child should be seen by a physician.
4. If a student is sent home from school with a fever, he/she should not return to school the next day. A child should be free from fever for twenty-four (24) hours before returning to school.

**MANY TIMES CHILDREN BECOME ILL AT SCHOOL,
AND IT IS NECESSARY FOR THE SCHOOL TO NOTIFY PARENTS.**

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 against:

- 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.

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. 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 twenty-one (21) days or 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.

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.

Health Screening

Students in the Sheridan School District may receive annual updated health evaluation screenings which will include: Vision, Hearing, BMI, and Scoliosis
Parent notification will be made prior to all screenings.

BMI Screening

If you do not want your child to participate in the BMI screening procedure, a written statement from you is required. Please send the statement to your child's principal before screening begins.

Head Lice

Students in grades K-12 will be examined by a health care professional on an as needed basis.

Students found with active head lice are to be excluded from school until appropriate proof is provided that the student has been adequately treated. The students will not be excluded from school because of nits in the hair. Decisions concerning head lice will be made by the school nurse. One (1) day excused absence will be allowed for the treatment of head lice. A parent should accompany the student to school to be readmitted. After more than two occurrences of head lice, a referral may be made to the school social service worker to contact the parent by phone call or personal visit to offer lice prevention training. Each school may conduct screenings of students for head lice as needed. The screenings shall be conducted in a manner that respects the confidentiality of each student.

Return to school procedure:

- A. Students may return the following day with proof of treatment (for example: box of over the counter product, prescription box, receipt of product purchased).
- B. Parent/Guardian will accompany student to the nurse's office to be re-examined before returning to the classroom.

Non-responsive cases:

If over the counter treatments do not effectively treat the head lice, other suggestions will be discussed with Parents/Guardians. The same return to school procedure will be followed.

STUDENT MEDICATIONS (4.35)

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, dietary supplements 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. 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).

***** Students are NOT allowed to bring Class II or controlled substance medications (ADHD medication, antidepressants etc.) to school under any circumstances.*****

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). The school nurse will only accept one (1) month's worth of medication from parents. 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.

Over the counter drugs will be given at school unless ordered by the physician to be given during school hours and accompanied by the order from the doctor. Students are not allowed to have medication in their possession on school property with the possible exception of asthma, severe allergic reaction, or diabetic medication.

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

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

Schedule II Medications

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). Medication used for Attention Deficit Hyperactive Disorder (ADHD) is to be delivered to the school by an adult and not sent with the student. Any change in daily medication will require a doctor's written order brought to school. NO PHONE CALLS OR WRITTEN NOTES FROM PARENTS WILL BE ACCEPTED.

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

Self-Administration of Medication

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

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

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

1. The written authorization of the student's parent, legal guardian, or person standing in loco parentis; and
2. A written order from the student's treating physician stating that the student:
 - a. Is capable of completing the proper method of self-administration of the stress dose medication; and
 - b. Has been instructed on the details of the student's medical condition and the events that may lead to an adrenal crisis.

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

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

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

A student is prohibited from sharing, transferring, or in any way diverting his/her medications to any other person. The fact that a student with a completed consent form on file is allowed to carry a rescue inhaler, auto-injectable epinephrine, diabetes medication, stress dose medication, or combination does not require the student to have such on the student's person. The parent or guardian of a student who qualifies

under this policy to self-carry a rescue inhaler, auto-injectable epinephrine, diabetes medication, stress dose medication, or any combination on the student's person shall provide the school with the appropriate medication, which shall be immediately available to the student in an emergency.

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

Emergency Administration of Glucagon and Insulin

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

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

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

- A. The time scheduled for a dose of insulin in the student's IHP; and
- B. Glucagon or non-scheduled insulin administration once other staff have relieved him/her from other duties until a parent, guardian, other responsible adult, or medical personnel has arrived.

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

Emergency Administration of Epinephrine

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

The parent of a student who has an authorizing IHP, or the student if over the age of eighteen (18), shall annually complete and sign a written consent form provided by the student's school nurse authorizing the nurse or other school employee(s) certified to administer auto-injector

epinephrine to administer auto-injector epinephrine to the student when the employee believes the student is having a life-threatening anaphylactic reaction.

The school nurse or other school employee designated by the school nurse as a care provider who has been trained and certified by a licensed physician may administer auto-injector epinephrine to those students who the school nurse, or other school employee certified may administer auto-injector epinephrine, in good faith professionally believes is having a life-threatening anaphylactic reaction.

Emergency Administration of Albuterol

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

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

The school nurse for each District school shall keep albuterol on hand. The school nurse or other school employee designated by the school nurse as a care provider who has been trained and certified by a licensed physician, advanced practice registered nurse, or physician assistant may administer albuterol to those students who the school nurse, or other school employee certified to administer albuterol, in good faith professionally believes is in perceived respiratory distress.

Emergency Administration of Anti-opioid

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

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

Emergency Administration of Emergency Adrenal Insufficiency Medication

The school nurse or other school employees designated by the school nurse as a care provider who have been trained⁶ and certified by a licensed physician may administer an injectable

emergency dose medication in emergency situations to students who have an IHP that provides for the administration of an injectable emergency dose medication in emergency situations.

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

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

Seizure Disorder Medications

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

1. Provide the school with written authorization to administer the seizure medication at school;
2. Provide a written statement from the student's healthcare provider that shall contain the following information:
 - The student's name;
 - The name and purpose of the medication;
 - The prescribed dosage;
 - The route of administration;
 - The frequency that the medication should be administered; and
 - The circumstances under which the medication should be administered;
3. Provide the prescribed medication to the school in its unopened, sealed package with the label affixed by the dispensing pharmacy intact, which shall be stored in a safe and secure location accessible only by District personnel or volunteers with training to administer seizure medication.

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

If you have any questions, please feel free to call the nurse's office on your child's campus.

Sheridan Elementary School	870-942-3131
Sheridan Intermediate School	870-942-7488
Sheridan Middle School	870-942-3813
Sheridan High School	870-942-3137
East End Elementary School	501-888-4264
East End Intermediate School	501-888-1477
East End Middle School	501-261-6565
The Academy	870-942-9861

SECTION VII – FORMS

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**Sheridan School District
Parent/Guardian-Student Document Verification**

Your signature on this form acknowledges your receipt of the 2023-24, K-12 Sheridan Student Handbook along with the policies and procedures contained within. For some policies you will be asked to select "Yes" or "No". Please read all policies and procedures carefully.

Student Printed Name: _____

Permission for Use of Student Work on the World Wide Web: The Sheridan School District regularly celebrates student achievements and will sometimes share student work on its website or social media.

I grant permission for my child's drawings, paintings, photography projects, videos, writing and other publications to be displayed on the school or district website and social media? _____ Yes _____ No

Homework Policy: I have received notification of the Sheridan School District Homework Policy as described on page 85. _____ Yes _____ No

Corporal Punishment: The Sheridan School District Corporal Punishment policy is stated on page 115 of this handbook.

_____ Yes, my child may be administered corporal punishment (paddling).
_____ No, my child may **not** be administered corporal punishment (paddling).

Drug Screen Authorization (applies to Grades 7-12 only)

All students in grades 7-12 who participate in extracurricular activities or drive to school must be willing to submit to a random drug screening in accordance with district policy. The Sheridan School District Drug Testing policy is stated on pages 52-56 of this handbook.

_____ My child WILL PARTICIPATE in extracurricular activities and/or driving to school, and I authorize the Sheridan School District to conduct a urinalysis to test for drugs and/or alcohol use in accordance with district policy. I authorize the release of information concerning the result of such a test to the Sheridan School District and to the custodial parents/legal guardians.

_____ My child WILL NOT PARTICIPATE in extracurricular activities and/or driving to school and may not be included in the random drug testing pool in accordance with district policy.

_____ N/A

Statement of Responsibility (Parent/Guardian & Student): Included in the 2023-24 K-12 Student Handbook is the Code of Conduct, Classroom Discipline Policies, Attendance Policies, Homework Policy, and Transportation Policy as well as other important information regarding your student and his/her education. Please read this handbook carefully and keep it for your reference.

Student's Signature

Date

Parent/Guardian Signature

Date

Please return this signed form to the Home Room Teacher by Friday, August 25, 2023.

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Sheridan School District 2023-24 Title I Family/School Compact Shared Commitments for Student Learning and High Achievement

As the School, we will:

Commit to our mission of providing students with a safe and rigorous educational environment, empowering them to become lifelong learners who are responsible, contributing citizens by:

- Setting firm and fair safety, discipline, and drug enforcement policies;
- Making the school a friendly place for families to meet and talk;
- Encouraging teachers, parents, and students to collaborate on classroom concerns and ideas;
- Discovering each child's unique strengths and abilities by providing engaging and challenging learning opportunities that are worthy of everyone's time;
- Providing reinforcement assignments as needed that are engaging for students and families;
- Informing students and their families with timely reports on student progress;
- Assigning meaningful assignments with clear directions; and
- Providing prompt, meaningful feedback.
- Provide school staff with **Capturing Kids Hearts** training which focuses on emotional and social safety as well as developing listening and leadership skills.

Teacher Signature _____

As a Family, we will:

Demonstrate the value of education to my child by:

- Recognizing that high attendance leads to high academic achievement;
- Looking to extend opportunities to advance learning outside the classroom in everyday home-life experiences (e.g. reading with children, discussing the news, incorporating math while cooking);
- Creating a healthy partnership with my child's teachers and administrators so that we are aware of assignments and essential school supply needs;
- Asking teachers and building administrators questions about areas of concern so that we can support the school's mission;
- Monitoring my child's progress throughout the school year; and
- Discussing with my child the importance of working hard to get the most out of school.

Parent/Guardian Signature _____

As a Student, I will:

- Attend school regularly, coming prepared each day by bringing the necessary tools for learning.
- Complete and return assignments in order to be successful in school.
- Seek assistance from my teacher when I have problems with my schoolwork.
- Talk to my family about what I am learning and doing in school, my interests, and my plans for the future.
- Try to set a good example for my classmates by honoring the school discipline codes.
- Enter each school day with an open mind, ready to learn.

Student Signature _____

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STUDENT ENROLLMENT FORM

STUDENT NAME: _____ DOB: _____

GRADE: _____ CAMPUS: _____ PARENT/LEGAL GUARDIAN PHONE: _____

PARENT/LEGAL GUARDIAN NAME: _____ RELATIONSHIP: _____

Please read the following statements carefully. Place your initials next to the statements for which you are providing consent for your child. By signing this form, you certify that you are the student's

parent or legal guardian and have the legal right to make medical decisions for the student.

_____ 1. I consent to enroll my child in the Jacket Health and Wellness Center. I further consent for my child to be treated by the Jacket Health and Wellness Center contracted provider. I understand that I can revoke this consent at any time by providing the revocation, in writing, to the Jacket Health and Wellness Center at 512 W. Church Street, Ste A, Sheridan, AR 72150. (This is required for enrollment in the Jacket Health and Wellness Center.) Otherwise this consent will be valid until the student's separation from the district.

_____ 2. I consent for my child's photograph to be published on the district's website and social media pages. (This is optional and is not required for enrollment in the Jacket Health and Wellness Center.)

_____ 3. I consent for my child to be transported to the Jacket Health and Wellness Center at my request. (This is optional and is not required for enrollment in the Jacket Health and Wellness Center.)

Parent/Legal Guardian Signature: _____ Date: _____

Parent/Legal Guardian Printed Name: _____

Please indicate your child's current insurance status below. This information is collected as a requirement of the Arkansas Division of Elementary and Secondary Education. All responses are aggregated and reported in total numbers with no identifying information.

☐ Medicaid/AR Kids ☐ Private Insurance ☐ No Insurance ☐ CHIPS ☐ TriCare

NO STUDENT WILL BE DENIED MEDICAL CARE IN THE JACKET HEALTH AND WELLNESS CENTER DUE TO INABILITY TO PAY.

****additional paperwork will be required prior to your child's first appointment with the Jacket Health and Wellness Center. You may access this paperwork at www.mainlinehealth.net under "School Based Consent Form". If you would prefer delivery by alternate method, please mark below and provide contact information:**

☐ TEXT: _____ ☐ EMAIL: _____

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AGRICULTURE SURVEY / ENCUESTA DE AGRICULTURA

Title I, Part C ESEA

Title I, Part C ESEA

Your child may qualify to receive: free school supplies, free school meals, free books, free high school credits through correspondence, college scholarships, a free year of college at selected sites, limited health services

Su hijo puede calificar para recibir: útiles escolares gratis, comida en la escuela gratis, libros gratis, créditos para la secundaria por correspondencia gratis, becas para la Universidad, un año de Universidad gratis en sitios seleccionados, servicios de salud limitados

Please answer	YES	NO
In the last 3 years (including summer), did you or a family member leave home/ move/ go stay elsewhere for more than a week to look for or get work in agriculture or fishing work? (See list of examples below)		

If you answered "NO", please sign and date the bottom of form and return. No further information is needed.

Por favor, responda	SI	NO
En los últimos 3 años (incluyendo el verano), ¿usted o algún miembro de su familia se fue de su casa/mudo/vivió en otro lugar por mas de una semana para buscar u obtener trabajo de agricultura o en granjas de peces?		

Si su respuesta es "NO", por favor firme y feche la parte de abajo de la forma y devuélvala. No se necesita mas información.

If "YES", please sign and date and provide the following information:

Moved from: _____

Check all that apply:	Date:
<input type="checkbox"/> Chicken or Meat Processing Plant	_____
<input type="checkbox"/> Chicken Houses (catching, caring for chickens, picking up eggs)	_____
<input type="checkbox"/> Caring for Livestock	_____
<input type="checkbox"/> Farming (planting, fertilizing, harvesting crops, cutting and bailing hay, etc.)	_____
<input type="checkbox"/> Nurseries (plants or trees)	_____
<input type="checkbox"/> Cotton Gin	_____
<input type="checkbox"/> Granary or Seed Companies	_____
<input type="checkbox"/> Fruit Harvesting (watermelons, picking berries)	_____
<input type="checkbox"/> Fish Farms	_____
<input type="checkbox"/> Timber Work (clearing land, skidding logs, planting, thinning, or harvesting trees)	_____
<input type="checkbox"/> Wood Processing (sorting, trimming, splitting logs, cutting lumber ie: pallet, chip, sawmills)	_____

Student Name:	Grade:
Parent Name:	
Contact Phone:	
Address (no P.O. Box):	City:

Add any remaining children on back of form

Si su respuesta es "Si", por favor de firmar y proveer la siguiente información:

De donde se movió: _____

Marque todo lo que aplique:	Fecha:
<input type="checkbox"/> Plantas procesadoras de pollo o carne	_____
<input type="checkbox"/> Granjas de pollo (agarrando, criando pollos, o levantando huevo)	_____
<input type="checkbox"/> Cuidando ganado	_____
<input type="checkbox"/> Agricultura (plantando, cosechando cultivos, cortando y empacando heno etc...)	_____
<input type="checkbox"/> Viveros (plantas o arboles)	_____
<input type="checkbox"/> Pisca de algodón	_____
<input type="checkbox"/> Graneros o compañías de semilla	_____
<input type="checkbox"/> Cosecha de fruta (sandia o recogiendo bayas)	_____
<input type="checkbox"/> Granjas de peces	_____
<input type="checkbox"/> Trabajo de Madera (limpiar la tierra, derrapar troncos, sembrar o cortar arboles)	_____
<input type="checkbox"/> Procesamiento de madera (clasificando, podando, corte de troncos, corte de madera es decir: paletas de madera, astillando madera, aserraderos)	_____

Nombre del estudiante:	Grado:
Nombre del Padre:	
Teléfono de contacto:	
Dirección Física (no P.O. Box):	Ciudad:

Agregue los nombres de sus otros niño atrás de esta forma.

Parent Signature (Firma del Padre):

Date (Fecha):

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5.6F2—STUDENT OPT OUT OF INSTRUCTION, EVENT, OR ACTIVITY REGARDING SEX ED, SEXUAL ORIENTATION, OR GENDER IDENTITY

Parent's Name: _____

Student's Name: _____

I have reviewed the list of curricula, materials, tests, surveys, questionnaires, activities, and instruction of any kind regarding sex ed, sexual orientation, or gender identity and wish for my student to be excused from the following regarding sex ed, sexual orientation, or gender identity:

I understand that I may not opt my student out of curricula, materials, tests, surveys, questionnaires, activities, and instruction of any kind related to sex ed, sexual orientation, or gender identity if the curriculum, material, test, survey, questionnaire, activity, or instruction of any kind is directly related to a requirement under the Arkansas academic standards; a District employee responding to questions posed by students during class regarding sex education, sexual orientation, or gender identity as it relates to a topic of instruction; or a District employee refers to the sexual orientation or gender identity of a historical person, group, or public figure when such information provides necessary context in relation to a topic of instruction.

I understand that in order for my excused student to not be penalized for grading purposes due to my student being excused from the above instruction, instructional materials, events, or activities that my student must satisfactorily perform alternative lessons related to health.

Parent's Signature: _____ Date: _____

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5.6F—REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL OR SUPPLEMENTAL MATERIALS, EVENTS, AND ACTIVITIES

Name: _____

Date submitted: level one _____ level two _____ level three _____

Instructional material, event, or activity being contested:

Reasons for contesting the material, event, or activity (be specific):

What is your proposed resolution?

Signature of receiving principal _____

Signature of curriculum coordinator _____

Signature of Superintendent _____

This page is left blank intentionally.

4.35F6—STRESS AND EMERGENCY DOSE MEDICATION ADMINISTRATION CONSENT FORM

Student's Name (Please Print) _____

This form is good for school year 2023-24. This consent form must be updated anytime the student's medication order changes and renewed each year and/or anytime a student changes schools.

The school has developed an individual health plan (IHP) acknowledging that my child has been diagnosed as suffering from adrenal insufficiency. The IHP authorizes the school nurse to administer a stress or emergency dose medication to my child in an emergency situation.

Date of physician's order _____

Circumstances under which the stress or emergency dose medication may be administered

Other instructions

In the absence of the nurse, trained volunteer district personnel may administer a stress dose or emergency dose medication to my child in an emergency situation.

I hereby authorize the school nurse to administer a stress or emergency dose medication to my child, or, in the absence of the nurse, trained volunteer district personnel designated as care providers, to administer the stress or emergency dose medication to my child in an emergency situation. I will supply the stress or emergency dose medication to the school nurse in the original container 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, possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings.

I acknowledge that the District, its Board of Directors, its employees, or an agent of the District, including a healthcare professional who trained volunteer school personnel designated as care providers shall not be liable for any damages resulting from his/her actions or inactions in the administration of the stress or emergency dose medication in accordance with this consent form and the IHP.

Parent or legal guardian signature _____ Date _____

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4.35F7—STRESS DOSE MEDICATION SELF-ADMINISTRATION CONSENT FORM

Student's Name (Please Print)

This form is good for school year 2023-24. This consent form must be updated anytime the student's medication order changes and renewed each year and/or anytime a student changes schools.

The following must be provided for the student to be eligible to self-administer a stress dose medication. Eligibility is only valid for this school for the current academic year.

- a written statement from a licensed health-care provider who has prescriptive privileges that he/she has prescribed the stress dose medication for the student and that the student needs to carry the medication on his/her person due to a medical condition;
- the specific medications prescribed for the student;
- an individualized health care plan developed by the prescribing health-care provider containing the treatment plan for managing adrenal insufficiency of the student and for medication use by the student during school hours; and

A statement from the prescribing health-care provider that the student:

- Possesses the skill and responsibility necessary to use and administer the stress dose medication; and
- Has been instructed on the details of his or her medical condition and the events that may lead to an adrenal crisis.

If the school nurse is available, the student shall demonstrate his/her skill level in administering the stress dose medication to the nurse.

Stress dose medication for a student's self-administration shall be supplied by the student's parent or guardian and be in the original container 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.

Students who self-carry stress dose medication shall also provide the school nurse with a dose of the stress dose medication to be used in emergency situations.

I understand this form authorizes my student to possess and use the medication included on this form while on school grounds and at school sponsored events but that distribution of the medication included on this form to other students may lead to disciplinary action against my student.

My signature below is an acknowledgment that I understand that the District, its Board of Directors, and its employees shall be immune from civil liability for injury resulting from the self-administration of medications by the student named above.

Parent or legal guardian signature _____ Date _____

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GET CONNECTED

WITH SHERIDAN SCHOOLS



WE ARE SOCIAL



SSD has many ways for our patrons to stay connected with our schools. Check us out on Facebook, Twitter and our mobile app. Keep up-to-date with breaking news on our web site. Guardians receive text alerts regarding school closings, delays, or other important news.
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It's
NEVER
ok to
BULLY

BULLYING HOTLINE
1-855-509-2559

What is bullying? ↘

Bullying is when someone is being hurt either by words or actions on purpose, usually more than once, feels bad because of it, and has a hard time stopping what is happening to them.

4 TYPES OF BULLYING

PHYSICAL BULLYING

Hitting, kicking
slapping, pinching

Spitting

Tripping, pushing

Stealing or destroying
someone's
possessions

Making mean or rude
hand gestures

VERBAL BULLYING

Name Calling
Insults

Teasing

Intimidation

Inappropriate
comments

SOCIAL BULLYING

Lying & spreading
rumors

Leaving someone out
on purpose

Telling others not to be
friends with someone

Embarrassing
someone in public

Damaging someone's
social reputation or
relationship

CYBER BULLYING

Posting/sending
hurtful texts,
emails, images or videos

Making online
threats

Imitating others
online or using their login

Deliberately excluding
others online

Spreading nasty
gossip or rumors

**TELL AN
ADULT
IMMEDIATELY IF
YOU SEE
BULLYING.**

Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion. Refer to the Student Handbook, pages 116-120, for more info.



**SHERIDAN
SCHOOL DISTRICT**

Inspire. Empower. Serve.