

Mangum High

School

Student

Handbook

2023-2024

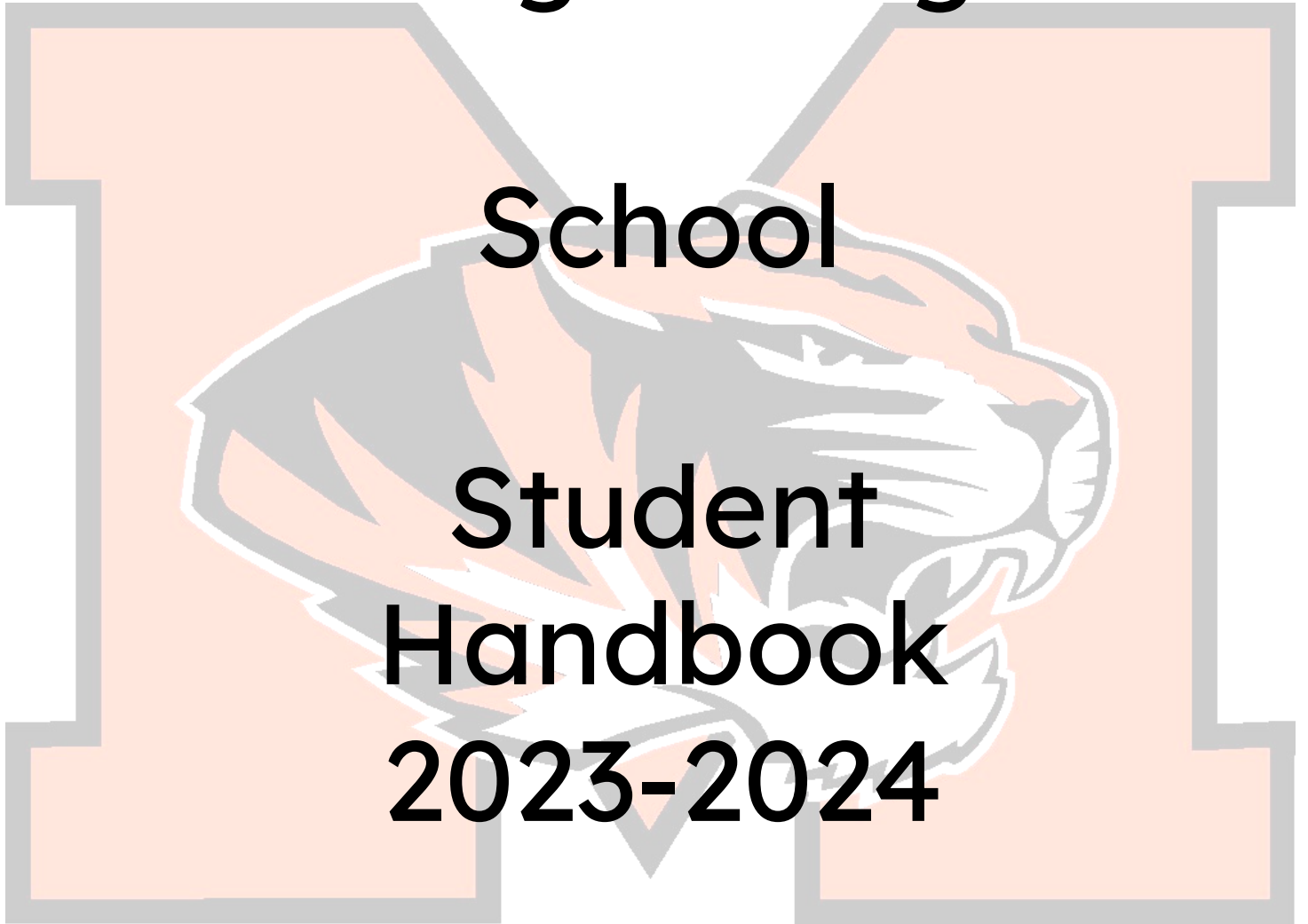


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GENERAL INFORMATION
School Mascot - Tiger
School Colors - Orange and Black

WEBSITE

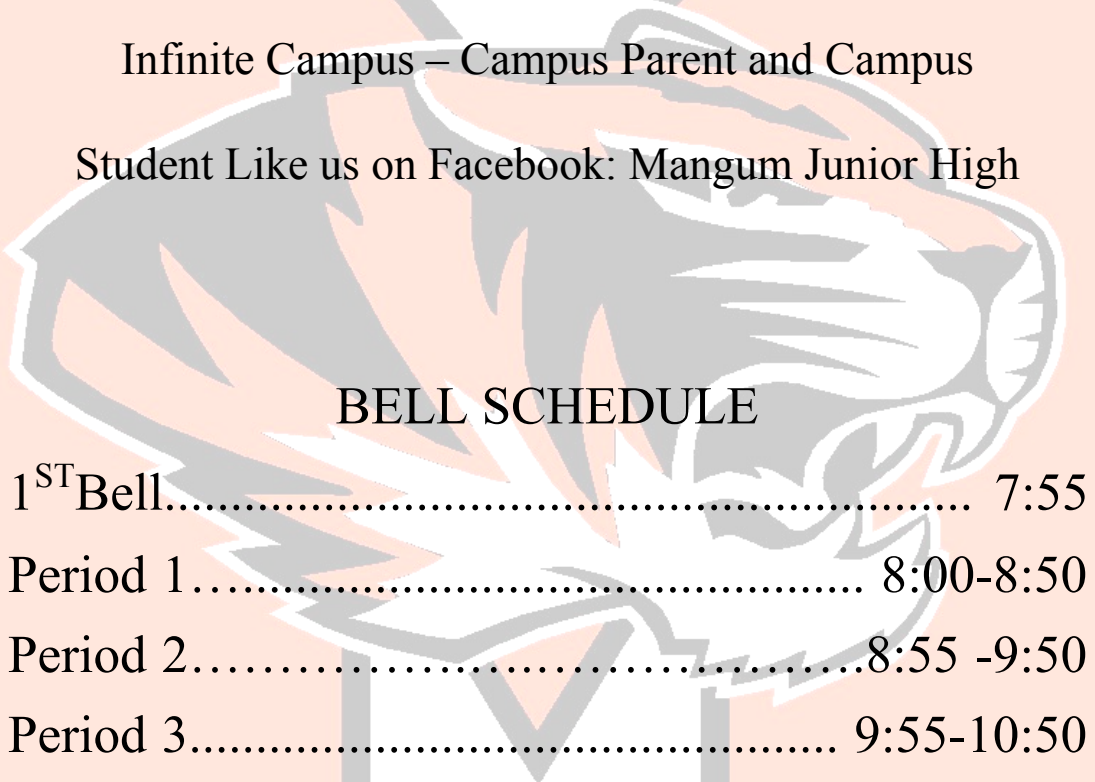
www.mangum.k12.ok.us

Download our App – Mangum Public Schools

Infinite Campus – Campus Parent and Campus

Student Like us on Facebook: Mangum Junior High

BELL SCHEDULE



1 ST Bell.....	7:55
Period 1.....	8:00-8:50
Period 2.....	8:55 -9:50
Period 3.....	9:55-10:50
Period 4.....	10:55-11:45
PAWS (Preparation & Ambition Warrant Success).....	11:45-11:55
LUNCH	11:55-12:20
Period 5.....	12:25-1:20
Period 6.....	1:25-2:20
Period 7.....	2:25-3:15

ACADEMIC REQUIREMENTS: All students must enroll in a full day schedule unless they enroll in Concurrent Enrollment; Vo-Tech or other arrangements are made with administrative approval. Mangum High School requires twenty three (23) units or forty-six (46) credits for graduation. Minimum required courses are: 4 English; 3 Math; 3 Social Studies; 3 Sciences; 1 unit Business Computer Tech; 1 Arts; 8 Electives to complete the number of units required.

NOTE: 1 credit equals 1 semester of satisfactory course work; 1 unit equals 2 semesters of satisfactory course work.

PROFICIENCY PROMOTION POLICY STATEMENT: Students will be provided the opportunity, upon request, to demonstrate proficiency in one or more of the core curriculum areas of social studies, language, language arts, mathematics and science. The student who can demonstrate proficiency in the absence of instruction may be able to advance a grade level in grade one through eight or earn high school credit for courses in grades nine through twelve.

A student will be given the opportunity to demonstrate proficiency in content by scoring 90% on the appropriate District examinations. The parent of any student enrolled in the Mangum School System may request proficiency-based promotion by completing the appropriate application and submitting the request to the School Counselor and/or Building Principal. The opportunity for proficiency assessment will be provided twice each school year. The test weeks will be the first week in June and the first week in August. Application to take Proficiency Test shall be made on or before May 30th or July 31st.

Application forms will be available at each school site within the Mangum School District. The forms are to be returned to the Superintendent of Schools, 400 N. Pennsylvania, Mangum, OK 73554, or directly to the School Counselor of Building Principal to schedule testing. Test results will be mailed within two weeks of the test date. Any questions concerning Proficiency Based Promotion or Assessment or testing procedures may be directed to the Superintendent of Mangum Public Schools, 580-782-3371.

CLASSIFICATION OF STUDENTS:

1 Semester's = 1 Credit/2 Credits = 1 Unit

Seniors.....	32 or more Credits
Juniors.....	22-31 Credits
Sophomores	10-21 Credits
Freshmen	0-9 Credits

GRADING SCALE:

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

CONCURRENT ENROLLMENT: As an additional opportunity, and in compliance with state law, the Board will approve the enrollment of high school students in college courses. Information about concurrent enrollment may be received from the counselor and will be given to each student each year. Students who meet the concurrent enrollment credits established by the State Regents and the State Board of Education shall be entitled to receive a tuition waiver for up to eighteen (18) credit hours during their senior year. Subject to the concurrent enrollment program for seniors being fully funded, each high school junior who meets the eligibility requirements for concurrent enrollment shall be entitled to receive a tuition waiver for up to nine (9) credit hours during their junior year.

HIGH SCHOOL GRADUATION PROCEDURES: A student may participate in graduation exercises if the student is no more than one (1) credit away from the required credits for graduation at the time of graduation and the student is otherwise on track with their normal graduating class. Students must purchase their own graduation announcements, caps, and gowns. The Senior Class is responsible for providing the graduation stage decorations and purchasing the Senior Class Panel.

Graduation ceremonies are under the direction of the Building Principal and subject to Board approval.

CLASS RANKINGS-High School: Two averages will be figured for each Senior.

1. Class Ranking: Only the CORE curriculum will be considered in figuring the numerical grade average on a 100-point scale. The core curriculum shall consist of the following courses: Language Arts classes, Science classes, Math classes, Social Studies classes, (2) Business and Computer classes. Highest ACT composite score X2 will be added to the numerical

average X30. **WEIGHTED CLASSES** include: Chemistry, Chemistry II, AP courses, and Trigonometry. The weighted average will be calculated by adding 10 points per semester to the final semester grade in each class. The weighted grade point average will not be reflected on the student's transcript. 2. **Overall GPA:** The overall grade point average will be used for scholarship applications. The final grade point average of

seniors will be re-figured at the end of the school year so this final average can be placed on the transcript. Averaged grades will include all courses completed, which includes courses repeated.

HS HONOR STUDENTS: Senior students in the top 10% and/or any senior student that maintains a 4.00 GPA of each graduating class will be recognized as Honor Students of the Senior Class.

VALEDICTORIAN AND SALUTATORIAN OF HIGH SCHOOL: In order to be eligible for Valedictorian and Salutatorian of the senior graduating class, the student must have attended Mangum High School for three (3) of the last four (4) semesters.

HONOR SOCIETY: Students must apply each year to be a member of the Honor Society. The minimum cumulative GPA allowed is 3.5 (on a 4.0 scale); and the applicant must show leadership, community involvement, and be of good moral character.

HONOR ROLL: Students having all "A's" for a Semester will be on the "Superintendent's Honor Roll"; students having all "B's" and above will be on the "Principal's Honor Roll".

ENTRY OR WITHDRAWAL: Mangum Schools will enroll any student whose parents and/or legal guardians are legal residents of the District, who meet the requirements provided for under the McKinney-Vento Act, who obtain a legal transfer as provided for by law, or who meet any other guidelines for enrollment found in statute or District Policy EB. Once approved for enrollment, the student may be admitted by transcript and vaccination record. Transcripts must be mailed directly from the student's previous school for Mangum Schools to grant credit. When a student enters or withdraws from Mangum Schools for any reason during the school term, he/she should notify the principal's office. All records must be cleared and indebtedness paid. Mangum Schools may honor other schools' suspensions.

TESTING: Teachers will administer tests to students at their discretion as appropriate for the course of study. When a student has been absent from school, that student must take a pre-announced test on the first day he or she returns to class or at the discretion of the teacher in consideration of the circumstances. Otherwise, the student will receive a grade of zero on that test. **Semester tests are calculated at 15% of the Semester average. Students that meet the following criteria are not required to (and or) have the option of taking the semester test.**

A average – 4 or less absences

B average – 3 or less absences

C average – 2 or less absences

D average- 1 or less absences

For semester test purposes unexcused absences will count as two excused absences and any Out of School suspension the student will take all Semester Tests. If a student meets the above criteria and wants to test to raise their average they can. A student's grade cannot be lowered by the test if they meet the criteria. Students will be required to stay in class if they are taking the next hour test. During semester exams students cannot go to other classes or loiter in the hall, lobby, library, or office).

ELIGIBILITY: A student must maintain academic eligibility, in accordance with District policy and OSSAA standards, in order to participate in school activities. For academic eligibility purposes, authorized school activities include, but are not limited to competitive events against other schools and field trips, student activities outside the normal school day, and non classroom activities. A student who is not eligible for competitive events will not suit up, travel with the team, sit on the bench, stand on the sidelines or represent the school in any manner.

Academic Eligibility

The student must be passing all courses in which the student is enrolled following the week of academic probation or the student will be academically ineligible to participate in any authorized school activity. The student remains ineligible until the student receives a passing grade in all courses. A student regains academic eligibility on the MONDAY following the

week in which the student receives a passing grade in all courses.

Probation

A student must receive a cumulative passing semester grade in all courses at the end of the fourth week of each semester, and each week thereafter, or the student will be placed on Academic Probation for the following week. A student may participate in authorized school activities during the week the student is on academic probation.

Academic Probation & Ineligibility Outline

1. Failing any course(s) after 4th week of semester = Probation.
2. Failing any course(s) 2 consecutive weeks = Ineligible
3. Student remains ineligible until the student is passing all subjects for 1 week.
4. (When the student is again eligible, steps 1 & 2 are repeated if necessary.)

Attendance Eligibility

A student must be present in 4 class periods in a school day to be eligible to participate in a school-sponsored activity that same day or night. (The 4 class periods do not have to be consecutive.)

MEDICINE DISPENSE POLICY: Medication may be administered to students as prescribed by law and set forth in Policy BD. A student who has a legitimate need for medication shall deliver the medication to the principal or principal's designee in its original container with written authorization by the parent or guardian for administration of the medication. Medicine will be dispensed only if all of the requirements set forth in law and policy are met. Prescribed inhaled asthma medications, prescribed anaphylaxis medications, and/or replacement pancreatic enzymes for treatment of cystic fibrosis may be dispensed in accordance with state law and policy BD.

LUNCH BILLS: Students are allowed to eat free – Breakfast and lunch will be available at no charge to students.

VISITORS: Visitors are required to report to the office when arriving at school. All visitors shall request appropriate authorization to visit the school from a District official in charge of each building. However, in the event that parents, patrons, and friends have been invited to a particular activity or program at the school, it shall not be necessary to request appropriate authorization to visit the school.

ASSEMBLIES: Assembly programs are held regularly throughout the school year. Programs include visiting college organizations, technical and service programs, and programs presented by the various classes or organizations within our school. All students should be courteous towards speakers. Applause is the correct and courteous way of showing your approval of a program or speaker. The impression of a school, which a speaker takes away with him, is the importance of good assembly etiquette.

GRADE REPORTS: Grade reports are issued each Semester. Students will receive reports on designated days following the end of the Semester.

OFFICE AIDES: The principal selects office aides. The selections are made on the basis of grades, citizenship, personality, and other desirable qualifications important to the job to be performed. All office aides shall maintain a "C" average, follow all office procedures, and have a good discipline record from the preceding year. Office aides may be dismissed at any time and enrolled in a regular class.

AUTOS AND MOTORCYCLE: A student must present a valid Oklahoma drivers license and insurance verification to the principal upon request. A student will not be allowed to drive to school if he/she does not hold a VALID license. High school students **may** drive:

15 mph SPEED LIMIT in Mangum's school zones

1. to school
2. off campus during the lunch period
3. on campus with the principal's permission

Students **may not:**

1. Remain in vehicles on campus
2. Ride on the outside of a vehicle or in the bed of a truck
3. Drive through school parking areas
4. Drive vehicles during passing time between classes
5. Ride with other students who reside at a separate residence without a parental permission slip on file.

Parking:

1. Students must park in assigned student parking areas.
2. Students **MAY NOT PARK:** North of the sidewalk in front of the school building, north along the west side of Oklahoma Street or on the east side of Oklahoma Street in front of the Tiger Den, in handicap parking without a permit, or on the east

or west side of the Ag building. Students operating vehicles in violation of school policy or the law will be reported to the police and may be subject to discipline by the school. Discipline can include lost driving privileges.

Students with Work Permits

These students leaving or arriving on Work Permits may not allow other students to ride in their vehicle for any reason.

SPECIAL EDUCATION: Students with disabilities who are residents of Oklahoma have available to them a free appropriate public education as mandated by the Individuals with Disabilities Education Act (“IDEA”). Mangum Public Schools has a comprehensive child identification District plan to identify, locate, and evaluate these children with disabilities, birth through 21 years of age, who are in need of special education and related services.

Discipline of students with disabilities. The Mangum Public Schools discipline policy applies to students with disabilities.

Parent's rights in Special Education. As the parent, guardian, or surrogate parent of a student who is receiving a formal evaluation and/or special education services, you have certain rights according to state and federal regulations. If you have questions about special education services for your student or about these rights or would like a copy of these rights in abbreviated form, please contact the State Department of Education, Special Education Section, 405-521-3351 or your local school at 580-782-3371.

ATTENDANCE LAWS AND REGULATIONS: Pursuant to Oklahoma law at 70 O.S. § 10-105, a parent, guardian, or other persons having custody of a student who is over the age of five (5) years old and under the age of eighteen (18) years old, must cause or compel such child to attend and comply with rules of some public, private or other schools unless other means of education are provided in accordance with the law. Any parent, guardian, custodian, child or other person's violation of the aforementioned, shall be subject to legal consequences. If a child is absent without valid excuse four (4) or more days or parts of days within a four-week period or is absent without valid excuse for ten (10) or more days or parts of days within a semester, the attendance officer shall notify the parent, guardian, or custodian of the child and immediately report such absences to the district attorney in the county wherein the school is located for juvenile proceedings.

Makeup Work

The teacher may allow work to be turned in after a due date for legitimate reasons as determined by the teacher and the principal. The late work may receive less credit. However, no work may be turned in for credit purposes after the final school day for each Semester grading period unless approval and prior arrangements are made through the principal's office. Students with excused absences have one day for each excused day missed for makeup work, or as determined by the principal, without being considered as late work.

Homework

Student homework assignments may be given per the teacher's classroom policy. Students will be allowed a minimum of a day-for-a-day to turn in homework when the student has been absent from school with permission or as determined by the principal. Students absent without permission or approved documentation will receive a grade of zero for missed class assignments, including homework.

Excused Absence

Students are expected to attend all classes possible. Assignments missed during an excused absence may be made up. One day per excused absence will be allowed for makeup work or a reasonable time will be determined by the teacher or principal. Excused absences will be granted for the following reasons:

1. Personal illness or injury
2. Death or serious illness in the family
3. Doctor appointments
4. Observance of holidays required by a student's religious affiliation.
5. Driver's permit or license is allowed two (2) excused absences.
6. For other reasons deemed appropriate at the discretion of the Administration.

Unexcused Absence

Any absence that is not excused or the result of a school activity will be unexcused. This student WILL NOT receive credit or a grade for assignments missed and the student will not receive credit for assignments made up. The student may be subject to disciplinary action by the building principal.

Skipping Class/Skipping School

Students will not receive credit for assignments missed, and will not make up work for credit. The student will be subject to disciplinary action by the building principal.

Activity Absence

Students are not considered absent when on a school activity absence. Absences From scheduled classes due to participation

in school-sponsored or endorsed activities shall be excused absences but shall not exceed ten (10) days unless approved by the Superintendent or the Superintendent's designee or otherwise excepted as set forth herein. Absences due to activities for which the student is attempting to earn or has earned the right to compete on a state or national level and absences due to participation in a remote Internet-based course approved by the Board shall not be considered for purposes of the ten (10) day limitation.

Tardies

A student is tardy if the student is not in the assigned classroom or place when the tardy bell rings. Students that miss less than 20 minutes of class will be Tardy. If a student misses 20 or more minutes of class time, he or she will be considered absent. Tardies will accumulate per Semester.

Attendance Rule Exemption

An Attendance Committee appointed by the Board must approve any exception to the attendance policy. The student and/or parent must request exemptions in writing to the building principal. This request must have an explanation and supporting documentation for the reasons the student was absent. Exemptions will be considered only once per year. Students may appeal a decision of the Committee to the Board within thirty (30) days of notification.

NON-DISCRIMINATION POLICY: District is committed to the policy that no person shall be unlawfully subjected to discrimination in, excluded from participation in, or denied the benefits of any educational program, extracurricular activity, or employment. District does not discriminate on the basis of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. All complaints and inquiries regarding the non-discrimination policies must follow the complaint and/or grievance procedures described in Policy BI - Civil Rights. The following people have been designated to handle inquiries regarding the non-discrimination policies: The Superintendent should be contacted for all student and non-student and/or employment related issues at 580-782-3371 or at 400 North Pennsylvania Avenue, Mangum, OK 73554. The Director of Special Education should be contacted for all student issues related to Title II of the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 at 580-782-3371 or at 400 North Pennsylvania Avenue, Mangum, OK 73554. Inquiries concerning non-discrimination can also be made to the Office for Civil Rights at the following address:

Office for Civil Rights
U.S. Department of Education
One Petticoat Lane
1010 Walnut Street, Suite 320
Kansas City, MO 64106
Telephone: (816) 268-0550
Fax: (816) 268-0599
Email: OCR.KansasCity@ed.gov

RECORDS: State and Federal Law mandate that any information or record relating to a minor child which is available to a custodial parent, upon request, be provided to the non-custodial parent unless this right is restricted by a court. The terms "records" and "information" are defined to include information and records maintained by the child's school.

DIRECTORY INFORMATION: Directory information for Mangum Public Schools includes the following: The student's name, names of the student's parents, the student's major field of study and class designation, the student's extracurricular participation, the student's achievement awards or honors, the student's weight and height if a member of an athletic team, the student's photograph, the student's dates of attendance at the school, and the most recent educational institution the student attended prior to enrolling in the District. District will disclose any of the above items without parental consent unless notified, in writing, within ten (10) days of student enrollment that any or all of the above information shall not be released without consent.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT ("FERPA"): This policy affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are: 1. The right to inspect and review the student's education record within 45 days of the day the District receives a request for access. 2. The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. 3. The right to consent to disclosures of personally identifiable information ("PII") contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. 4. The right to file a complaint with the United States Department of Education concerning alleged failures by the District to comply with requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy

Student's parents or eligible students have the right to seek to correct parts of the students' education records believed to be inaccurate, misleading, or in violation of student's rights. This right includes the right to a hearing to present evidence that a record should be changed if the District does not alter it according to a parent or eligible student's request. For additional information, please see Policy EG and corresponding regulation EG-R. Any question in regard to this notice may be directed to the Superintendent or the Director of Federal Programs at the Mangum Board of Education Office, 580-782-3371.

LOCKERS & SCHOOL PROPERTY: Student lockers are the property of the school and area assigned to the student for the storage of school supplies and personal property necessary for school attendance (e.g., books and coats). Students hold no expectation of privacy in the school lockers or any other school property. Students that leave articles of value in school lockers do so at their own risk. School officials have the authority to search school lockers at any time without notice, and to seize any property prohibited by law or school policy.

CLASS PARTIES: No visitors will be allowed for class parties unless preauthorization has been obtained by the building administration. Any snacks provided for class parties must be prepackaged and meet any health or allergy requirements specified by the teacher or building administrator.

PROM/BANQUET (RULES/GUIDELINES): The Prom/Banquet is considered a school sponsored event and all school rules and regulations shall apply. In addition:

1. Students must sign-in when they arrive at the Banquet/Prom.
2. Upon arriving students must hand-in their vehicle keys to the supervising sponsor.
3. Students will not be allowed to go to their vehicles without a sponsor present.
4. Students will not be allowed to leave until the prom is over. The time will be set by the Junior Class. **Exception:** Students in attendance may leave with a parent or legal guardian.
5. When other activities are scheduled for the evening, students who attend must ride in the transportation provided.

QUEENS, KING, & ESCORTS: The following are the guidelines for the selection of the Homecoming Queen and escort for Football and Basketball Queen and King. The Queen and King will be selected by popular vote of the student body. Students may be selected for only one sport or organization during a school year. Students may not serve more than one time for the same sport or organization at any time during the student's high school career.

Qualifications for Candidates and Escorts

1. Member of the Senior Class
2. Must be a member of at least one school organization.
3. Have a GPA of 2.5 or higher
4. Must be academically eligible
5. Basketball Queen Candidates & Escorts - Must be playing HS basketball in grade 12, and played in either grade 10 or 11
6. Football Escorts- Must be playing HS football in grade 12, and played in either grade 10 or 11.

Candidate Selection Process

1. The building principal will give the coaches a list of eligible candidates.
2. All nominations will be by secret ballot.

HS Football Queen

The football team will select three queen candidates and three escorts from the Senior Class.

HS Basketball Queen

1. The boys and girls basketball teams will select three queen and king candidates from the senior class members of the basketball teams.
2. In the event there are no senior players available to be candidates; the following may be used for candidate selections: (a) a senior team manager may be selected as a candidate or (b) a junior who meets the same criteria may be nominated. *If the junior is selected queen she may not serve as a candidate or queen her senior year.

Cheerleaders

1. Cheerleaders will be elected in the spring by impartial judges from a college team of cheerleaders. 2.

Applicants and elected cheerleaders must meet all requirements set forth in the Cheerleading Constitution.

SCHEDULE CHANGES: Schedule changes are subject to the approval of the principal and, absent special circumstances, will be made only during the first week of each semester.

CLASS MEETINGS: All class meetings must have the approval of the principal as to the purpose, time, and place of the meeting. The sponsor will arrange for the meeting.

SCHOOL SPONSORED ACTIVITIES: All school rules apply to all school sponsored activities.

FUNDRAISERS/SELLING AT SCHOOL SPONSORED ACTIVITIES: The principal's office must approve any class or organization selling items at school sponsored activities. All fund-raising projects must be approved by the Mangum Board of Education and submitted on the proper form available from the principal. Any funds received from the fund raiser must be deposited into the school activity fund. The activity fund custodian will disburse funds for all approved bills.

POSTERS: Posters, flyers, and other advertisements may be displayed on designated bulletin boards upon office approval.

PHYSICALS: All athletes are required by the Oklahoma Secondary School Activities Association ("OSSAA") and the Oklahoma State Department of Education ("SDE") to have a physical before the first day of practice.

GRIEVANCE PROCEDURES FOR STUDENTS AND PARENTS:

1. If the issue involves a teacher or coach, the student or parent should schedule a time the next school day to address the issue with the teacher or coach. The parent and/or coach may request an administrator to be present at the initial meeting. If the issue is not resolved, the issue should be brought before the principal and/or athletic director.
2. If the issue involves another student or other school personnel, the parties should address the issue with the principal.
3. If the issue is not resolved, the parties should bring the issue before the Superintendent.
4. If the issue is not resolved, the parties may file for a hearing with the Board of Education through the office of the Superintendent at least 7 days prior to the next scheduled board meeting. The decision of the Board is final.
5. For issues involving sexual harassment or civil rights violations, please see Policy BH or Policy BI respectively.

ASBESTOS HAZARD EMERGENCY RESPONSE ACT ("AHERA"): This is notification that Mangum Schools is in compliance with regulations established by AHERA. Tests conducted in 1988 by a licensed laboratory revealed asbestos material in several areas of our facility. None pose a hazard to any student or employee and they are being maintained in accordance with AHERA regulations and in a manner which will insure that they do not become a hazard in the future. Staff members have been trained in the appropriate maintenance of the materials in order to assure the safety of all who use this facility. If you have questions, please contact the Office of the Superintendent. A copy of the management plan is also located in this office.

PARENTS RIGHT-TO-KNOW POLICY: At the beginning of each school year, any district that received funds under Title I shall notify the parents of each student attending any school receiving funds that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following:

1. Whether the teacher has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
2. Whether the teacher is teaching under emergency or other provisional status through which State qualifications or licensing criteria have been waived;
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree;
4. Whether the child is provided services by paraprofessionals and, if so, their qualifications;
5. In addition, parents may request and a school shall provide to each parent:
 - a. information on the level of achievement of their child in each of the State academic assessments as required under NCLB; and
 - b. timely notice that their child has been assigned, or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

The notice and information provided to parents under this paragraph shall be in an understandable and uniform format and, to the extent practicable, provided in a language that the parents can understand.

FORMS OF DISCIPLINE: Discipline should be fair, dignified, and administered with an even temper. Discipline may include, but is not limited to, conferences with parents or guardians, detention, revocation of privileges, and suspension.

After school detention

High school and junior high school detention may be used as punishment at the teacher's discretion and will be served from 3:15 to 4:00 p.m. or a stated time given by the teacher assigning and monitoring the detention. A student who is absent will be expected to make up the detention on the next day he or she is in attendance at school. Refusal to do so may result in further disciplinary action.

Noon or Lunch Detention is served from 11:55-12:20 p.m.

Students **MUST** remain in the cafeteria during the entire lunch detention. Students must remain quiet and face the North wall during detention. There will be no headphones, cell phones, or talking. Students can do homework or read a book. A student who is absent will be expected to make up the detention on the next day he or she is in attendance at school. Refusal to do so may result in further disciplinary action.

In-School Detention ("ISD")

ISD is an alternative form of discipline for breach of more serious issues for which the student is removed from their regular schedule yet continues to attend school and receive instruction. ISD is held during the regular school day in a designated room. A student must serve the ISD on consecutive school days. Students in ISD may not participate in extracurricular activities that occur while the detention is being served unless it is authorized by the building principal in advance. ISD Rules are posted and must be strictly followed.

Out-of-School Suspension

Out-of-school suspensions will take place in compliance with the procedures listed in Policy EK. Suspension of five (5) school days or less shall include an education plan that allows students to be eligible to receive grades for full credit on all work, assignments and tests missed during the out-of-school suspension period. The student is solely responsible for obtaining and making up missed work, assignments, and tests and will have one day for each day of suspension to make up the work, assignments and/or tests. Out-of-school suspensions in excess of five (5) school days shall include an education plan prepared by the principal or designee with other employees assisting where needed. The plan shall include the core units in which the student is enrolled and shall set out the procedure for education and what academic credit will be earned for work satisfactorily completed. The appeal process for both short and long-term suspensions is provided in Policy EK.

*Any out-of-school suspension during the semester removes the possibility of semester test exemption.

Loss of Privileges/Suspension from School Activities

Participation in all the extracurricular activities is a privilege and not a right. Accordingly, when a student is suspended the student immediately, notwithstanding the filing of an appeal, forfeits the privilege of participating in all extracurricular activities. In addition, when a principal or designee determines to impose alternative measures, in-school disciplinary actions or other correctional measures against a student, the student will not be permitted to participate in any extracurricular activities during the term of the discipline unless, in the sole judgment of the principal, such participation is appropriate given the nature of the offense committed by the student. Extracurricular activities are defined in Policy EK.

DISCIPLINE POLICY: Disciplinary measures will be considered on a case-by-case basis and may include, but are not limited to: revocation of privileges, conferences with parents, detention, and suspension. Local authorities will be notified where appropriate and, in some cases, where required by law. The Building Principal has the authority to use his/her discretion to reduce, extend, change or add to any consequences/punishment based upon the severity of an infraction.

The Building Principal has the authority to reduce, extend, change or add to any consequences/punishment based upon the severity of an infraction of the discipline policy.

Alcohol/Chemical Abuse

Attending classes alert and ready to learn is a prime responsibility of students at Mangum Public Schools. The inability to function in class may occur because of illness, injury, or drug use prescribed or illegal. A student may be referred to the principal's office after demonstrating one or more of the following behaviors: sleeping in class, drowsy or listlessness, slurred speech, poor general health (red eyes, flushed skin, etc.) having an odor of smoke, abnormal or erratic behavior, inability to concentrate, wearing jewelry or clothing which promotes drugs, alcohol or tobacco use, fighting, possession of an illegal drug, alcohol, or tobacco.

A student found possessing, distributing or using alcohol or drugs, drug paraphernalia or other contraband at school or on a school- sponsored activity will receive the following discipline:

1st Offense: Out-of-school suspension up to ten days or Out-of-school suspension for the remainder of the semester and the following semester. The incident may be reported to local authorities. Reentry to Mangum Schools may be contingent on appropriate counseling and/or parental intervention.

Arson-1st Offense: The deliberate/intentional starting of a fire on school property with the intent to do damage or harm may result in out-of-school suspension for the remainder of the semester and the following semester.

Assault

Assault is described as the intentional creation of a reasonable apprehension in the mind of the victim of imminent bodily harm. Includes verbal threats: 1st Offense: ISD, swats, detention or out-of-school suspension up to ten days per circumstances.

Subsequent offenses: Out-of-school suspension for a period of time commensurate with the offense.

Report to authorities on first or subsequent offenses where appropriate

Battery - FIGHTING

Offensive, un-consented touching of another person that may include fighting and throwing of objects

First and subsequent offenses: 3 days OSS, or out-of-school suspension commensurate with the offense including the current and subsequent semester. Report to local authorities when appropriate, may result in students being subject to fines imposed by the City of Mangum.

Assault or Battery on a School Employee- School employee shall mean any duly appointed person, employed by or employees of a firm contracting with the Mangum School System for any purpose, including such personnel not directly related to the teaching process and board member during board meetings. Every person who, without justifiable or excusable cause, knowingly commits any assault, aggravated assault, battery, or aggravated battery upon the person of a school employee is punishable by imprisonment and/or fine pursuant to OK (70-9-113).

1st and subsequent offenses: Out-of-School suspension commensurate with the offense including the current and subsequent semester. Report the incident to the local authorities.

BUS RULES: Students must ride the bus on all school activities unless permission has been granted by the administration.

- a. Be on time;
- b. Observe safety practices (check traffic both ways before boarding or departing the bus);
- c. Keep hands and all body parts inside the bus;
- d. Stay seated;
- e. Place trash in the proper place;
- f. NO loud, disruptive behavior;
- g. Do no throw objects inside or out of the bus;
- h. Do no leave items on the bus at the end of trips;
- i. In case of an emergency, remain on the bus unless the driver instructs otherwise;
- j. Be courteous.

CELL PHONES: The use of cell phones during instructional time is prohibited. Devices are to be turned off and out of sight during instructional time 7:55 am - 3:15pm).

CHEATING/PLAGIARISM: Any student caught cheating or plagiarizing school work or any student who knowingly assisted a student cheating, will receive a grade of Zero "0" for all work resulting from the cheating/plagiarism. Additional disciplinary measures may also be applied.

CANINE DETECTION SERVICES: Canine Detection Services may periodically be conducted of the Mangum Public

School's property and vehicles on school premises. The searches will be conducted by trained, certified dogs with a trained extra-biosensor ("EBS") handler.

GAMBLING: as it pertains to the laws of the State of Oklahoma, is prohibited on school property.

DRESS CODE: All persons at Mangum Public Schools are expected to dress appropriately for the school setting. Any clothing, accessories, or hair style that is disruptive to the educational environment or creates a risk of health or safety to any person is not permitted at school or any school sponsored activity. The principal may make exceptions to the policy for special activities on a case-by-case basis. Disruption to the educational environment and risk of health and safety issues are discretionary decisions to be made by the administration.

Dress Rules and examples of dress that are NOT appropriate in the school setting include, but are not limited to the following:

1. Clothing that inappropriately exposes areas of the body, undergarments, and/or reveals the midriff, e.g., (a) Low riding pants or skirts that expose the midriff (b) cropped tops that expose abdominal skin (c) low cut shirts, blouses, or tops that expose cleavage (d) shirt/t-shirts with cut out arms holes or arms holes that excessively expose the sides of the body. Tops and pants should overlap at the waist during normal walking, bending or sitting or an undershirt should be worn to cover the midriff. Jeans with holes above the knee are inappropriate unless they are worn with some form of covering which will prevent bare skin from being exposed.
2. Shorts, skirts, or other such clothing must be a length that reaches at or below the fingertips with relaxed shoulders.
3. Exposed pierced body parts, other than traditional pierced earrings, that distract from the educational environment (*subject to the discretion of the principal*) including, but not limited to, excessive piercing all around the ear, lip, eyebrow, and nose piercing, also exposing tongue studs. The Principal's decision is final.
4. Caps or any type of head covering worn indoors (without medical or religious documented reasoning.)
5. Clothing or accessories that espouse (implies directly or indirectly) alcohol, chemical abuse, criminal behavior, immoral conduct, nudity (partial or whole), obscenity, or rude inappropriate insinuations.
6. Gang related clothing, accessories, and hair styles include but are not limited to sagging or baggy pants and "gang colors" by hair and clothing types, styles, or brands.
7. Cutoffs: of any kind or length are not permitted.
8. Tank-tops of any kind (manufactured sleeveless shirts with small arm holes are permitted.)
9. House Shoes, pajama pants, or yoga pants.
10. Unnatural hair colors; students will not be allowed to attend class with excessive coloring seen as a disruption to the educational process. Acceptable, natural hair colors are defined as brown, black, blonde, and red as well as shades of those colors (e.g. auburn, dark blonde, light blonde etc.)
11. Sagging Pants: pants that are worn so that they are hanging below the hips, at or below the buttocks.
12. Leggings: leggings are not acceptable dress unless worn with a top or shorts that cover to mid-thigh.

THE PRINCIPAL'S DECISION IS FINAL REGARDING CLOTHING DEEMED NOT ACCEPTABLE!

ELECTRONIC DEVICES: Electronic devices brought to school including, but not limited to, listening devices of any kind, CD players, radios, headphones, earbuds, airpods, cell phones etc., are prohibited during instructional time at school.

BULLYING/HAZING/HARASSMENT: Mangum Public Schools strives to provide a safe, positive learning climate for students, therefore it should be the policy to maintain an educational environment in which bullying, hazing, or cyberbullying in any form by students, staff, by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school-sponsored activities, or at school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the District. Additional information on the District's bullying policy can be found in Policy EI, corresponding District Regulation EI-R, and District Form EI-F.

Bullying includes, but is not limited to, a pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication (cyberbullying), directed toward a student, staff member or a group of students or staff that results

in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student that a reasonable person should recognize will:

1. Harm another person;
2. Damage another person's property;
3. Place another person in reasonable fear of harm to their person or damage to their property; or 4. Insult or demean any student, staff member or group of students or staff in such a way as to disrupt or interfere with the school's educational mission or the education of any student.

Harassment may include, but is not limited to, the following:

1. Verbal, physical, or written harassment or abuse;
2. Repeated remarks of a demeaning nature;
3. Implied or explicit threats concerning one's grades, achievements, etc.;
4. Demeaning jokes, stories, or activities directed at the student;
5. Unwelcome physical contact.

PUBLIC DISPLAY OF AFFECTION ("PDA"): Inappropriate physical contact including, but not limited to, intimate touching of body parts at school or at school sponsored activities, is prohibited. Side hugs and holding hands are acceptable.

SEARCH AND SEIZURE: As allowed by law, the Superintendent, any principal, teacher, or security personnel who has reasonable belief shall have the authority to detain and search, or authorize the search of, any student or property of a student for dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, or missing or stolen property. In addition, any police officer in possession of a valid warrant or with probable cause may search a student or a student's locker or vehicle.

Any search of a student to be conducted by District employees shall be conducted by a person of the same sex as the student being searched and shall be witnessed by at least one other person. The extent of any search shall be reasonably related to the objective of the search and shall not be excessively intrusive in light of the age and sex of the student and the nature of the infraction. No strip searches shall be conducted by District personnel, and only cold weather outerwear shall be removed prior to or during any search.

Students are personally responsible for any items found in their lockers, desks, vehicles, book bags, backpacks, or other personal items. Students shall not have any reasonable expectation of privacy in the contents of school lockers, desks, or other District property. District personnel shall have access to lockers, desks, and other District property and shall not be required to have any reasonable suspicion to search lockers, desks, and other District property. In addition, all student vehicles in any District parking lot shall be subject to search at any time.

SEXUAL HARASSMENT: Sexual harassment includes:

1. Any instance of "quid pro quo" harassment by a school employee;
2. Any unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school's education program or activities;
3. Any unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct that explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work performance, or creates an intimidating, hostile, or offensive work environment;
4. Any instance of sexual assault, dating violence, domestic violence, or stalking as defined in this policy.

District's full Sexual Harassment Policy can be found in District Policy BH.

Skipping Class/Skipping School

Absence from class or failing to attend school without a valid reason or permission from the parent/guardian or school; or leaving school without authorization (Students MUST check out through the office during the school day.)

1st Offense: In School Detention, or up to 5 Days Detention, Subsequent Offenses: In School Detention, or Out-of-school suspension.

Theft

1st Offense: Return of the property, restitution for the property and Detention, swats, ISD or suspension per the circumstances.

Subsequent Offenses: Return of the property, restitution for the property and Out-of-school suspension per the circumstances.

TOBACCO AND TOBACCO PRODUCTS (including E-cigarettes and Vapes): Smoking, chewing, or any other use of tobacco, tobacco products or vapor product, or vapor products by staff, students, and members of the public is prohibited on, in or upon any school property, school vehicles, or at any school-sponsored or sanctioned event or activity. It is the intent of this policy to prohibit tobacco use of any kind by anyone on school property 24 hours per day, 7 days per week, 365 days per year. This policy applies to all school sponsored events held on or off campus even during non-school hours and days. This policy applies to all public school functions and any outside agency using District's facilities, including the stadium and sports complex.

School property" is defined as all property owned, leased, rented or otherwise used by any school in the District including but not limited to the following:

1. All portions of any building or other structure used for instruction, administration, support services, maintenance or storage as well as grounds and parking areas.
2. All vehicles used by the district for transporting students, staff, visitors, or other persons.

"Tobacco" is defined as cigarettes, cigars, pipe tobacco, snuff, chewing tobacco and all other kinds and forms of tobacco prepared in such a manner to be suitable for chewing, smoking, or both, and includes cloves or any other product packaged for smoking. For purposes of this policy, a vapor or electronic cigarette is considered a cigarette whether or not it contains tobacco.

"Vapor product" shall mean noncombustible products, that may or may not contain nicotine, that employ a mechanical heating element, battery, electronic circuit or other mechanism, regardless of shape or size, that can be used to produce a vapor in a solution or other form. "Vapor products" shall include any vapor cartridge or other container with or without nicotine or other form that is intended to be used with an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or similar product or device and any vapor cartridge or other container of a solution, that may or may not contain nicotine that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo or electronic device.

If students are found to be in possession of cigarettes or other tobacco products, the products will be confiscated and the students will be disciplined. Employees are warned that violation of this policy may result in disciplinary action. Patrons who violate this policy will be asked to leave District property.

Vandalism/Destruction: of School Property or the Property of others on School Grounds

Any student involved in any acts of vandalism of Mangum Public School property will be subject to the following:

Any such act will be reported to the Board of Education, police, the District Attorney, and the parent(s) or guardian(s) of student

1st Offense: Restitution, detention, ISD, or out-of-school suspension per the circumstances.

2nd Offense: Restitution or Out-of-school suspension per the circumstances.

WEAPONS: Mangum Public Schools prohibits any person from having in his or her possession on school property or while in any school bus or other vehicle used by the District for transportation of students and/or employees any firearm or weapon, as defined by law. Any person who violates this weapon policy will be reported to the authorities and will also be subject to disciplinary action within the District.

MCKINNEY-VENTO ACT: Homeless children and youth are defined as those who lack a fixed, regular, and adequate nighttime residence. Determinations will be made on a case-by-case basis. The District McKinney-Vento Liaison is the Assistant Superintendent and may be reached at 580-782-3371. Each site will also have a McKinney-Vento liaison, who can be reached through the Administration office at each school site.

The McKinney-Vento Act provides homeless children and youth the following rights:

1. To immediately enroll in school;
2. To attend school in school of origin or in the attendance area where the family currently resides;
3. To receive transportation to school of origin if requested by parents/guardians/unaccompanied youth and is in the best interest of the

child;

4. To receive comparable services as other schoolmates including but not limited to transportation and supplemental services;
5. To attend school along with children who are not homeless;
6. To have their rights posted in all schools and other places around the community that low-income families and high-risk families may visit.
7. To be free of segregation and stigmatization with the nature of their living situation remaining confidential under the Family Educational Rights and Privacy Act (“FERPA”).

District will immediately enroll the child or youth, even without records that are normally required for enrollment, or if the child or youth has missed application or enrollment deadlines during a period of homelessness. District will assist with obtaining immunizations or other required health records. District will presume that the school of origin is in the child’s best interest and will continue such enrollment even if the child becomes permanently placed during the academic year unless contrary to the request of the parent, guardian or unaccompanied youth. District will enroll the homeless child or youth with non-homeless students who live in the attendance area in which the child or youth is living and eligible to attend. The District will consider student-centered factors related to the child or youth’s best interest and will provide a written explanation of the reasons for the decision, including information regarding the right to appeal if the District sends the child to a school other than the one requested. District will enroll the child or youth immediately in the school in which enrollment is sought if a dispute arises pending final resolution of the dispute and will provide services comparable to those received by other students in the school. Information regarding the homeless child or youth’s living situation will be confidential and coordination efforts with local agencies providing services to homeless children or youth and their families will be made.

Parents, guardians, or unaccompanied youth experiencing homelessness may disagree with the District on issues related to McKinney-Vento services, enrollment, and/or school selection. In most cases, issues can be resolved without outside intervention. When a dispute arises over eligibility, school selection, or enrollment and cannot be resolved independently, the following procedures will be invoked:

1. The child or youth shall be immediately enrolled in school in which enrollment is sought, pending final resolution of the dispute, including all available appeals.
2. The parent, guardian, or unaccompanied youth must be provided with a written explanation of any decisions related to school selection or enrollment made by the school, district or state involved, including the rights of the parent, guardian, or unaccompanied youth to appeal such decisions.
3. The parent, guardian, or unaccompanied youth must be referred to the local liaison, who will carry out the dispute resolution process as expeditiously as possible.

McKinney-Vento dispute procedures apply to any dispute arising under the McKinney-Vento Act, including disputes over questions such as: eligibility, school selection, participation, and transportation. Every effort will be made to resolve the complaint or dispute at the District level before it is taken to the OSDE. The District will inform the Complainant of the District’s Complaint Resolution Procedure when a question concerning the education of a homeless child or youth arises.

1. Notify District’s homeless liaison:
 - a. Request a copy of or access to District’s Board policies addressing the education of homeless children and youth and review them. Make an appointment with the homeless liaison to discuss the complaint.
 - b. If the dispute is not resolved at the point, the Complainant may file a Complaint in writing to the District’s homeless liaison for further review.
 - c. The Complaint should include a request that a written proposed resolution of the dispute or a plan of action be provided within five (5) days of the date the Complaint was received by the homeless liaison. A review of the proposal or plan of action with the homeless liaison should follow. An extension may be mutually agreed upon; however, every effort should be made to resolve the Complaint in the shortest time possible.
2. If the dispute is not resolved at the District homeless liaison level, the Complaint may be forwarded to the Superintendent for review followed by a meeting with the Superintendent to discuss the dispute. The Complainant should request from the Superintendent a written resolution within five (5) days of the date of the discussion. The parties may mutually agree upon an extension; however, every effort should be made to resolve the Complaint in as short a time as possible.
3. If the dispute is not resolved at the Superintendent level, the Complainant may take the matter before the Board for resolution. If this effort for resolution fails, the Complaint may be taken to the OSDE.

