



BARTON SCHOOL DISTRICT

Serving the communities of Barton, Lakeview, Lexa and Oneida.

STUDENT HANDBOOK

**Grades K-12
2023-2024**

Dr. Bruce Guthrie, Superintendent

bguthrie@bartonsd.org

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District Website: www.bartonsd.org

Vision Statement

Preparing today's learners for college and/or careers by personalizing their education

Mission Statement

Barton School District graduates will reflect the following principles for success:

- *College and/or career ready
- *Responsible citizens with moral character
- *Technological awareness
- *Life skills
- *Health and Safety skills
- *Diversity

Date Adopted: 06/16/16
Last Revised: 05/20/19

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Letter from the Superintendent

Dear Parents, Students, and Patrons:

I want to personally welcome everyone back for the school year. Our teachers and staff are ready to provide the best educational opportunities they can to meet the needs of all our students in our district. We sincerely hope that each parent or guardian remains involved in their child's educational process throughout their public school experience.

The student handbook covers rules and regulations to ensure the efficient operation of this school. If there are any additions or deletions during this school year in the handbook, an insert will be provided showing the changes. Please be advised that if you should have any questions or concerns relating to the handbook, you should contact the principal's office for further information.

I hope each of you exhibit the Barton Pride and Tradition that has become so prominent over the past several decades. Go Bears Go!

Yours in Education,

Bruce Guthrie
Superintendent
P.O. Box 97
Barton, AR 72312
Telephone: (870) 572-7294
bguthrie@bartonsd.org

2023-2024 District Calendar

2023-2024

Traditional School Calendar

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
Su	M	Tu	W	Th	F	Sa
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27	28	29	30	31		

September 2023						
Su	M	Tu	W	Th	F	Sa
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October 2023						
Su	M	Tu	W	Th	F	Sa
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29	30	31				

November 2023						
Su	M	Tu	W	Th	F	Sa
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26	27	28	29	30		

December 2023						
Su	M	Tu	W	Th	F	Sa
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31						

January 2024						
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28	29	30	31			

February 2024						
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25	26	27	28	29		

March 2024						
Su	M	Tu	W	Th	F	Sa
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24	25	26	27	28	29	30
31						

April 2024						
Su	M	Tu	W	Th	F	Sa
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21	22	23	24	25	26	27
28	29	30				

May 2024						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
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26	27	28	29	30	31	

June 2024						
Su	M	Tu	W	Th	F	Sa
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Date	Event or Holiday
July 31-Aug 4	Flex PD Day
Aug 2-3	Flex PD Day (Required for New Hires)
Aug 7-11	Professional Development
Aug 14	First Day of Class
Sept 4	Labor Day
Sept 12	Progress Report 1
Oct 12	End of 1st Quarter (43 Days)
Oct 17	Parent/Teacher Conf. (Double Day) 2:30-6:30
Oct 23	Fall Break
Nov 14	Progress Report 2
Nov 20-24	Thanksgiving Holidays
Dec 20	End of 2nd Quarter (43 Days)
Dec 21-Jan 3	Christmas Break (14 Days)
Jan 04	Classes Resume
Jan 15	Martin Luther King Jr. Day (Snow Day)
Feb 13	Progress Report 3
Feb 16	Winter Break (Snow Day)
Feb 19	President's Day (Snow Day)
Mar 08	End of 3rd Quarter (44 Days)
Mar 14	Parent/Teacher Conf.(Double Day) 2:30-6:30
March 18-22	Spring Break
Apr 01	Easter Monday (Snow Day)
Apr 16	Progress Report 4
May 06	Break (Snow Day)
May 24	End of 4th Quarter (48 Days) (Last Day of School)

Teaching Days- 178	Flex PD Days	Required PD
Professional Development- 10	1st Day of QTR	Last Day of QTR
Parent/Teacher Conference- 2	No School	Progress Reports
Days for Certified Staff- 190	Parent/Teacher Conferences	

Non-Discrimination Policy

EQUAL EDUCATION OPPORTUNITY

No student in the Barton School District shall, on the grounds of race, color, religion, national origin, sex, 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.

Date Adopted: 7/05/04

Revised: 1/13/09

The District is required by Title IV and Title VII of the Civil Rights Act of 1964, Title IX of Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and the Age Discrimination Act of 1975, as amended, as well as Board policy not to discriminate in such a manner.

This is to certify that the district's civil rights coordinator is:

Name: Scott Carpino
Telephone: (870) 572-7294 ext. 6867
Address: P.O. Box 97
Barton, AR 72312

Signature of Superintendent: _____

Date: _____

Grievance Procedures

Individuals with complaints concerning personnel, curriculum, discipline (including specific discipline policies), coaching, or the day to day management of the schools need to address those complaints as follows:

1. Contact the principal to conference with the teacher, coach, or other staff member against whom the complaint is directed
2. File a written appeal with the principal stating reason for disagreement
3. File a written appeal with the Superintendent

Other than in the few instances where statutorily allowed or required, student discipline and personnel matters may not be discussed in Board meetings. Individuals with complaints regarding such matters need to follow the sequence outlined above.

Date Adopted: 7/05/04

Last Revised: 8/11/09

Title IX Formal Complaint 4.27

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.

Legal References: 20 USC 1681 et seq.
 34 C.F.R. Part 106
 A.C.A. § 6-15-1005
 A.C.A. § 6-18-502
 A.C.A. § 12-18-102

Date Adopted: 7/5/04

Last Revised: 5/9/22

The entire district Policy 4.27 for Student Sexual Harassment can be found at www.bartonsd.org
More Title IX Information can be found at: <https://www.bartonsd.org/page/title-ix>

Reporting Child Abuse

To report child abuse or neglect in Arkansas, you must call the Child Abuse Hotline at **1-800-482-5964 (TDD: 1-800-843-6349)**. You can make a report to the hotline without giving your personal information. Please give as much information about the incident, the victim, and the alleged perpetrator as possible.

More Information:

[Arkansas Department of Human Services- Child Maltreatment](#)
[Arkansas Division of Elementary & Secondary Education- Child Maltreatment](#)

Legal References: A.C.A. § 6-18-712

DISTRICT POLICIES

Dr. Bruce Guthrie
Superintendent
P.O. Box 97
Barton, AR 72312
Telephone: (870) 572-7294
bguthrie@bartonsd.org

School Board Members

Donna Dunlap, President
Rosetta Crawford, Vice-President
Anthony Arnold, Secretary
Kim Ford
Lita Moore-Johnson
Jamie Pryor
Chuck Ward

District Contacts

Section 504: 870-572-7294 ext. 4727 504@bartonsd.org
Title IX: 870-572-7294 ext 4747 titleix@bartonsd.org
Title VI: 870-572-7294 ext 4705 titlevi@bartonsd.org
Transportation: 870-572-7294 ext 4709 sginn@bartonsd.org
Nurse: 870-572-7294 ext 4730 mbond@bartonsd.org
Attendance: 870-572-7294 ext 4702 bgraves@bartonsd.org
Technology: 870-572-7294 ext 4718 shardy@bartonsd.org
Barton ILEA: 870-572-7294 ext 4703 ilea@bartonsd.org
Food Services: 870-572-7294 ext 4728 sreynolds@bartonsd.org
Mental Health Crisis Interventionist 870-572-7294 ext 4706 mentalcrisishelp@bartonsd.org
Parent, Family, and Community Engagement: 870-572-7294 ext 2905 cthomas@bartonsd.org

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:

Supervision by the person's parent or legal guardian; and

Formal legal approval.

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

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

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

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

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

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

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

Cross References: Policy 4.40—HOMELESS STUDENTS

Policy 4.52—STUDENTS WHO ARE FOSTER CHILDREN

Legal References: A.C.A. § 6-4-302

A.C.A. § 6-18-202

A.C.A. § 6-18-203

A.C.A. § 6-28-108

A.C.A. § 9-28-113

Date Adopted: 7/5/04

Last Revised: 6/19/23

Entrance Requirements 4.2

District Policy 4.2 for Entrance Requirements can be found at www.bartonsd.org

PRIVACY OF STUDENTS' RECORDS/ DIRECTORY INFORMATION 4.13

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

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

it is used only as a personal memory aid; and

information contained in it has never been revealed or made available to any other person, except the maker's temporary substitute.

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

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

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

The student must be in foster care;

The individual to whom the PII will be released must have legal access to the student's case plan; and

The Arkansas Department of Human Services, or a sub-agency of the Department, must be legally responsible for the care and protection of the student.

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

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

For purposes of this policy, the Barton School District does not distinguish between a custodial and noncustodial parent, or a non-parent such as a person acting in loco parentis or a foster parent with respect

to gaining access to a student's records. Unless a court order restricting such access has been presented to the district to the contrary, the fact of a person's status as parent or guardian, alone, enables that parent or guardian to review and copy his child's records.

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

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

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

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

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

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

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

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

The District shall ensure that all contracts that disclose or make available student personally identifiable information to vendors, including school service contract providers, school service on-demand providers, and other third parties, including without limitation subcontractors of contract providers, include express provisions that safeguard the privacy and security of student personally identifiable information that meet the requirements under A.C.A. § 6-18-2601 et seq. The District shall maintain a list of the school service contract providers that the District contracts with for school services that include or make available student personally identifiable information. The list shall be updated at least once at the beginning of each semester and provided to parents upon request.

Cross References: Policy 4.34—Communicable Diseases and Parasites
Policy 5.20—District Web Site
Policy 5.20.1—Web Site Privacy Policy
Policy 5.20F1—Permission to Display Photo of Student on Web Site

Legal References: A.C.A. § 9-28-113(b)(6)
20 U.S.C. § 1232g
20 U.S.C. § 7908
34 CFR 99.3, 99.7, 99.21, 99.22, 99.30, 99.31, 99.32, 99.33, 99.34, 99.35, 99.36, 99.37, 99.63, 99.64

Date Adopted: 8/8/06
Last Revised: 6/19/23

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).

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

Date Adopted: 7/5/04
Last Revised: 5/13/14

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.

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:

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

Death or serious illness in their immediate family;³

Observance of recognized holidays observed by the student's faith;

Attendance at an appointment with a government agency;

Attendance at a medical appointment;

Exceptional circumstances with prior approval of the principal;

Participation in an FFA, FHA, or 4-H sanctioned activity;

Participation in the election poll workers program for high school students.

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.

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).

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.

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.

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

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

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

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;

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 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, or 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 6 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 3 unexcused absences, his/her parents, legal guardians, persons with lawful control of the student, or persons standing in loco parentis shall be notified⁷. 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 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.⁸ Students who attend in-school suspension shall not be counted absent for those days.⁹

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.

Cross References: 4.8—MAKE-UP WORK
4.57—IMMUNIZATIONS
5.11—DIGITAL LEARNING COURSES
5.29—WELLNESS POLICY

Legal References: A.C.A. § 6-4-302
A.C.A. § 6-18-209
A.C.A. § 6-18-213
A.C.A. § 6-18-220
A.C.A. § 6-18-222
A.C.A. § 6-18-229
A.C.A. § 6-18-231
A.C.A. § 6-18-234
A.C.A. § 6-18-235

A.C.A. § 6-18-507(g)

A.C.A. § 6-18-702

A.C.A. § 6-28-114

A.C.A. § 7-4-116

A.C.A. § 9-28-113(f)

A.C.A. § 27-16-701

Division of Elementary and Secondary Education Rules Governing Distance and Digital Learning

Date Adopted: 7/5/04

Last Revised: 6/19/23

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

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

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

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

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

Schedule II Medications²

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

Students taking Schedule II medications not included in the previous sentence³ shall be allowed to bring them to school under the provisions of this policy and shall be permitted to attend and participate in classes **only** to the extent the student's doctor has specifically authorized such attendance and participation.⁵ A doctor's prescription for a student's Schedule II medication is **not** an authorization. Attendance authorization shall specifically state the degree and potential danger of physical exertion the student is permitted to undertake in the student's classes and extracurricular activities. Without a doctor's written authorization, a student taking Schedule II medications, other than those specifically authorized in this

policy, shall **not** be eligible to attend classes, but shall be eligible for homebound instruction if provided for in their IEP or 504 plans.⁴

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:

Self-administer either a rescue inhaler or auto-injectable epinephrine;

Perform his/her own blood glucose checks;

Administer insulin through the insulin delivery system the student uses;

Treat the student's own hypoglycemia and hyperglycemia; or

Possess on his or her person:

A rescue inhaler or auto-injectable epinephrine; or

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:

The written authorization of the student's parent, legal guardian, or person standing in loco parentis; and

A written order from the student's treating physician stating that the student:

Is capable of completing the proper method of self-administration of the stress dose medication; and

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:

An IHP that provides for the administration of Glucagon, insulin, or both in emergency situations; and

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:

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

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 trained⁶ 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.

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

The school nurse for each District school shall keep epinephrine auto-injectors on hand that are suitable for the students the school serves. The school nurse or other school employee designated by the school nurse as a care provider who has been trained⁶ and certified by a licensed physician may administer auto-injector epinephrine to those students who the school nurse, or other school employee certified to administer auto-injector epinephrine, in good faith professionally believes is having a life-threatening anaphylactic reaction.

Emergency Administration of Albuterol

The school nurse or other school employees designated by the school nurse as a care provider who have been trained⁶ 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 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 trained⁶ 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:

Provide the school with written authorization to administer the seizure medication at school;

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;

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

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

Legal References: Ark. State Board of Nursing: School Nurse Roles and Responsibilities
Division of Elementary and Secondary Education and Arkansas State Board of Nursing Rules Governing the Administration of Insulin, Glucagon, and Medication for Adrenal Insufficiency or Adrenal Crisis to Arkansas Public School Students

A.C.A. § 6-18-701

A.C.A. § 6-18-707

A.C.A. § 6-18-711

A.C.A. § 6-18-714

A.C.A. § 6-18-717

A.C.A. § 17-87-103 (11) and (14)

A.C.A. § 20-13-405

Date Adopted: 7/5/04

Last Revised: 6/19/23

Communicable Diseases and Parasites

Students with communicable diseases or with human host parasites that are transmittable in a school environment shall demonstrate respect for other students by not attending school while they are capable of transmitting their condition to others. Students whom the school nurse determines are unwell or unfit for

school attendance or who are believed to have a communicable disease or condition will be required to be picked up by their parent or guardian. Specific examples include, but are not limited to: Varicella (chicken pox), measles, scabies, conjunctivitis (Pink Eye), impetigo/MRSA (Methicillin-resistant Staphylococcus aureus), streptococcal and staphylococcal infections, ringworm, mononucleosis, Hepatitis A, B, or C, mumps, vomiting, diarrhea, and fever (100.4 F when taken orally).¹ A student who has been sent home by the school nurse will be subsequently readmitted, at the discretion of the school nurse, when the student is no longer a transmission risk. In some instances, a letter from a health care provider may be required prior to the student being readmitted to the school.

To help control the possible spread of communicable diseases, school personnel shall follow the District's exposure control plan when dealing with any bloodborne, foodborne, and airborne pathogens exposures. Standard precautions shall be followed relating to the handling, disposal, and cleanup of blood and other potentially infectious materials such as all body fluids, secretions and excretions (except sweat). In accordance with 4.57—IMMUNIZATIONS, the District shall maintain a copy of each student's immunization record and a list of individuals with exemptions from immunization which shall be education records as defined in policy 4.13. That policy provides that an education record may be disclosed to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.

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

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

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

Legal References: A.C.A. § 6-18-702
Arkansas State Board of Health Rules Pertaining To Immunization Requirements
Division of Elementary and Secondary Education Rules Governing Kindergarten
Through 12th Grade Immunization Requirements

Date Adopted: 7/5/04
Last Revised: 5/9/22

Human Host Parasite Policy

The school nurse shall report chronic infestations to the child abuse hotline. A principal may file a FINS petition based upon a student's chronic absences due to head lice infestation.

A principal may excuse a reasonable number of absences while a parent, guardian, or student is attempting to treat head lice infestation; however, a principal may determine that a parent, guardian, or student is not seriously attempting to successfully treat head lice infestation and designate any number of absences unexcused.

PHYSICAL EXAMINATIONS OR SCREENINGS 4.41

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

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

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

Legal Reference: A.C.A. § 6-18-701

Date Adopted: 7/5/04

Last Revised: 7/14/11

IMMUNIZATIONS 4.57

General Requirements

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

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

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

Legal References: A.C.A. § 6-4-302
A.C.A. § 6-18-702
A.C.A. § 6-28-110
DESE Rules Governing Immunization Requirements in Arkansas Public Schools
ADH Rules Pertaining to Immunization Requirements

Date Adopted: 5/9/22

Last Revised:

The entire district Policy 4.57 for Student Immunizations can be found at www.bartonsd.org

Wellness Policy 5.29

The health and physical well-being of students directly affects their ability to learn. Childhood obesity increases the incidence of adult diseases occurring in children and adolescents such as heart disease, high blood pressure and diabetes. The increased risk carries forward into their adulthood. Research indicates that a healthy diet and regular physical activity can help prevent obesity and the diseases resulting from it. It is understood that the eating habits and exercise patterns of students cannot be magically changed overnight, but at the same time, the Board of Directors believes it is necessary to strive to create a culture in our schools that consistently promotes good nutrition and physical activity.

The problem of obesity and inactivity is a public health issue. The Board of Directors is keenly aware that it has taken years for this problem to reach its present level and will similarly take years to correct. The responsibility for addressing the problem lies not only with the schools and the Division of Elementary and Secondary Education (DESE), but with the community and its residents, organizations and agencies. Therefore, the District shall enlist the support of the larger community to find solutions that improve the health and physical activity of our students.

The entire district Policy 5.29 for Wellness can be found at www.bartonsd.org

Community Eligibility Program

The BARTON School District is pleased to announce the district will participate in the Community Eligibility Provision during the 2023-2024 school year providing meals, regardless of eligibility category, at NO CHARGE for all students at the following schools Barton Elementary and Barton High School participating in the National School Lunch Program or School Breakfast Program, unless otherwise notified. This is made possible through the United States Department of Agriculture (USDA) Special Assistance Certification and Reimbursement Community Eligibility Provision. Federal reimbursement for meals is based on the Identified Student Percentage (ISP) established by the District. The information used to establish the ISP will be made available only to State and Federal officials for review. All adults, e.g., visitors, teachers, support staff members, and administrators of the district must assume the full cost of the meal which is \$1.00 for Breakfast and \$3.00 for Lunch. The district will also provide A-LA-Carte for High School only. This is not included in the CEP program. A-LA-Carte is cash only.

Nondiscrimination Statement:

In accordance with Federal civil rights law and United States Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992.

Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410;
- (2) fax: 202-690-7442; or
- (3) email: program.intake@usda.gov

This institution is an equal opportunity provider.

Student Transfers 4.4

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

All transfer applications received since the last meeting; and

The superintendent's recommendation concerning each transfer application.

Each transfer application shall be considered individually and receive a separate vote by the Board. The parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to a

student who submits a transfer application shall be given at least five (5) minutes to present the student's case for a transfer to the Board.

The Board may reject a 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 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.

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

Cross Reference: 4.6—HOME SCHOOLING

Legal References: A.C.A. § 6-15-504

A.C.A. § 6-18-316

A.C.A. § 6-18-317

A.C.A. § 6-18-510

A.C.A. § 9-28-113(b)(4)

A.C.A. § 9-28-205

Date Adopted: 7/5/04

Last Revised: 6/19/23

School Choice 4.5

District Policy 4.5 for School Choice can be found at www.bartonsd.org

Home School 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:
 - Use of the Division of Elementary and Secondary Education’s (DESE) online system;
 - Email; or
 - Facsimile;
- 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 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
- g. A signature of the parent or legal guardian.

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.

Legal References: A.C.A. § 6-15-503
 A.C.A. § 6-15-504
 A.C.A. § 6-41-103
 DESE Rules Governing Home Schools

Date Adopted: 7/5/04

Last Revised: 5/9/22

Student Dress Code 4.25

The Barton Board of Education recognizes that dress can be a matter of personal taste and preference. At the same time, the District has a responsibility to promote an environment conducive to student learning. This requires limitations to student dress and grooming that could be disruptive to the educational process because they are immodest, disruptive, unsanitary, unsafe, could cause property damage, or are offensive to common standards of decency.

Students are prohibited from wearing, while on the school grounds during the school day and at school-sponsored events, clothing that exposes underwear, buttocks, or the breast of a female. This prohibition does not apply, however to a costume or uniform worn by a student while participating in a school-sponsored activity or event.

A student shall not be disciplined or discriminated against based upon the student's natural, protective, or cultural hairstyle. A student's natural, protective, or cultural hairstyle includes without limitation afros, dreadlocks, twists, locs, braids, cornrow braids, Bantu knots, curls, and hair styled to protect hair texture or for cultural significance.

The Superintendent shall establish student dress codes for the District's schools, to be included in the student handbook, and are consistent with the above criteria.

Legal References: A.C.A. § 6-10-137

A.C.A. § 6-18-502(c)(1)

A.C.A. § 6-18-503(c)

Date Adopted: 7/5/04

Last Revised: 6/19/23

In order to enhance high standards in our school, we must encourage neatness, cleanliness, and decency in personal dress and appearance of all students. In view of this, all students will be expected to be dressed and groomed so as to present an image in keeping with current style and good taste.

- Upper body clothing may not be less than sleeveless. Any clothing, bandannas, tattoos, or other designs on the body which advertise or display emblems, insignias, badges, or

other symbols which identify a student as being part of a group (other than a school-sanctioned group) is unacceptable. Gang clothing, paraphernalia, insignias, bandannas, do-rags, hand signals, or caps not worn straight forward will not be tolerated.

Clothing which advertises alcoholic beverages, tobacco products, gambling, bars or anything illegal for teenagers is unacceptable. Wearing of this type of clothing may result in corporal punishment, BLA, or ultimately suspension. The student will be sent to BLA unless parents bring appropriate clothing!

1. All garments must be worn in the manner for which they are designed and must provide modesty and decency. Clothing may not be detrimental to the student, school, or community. Clothing must be neat, clean, and fit properly. Shoes must be worn. A student's hair should be neat, clean, and well-groomed. Hair styles which are distracting to a student's learning or which need constant attention are not acceptable. Hairstyles may not impair vision or prevent eye contact with staff members and others.
2. Class shirts, club shirts, prom shirts, senior shirts, etc. must be approved by the principal. School shirts must reflect only positive values.
3. Hats, hoods, do-rags, beanies, wraps, turbans, bonnets, or any other head covering may not be worn inside any school building by either male or females during school hours or for after-school meetings or events.
4. No Heelys or any other footwear with wheels will be allowed. No clothing, jewelry, or other attire that has lights, bells, or noise-making devices will be allowed.
5. No words or suggestive figures may be displayed on the posterior.
6. Pants, jeans, or shorts must be in good clean repair; no holes will be allowed above the knee (holes are defined as rips, tears, or tatters in which skin or undergarments are visible). No pajamas are allowed.
7. When leggings, jeggings or similar garments are worn another garment, such as a shirt, sweater, blouse, dress, shorts, or skirt meeting the "fingertip rule" must be worn over them. The "fingertip rule" is intended to require garments that conceal the form of the buttocks and crotch area. This should be considered when choosing clothing. Garments that meet the letter of this rule, yet do not meet it's intended purpose, remain subject to disciplinary action.
8. Sagging and/or excessively loose clothing will not be tolerated. Undergarments may not show. The waistband of jeans, joggers, and short pants must be no lower than the top of the hipbone.
9. Extreme hair or clothing that may cause a disturbance or disruptions will not be permitted.
10. Any clothing accessory, i.e., billfold chain, hair rake/comb, etc. that can be used to inflict physical injury will not be allowed. Sunglasses may not be worn in the student's hair or around the neck in any manner.
11. When in P.E. class all students must wear tennis/athletic shoes, t-shirts and shorts of any color. T-shirts and shorts must meet all other requirements of the dress code.

Elementary students must wear tennis shoes for Physical Education.

For Boys:

1. See-through shirts, muscle shirts, and tank tops are not allowed.
2. Shorts must be no less than fingertip length when shoulders are relaxed and arms are at the side.

For Girls:

1. Dresses, skirts, and blouses cannot expose the midriff, the back, or cleavage.

1. Dresses, skirts, and shorts must be no less than fingertip length when shoulders are relaxed and arms are at the side.
2. No dresses with spaghetti straps are allowed.
3. No tank tops are allowed.
4. No see-through shirts are allowed

Exceptions to the above rules and regulations may be approved for special occasions by the administration. Students who do not comply with these guidelines will receive appropriate disciplinary action. Since styles, fashions, and fads change, the administration may make decisions regarding other modes of dress that are considered inappropriate. If a student's teacher is concerned with the possible violations of the guidelines, this concern must be addressed with the appropriate administrator for consultation and possible disciplinary action.

Students who attend school dressed in a manner as to be in violation of the appearance code must rectify the situation. Any class time missed for this reason will be considered an unexcused absence. However, if the situation is not rectified immediately, the student will be sent to BLA until the matter is corrected.

Final decision of apparel will be at the discretion of the administration.

Date Adopted: 6/10/14
Last Revised: 6/19/23

Closed Campus 4.10

All schools in the District shall operate closed campuses. Students are required to stay on campus from their arrival until dismissal at the end of the regular school day unless given permission to leave the campus by a school official. Students must sign out in the office upon their departure.

Date Adopted: 7/5/04
Last Revised: 1/13/09

Lunches may not be delivered and you may not leave campus. All deliveries should be kept to an emergency situation only. Students who leave the campus with administrative approval or who arrive late to school may not bring food or drink when returning to school.

Student Visitors 4.16

The board strongly believes that the purpose of school is for learning. Social visitors, generally, disrupt the classroom and interfere with learning that should be taking place. Therefore, visiting with students at school is strongly discouraged, unless approved by the principal and scheduled in advance. This includes visits made by former students, friends, and/or relatives of teachers or students. 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.

Date Adopted: 7/05/04
Last Revised: 1/13/09

Visitors to the Schools 6.5

Parents, grandparents, legal guardians, business, and community members are welcome and encouraged to visit District schools. To minimize the potential for disruption of the learning environment, visitors, for a purpose other than to attend an activity open to the general public, are required to first report to the

school's main office. No one shall be exempt from this requirement. Visitors who are Level 3 or Level 4 sex offenders may only enter a school campus under the provisions listed in Policy 6.10.

Parents and legal guardians are encouraged to participate in regularly scheduled visitation events such as school open houses and parent/teacher conferences. Additional conferences are best when scheduled in advance. Conferences shall be scheduled at a time and place to accommodate those participating in the conference. Visits to individual classrooms during class time are permitted on a limited basis with the principal's prior approval and the teacher's knowledge.

Visitors, including parents, wishing to speak with students during the school day shall register first with the office.

The District has the right to ask disruptive visitors to leave its school campuses. Principals are authorized to seek the assistance of law enforcement officers in removing any disruptive visitors who refuse to leave school property when requested to do so.¹

Legal References: A.C.A. § 6-21-606
A.C.A. § 6-21-607

Date Adopted: 7/5/04
Last Revised: 6/14/11

Megan's Law 6.10

The Barton School District shall work with area law enforcement in a manner consistent with applicable state law and Division of Elementary and Secondary Education Rules to communicate the presence of a sexual offender. When necessary, law enforcement may contact building principals to provide information concerning registered sex offenders. The decision regarding the school principals to be notified rests solely with law enforcement officials; law enforcement officials use a rating system to determine who needs to be notified, which is according to the sex offender's dangerousness to the community.

In turn, building principals should notify any employee who is regularly in a position to observe unauthorized persons on or near the school's property in the ordinary course of their employment. Employees notified could include any of the following: aides, bus drivers, coaches, maintenance staff, professional support staff, school level administrative staff, security personnel, teachers' assistants, and teachers.

It is important that school personnel who receive sex offender notifications understand that they are receiving the sex offender notifications in their official capacity and are **not** to disseminate information about an offender to anyone outside the school. If school personnel are asked about notification information by an organization using school facilities, the organization should be referred to the area law enforcement agency that issued the notice.

Persons **not** to be notified, except at the specific discretion of area law enforcement officials, include: members of parent-teacher organizations, other schools, organizations using school facilities, students, parents or guardians of students, and the press. District personnel may inform the press about procedures that have been put in place and other general topics, but may not reveal the name or any other specifics regarding an offender.

A parent or guardian who is a Level 1 or Level 2 sex offender shall be allowed to enter the school campus to attend parent-teacher conferences or any other activity that is appropriate for a parent, guardian, or community member.

Level 3 and Level 4 sex offenders may only enter the school campus in the following instances:

1. The offender is a student attending school in the district;
2. To attend a graduation or baccalaureate ceremony;

3. It is a non-student contact day according to the school calendar or no school-sponsored event is taking place on campus;
4. The offender is a parent or guardian of a student enrolled in the district and goes directly to the school office to have school personnel deliver medicine, food, or personal items for the student;
5. The offender is a parent or guardian of a student and enters the school campus where the student is enrolled to attend a scheduled parent-teacher conference **and** the offender is escorted to and from the conference by a designated school official or employee.

A Level 3, but not a Level 4, sex offender may attend a school sponsored event for which an admission fee is charged or tickets are sold or distributed if the sex offender:

- Is the parent, guardian, great-grandparent, or is related by blood or marriage within the second (2nd) degree of consanguinity¹ to a student enrolled in the public school;² and
- Notifies the administration of the school in writing at least twenty-four (24) hours before the start of the event that he or she will be attending the event.

A Level 3 and Level 4 sex offender who is the parent or guardian of a child enrolled in the district and who wishes to enter the school campus in which the student is enrolled for any other purpose than those listed above, must give reasonable notice to the school principal or his/her designee. The principal or designee may allow the sex offender to enter upon the campus provided there is a designated school official or employee to escort and supervise the sex offender while they remain on campus. The sex offender shall not enter upon the school campus until such time as a designated school official or employee is available.

Copies of the notification from law enforcement should be kept in a secure place accessible to teachers and staff, but should not be posted on school bulletin boards or made available to students or members of the community at large.

Legal References: Division of Elementary and Secondary Education Guidelines for “Megan’s Law”
 A.C.A. § 5-14-132
 A.C.A. § 12-12-913 (g)(3)
 A.C.A. § 28-9-212

Date Adopted: 7/5/04
 Last Revised: 3/14/22

Parent, Family, and Community Engagement – District 6.11

The Barton 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 district and those it serves. Therefore, the district 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.

Full Parent, Family, and Community Engagement policies and plans can be found at: www.bartonsd.org

Legal References: 20 U.S.C. § 6318
 A.C.A. § 6-15-1702
 A.C.A. § 6-15-1703
 A.C.A. § 6-15-1704
 Division of Elementary and Secondary Education Rules Governing Parental Involvement Plans and Family and Community Engagement
 Commissioner’s Memo COM-20-021

Date Adopted: 7/5/04
 Last Revised: 6/19/23

Apptegy All Call/SchoolStatus

The Barton School District uses Apptegy All Call and SchoolStatus to notify and remind parents of school activities, test dates, and school holidays. It will also contact parents in the event of emergencies, such as early dismissal due to inclement weather.

To ensure you are on the call list, be sure the office has your home phone number, cell phone number, and email address. You need to fill in only the contact numbers you wish the system to contact and only if you are a new student or your information has changed.

Pledge of Allegiance and Moment of Silence 4.46

The Pledge of Allegiance shall be recited:

1. During the first class period of each school day;
2. At the commencement of each school-sanctioned after-school assembly; and
3. 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 Pledge may be recited at only one (1) of the school-sanctioned sporting events.

Students choosing to participate in the recitation of the Pledge shall do so by facing the flag with their right hands over their hearts, or in an appropriate salute if in uniform, while reciting the Pledge. Students choosing not to participate shall either stand or sit quietly while the other students recite the Pledge.

Students shall not be compelled to recite the Pledge, but students who choose not to recite the Pledge shall not disrupt those students choosing to recite the Pledge. Students choosing not to recite the Pledge who do not disrupt those students who choose to recite the Pledge shall not be subject to any comments, retaliation, or disciplinary action.

Following the recitation of the Pledge, there shall be an observance of one (1) minute of silence. During the one (1) minute of silence, each student may reflect, pray, meditate, or engage in any other silent activity that is not likely to interfere with or distract another student. Students who do not disrupt the one (1) minute of silence shall not be subject to any comments, retaliation, or disciplinary action.

Legal References: A.C.A. § 6-10-115
 A.C.A. § 6-16-108

Date Adopted: 1/13/09
Last Revised: 5/9/22

Student Media and the Distribution of Literature 4.14

The Superintendent and the student media advisors(s)¹ shall jointly develop administrative regulations for the implementation of this policy. The regulations shall include definitions of terms and the time(s), place(s), and manner(s) of the dissemination of student media, which shall include timelines for the review of materials.

Definitions

“School-sponsored media” means all student media that are:

- Supported financially by the school;
- Supported by the use of school facilities; or
- Produced in conjunction with a class.

“Student journalist” means a student who gathers, writes, edits, photographs, records, video tapes, or prepares information for dissemination in student media.

“Student media” means any means of communication that are:

- Prepared, substantially written, published, or broadcasted by a student;
- Distributed or generally made available, either free of charge or for a fee, to members of the student body; and
- Prepared under the direction of a student media advisor.
- “Student media” does not include media that is intended for distribution or transmission solely in the classroom in which it is produced.

“Student media advisor” means an individual who is employed, appointed, or designated by the District to supervise or provide instruction with respect to student media.

Student Media

While the District recognizes a student’s right of expression under the First Amendment of the Constitution of the United States, school-sponsored media does not provide an open public forum for public expression. Student media, as well as the content of student expression in school-sponsored activities, shall be subject to the editorial review of the District’s administration, whose actions shall be reasonably related to legitimate pedagogical concerns and adhere to the following limitations:

1. Advertising may be accepted for media that does not condone or promote products that are inappropriate for the age and maturity of the audience or that endorses such things as tobacco, alcohol, or drugs.
2. Media may be regulated to prohibit communications determined by the appropriate teacher, student media advisor, and/or administrator to be ungrammatical; poorly written; inadequately researched; biased or prejudiced; vulgar or profane; or unsuitable for immature audiences.
3. Media may be regulated to prohibit the dissemination of material that may reasonably be perceived to advocate drug or alcohol use; irresponsible sex; conduct that is otherwise inconsistent with the shared values of a civilized social order; or to associate the school with any position other than neutrality on matters of political controversy.
4. Prohibited media includes those that:
 - a. Are obscene as to minors;
 - b. Are libelous or slanderous, including material containing defamatory falsehoods about public figures or governmental officials, and made with knowledge of their falsity or a reckless disregard of the truth;
 - c. Constitute an unwarranted invasion of privacy as defined by state law;
 - d. Suggest or urge the commission of unlawful acts on the school premises;
 - e. Suggest or urge the violation of lawful school regulations;
 - f. Scurrilously attacks ethnic, religious, or racial groups; or
 - g. Harass, threaten, or intimidate a student.

Student Media on School Web Pages

Student media displayed on school web pages shall follow the same guidelines as listed above and shall also:

1. Not contain any non-educational advertisements;
2. Adhere to the restrictions regarding use of Directory Information as prescribed in Policy 4.13 including not using a student’s photograph when associated with the

student's name unless written permission has been received from the student's parent or student if over the age of eighteen (18);

3. State that the views expressed are not necessarily those of the School Board or the employees of the district.

Student Distribution of Non-school Literature, Publications, and Materials

A student or group of students who distribute ten (10) or fewer copies of the same non-school-sponsored literature, publications, or materials shall do so in a time, place, and manner that does not cause a substantial disruption of the orderly education environment. A student or group of students wishing to distribute more than ten (10) copies of non-school-sponsored materials³ shall have school authorities⁴ review their non-school-sponsored materials at least three (3) school days⁴ in advance of their desired time of dissemination. School authorities shall review the non-school-sponsored materials, prior to their distribution and will bar from distribution those non-school-sponsored materials that are obscene, libelous, pervasively indecent, or advertise unlawful products or services. Material may also be barred from distribution if there is evidence that reasonably supports a forecast that a substantial disruption of the orderly operation of the school or educational environment will likely result from the distribution.⁶ Concerns related to any denial of distribution by the principal shall be heard by the superintendent, whose decision shall be final.

The school principal or designee shall establish reasonable regulations governing the time, place, and manner of student distribution of non-school-sponsored materials. The regulations shall:

1. Be narrowly drawn to promote orderly administration of school activities by preventing disruption and may not be designed to stifle expression;
2. Be uniformly applied to all forms of non-school-sponsored materials;
3. Allow no interference with classes or school activities;
4. Specify times, places, and manner where distribution may and may not occur⁷; and
5. Not inhibit a person's right to accept or reject any literature distributed in accordance with the regulations.⁸

Students shall be responsible for the removal of excess literature that is left at the distribution point for more than 10 days.⁹

Legal References: A.C.A. § 6-18-514
 A.C.A. § 6-18-1201 et seq.
 Tinker v. Des Moines ISD, 393 U.S. 503 (1969)
 Bethel School District No. 403 v. Fraser, 478 U.S. 675 (1986)
 Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)

Date Adopted: 7/5/04
Last Revised: 5/9/22

Internet Safety and Electronic Device Use Policy

4.29

Definition

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

The District makes electronic device(s) and/or electronic device Internet access available to students, to permit students to perform research and to allow students to learn how to use electronic device

technology. Use of district electronic devices is for educational and/or instructional purposes only. Student use of electronic device(s) shall only be as directed or assigned by staff or teachers; students are advised that they enjoy no expectation of privacy in any aspect of their electronic device use, including email, and that monitoring of student electronic device use is continuous.

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

Technology Protection Measures

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

- (a) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- (b) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
- (c) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Internet Use and Safety

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

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

Misuse of Internet

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

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

Legal References: Children's Internet Protection Act; PL 106-554
FCC Final Rules 11-125 August 11, 2011
20 USC 6777

47 USC 254(h)(I)
47 CFR 54.520
47 CFR 520(c)(4)
A.C.A. § 6-21-107
A.C.A. § 6-21-111

Date Adopted: 7/5/04
Last Revised: 5/13/14

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, or under any other name or descriptor.

Legal Reference: A.C.A. § 6-21-609

Date Adopted: 7/5/04
Last Revised: 5/13/14

Drugs and Alcohol 4.24

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

Therefore, no student in the Barton School District shall possess, attempt to possess, consume, use, distribute, sell, buy, attempt to sell, attempt to buy, give to any person, or be under the influence of any substance as defined in this policy, or what the student represents or believes to be any substance as defined in this policy. This policy applies to any student who: is on or about school property; is in attendance at school or any school sponsored activity; has left the school campus for any reason and returns to the campus; or is on route to or from school or any school sponsored activity.

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

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

Legal References: A.C.A. § 6-18-502
DESE Rules Governing Student Discipline and School Safety

Date Adopted: 7/5/04
Last Revised: 5/9/22

Bullying 4.43

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

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

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

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

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

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

- 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.¹ In addition to any disciplinary actions, the District shall take appropriate steps to remedy the effects resulting from bullying.

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

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

Copies of this policy shall be available upon request.⁴

Legal References: A.C.A. § 5-71-217
 A.C.A. § 6-18-514
 DESE Rules Governing Student Discipline and School Safety

Date Adopted: 8/8/06

Last Revised: 5/9/22

Emergency Drills 4.37

All schools in the District shall conduct fire drills at least monthly. Tornado drills shall also be conducted not fewer than three (3) times per year.¹ Students who ride school buses,² shall also participate in emergency evacuation drills at least twice each school year.

The District shall annually conduct a lockdown drill at all schools in the District in collaboration with local law enforcement, medical professionals, fire department officials, and emergency management personnel. The lockdown drill training will include use of the District's emergency communication method with law enforcement.^{3,4} Students will be included in the drills to the extent that is developmentally appropriate for the age of both the students and grade configuration of the school.⁵

Drills may be conducted during the instructional day or during non-instructional time periods. Other types of emergency drills may also be conducted to test the implementation of the District's emergency plans in the event of violence, terrorist attack, natural disaster, other emergency, or the District's emergency communication with law enforcement method³. Students shall be included in the drills to the extent practicable.⁵

Legal References: A.C.A. § 12-13-109

A.C.A. § 6-10-110

A.C.A. § 6-10-121

A.C.A. § 6-15-1302

A.C.A. § 6-15-1303

A.C.A. § 6-15-1304

Ark. Division of Academic Facilities and Transportation Rules Governing Maintenance and Operations of Ark. Public School Buses and Physical Examinations of School Bus Drivers 4.03.1

Date Adopted: 7/5/04

Last Revised: 6/19/23

Fire Drill—Student Procedure

1. The fire alarm will consist of one continuous signal from the fire alarm system.
2. Upon hearing the alarm bell, students should follow these procedures in evacuating the building;
 - a. Walk (no running or horseplay) in an orderly manner to the designated fire exit for your room. The teacher will follow the last student.
 - b. If your exit is blocked, proceed to the nearest exit in an orderly manner. If you are in the restroom or hallway, proceed to the nearest exit and locate your teacher.
 - c. Students are to leave all books and project materials in the classroom.
 - d. If a room door is blocked by fire, the teacher will open a window for the safe exit of all students. This procedure will be followed only in extreme emergencies.
 - e. After having cleared the building, remain in a single file line until your teacher takes an official roll count.
3. Following a fire drill, the teachers will notify students of an "all-clear" signal, which is a long ring of the bells. Students are to return to their classes and resume regular work.

Tornado Drill—Student Procedures

1. The tornado alarm/ severe weather alert will be on the intercom.
2. Upon hearing the alarm bell, students should follow these procedures in going to a place of safety:
 - a. Walk (no running or horseplay) in an orderly manner to the designated place of safety for your room. The teacher will follow the last student from the room. Building instructions are to be posted in each classroom.
 - b. Students are to leave all books and project materials in the classroom.
 - c. A normal ring of the bell will be the signal to return to class.

Student Discipline 4.17

The Barton 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.¹

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

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

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

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

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

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

Legal References: A.C.A. § 6-17-113
 A.C.A. § 6-18-502
 A.C.A. § 6-18-514
 A.C.A. § 6-18-2301 et seq.
 DESE Rules Governing Student Discipline and School Safety

Date Adopted: 7/5/04

Last Revised: 5/9/22

Prohibited Conduct 4.18

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

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

23. Operating a vehicle on school grounds while using a wireless communication device; and
24. Theft of another individual's personal property.

The Board directs each school in the District to develop implementation regulations for prohibited student conduct consistent with applicable Board policy, State and Federal laws, and judicial decisions.

Legal References: A.C.A. § 6-5-201
A.C.A. § 6-15-1005
A.C.A. § 6-18-222
A.C.A. § 6-18-502
A.C.A. § 6-18-514
A.C.A. § 6-18-707
A.C.A. § 6-21-609
A.C.A. § 27-51-1602
A.C.A. § 27-51-1603
A.C.A. § 27-51-1609
DESE Rules Governing Student Discipline and School Safety

Date Adopted: 8/8/06

Last Revised: 5/9/22

Consequences are at the administrator's discretion which can result in a minimum of a reprimand to a maximum of expulsion.

Suspension from School 4.30

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,¹ including the day upon which the suspension is imposed. The suspension may be in school or out of school. Students are responsible for their conduct that occurs:

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

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

- A. Is in violation of school policies, rules, or regulations;
- B. Substantially interferes with the safe and orderly educational environment;
- C. School administrators believe will result in the substantial interference with the safe and orderly educational environment; and/or
- D. 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:

- A. The student shall be given written notice or advised orally of the charges against him/her;
- B. 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
- C. 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 readmittance 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:²

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

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

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

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

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

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

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

Legal References: A.C.A. § 6-18-507
DESE Rules Governing Student Discipline and School Safety
Goss v Lopez, 419 U.S. 565 (1975)

Date Adopted: 7/5/04

Last Revised: 5/9/22

Expulsion 4.31

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:

Poses a physical risk to himself or herself or to others;

Causes a serious disruption that cannot be addressed through other means; or

Is the act of bringing a firearm on school campus.

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

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

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

During the hearing, the Superintendent, or designee, or representative will present evidence, including the calling of witnesses, 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.² The parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

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

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

Cross Reference: Policy 4.22—WEAPONS AND DANGEROUS INSTRUMENTS

Legal References: A.C.A. § 6-18-502

A.C.A. § 6-18-507

DESE Rules Governing Student Discipline and School Safety

Date Adopted: 7/5/04

Last Revised: 6/19/23

Corporal Punishment 4.39

The Barton 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.¹

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.²

Legal References: A.C.A. § 6-18-503(b)
 DESE Rules Governing Student Discipline and School Safety
 DESE Rules Governing Special Education and Related Services Section 11.00 -
 Discipline

Date Adopted: 7/5/04

Last Revised: 5/9/22

Standards of Conduct

All students are expected to conduct themselves at all times in a manner that will contribute to the best interest of the school system and not infringe on the rights of others. School staff members have the authority and the responsibility to take customary and reasonable measures to maintain proper control and discipline among students placed under their care and supervision. Such measures may include the use of reasonable force in the exercise of lawful authority to restrain or to correct students and to maintain order.

All students in the Barton School District are proud of their school and shall exhibit self-discipline. A student who is well-informed concerning his/her rights and responsibilities and the expected standards of behavior should not require disciplinary action. For the information of all students; however, infractions to avoid and recommend disciplinary actions are presented as follows:

Infractions to Avoid

The following activities are considered infractions of proper conduct and will be subject to student disciplinary action including, but not limited to suspension or expulsion from school and/or notification of law enforcement officials. A violation of the rule will occur whether the conduct takes place on the school grounds at any time; off the school grounds at a school activity, function, or event; en route to or from school.

The following behaviors may lead to appropriate consequences as determined by the principal or his/her designees:

RULE # 1 DISRUPTION AND INTERFERENCE WITH SCHOOL

No student shall:

- A. Occupy any school building or properties with intent to deprive others of its use.
- B. Block the doorway or corridor of any school building or property as to deprive others of access thereto.
- C. Prevent or attempt to prevent the convening or continued functioning of any school class, activity, or lawful meeting or assembly on the school campus.
- D. Prevent students from attending a class or school activity.
- E. Block normal pedestrian or vehicular traffic on the school campus or adjacent grounds unless under the direction of a school administrator.
- F. Continuously and intentionally make noise or act in any manner so as to interfere seriously with the teacher's ability to conduct the class or any other school activity.
- G. In any other manner, by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance or any other conduct, intentionally cause the disruption of any lawful process or function of the school or engage in any such conduct for the purpose of causing the disruption or obstruction of any such lawful process or function.
- H. Refuse to identify himself/herself on the request of any teacher, principal, superintendent, school bus driver, school security officer, or other school personnel.
- I. Possess pornographic materials.
- J. Encourage other students to violate any rule or school board policy.

RULE #2 DAMAGE OR DESTRUCTION OF SCHOOL PROPERTY

A student shall not cause or attempt to cause damage to school property or steal school property. The school district will attempt to recover damages from the student destroying the school property. Parents of any minor under the age of 18, and living with the parents may be liable for damages caused by said minor in an amount not in excess of \$20,000.00.

RULE #3 DAMAGE OR DESTRUCTION OF PERSONAL PROPERTY

A student shall not cause or attempt to cause damage, steal, or attempt to steal property. Restitution for stolen property will be required.

RULE #4 PHYSICAL ABUSE, ASSAULT, OR THREAT BY A STUDENT ON A SCHOOL EMPLOYEE OR A PERSON NOT EMPLOYED BY THE SCHOOL

Physical/verbal abuse or assault by a student on a school employee will result in suspension for 10 days with a recommendation of expulsion for the remainder of the school year or longer. Charges will also be filed with the Barton School District Institutional Law Enforcement Agency.

RULE #5 NARCOTICS, ALCOHOLIC BEVERAGES, AND STIMULANT DRUGS

- A. An orderly and safe school environment that is conducive to promoting student achievement requires a student population free from the effects of alcohol and drugs. Alcohol and drug use is illegal, disruptive to the educational environment, and diminishes the capacity of students to learn and function properly in our schools. Therefore, no student in the Barton School District shall possess, attempt to possess, consume, use, distribute, sell, attempt to sell, give to any person, or be under the influence of any substance as defined in this policy, or what the student represents or believes to be a substance as defined in this policy. This policy applies to any student who is on or about school property; is in attendance at school or any school-sponsored activity; has left the school campus for any reason and returns to the campus; is en route to or from school or any school-sponsored activity.

Prohibited substances shall include, but are not limited to:

- alcohol or any alcoholic beverage
- inhalants that alter a student's ability to act, think, or respond
- LSD or any other hallucinogen
- marijuana
- cocaine
- heroin or any other narcotic drug
- PCP amphetamines
- steroids

- “designer” drugs
 - “look-alike” drugs
 - any controlled substance
- B. Selling, distributing, or attempting to sell or distribute, or using over-the-counter or prescription drugs not in accordance with the recommended dosage is prohibited.
- C. Any student caught selling or distributing prohibited substances will be suspended for ten (10) days, recommended for expulsion and turned over to the authorities immediately. Any student caught using or possessing marijuana or any other harmful prescription or non-prescription drug will be suspended for ten (10) days, recommended for expulsion for the remainder of the semester or year, and barred from all extracurricular activities for the remainder of the year for the first offense. If a student is allowed to return to school at the end of the semester expulsion, participation in a drug rehabilitation program may be required.
- D. If a second offense occurs during the school year, it will result in suspension and a recommendation for expulsion.
- E. The Phillips County Sheriff’s Office will be notified of violations of this law.
- F. Students who must bring medicines or prescription drugs must bring them to the office. The drugs should remain in the container in which they were obtained from the pharmacist.

RULE #6 WEAPONS AND DANGEROUS INSTRUMENTS 4.22

“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.¹

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

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

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

Legal References: A.C.A. § 5-4-201
A.C.A. § 5-4-401
A.C.A. § 5-27-210
A.C.A. § 5-73-119(b) (e)(8), (9), (10)
A.C.A. § 5-73-133
A.C.A. § 6-18-502
A.C.A. § 6-18-507
A.C.A. § 6-21-608
DESE Rules Governing Student Discipline and School Safety
20 USC § 7961

Date Adopted: 7/5/04

Last Revised: 5/9/22

RULE #7 DISREGARD OF DIRECTIONS OR COMMANDS (INSUBORDINATION)

A student shall not fail to comply with reasonable directions or commands of teachers, substitute teachers, teacher aides, principals, administrative personnel, superintendents, school bus drivers, school security officers, or any other authorized school personnel.

Picking up paper around your desk, changing seats, sitting properly in your seat, and class participation are examples.

RULE #8 OTHER POSSIBLE CAUSES OF SUSPENSION

- A. Fighting or instigating (provoking) a fight
 - a. Students found to be in any way inciting fights shall be assigned the same consequences as fighting.
- B. Use or possession of alcohol
- C. Defiant and hostile acts

- D. Insubordination
- E. Disrespect for authority
- F. Acts involving moral depravity
- G. Returning to the campus or attending any school-sponsored activity while suspended or already in BLA will result further discipline actions
- H. Refusing to participate in physical education classes or any other class activity or assignment (such as taking notes)
- I. Public display of affection
- J. Use of obscenity toward a staff member
- K. Use of obscenity in class or on campus
- L. Use or possession of tobacco products, e-smoking or e-cigarettes products
- M. Operating any motor vehicle without proper license
- N. Use of fireworks
- O. Setting off watch alarms or cell phones ringing in class
- P. Possession of obscene materials
- Q. Gambling or wagering where the stakes are money or any other object of value
- R. Criminal offenses committed away from the campus which may obviously affect the school climate
- S. Possession of whistles, bells, or other noise-making devices
- T. Electronic games—prohibited
- U. Unauthorized attendance at school activities or trips
- V. Glass beverage bottles or any type of glass bottle will not be allowed on campus
- W. Possession of inhalants, paintball guns, laser pointers, chains or weapons.
- X. Possession of food or drink items in class without teacher permission.
- Y. Failure to report to the office when directed to do so

RULE #9 STUDENT USE OF COMPUTERS AND THE INTERNET

Students who use school-owned computers and/or internet access are expected to use this technology to perform their assigned tasks. Students who violate this rule are subject to appropriate disciplinary action. Recreational or personal use of computer equipment and technology is not permitted. In addition, students who use technology to violate other policies will be subject to discipline for misuse of technology, as well as the policy violation.

RULE #10 SEXUAL HARASSMENT IS SEXUAL DISCRIMINATION UNDER TITLE IX

It is the policy of the Barton School District to maintain a learning and working environment that is free from sex discrimination, including sexual harassment. Any person who alleges that sex discrimination or sexual harassment has occurred may file a complaint directly to the building principal, guidance counselor, or the equity coordinator, Mrs. Monique Miller. If necessary, disciplinary action may include suspension or expulsion.

RULE #11 STUDENTS ARE TO KEEP THEIR HANDS TO THEMSELVES AND TREAT TEACHERS AND FELLOW STUDENTS WITH RESPECT AND COURTESY

Horseplay and physical teasing, as well as shoving, striking, fighting, or threatening others with physical injury, etc., constitute battery and /or assault are strictly forbidden. Profanity and rude and abusive language directed at others is considered abuse, and this is also strictly forbidden. Violation of this policy will result in disciplinary action and may also constitute a criminal offense. By law, local law enforcement must be notified whenever a felony or an act of violence may have been committed on campus.

RULE #12 BULLYING

All bullying by students at school or school-related activities is prohibited.

RULE #13

GANGS, SECRET SOCIETIES, OR OTHER SIMILAR GROUPS, WHETHER ORGANIZED IN THE COMMUNITY OR IN OTHER SETTINGS ARE PROHIBITED ON THE SCHOOL GROUNDS AND CAMPUS AND AT ANY SCHOOL-SPONSORED EVENTS.

Gang related activity, whether genuine or a pretense that is identified by school officials may result in suspension or other punishment for those involved. A second offense of gang related activity may result in expulsion for the remainder of the semester or the remainder of the year. Students arrested for gang related offenses, regardless of where the offense may have occurred, may be subject to suspension or expulsion depending on the circumstances of the arrest.

RULE #14 Truancy

A student is truant if he/she:

- A. Is absent from school without permission of parent or guardian.
- B. Leaves school without permission including skipping any class or lunch.
- C. Leave a classroom without permission of the teacher.
- D. Does not report to an assigned location at a designated time.
- E. Does not report to class after leaving the office, restroom, or another class.

RULE #15 END OF YEAR REGULATIONS

Punishment for offenses committed near the end of the school will be completed at the beginning of next school year if time does not allow for the punishments to be completed this year.

RULE #16 PUBLIC DISPLAYS OF AFFECTION

Public displays of affection while at school or while in attendance at any school event are forbidden.

RULE #17 ACADEMIC INTEGRITY

In the Barton School District, students should act with academic integrity at all times. This requires that students take full credit for work for which they submit a grade, as well as give credit to those individuals, resources, and/or aids that influenced their submitted work. Failure to adhere to this academic integrity policy, cheating, or plagiarizing may result in consequences up to and including receiving a zero on the work in question at the discretion of the teacher. Multiple infractions may result in referral to the office.

Consequences are at the administrator's discretion which can result in a minimum of a reprimand to a maximum of expulsion.

If a teacher removes a student from class, the principal or his/her designee may place the student into another appropriate classroom, or into the district's alternative learning environment, or take other appropriate action consistent with the school district's discipline policy.

The Barton 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 handbook.

As needed school administrators and teacher may issue directives to students in order to maintain good order and discipline in the school, even though such directives are not specified in the handbook

In the event that a parent/guardian wishes to appeal or gain more information regarding a disciplinary event in the classroom or office the following 'chain of command' should be followed:

1. Classroom Teacher or staff member initiating the disciplinary proceeding
2. Dean of Students/Assistant Principal
3. Principal
4. Superintendent

In the event that the chain of command is not followed the parent/guardian will be referred back to the appropriate staff member.

Date Revised: 6/16/22

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.

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

Date Adopted: 7/5/04

Last Revised: 5/9/22

Search, Seizure, and Interrogations 4.32

The District respects the rights of its students against arbitrary intrusion of their person and property. At the same time, it is the responsibility of school officials to protect the health, safety, and welfare of all students enrolled in the District in order to promote an environment conducive to student learning. The Superintendent, principals, and their designees have the right to inspect and search school property and equipment. They may also search students and their personal property in which the student has a reasonable expectation of privacy, when there is reasonable and individualized suspicion to believe such student or property contains illegal items or other items in violation of Board policy or dangerous to the school community.¹ School authorities may seize evidence found in the search and disciplinary action may be taken. Evidence found which appears to be in violation of the law shall be reported to the appropriate authority.

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

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

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

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

If the District makes a report to any law enforcement agency concerning student misconduct or if access to a student is granted to a law enforcement agency due to a court order, the principal or the principal's designee shall make a good faith effort to contact the student's parent, legal guardian, person having lawful control of 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, 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.

Legal References: A.C.A. § 6-18-513
 A.C.A. § 9-13-104
 A.C.A. § 12-18-608, 609, 610, 613
 A.C.A. § 12-18-1001, 1005

Date Adopted: 8/8/06

Last Revised: 6/14/11

A DRUG/FIREARM DOG WILL RANDOMLY SEARCH ALL AREAS OF THE CAMPUS. IF THE DRUG DOG ALERTS, SCHOOL OFFICIALS WILL BE NOTIFIED IF A STUDENT, STUDENT PROPERTY, LOCKER, OR AUTOMOBILE IS INVOLVED. THE PRINCIPAL (OR HIS DESIGNEE) WILL BE NOTIFIED AND A THOROUGH SEARCH OF THE AREA OR PROPERTY WILL BE CONDUCTED. IF ANY ILLEGAL OR UNAUTHORIZED DRUGS ARE FOUND, THE STUDENT WILL BE ARRESTED AND SUSPENDED FOR AT LEAST 10 DAYS AND RECOMMENDED FOR EXPULSION FOR THE REMAINDER OF THE SEMESTER OR LONGER.

Possession and Use of Cell Phones and Other Electronic Devices 4.47

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

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

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

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

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

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

Before and after normal school hours, possession of electronic devices is permitted on the school campus. The use of such devices at school sponsored functions outside the regular school day is permitted to the extent and within the limitations allowed by the event or activity the student is attending.

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

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

Students who use school issued cell phones and/or computers for non-school purposes, except as permitted by the district's Internet/computer use policy, shall be subject to discipline, up to and including suspension or expulsion. Students are forbidden from using school issued cell phones while driving any vehicle at any time. Violation may result in disciplinary action up to and including expulsion.⁴

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

Legal References: A.C.A. § 6-15-2907
A.C.A. § 6-18-515

Date Adopted: 8/8/06
Last Revised: 5/9/22

Cell phones and/or electronic devices may be confiscated by teacher, administration and/or Barton Police Officer when involved in a formal investigation or discipline matter. If the cell phone or other electronic device rings, vibrates, is visible during instruction time or class changes, or if caught using a cell phone, a staff member has the right to turn the device off immediately when requested. The use of a cell phone or other electronic device to inappropriately photograph or video other students or employees are forbidden on campus and could result in a consequence up to and including expulsion. Refer to policy 4.43 for bullying/cyber bullying.

Date Adopted 6/19/23

Consequences are at the administrator's discretion which can result in a minimum of a reprimand to a maximum of expulsion.

Conduct to and from School and Transportation Eligibility 4.19

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

The preceding paragraph also applies to student conduct while on school buses. Students shall be instructed in safe riding practices.¹ The driver of a school bus shall not operate the school bus until every passenger is seated. In addition to other disciplinary measures provided for violations of the District's Student Code of Conduct, the student's bus transportation privileges may be suspended or terminated for violations of the Student Code of Conduct related to bus behavior.

All students are eligible to receive district bus transportation within the district's boundaries.² The transportation to and from school of students who have lost their bus transportation privileges is the responsibility of the student's parent or guardian.

Legal References: A.C.A. § 5-60-122
 A.C.A. § 6-19-119 (b)
 Ark. Division of Academic Facilities and Transportation Rules Governing
 Maintenance and Operations of Ark. Public School Buses and Physical
 Examinations of School Bus Drivers 4.0

Date Adopted: 8/8/06
Last Revised: 5/9/22

Regulations for Students Riding School Busses

- Be at the bus stop at the scheduled time.
- Stand back about ten (10) feet from the bus stop and wait until the door is opened before moving close to the bus.
- Do not play on the highway.
- While waiting for the bus, pupils must remain in a safe place away from the traffic.
- While riding the bus, students are under the supervision of the driver and must obey the driver at all times.

- While loading and unloading, enter or leave the bus orderly and quickly.
- Students are expected to conduct themselves in a manner that will not disturb the attention of the driver or disturb other riders on the bus.
- Do not change seats while the bus is in motion.
- You are not to tamper with any of the safety devices, such as door latches.
- All pupils must stay seated while the bus is in motion.
- Pupils are not to deface the bus or any school property. Do not write on the bus or cut seats, etc. Do not throw paper, food, or other objects on the floor of the bus.
- Pupils are not to put their hands, arms, heads, or other parts of their bodies out of the windows.
- Do not ask the driver to let you off the bus at any place except at your regular stop.
- Pupils who must cross the highway to enter the bus should cross well in advance of the coming of the bus, or wait until the bus comes to a complete stop and the driver has signaled for the student to cross in front of the bus.
- Pupils who must cross the highway after leaving the bus must go to a point on the shoulder of the road ten (10) feet in front of the bus and cross the highway only after the driver has signaled them to do so.
- Bus drivers will report all bus behavior problems to the principal or dean of students and dismissal from riding the bus will be administered by the principal or dean of students.
- Do not damage road signs or warning signals placed on the highway by the road department.
- Do not take food or drink on the bus.

The parents of out of district and school choice students are responsible for the transportation of the students to and from school in the nonresident district where the transfer student is enrolled.

Consequences are at the administrator's discretion which can result in a minimum of a reprimand to a maximum of expulsion.

Date Adopted: 6/16/16
Date Revised 6/16/22

FIELD TRIPS

A field trip is an educational experience that is an extension of the regular classroom environment. The following guidelines will apply to field trips:

- Written parental permission must be given before a student participates in a field trip.
- Only students from the classroom are allowed to attend field trips. Siblings are not allowed on field trips.
- As a part of the field trip experience, all students are expected to ride the school bus. If a parent does not want their child to ride the school bus, parents may transport their child in an automobile. Barton School District accepts no liability involving privately transported students on school field trips. No other student can ride with another parent even if there is written permission.
- All school discipline procedures and consequences apply on field trips.
- Community-based Instruction (CBI) students must be accompanied by a parent/guardian.
- Parents can check out a student during a field trip if the student is signed out with a school official. Generally, parents must provide their own transportation to field trips unless authorized to ride the bus by the principal.

Date Adopted: 6/19/23

Grading 5.15

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 period¹ 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:²

A change in the child's school enrollment;

The child's attendance at a dependency-neglect court proceeding; or

The child's attendance at court-ordered counseling or treatment.

The grading scale for all schools 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.

Legal References:

A.C.A. § 6-15-902

A.C.A. § 9-28-113(f)

Standards For Accreditation 5-A.1

Division of Elementary and Secondary Education Rules Governing Grading and Course Credit

Date Adopted: 7/5/04

Last Revised: 6/12/12

Grade Access

Each student in the Barton School District will be provided with a personal ID and password in order to have access to their grades at any time from the district website.

Report Cards

A report card is prepared every nine (9) weeks for the parents. The report will provide the academic grade for each course in which the student is enrolled. At the end of the first and third nine weeks, parents will be asked to attend Parent/Teacher Conference to pick up their child's report card. Report cards **do not** have to be signed and returned to the school. A student may be considered for the Honor Roll only with no grades below "B".

Progress Reports

Progress reports will be sent home in the middle of each grading period for all students. Progress report dates can be found on the district calendar.

Promotion/Retention Policy 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

- Statewide student assessment results;
- Subject grades;
- Student work samples; and
- Local assessment scores.
- Teacher Recommendation
- In Highschool, lack of credit could jeopardize grade promotion or classification
 - Classification Requirements
 - Sophomore: 5 units, including 1 unit of English
 - Junior: 10 units, including 1 unit of English
 - Senior: 15 units, including 1 unit of English
 - Graduate: 22 units
 - Privileges of class rank will be allowed only when meeting the classification requirements [i.e. 10 units including 2 units of English= Junior (only these students will be allowed to participate in Junior Class events)].

This is a portion of the policy. The full policy can be viewed at www.bartonsd.org

Cross References: 3.30—PARENT-TEACHER COMMUNICATION

4.56—EXTRACURRICULAR ACTIVITIES - SECONDARY SCHOOLS

4.56.1—EXTRACURRICULAR ACTIVITIES - ELEMENTARY

Legal References: A.C.A. § 6-15-2001

A.C.A. § 6-15-2005

A.C.A. § 6-15-2006

A.C.A. § 6-15-2907

A.C.A. § 6-15-2911

A.C.A. § 9-28-205

DESE Rules Governing the Arkansas Educational Support and Accountability Act

DESE Rules Governing Grading and Course Credit

Murphy v. State of Ark, 852 F.2d 1039 (8th Cir. 1988)

Date Adopted: 5/13/14

Last Revised: 6/19/23

Homework 5.14

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 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.

Date Adopted: 7/05/04

Last Revised: 1/13/09

Make-Up Work 4.8

Students who miss school due to an excused absence shall be allowed to make up the work they missed during their absence under the following rules:¹

1. Students are responsible for asking the teachers of the classes they missed what assignments they need to make up.²
2. Teachers are responsible for providing the missed assignments when asked by a returning student²
3. Students are required to ask for their assignments on their first day back at school or their first class day after their return.²
4. Make-up tests are to be rescheduled at the discretion of the teacher, but must be aligned with the schedule of the missed work to be made up.
5. Students shall have 2 days to make up their work for each class day they are absent.³
6. Make-up work which is not turned in within the make-up schedule for that assignment shall receive a zero.⁴
7. Students are responsible for turning in their make-up work without the teacher having to ask for it.²
8. Students who are absent on the day their make-up work is due must turn in their work the day they return to school whether or not the class for which the work is due meets the day of their return.
9. As required/permitted by the student's Individual Education Program or 504 Plan.

Work may not be made up for credit for unexcused absences **unless** the unexcused absences are part of a signed agreement as permitted by policy 4.7—ABSENCES.⁵

Work for students serving an out-of-school suspension or expulsion shall be in accordance with the District’s programs, measures, or alternative means and methods to continue student engagement and access to education during the student’s period of suspension or expulsion, including offering an expelled student an opportunity for enrollment in digital learning courses or other alternative educational courses that result in the receipt of academic credit that is at least equal to credit the expelled student may have received from the District if the student had not been expelled.⁶

In lieu of the timeline above, assignments for students who are excluded from school by the Arkansas Department of Health during a disease outbreak are to be made up as set forth in Policy 4.57—IMMUNIZATIONS.

Legal References: A.C.A. § 6-16-1406
 A.C.A. § 6-18-502
 DESE Rules Governing Student Discipline and School Safety

Date Adopted: 7/5/04
Last Revised: 5/9/22

Lost and Found

Students should observe the following rules:

1. Report loss of articles to the office so that they may have assistance in locating the lost article.
2. Articles found on the campus or in the building should be turned in to the office as soon as possible.
3. Articles not claimed within two weeks will be disposed of or given to the finder.
4. Students are encouraged to mark personal property with their name.

Textbooks

State textbooks may be issued to students in grades kindergarten through twelve in each individual classroom by the teacher. **The teacher will place the student’s name and a book number in the book in ink.** Lost or damaged books must be paid for in accordance with the nature of the damage and the age of the book. Students are expected to use care in the use of textbooks. Book bags may be used for textbooks; however, **no book bags with wheels are allowed, unless ordered by a licensed medical doctor.** All classrooms will have designated areas for book bags, purses, and other bags. Students will only bring to their desks materials needed for that class.

Date Adopted: 6/14/2011

Student Chromebook Manual

Student Chromebook Manual can be viewed at www.bartonsd.org

Date Adopted: 6/8/20
Last Revised: 5/9/22

Pandemic Procedures Notifications

The District takes the health and safety of its students seriously. As part of protecting District students’ health, the District will follow the Arkansas Department of Health (ADH) and Centers for Disease Control and Prevention (CDC) guidelines regarding the coronavirus (COVID-19) pandemic to

the extent possible. If changes in the ADH or CDC guidelines require the District to change its procedures, the District shall notify you of the procedural changes as soon as possible.

Academic Course Attendance by Private School and Home Schooled Students 4.59

The District allows private school and home schooled students whose parents, legal guardians, or other responsible adult with whom the student resides are residents of the District to attend academic courses offered By the District. The District will place a list of courses that a private school or home schooled student may request to attend on its website by:¹

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

A private school or home schooled student who desires to attend one or more of the available academic courses shall submit a written request to attend the academic course(s) to the superintendent, or designee, no later than:¹

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

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

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

The District may reject a private school or home schooled student's request for attendance if the District's acceptance would:²

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

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

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

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

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

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

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

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

Legal References: A.C.A. § 6-15-509
 A.C.A. § 6-18-232
 A.C.A. § 6-18-702
 A.C.A. § 6-47-401 et seq.
 DESE Rules Governing Distance and Digital Learning
 DESE Rules Governing Kindergarten Through 12th Grade Immunization
 Requirements in Arkansas Public Schools
 Commissioner's Memo COM-19-021

Date Adopted: 5/9/22

Fund Raising

All fund raising activities held in the District or in the name of the District must be pre-approved in writing by the Superintendent and affected school principal. Approval will be predicated on the potential for return relative to the time and energy to be invested in the fund raising. Fund raising that conflicts excessively with and/or detracts from student or teacher instructional time in either the planning or the execution of the activity will not be approved.

Neither an individual school nor the District shall be liable for any contract between clubs or organizations and third parties.

Student participation in any fund raising activity shall:

1. Be voluntary. Students who choose not to participate shall not forfeit any school privileges. It shall not be considered discriminatory to reward those who participate; and
2. Not influence or affect the student's grade.

For purposes of this policy, "Door-to-door sales" means the selling of merchandise outside of the child's home and off the school grounds.

Online Fund Raisers¹

All school-affiliated online fund raisers must be approved by the superintendent, or the superintendent's designee. The superintendent, or the superintendent's designee, shall act as the point of contact for all school-affiliated online fund raisers. An employee may be disciplined, up to and including termination, if the employee establishes:

- a. A school-affiliated online fund raiser without the permission of the superintendent, or the superintendent's designee; or
- b. The employee as the point of contact for a school-affiliated fund raiser instead of the superintendent, or the superintendent's designee.

For purposes of this policy, a "school-affiliated online fund raiser" includes, but is not limited to, a fund raiser intended to raise funds for a particular teacher's classroom, grade, student club or organization, or athletic team.

Legal References: A.C.A. § 6-18-1102
A.C.A. § 6-18-1104

Date Adopted: 7/5/04
Last Revised: 3/14/22

See Fund Raising under each campus section for campus specific information.

All money collected must be turned into the designated sponsor daily.

NON-DISCRIMINATION IN FOOD SERVICE PROGRAMS 7.17-2

In accordance with Federal law and the U.S. Department of Agriculture (USDA) regulations, the Barton School District shall not exclude from participation in, deny the benefits of, or subject to discrimination any individual as part of any of the District's food service programs on the basis of race, ethnicity, color, national origin, sex, sexual orientation, gender identity, age, or disability. The District shall not allow reprisal or retaliation against any individual for prior civil rights activity.

Food service program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain food service program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the District, Child Nutrition Unit of the Division of Elementary and Secondary Education of the Arkansas Department of Education, or the 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 food service program discrimination complaint, a Complainant should:

Complete a USDA Program Discrimination Complaint Form (Form AD-3027), 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>;

Calling any USDA office at (866) 632-9992; or

Writing a letter addressed to USDA that:

Contains:

The complainant's name, address, and 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; and

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;

Fax at either:

(833) 256-1665; or

(202) 690-7442; or

Email:

program.intake@usda.gov

The Barton School District is an equal opportunity provider.

Legal References: Commissioner's Memo CNU-22-028
7 C.F.R. Parts 15, 15a, and 15b
7 C.F.R. § 210.23
20 U.S.C. 1681 et seq.
29 U.S.C. 794 et seq.
42 U.S.C. 2000d et seq.),
42 U.S.C. 6101 et seq.

Date Adopted: 6/16/22

Last Revised:

PLACEMENT OF MULTIPLE BIRTH SIBLINGS 4.53

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

The school may change the classroom placement of one or more of the multiple birth siblings if:

There has been a minimum of 30 instructional days since the start of the school year; and

After consulting with each classroom teacher in which the siblings were placed, the school determines the parent's classroom placement request is:

Detrimental to the educational achievement of one or more of the siblings;

Disruptive to the siblings' assigned classroom learning environment; or

Disruptive to the school's educational or disciplinary environment.

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

Legal Reference: A.C.A. § 6-18-106

Date Adopted: 6/14/11

Last Revised:

Tardies 4.9

Promptness is an important character trait that District staff is encouraged to model and help develop in our schools' students. At the same time, promptness is the responsibility of each student. Students who are late to class show a disregard for both the teacher and their classmates which compromises potential student achievement.

Date Adopted: 7/5/04

Last Revised: 1/13/09

Handicapped Parking:

The Barton School District has designated handicapped parking to accommodate parents, visitors, and employees. Only cars with disabled/handicap stickers or tags should park in these spaces during and after school hours, including events. Do not block these spaces. All violators are subject to Federal Law-Office of Civil Rights.

Personal Deliveries:

No deliveries of any kind by vendors, florists, parents, or others will be accepted for students.



BARTON ELEMENTARY SCHOOL

CAMPUS INFORMATION

**P.O. Box 97
Barton, AR 72312**

**5995 Hwy 49
Lexa, AR 72355**

**Phone: 870-572-3984
Fax: 870-572-4717**

**Principal: Mr. Jake Gerrard
Counselor: Mrs. Kim Williams
Secretary: Mrs. Terry Garrison**

MISSION

Barton Elementary School believes that all students need to maximize their true abilities regardless of race, creed, sex, level of innate ability or physical handicap. Our ever-changing world will demand adaptability, as well as ability, in order for students to become the leaders of tomorrow. Barton Elementary School will provide an orderly climate to enhance learning opportunities at all levels of education.

“Barton Elementary is truly the place to be.”

Bell Schedule

Bell rings signaling students to go to homeroom.....7:50 a.m.

Bell rings signaling students to go to the car or bus lines.....3:15 p.m.

Morning Arrival & Dismissal

- Students should not arrive at school before 7:30 a.m. Car riders and walkers will not be permitted in the building prior to 7:30 a.m. Campus supervision is not available until 7:30 a.m.
- Classes begin at 8:00 a.m. and are dismissed at 3:15 p.m.
- All students must be picked up no later than 30 minutes after dismissal each day.
- Students arriving after 8:00 a.m. must bring a parent to sign them in at the elementary office.
- Students will be given an unexcused tardy, unless they bring documentation.

If a student arrives at school after 8:00 A.M. he/she will be considered tardy and must check in through the principal’s office. Students will not be counted tardy in the event of bus delays.

Parents who drop off children should make every effort to get their children to school in time to have breakfast and get to their classrooms before 8:00. There is a considerable amount of work involved in correcting records for students who come in late.

Parents of students who are tardy are asked to come to the office and sign their child/children in before they will be allowed to attend class.

Five (5) unexcused tardies within a semester will be accumulated and considered one unexcused absence. Parents will receive a phone call, letter by mail, or have a conference with the principal upon five (5) unexcused tardies in a semester. (Definition of unexcused tardy will follow the same guidelines as unexcused absences.)

Date Adopted:7/05/04

Last Revised:7/12/21

Student Checkout

Five (5) early sign-outs within a semester will be accumulated and considered one unexcused absence. Parents will receive a phone call, letter by mail, or have a conference with the principal upon five (5) early sign-outs in a semester. All students that leave early must be checked out in the elementary office by a parent or an authorized adult.

Definition of a Full Day (Elementary only)

A full day of school is defined by the State Department of Education as six (6) hours of instruction time for the student. This excludes lunch and recess time. To be counted in attendance for a full day, a student must arrive by 7:50 A.M. and stay the remainder of the day. If a student checks out early he must not leave before 2:30 P.M. to be considered in full attendance.

Definition of a Half Day (Elementary only)

With the definition of a full day being six (6) hours of instruction, a half day will be 2 instructional hours before lunch or 2 instructional hours after lunch.

Date Adopted 4/16/18

Fund Raising Elementary Schools (K-6)

Fund raising in the elementary schools may only be done by the school or a school sponsored organization. Door to door fundraising activities are generally discouraged, but there shall be no more than one (1) such activity per school per school year.

Schools must provide written notification of the following to parents or legal guardians of elementary students who participate in fund raising programs:

1. Student participation in fund raising programs is voluntary;
2. Students who do not participate will not forfeit any school privileges;
3. Students may not participate in fund raising programs without written parental permission returned to school authorities;
4. An elementary student who sells fund raising merchandise door to door must be accompanied by a parent or an adult; and
5. Unless the school provides supervision, parents must accept responsibility for appropriate adult supervision.

Legal References: A.C.A. § 6-18-1102
A.C.A. § 6-18-1104

Date Adopted: 7/5/04
Last Revised: 3/14/22

See Fund Raising under district and/or high school section for district and campus specific information.

All money collected must be turned into the designated sponsor daily

Discipline Policies-Elementary

Discipline infractions may range from a verbal warning to expulsion depending on the nature of the infraction.

In addition to the handbook policies there are rules established by teachers and students at the beginning of the school year.

When determining the consequences, the severity of the offense and the number of previous offenses will be considered.

Possible Consequences:

- Verbal warning
- Time out
- Loss of privileges
- Loss of pep rally
- Note home
- Teacher contact parents
- Office referral
- Corporal punishment
- Student, Parent, Teacher, Principal and Dean of Students conference
- Out-of-school suspension
- Loss of field trip
- Expulsion

IF A CHILD CANNOT RECEIVE CORPORAL PUNISHMENT, THERE WILL BE AN AUTOMATIC SUSPENSION UP TO 3 DAYS.

CELL PHONES

Students may have cell phones in their possession. Cell phones are to be turned off during school hours. 1st Offense: Parent/guardian can pick up the device at the end of the regular school day. 2nd Offense: Device will be held for 5 days by the school. 3rd Offense: Device will be held for 10 days by the school. At the end of the confiscation time period, the device will be given to the parent/guardian of the student.

Date Adopted: 6/10/14

Date Revised: 6/16/16

Graduation

6th Grade Valedictorian and Salutatorian

To be selected as class **Valedictorian** for the 6th-grade graduation class, the student must have attended Barton Elementary School in its entirety from 4th through 6th grades. He or she must have the highest GPA of the graduation class. In the result of a tie, the students will be awarded a designation as co-valedictorian.

To be selected as class **Salutatorian** for the 6th grade graduation class, the student must have attended Barton Elementary School in its entirety from 4th through 6th grades. He or she must have the second highest GPA of the graduation class. In the result of a tie, the students will be awarded a designation as co-salutatorian.

Last Revised: 7/12/21

Kindergarten Graduation

Kindergarten graduation is only for those students who have satisfied all requirements to deem them qualified to enter first grade. Any student who is retained will not be permitted to walk in the graduation exercises.

Adopted: 05/20/19



BARTON HIGH SCHOOL

CAMPUS INFORMATION

**P.O. Box 97
Barton, AR 72312**

**5995 Hwy 49
Lexa, AR 72355**

**Phone: 870-572-6867
Fax: 870-572-4716**

**Principal: Mr. Scott Carpino
Counselor: Mrs. Monique Miller
Secretary: Mrs. Cyndi Slane**

MISSION

Barton High School will provide the opportunity for all students to develop to the fullest level of their abilities and desires to function as responsible, productive individuals in our ever-changing society. Their abilities will be dependent on the development of basic knowledge, thinking skills, problem-solving skills and respect for self and others. We are committed to providing an orderly school climate that will enhance student opportunities for learning.

BELL SCHEDULE

First Bell	7:50
1 st Period	8:00-8:45
2 nd Chance Breakfast	8:45-8:55
2 nd Period	8:55-9:40
3 rd Period	9:45-10:30
4 th Period	10:35-11:20
5 th Period	11:25-12:10
Lunch	12:15-12:45
6 th Period	12:50-1:35
7 th Period	1:40-2:25
8 th Period	2:30-3:15

ACT DATES

2023-24 ACT Test Dates & Registration Deadlines

Test Date	Regular Registration Deadline Late Fee Applies After This Date	Late Registration Deadline	Photo Upload and Standby Deadline
September 9, 2023	August 4	August 18	September 1
October 28, 2023	September 22	October 6	October 20
December 9, 2023	November 3	November 17	December 1
February 10, 2024	January 5	January 19	February 2
April 13, 2024	March 8	March 22	April 5
June 8, 2024	May 3	May 17	May 31
July 13, 2024*	June 7	June 21	July 5

Morning Arrival & Dismissal

Students should not arrive at school before 7:30 a.m. All High school students should report to the gym upon arrival to school. Car riders and walkers will not be permitted in the gym prior to 7:30 a.m. Campus supervision is not available until 7:30 a.m. Students will be dismissed from the gym at 7:50 to report to class

Classes begin at 8:00 a.m. and are dismissed at 3:15 p.m.

All students must be picked up no later than 30 minutes after dismissal each day.

Students arriving after 8:00 a.m. must sign in at the high school office. Students will be given an unexcused tardy, unless they bring documentation.

- Parents should take note that students on campus prior to 7:30 AM are not under the supervision of school staff.
- Parents should take note that students remaining on campus after 3:45PM are not under the supervision of school staff.
- Students are not permitted to remain on campus between 3:15 and the beginning on any after school curricular event (i.e. football games, basketball games, etc.)
- Students attending after school events/programs must be picked up or leave campus within 15 minutes of the end of the event. Students remaining on campus after this time will not be allowed to attend such events. It is strongly recommended that students contact their parent/guardian to come pick them up prior to the end of the event.
- From time to time students may be required or allowed to stay late with a teacher's permission for activities such as practices, tutoring, etc. Students will be supervised at all times during these activities. However, as with other after school events, students must be picked up or leave campus within 15 minutes of the end of the activity.

Tardies

In addition to policy 4.9, when a student receives the fourth tardy for any one class and for each tardy thereafter during the same semester, the student will be referred, by the teacher, to the office for discipline. Tardy counts will start over at the beginning of each semester.

Students who arrive on campus after 8:00a.m. but before 8:10a.m. will be considered tardy. Students who arrive at school after 8:10 a.m. will be considered absent for 1st period/

If a student is tardy by 10 or more minutes to any class after 1st period, it is considered skipping. They will be referred, by the teacher, to the office for discipline.

These policies exclude situations in which students “check in” whether due to doctor’s appointments or other excused reasons.

Date Adopted: 6/12/12

Last Revised: 6/16/22

Student Checkout

Students are in classes until 3:15 p.m. Please do not check students out unless it is an emergency. All students that leave early must be checked out in the high school office by a parent or an authorized adult. Phone calls and emails will not be accepted as proof of permission to check out. Parents must provide a written note or come to the school and personally check students out. The note must be presented to the office before first period. The note must have a parent/guardian signature and valid phone number at which the parent/guardian can be reached. The office will call on all notes to verify permission to leave campus. Individuals not listed on the student's checkout list provided by parents at the beginning of the year will not be allowed access to students. Individuals who are checking students out may be required to show proof of identification.

Last Revised: 6/13/23

Lockers

- Lockers are available for students to rent.
- Lockers will be available for rent beginning when students are allowed to come to school to pick up class schedules.
- A fee of \$4.00 is charged for the use of a locker.
- Only school issued locks may be used unless otherwise approved by the principal.
- Rented lockers must always be kept locked.

- Lockers may not be shared. Students are expected to use the locker assigned to them.
- Students in grades 7-8 will be issued lockers in the Burney Building.
- Students in grades 9-12 will be issued lockers in the Bagley Building.
- Students may not enter the buildings prior to 7:50 AM or during lunch to access lockers without staff permission.
- Locker and locks may not be altered in any way. Students may not place graffiti, posters, stickers, etc. on or in lockers.

Rules for BLA (Barton Learning Academy)

Students assigned to BLA must meet at the high school office by 8:00 each morning. Students must turn their cell phones into the office. Students will be escorted to the BLA classroom by the BLA facilitator.

(Extra days will be assigned for infractions)

1. No talking to other students
2. Raise hand to request help
3. Stay in your seat
4. No sleeping
5. Students will be assigned work by the BLA facilitator. All assignments must be properly completed before students are allowed to return to class. Students will not be allowed to work on homework or classroom assignments.
6. May not leave BLA for any reason
7. May not attend or participate in school activities at home or away while assigned to BLA
8. To receive credit for a day of attendance a student must attend the entire school day
9. Cooperate fully with the BLA facilitator
10. Eat lunch and breakfast as instructed by the BLA facilitator
11. Multiple violations may result in suspension from school. (Remaining BLA days will be observed as OSS plus an additional day will be added.)

Students' Vehicles 4.33

A student who has presented a valid driver's license and proof of insurance to the appropriate office personnel, may drive his/her vehicle to school. Vehicles driven to school shall be parked in the area designated for student parking. Parking on school property is a privilege which may be denied to a student for any disciplinary violation, at the discretion of the student's building principal.

Students are not permitted to loiter in parking areas and are not to return to their vehicles during the school day for any reason unless given permission to do so by the high school office. It is understood that there is no expectation of privacy in vehicles in parking areas. Drivers of vehicles parked on a school campus will be held accountable for illegal substances or any other item prohibited by District policy found in their vehicle. The act of a student parking a vehicle on campus is a grant of permission for school or law enforcement authorities to search that vehicle.

Date Adopted: 7/5/04

Last Revised: 6/16/22

Student parking permits must be purchased in the high school office for \$5.00 per pass.

Motor Vehicles

1. Vehicle must be street legal and registered with the DMV
2. Students who drive automobiles to school are to park in the designated areas.
3. Keys are to be removed and automobiles locked.

4. Radios, CD players, or any musical device in cars shall not be played at noon, before school, or after school. Loud music and/or vulgar music is prohibited.
5. No student shall be allowed to sit in cars before school, at noon, or after school.
6. Students may not return to the student parking lot during the school day unless permission is given by the principal or designee.
7. Unlicensed drivers will not be allowed to operate a motor vehicle on the campus during school hours. License checks will be conducted.
8. Parking places will be assigned after registration procedures have been completed, if necessary.
9. Priority for parking will be given to those participating in after school activities and then to seniors, juniors, and sophomores in that order.
10. Students using the school parking lot grant permission for their vehicles to be searched.
11. Students are to understand that possession of prohibited materials in automobiles will be considered personal possession of these materials. Punishment will be in accordance with regulations given elsewhere in the student handbook.
12. Student cannot be excused from class to take other students home.

Students who violate any of the regulations set by the school will be subject to disciplinary actions. Students are to comply with directions and instructions regarding driving and parking on campus.

Date Adopted: 6/09/09

Last Revised: 6/19/23

Extracurricular Activities 4.56

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.¹

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

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

Extracurricular Eligibility

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

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

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

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

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.⁵

ACADEMIC REQUIREMENTS: Junior High

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

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

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

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

ACADEMIC REQUIREMENTS: Senior High

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

Have earned a minimum Grade Point Average (GPA) of 2.0 from all academic courses the previous semester; or

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.⁶

Intrascholastic Activities AAA Governed Activities

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

Non-AAA Governed Activities

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

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.

Cross References: 4.55—STUDENT PROMOTION AND RETENTION
4.56.1—EXTRACURRICULAR ACTIVITIES - ELEMENTARY

Legal References: Arkansas Activities Association Handbook

A.C.A. § 6-4-302

A.C.A. § 6-15-2907

A.C.A. § 6-16-151

A.C.A. § 6-18-713

A.C.A. § 6-28-108

Commissioner's Memo COM-18-009

Commissioner's Memo LS-18-015

Date Adopted: 5/13/14

Last Revised: 6/19/23

For more information, review the Athletic Handbook at www.bartonsd.org

Clubs

Students have the right to join school clubs and will not be restricted for membership on the basis of race, sex, national origin, or other arbitrary criteria. Organizational bylaws will determine membership.

Students may, however, be restricted to membership on the basis of their sex, but only if the organization is entitled to Title IX exemption under the Bayh Amendment. This amendment gives exemption to organizations that are:

- Voluntary youth service organizations
- Tax-exempt under Section 501 of the 1954 Internal Revenue Code (Religious and Charitable Organizations)
- Principally composed of members under the age of 19

Fraternities and secret societies are banned in Arkansas Public Schools.

In order to participate in any extracurricular activity involving competition with other schools, a student must meet the eligibility requirements specified by the Arkansas Activities Association.

Qualifications for Student Officers

Officers of student organizations should be students of high moral character and outstanding members of the school community. Students of poor character and students who are frequent discipline problems may not be allowed to serve as officers of any student organization. Final

decisions will be made by the organization sponsor and the principal. Student council executive officers must have a 3.00 cumulative GPA. Class officers must have a 2.50 cumulative GPA.

STUDENT ORGANIZATIONS/EQUAL ACCESS 4.12

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

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

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

Fraternities, sororities, and secret societies are forbidden in the District's schools. Membership to student organizations shall not be by a vote of the organization's members, nor be restricted by the student's race, religion, sex, national origin, or other arbitrary criteria. Hazing, as defined by law, is forbidden in connection with initiation into, or affiliation with, any student organization, extracurricular activity or sport program. Students who are convicted of participation in hazing or the failure to report hazing shall be expelled.¹

Legal References: A.C.A. § 6-5-201 et seq.
 A.C.A. § 6-10-132
 A.C.A. § 6-18-601 et seq.
 A.C.A. § 6-21-201 et seq.
 20 U.S.C. 4071 Equal Access Act
 Board of Education of the Westside Community Schools v. Mergens, 496 U.S. 226
 (1990)

Date Adopted: 7/5/04

Last Revised: 5/9/22

WHO'S WHO

- Each year the student body shall select a "Who's Who" of students at Barton High School.
- Categories for Who's Who will be determined by the Annual/Yearbook staff and sponsor and approved by the principal.
- Students selected to Who's Who will be chosen by a vote of the general student body or the student body of the appropriate grade for grade specific categories.
- The student body will be notified of the date for the Who's Who election. Students who are absent on that date will forfeit their right to vote.

HOMECOMING

- Each year Barton High School will celebrate homecoming festivities with the selection of a homecoming court and queen consisting of current students.
- Members of the Homecoming Court for each grade level (9-12) will be selected by a vote of the general student body for that grade.

- The senior delegate receiving the most votes by the student body will be selected as Homecoming Queen.
- The student body and football team will be notified of the date for the Homecoming elections. Students who are absent on that date forfeit their right to vote.

PROM

Barton High School junior and senior students may bring dates or guests under the following conditions:

- All individuals attending prom must be in at least the 10th grade and no older than 20.
- Guests who are not students at Barton High School must be approved by the principal or designee. The principal or designee shall contact the guest's school administration to ask for recommendation to allow the guest to attend.
- Guest who are not students at Barton High School will be required to present photo ID before being admitted to prom.
- Guests with major disciplinary infractions, as determined by the principal, or failing to receive a recommendation from the administration of his/her home school will not be allowed to attend prom.
- If a guest is not enrolled in school, the principal or designee will work with local law enforcement to determine whether the guest should be allowed to attend prom
- The principal shall have discretion to approve or not approve all guests to prom.

Date Adopted: 6/10/14

Fund Raising 6.6 Secondary Schools

Fund raising in the secondary schools may only be done by officially sanctioned student clubs, spirit groups, school PTAs, or parent booster clubs. Student clubs and spirit groups must receive written approval from their sponsor and the school principal before submitting the fund raising proposal to the Superintendent.

Door to door fundraising activities are generally discouraged. If approved, students wishing to participate who are under the age of eighteen (18) must return to their sponsor a signed parental notification and permission form.

Legal References: A.C.A. § 6-18-1102
A.C.A. § 6-18-1104

Date Adopted: 7/5/04
Last Revised: 3/14/22

See Fund Raising under district and/or elementary school section for district and campus specific information.

All money collected must be turned into the designated sponsor daily

Smart Core Curriculum 4.45

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*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 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.

SMART CORE: Sixteen (16) units

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

Oral Communications: one-half (½) unit

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

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

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

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

Algebra II; and

The fourth unit may be either:

A math unit 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

DESE approved biology – 1 credit;

DESE approved physical science – 1 credit; and

A third unit that is either:

An additional science credit approved by DESE; or

A computer science flex credit may be taken in the place of a third science credit.

Social Studies: three (3) units

Civics - one-half (½) unit

World History - one unit

American History - one unit

Other social studies – one-half (½) Unit

Physical Education: one-half (½) unit

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

Health and Safety: one-half (½) unit

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

Fine Arts: one-half (½) unit

CAREER FOCUS: - Six (6) units

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

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

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

CORE: Sixteen (16) units

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

Oral Communications: one-half (½) unit

Mathematics: four (4) units

Algebra or its equivalent* - 1 unit

Geometry or its equivalent* - 1 unit

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

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

A computer science flex credit may be taken in the place of a math credit beyond Algebra I and Geometry

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

Science: three (3) units

DESE approved biology – 1 credit;

DESE approved physical science – 1 credit; and

A third unit that is either:

An additional science credit approved by DESE; or

A computer science flex credit may be taken in the place of a third science credit.

Social Studies: three (3) units

Civics one-half (½) unit

World history, one (1) unit

American History, one (1) unit

Other social studies – one-half (½) unit

Physical Education: one-half (½) unit

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

Health and Safety: one-half (½) unit

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

Fine Arts: one-half (½) unit

CAREER FOCUS: - Six (6) units

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

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

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

Cross References: 4.55—STUDENT PROMOTION AND RETENTION
5.2—PLANNING FOR EDUCATIONAL IMPROVEMENT
5.11—DIGITAL LEARNING COURSES
5.12—COMPUTER SCIENCE INTERNSHIPS AND INDEPENDENT STUDIES
5.16—COMPUTER SCIENCE COURSE PREREQUISITES AND PROGRESSION

Legal References: Standards for Accreditation 1-C.2, 1-C.2.1, 1-C.2.2, 1-C.2.3
DESE Guidelines for the Development of Smart Core Curriculum Policy
DESE Rules Governing Distance and Digital Learning
Smart Core Information Sheet
Smart Core Waiver Form
Commissioner’s Memo LS-18-082
A.C.A. § 6-4-302
A.C.A. § 6-16-122
A.C.A. § 6-16-143
A.C.A. § 6-16-149
A.C.A. § 6-16-150
A.C.A. § 6-16-1406
A.C.A. § 6-28-115

Date Adopted: 8/8/06
Last Revised: 6/19/23

Class Rank

Class rank will be tentatively established at the end of the freshman, sophomore, junior, and determined officially at the end of the senior year. Class rank will be determined by the students cumulative earned GPA.

Graduation

- Only those students who have completed all graduation requirements will receive a diploma and be allowed to participate in graduation exercises. To participate in graduation exercises, students must follow behavioral and dress regulations. Students may not alter the appearance of their cap and/or gown. Before participating in graduation exercises students must also have a balance of zero dollars on all accounts with the school (cafeteria balance, library fines, book fines, etc.)
- A student must have a failing grade in a required course before taking credit recovery. Other methods of substitution (concurrent credit, etc.) must be approved by the principal in advance. College (concurrent credit) courses taken during the school day will be included on the student transcript as either elective or core credit courses as approved by the principal. Students who receive a letter grade of “D” or “F” in a college course will not be permitted to leave campus during the school day to participate in college courses during the following semester.
- To be considered as honor graduates, students must have a grade point average of 3.5 or higher and take and pass one advanced placement courses or one concurrent credit courses or a combination thereof.

- Honor graduates may earn further recognition by meeting the following criteria.
 1. Cum Laude: 3.2-3.4 GPA
 2. Magna Cum Laude: 3.5-3.7 GPA
 3. Summa Cum Laude: 3.8-4.0 GPA

Students meeting these requirements will be recognized by notation in graduation program and will wear a school issued cord or medal at the graduation ceremony.
- All students who meet these requirements will be recognized by notation in the graduation program and will wear a school issued cord at the graduation ceremony.
- The top five students will have an active role in the graduation program.
 - The Valedictorian will speak
 - The Salutatorian will speak
 - #3 will give the Welcome and Invocation
 - #4 will lead the Pledge of Allegiance
 - #5 will give the Benediction

In addition to the above requirements, students speaking at graduation must complete their last four semesters of study at Barton High School
- In the event of a tie the number of students presenting speeches will be expanded to accommodate all the students with the top 5 Cumulative GPAs.
- The graduating senior with the highest Cumulative GPA will be designated as the 'Valedictorian'. The graduating senior with the second highest Cumulative GPA will be designated as the 'Salutatorian' In the event of a tie the graduating seniors with the appropriate GPA's will be designated as 'Co-Valedictorian' or 'Co-Salutatorian'.
- The Valedictorian and Salutatorian will be recognized by notation in the graduation program and will wear a school issued cord, medal stole, or other distinction. The Valedictorian and Salutatorian will be the first and second honored speaker, respectively, during the commencement ceremony.
- In the event that one of the top five students declines to speak they will not be replaced by another student.

Early Graduation Guidelines

The Board may allow early graduation as a means of earning a high school diploma. Parental involvement for all students is required. The principal may approve such requests if it is determined that all state and local graduation requirements will be met. The following process must be completed before any early graduation request will be considered:

1. An application for early graduation is completed and submitted on or before May 1 of the student's junior year.
2. Parent approval is received for all students unless waived by the principal.
3. The student and parent have met with the guidance counselor to discuss academic goals, career goals, and the student's rationale for making the request.
4. A committee including the guidance counselor, the principal, and one teacher will meet with the student during the month of May to assess the application for early graduation or not recommend early graduation.
5. The principal will approve or not approve the early graduation application.
6. If early graduation is approved, an early graduation contract will be signed by the student, the student's parent/guardian, the guidance counselor and the principal.
7. Approved early graduates who meet Honor Graduate requirements will be designated as such in the graduation program and with an Honor Graduate cord. However, because rank is determined cumulatively by the same cohort of students, no early graduate may take the rank of any top 5 current graduate. Therefore, no early graduate may speak or have any role of the number 3-5 ranked graduate during the graduation ceremony.

Date adopted: 6/19/23

Student Employment Program

Eleventh and twelfth grade students who have successfully taken and passed PE, Health, Oral Communications, and have met their Fine Arts requirement and who are in good academic standing may be eligible to leave Barton High School and go to work.

If a student's work schedule alters days, the student must still remain off campus during their normal time to be at work.

1. Students must bring documentation (work schedule and/or pay stub) on the first day of school and submit to the counselor.
2. Students must maintain employment and work hours between 12:45-3:15 PM.
3. Should a student's employment status change, the counselor must be notified immediately and the student will receive a full day of classes at Barton High School.
4. Students who gain employment after school starts will not be considered for the program.

Date Adopted: 7/12/17

Date Revised: 6/16/22

Sr. Prank Policy

Senior pranks and pranks by any other students are not recognized or sanctioned by the school or district. Those involved in the organization or executing of any prank are subject to disciplinary or legal action as is necessary and appropriate as determined by school or district administration and the appropriate law enforcement entity. Such disciplinary action may be up to and including expulsion from school and/or graduation.

Date Adopted: 7/12/17

Date Revised: 7/12/17

Arkansas Academic Challenge Lottery Scholarship Program

In 1991, the Arkansas Legislature created a program to help high school students pursue their dreams of attending college.

For High School Seniors, the only requirement is a 19 on the ACT or ACT equivalent score (990 on SAT), FAFSA (<http://fafsa.ed.gov/index.htm>) Required.

Advanced Placement, International Baccalaureate, and Honors Courses 5.21

Students in grades 7-12 who take advanced placement (AP) courses; International Baccalaureate (IB) courses; honors or concurrent credit college courses;¹ or other courses approved for weighted credit by the Division of Elementary and Secondary Education (DESE) or the Division of Career and Technical Education (DCTE) shall be graded according to the following schedule:

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 = 5 points

B = 4 points

C = 3 points
D = 2 point
F = 0 points

For a student to be eligible to receive weighted credit for an AP, or IB course:

- The course must be taught by an Arkansas licensed teacher who has received the appropriate training required by Arkansas statute and DESE Rule or, for an AP teacher, is in the process of completing an Additional Training Plan; and
- The student takes the applicable AP or IB examination after completing the entire course. Credit shall be given for each grading period during the course of the year, but shall be retroactively removed from a student's grade for any course in which the student fails to take the applicable exam. Students who do not take the applicable exam shall receive the same numeric value for the grade he/she receives in the course as if it were a non-AP or IB course.²

"Honors Courses" are those courses that have been approved by DESE as honors courses. Honors courses must stress higher order learning and be offered in addition to curriculum offerings required by the Standards for Accreditation.

For career and technical education courses taken after July 1, 2023, career and technical courses that are eligible for weighted credit are those career and technical education courses that are approved by DCTE to exceed the curriculum standards for a non-weighted class and lead to an approved industry-recognized certification. A student shall receive weighted credit for each approved career and technical education course upon the student:

- Completing the relevant career and technical pathway; and
- Earning the high-value industry credential aligned with the career and technical pathway.

Students who transfer into the district will be given weighted credit for the AP courses; IB courses; honors or concurrent credit college courses;¹ and other courses approved by DESE and DCTE for weighted credit that were taken for weighted credit at his/her previous school(s) according to the preceding scale.

Legal References: DESE Rules Governing Grading and Course Credit
A.C.A. § 6-15-902
A.C.A. § 6-16-806
Date Adopted: 7/5/04
Last Revised: 6/19/23

Concurrent Credit 5.22

A ninth (9th) through twelfth (12th) grade student who successfully completes a college course(s) from an institution approved by the Division of Elementary and Secondary Education (DESE) shall be given credit toward high school grades and graduation at the rate of one (1) high school credit for each three (3) semester hours of college credit. Unless approved by the school's principal, **prior to enrolling for the course**, the concurrent credit shall be applied toward the student's graduation requirements as an elective. As permitted by the DESE Rules Governing Grading and Course Credit, a student who takes a three (3) semester hour remedial/developmental education course shall receive a half (1/2) credit for a high school career focus elective. The remedial/developmental education course cannot be used to meet core subject area/unit requirements.

Participation in the concurrent high school and college credit program must be documented by a written agreement between:

- The student;
- The student's parent(s) or legal guardian(s) if the student is under the age of eighteen (18);
- The District; and

- The publicly supported community college, technical college, four-year college or university, or private institution of higher education the student attends to take the concurrent credit course.

Students are responsible for having the transcript for the concurrent credit course(s) they've taken sent to their school in order to receive credit for the course(s). Credit for concurrent credit courses will not be given until a transcript is received. Students may not receive credit for the course(s) they took or the credit may be delayed if the transcripts are not received at all or in a timely manner; this may jeopardize students' eligibility for extracurricular activities or graduation.¹

Students will retain credit earned through the concurrent credit program that was applied toward a course required for high school graduation from a previously attended, accredited, public school.

A student eligible to receive free or reduced price meals shall not be responsible for any of the costs for the student's first six (6) concurrent credit hours so long as the concurrent credit courses are taught on the District grounds and by a teacher employed by the District.² Any and all costs of concurrent credit courses beyond the six (6) hours permitted, that are not taught on the District's campus, or are not taught by a teacher employed by the District are the responsibility of the student. Students who are not eligible to receive free or reduced price meals are responsible for any and all costs associated with concurrent credit courses.

Legal References: A.C.A. § 6-15-902(c)(2)
 A.C.A. § 6-16-1201 et seq.
 A.C.A. § 6-18-232
 DESE Rules Governing Grading and Course Credit

Date Adopted: 7/5/04

Last Revised: 3/14/22

Partial Day/Concurrent College Course Guidelines

Eleventh and twelfth grade students who have successfully taken and passed their Fine Arts requirement and who are in good academic standing may be eligible to take college level courses after lunch at PCCUA.

1. Students must regularly attend their college course(s).
2. Students must maintain a grade of 'C' or higher in each of their college courses in order to be eligible to register for another semester of college courses.
3. The principal reserves the right to require a student to withdraw from his/her college course and take a full day of classes at Barton High School due to a lack of attendance or discipline concerns.
4. Students who receive a letter grade of "D" or "F" in a college course will not be permitted to leave campus during the school day to participate in college courses during the following semester.

Date adopted: 7/9/17

Last Revised: 6/16/22

Credit Recovery Policy

Students may complete a credit recovery program on their own time and at their own expense.

Date Adopted: 6/09/09

Last Revised: 6/19/23

Semester Exam Exemptions

Students may be exempt from semester exams if they meet the following criteria:

1. Have a letter grade of "A" and no more than (5) unexcused absences for the semester or a letter grade of "B" and no more than four (4) unexcused absences for the semester.
2. Absences for school business or BLA shall not count toward the absence total for semester exam exemption.
3. Students who have received out of school suspension during the semester shall not be eligible for exemption.

Date Adopted: 6/09/09

Date Revised: 6/16/22

LASER POINTERS 4.28

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

Legal References: A.C.A. § 6-18-512

DESE Rules Governing Student Discipline and School Safety

Date Adopted: 7/5/04

Last Revised: 1/13/09

Cafeteria Rules

All students are responsible for their own trays. Trays should not be left on the tables when the students finished eating. The student is responsible for throwing their tray in the trash.

When a student spills a drink or tray, they are responsible for cleaning up their own mess. Please ask any cafeteria worker to get a towel or mop, and return these items when finished.

Students who break in the lunch line will be asked to go to the back of the line for the first offense. Consequences will be more severe if further violations occur.

Date Adopted: 6/19/23

Parent/Student Information and Signature Page

The Parent/Student Information and signatures pages is an online form that must be completed by the student's legal guardian. Each section must be completed and digitally signed to acknowledge the handbook information has been read and understood.

The district handbook can be found on the district website at www.bartonsd.org under "State Required Information."

The online form must be completed within 1 week from the 1st day of school to continue attendance.

Online Forms include but are not limited to:

- Access to Student Handbook
- Demographics
- Emergency Contact
- Internet Access
- Publish student's photo in yearbook
- Computer/Internet Use Policy
- Corporal Punishment
- Directory Information
- Library/Media Center Use Policy
- Publish student's photo on website and district social media
- Parent and Family Engagement Compact

Medical forms must be completed for every student and are included in the Parent/Student Information and Signatures Pages. Additional forms are available as needed for students with additional medical needs. Please see the district nurse for more information.

BARTON SCHOOL DISTRICT

ALMA MATER

On a city's southern border
Reared against the sky
Stands our dear 'ol Alma Mater
As the years go by
Forward ever be our watchword
Conquer and prevail;
And to dear 'ol Alma Mater,
Barton High, All Hail.

