2017 -2018

STUDENT HANDBOOK

SHERIDAN SCHOOL DISTRICT

Inspire. Empower. Serve.

Sheridan School Board

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School Resource Officer	Danny Clark

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

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

SHERIDAN SCHOOL DISTRICT CAMPUSES, PERSONNEL, and MISSION STATEMENTS

Sheridan Elementary School 707 Ridge Dr. Sheridan, AR 72150 Phone: (870) 942-3131 Fax: (870) 942-7477	Lindsey Bohler, Principal Beverly Long, Assistant Principal Melissa Brown, Counselor Shelley Davis, Nurse	**Providing a quality education; using resources through best practices; collaborating with teachers, students, and community partners; ensuring a safe and supportive environment.**
Sheridan Intermediate School 708 Ridge Dr. Sheridan, AR 72150 Phone: (870) 942-7488 Fax: (870) 942-3190	Annette Neely, Principal Teresa Knight, Assistant Principal Barbie Hornaday, Counselor Amy Waddle, Counselor TBD, Nurse	**To instill a value of education that equips today's learners to be tomorrow's contributing individuals.**
East End Elementary School 21801 Arch St. Little Rock, AR 72206 Phone: (501) 888-4264 Fax: (501) 888-4275	Vickie Easley, Principal Lisa York, Assistant Principal Lindsey Phillips, Counselor Janet Stockton, Nurse	**Engage students in a community of learning where they will be empowered to reach their fullest potential by developing their own unique strengths in a safe and caring environment.**
East End Intermediate School 5205 Sawmill Rd. Little Rock, AR 72206 Phone: (501) 888-1477 Fax: (501) 888-8937	Jayme Steinbeck, Principal Lynn Cardin, Assistant Principal Autumn Jones, Counselor Tracy Pratt, Nurse	**Encourage success, engage in learning, and inspire greatness.**
Sheridan Junior High School 500 N. Rock St. Sheridan, AR 72150 Phone: (870) 942-3813 Fax: (870) 942-3034	Jason Burks, Principal Angela Douglass, Assistant Principal Alisa Gray, Assistant Principal Christy Daniels, Counselor Eric Lunsford, Counselor Amy Waddle, Counselor Kristi Gibbs, Nurse	**To create life-long leaners who are responsible, productive members of the world around them.**
Sheridan High School 700 W. Vine St. Sheridan, AR 72150 Phone: (870) 942-3137 Fax: (870) 942-7546	Rodney Williams, Principal Terri Bone, Assistant Principal Nick Soapes, Assistant Principal Lindsey Fortin, Counselor Wendy Sites, Counselor Vicki Strong, Counselor Nikki Allen, Nurse	**To empower students to become life-long learners through a variety of instructional and community-centered experiences that maintain high expectations while incorporating self-motivation and accountability.**
Alternative Learning Academy 510 W. Church St. Sheridan, AR 72150 Phone: (870) 942-9861 Fax: (870) 942-4801	Debbie Jones, Director Margie Parker, Special Ed Supervisor Dee Creed, Assistant Principal	**Provide students an alternative rigorous educational environment, where specific needs are met through positive character development and individual instruction, enabling them to become self-sufficient, contributing citizens in the community.**

PHILOSOPHY OF EDUCATION

The Sheridan School District is concerned with the social, moral, and ethical values of the children of this community as well as their curricular education. Teaching and learning, administration and supervision, school facilities, all of these are directed at one common goal – to help the growing generations become thinking, feeling, and creative individuals.

No two persons are the same in ideals, goals, and aspirations. With this statement in mind, the diversified education of all youth is one part of the primary goal of this educational system. To provide a place for this work must not be overlooked. This must be a place for learning and development that will aid or enable youth to adjust to the ever-changing aspects of life and to prepare them for the many and varied occupations and positions they will experience.

To effectively participate in American democracy demands much from its citizens. They must be informed, intelligent people who can recognize the faults of their government and correct those faults through their basic rights. It is also a part of the primary goal of this system to show democracy and its workings in action, thereby making a better citizenry who can strengthen the ideals of democracy while constantly being a part of it.

No plan is perfect. The philosophy of this educational system cannot remain static and unchanging forever. But, as time changes, all things must change.

NON-DISCRIMINATORY POLICY

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

DISTRICT CALENDAR 2017-18

Professional Development (non-student days)	August 7-10
First Day for Students	August 14
Labor Day Holiday – No School	September 4
Full Day of School: Parent/Teacher Conferences 4:00 – 7:00 p.m. Interim Reports distributed at conferences.	September 18 & 21
End of 1st Nine Weeks (42 days)	October 11
Report Cards Issued	October 19
No School (Make-Up Day If Needed)	October 27
Interim Reports Go Home	November 10
Thanksgiving Holiday – No School	November 20-24
Semester Tests (Grade 9-12)	December 18-20
End of 2nd Nine Weeks & First Semester (42/44/86)	December 20
Semester Break – No School	December 21– January 5
Students Return to School	January 8
Report Cards Issued	January 11
Professional Development Day (NO STUDENTS)	January 15
Window for ELPA2 Assessment for LEP K-12	January 29 - March 9
Full Day of School: Parent/Teacher Conferences 4:00 – 7:00 p.m. Interim Reports distributed at conferences.	February 12 & 15
No School (Make-Up Day If Needed)	February 16
Window for ACT Grade 11	February 27 - March 13
End of 3rd Nine Weeks (43 days) & Alternate Portfolios Due	March 9
Report Cards Issued	March 15
Spring Break – No School	March 19-23
SHS CAP Conferences	March
Window for ACT Aspire (Grades 3-10)	April 9 - May 11
Interim Reports Go Home & No School (Make-Up Day If Needed)	April 20
AP Exam	April 30 - May 11
Semester Tests (Grades 9-12)	May 23-25
End of 4th Quarter & Second Semester (43/49/92 days) LAST STUDENT DAY	May 25
Graduation	May 25
Make-Up Days If Needed	May 29 & 30
Memorial Day Holiday	May 29

Note: According to Act 1469, days unavoidably lost due to exceptional or emergency circumstances (i.e. inclement weather, contagious disease outbreak, or other acts of God) will be made up following the last day of the school year.

Approved by Sheridan Board of Education, 01/09/17

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

STUDENT HANDBOOKS

The Sheridan School Board will consider student handbooks and their conduct code to be an extension of board policy and to carry such authority. In addition, it shall be the policy of the Sheridan School District that the most recently adopted version of the Student Handbook be incorporated by reference into the policies of this district.

In the event that there is a conflict between the student handbook and a general board policy or policies, the more recently adopted language will be considered binding and controlling on the matter provided the parent(s) of the student, or the student if 18 years of age or older have acknowledged receipt of the controlling language. This handbook is also available on our school district website, www.sheridanschools.org.

DISTRICT WEBSITE (5.20)

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

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

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

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

1) All pages on the District's web site may contain advertising and links only to educational sources.

2) The District's home page shall contain links to existing individual school's web pages and the school home pages shall link back to the District's home page. The District's home page may also include links to educational extracurricular organization's web pages which shall also link back to the District's home page.

3) Photos along with the student's name shall be posted on web pages unless a student over 18 or a parent/guardian returns the written opt out form found in the student handbook. No web page on the District web site may contain public message boards or chat rooms.

4) All web pages on the District web site shall be constructed to download in a reasonable length of time.

5) The District's home page shall contain a link to a privacy policy notice which must be placed in a clear and prominent place and manner.

6) With the exception of student who may retain the copyright of material they have created that is displayed on a District web page, all materials displayed on the District web site are owned by Sheridan School District.

7) Included on the District's web site shall be:
   a. Local and state revenue sources;
   b. Administrator and teacher salary and benefit expenditure data;
   c. District balances, including legal balances and building fund balances;
   d. Minutes of regular and special meetings of the school board;
   e. The district's budget for the ensuing year;
   f. A financial breakdown of monthly expenditures of the district;
   g. The salary schedule for all employees including extended contract and supplementary pay amounts;
   h. Current contract information (not including social security numbers, telephone numbers, personal addresses or signatures) for all district employees;
   i. The district's annual budget;
   j. The annual statistical report of the district;
   k. The district's personnel policies.

The information and data required in 7) above shall be the actual data for the previous two school-years and the projected data for the current school-year.

Legal References: A.C.A. § 6-11-129
20 U.S.C. § 1232 g
15 U.S.C. § 6501 (COPPA)

SSD-ALERT

SSD-Alert, is a service that allows parents, students, faculty/staff and community members to sign up to receive e-mails and/or text messages on school related information. SSD-Alert will automatically provide items of interest to the e-mail address of any subscriber.

To join SSD-Alert, go to the school district website at www.sheridanschools.org, and click on "SSD-Alert."

TWITTER AND FACEBOOK

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

The Sheridan School District currently manages a district-wide account for both Twitter and Facebook. Additionally, each individual school has its own Twitter account to share news and events.

Follow us on Twitter at the following addresses:
Sheridan School District: @SheridanSD37

East End Elementary: @SheridanEEE

East End Intermediate: @SheridanEEI

Sheridan Elementary: @SheridanSES

Sheridan Intermediate: @SISSheridan

Sheridan Junior High School: @SheridanJHS

Sheridan High School: @SheridanSHS

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

HOME ACCESS CENTER

Home Access Center (HAC) provides parents with the ability to access their student's school information over the internet. Through Home Access Center, parents can view a daily summary of their student's attendance, schedule, and classwork, along with interim progress, report card (Grades 4-12 only), and discipline.

To use HAC, go to the following URL: http://hac31.eschoolplus.k12/ar/us.

PARENT NEEDS and RESOLUTIONS

When a parent has a concern or need related to school issues, it is expected that the student's classroom teacher will be contacted to assist in resolving the concern. At this point, the teacher will respond in a timely manner and may direct the parent to discuss

the issue with the building principal if the concern is beyond his/her realm of responsibility. If a resolution is not reached in a conference with the building principal, the parent may then contact the Deputy Superintendent for Student Services for further support.

CUSTODY INFORMATION

For the child's protection, a copy of court-ordered custody agreements must be kept on file. It is important that the school be informed of any changes which may occur in custody agreements.

NON-CUSTODIAL INFORMATION

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

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

Presence of Non-Custodial Parent on School Campuses, and Access to Child – A non-custodial parent may visit with the minor child during the school day for the purpose of having lunch with the child or attending special programs or extracurricular activities, provided the child does not leave the campus with the non-custodial parent. Non-custodial parents may leave the school grounds with the minor child during the school day only if the non-custodial parent's court-ordered visitation schedule expressly permits such activity, or the custodial parent provides written permission for that purpose. Parents shall not use the campuses of the Sheridan School District for the point of exchange of children for visitation unless ordered by the court to do so. If a court order has been obtained which restricts the non-custodial parent's access to the minor child, it is the burden of the custodial parent to provide a copy of the court order to the principal of the school in which the child is enrolled.

PARENTAL/COMMUNITY INVOLVEMENT POLICY (6.12)

The Sheridan School District understands the importance of involving parents and the community as a whole in promoting higher student achievement and general good will between the school and those it serves. Therefore, each school shall strive to develop

and maintain the capacity for meaningful and productive parental and community involvement that will result in partnerships that are mutually beneficial to the school, students, parents, and the community. To achieve such ends, the school shall work to:

1. Involve parents and the community in the development and improvement of Title I programs for the school;
2. Have a coordinated involvement program where the involvement activities of the school enhance the involvement strategies of other programs such as Head Start, HIPPY, Parents as Partners, Parents as Teachers, ABC, ABC for School Success, area Pre-K programs, and Even Start;
3. Explain to parents and the community the State's content and achievement standards, State and local student assessments and how the school's curriculum is aligned with the assessments and how parents can work with the school to improve their child's academic achievement;
4. Provide parents with the materials and training they need to be better able to help their child achieve. The school may use parent resource centers or other community based organizations to foster parental involvement and provide literacy and technology training to parents;
5. Educate school staff, with the assistance of parents, in ways to work and communicate with parents and to know how to implement parent involvement programs that will promote positive partnerships between the school and parents;
6. Keep parents informed about parental involvement programs, meetings, and other activities they could be involved in. Such communication shall be, to the extent practicable, in a language the parents can understand;
7. Provide reasonable support for other parental involvement activities as parents may reasonably request.

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

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

Each Title I Building School shall, at least annually, involve parents in reviewing the school's Title I program and parental involvement policy in order to help ensure their continued improvement.

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

Legal References: 20 U.S.C. § 6318 (b) (1) (NCLB Act of 2001, Section 1118)
20 U.S.C. § 6318 (c)(1),(2),(3),(4) (NCLB Act of 2001, Section 1118)
20 U.S.C. § 6318 (d) (NCLB Act of 2001, Section 1118)
20 U.S.C. § 6318 (e)(1),(2),(3),(4),(5),(6),(8),(9),(10),(11),(13),(14) (NCLB Act of 2001, Section 1118)

RESIDENCE REQUIREMENTS (4.1)

"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 legal, lawful control of the student under order of a court, 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 legal, lawful control of the student under order of a court, or persons standing in loco parentis reside. A student may use the residential address of a legal guardian, person having legal, lawful control of the student under order of a court, 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, or other persons having lawful control of the person under an order of a court reside within the District and to all persons between those ages who have been legally transferred to the District for educational purposes.

All parents or guardians of enrollees must present proof of personal property assessment for the year in which they are enrolling, and must prove residence within the district through rent receipt or proof of purchase of housing within the district. Homeless students living in the district are entitled to enroll in the district's school that non-homeless students who live in the same attendance area are eligible to attend. If there is a question concerning the enrollment of a homeless child due to a conflict with residence or entrance requirements, the child shall be immediately admitted to the school and the District's Homeless Liaison shall be notified in order to carry out the dispute resolution process.

Any person eighteen (18) years of age or older may establish a residence separate and apart from his or her parents or guardians 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 parents, guardians, or other persons having lawful control of him or her under an order of a court, the person must actually reside in the District for a primary purpose other than that of school attendance. However, a student previously enrolled in the district who is placed under the legal guardianship of a noncustodial parent living outside the district by a custodial parent on active military duty may continue to attend district schools. A foster child who was previously enrolled in a District school and who has had a change in placement to a residence outside the District, may continue to remain enrolled in his/her current school unless the presiding court rules otherwise.

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

Legal References: A.C.A. § 6-4-302
A.C.A. § 6-18-202
A.C.A. § 6-18-203
A.C.A. § 9-28-113

HOMELESS STUDENTS (4.40)

The Sheridan School District will afford the same services and educational opportunities to homeless children as are afforded to non-homeless children. The Superintendent or his/her designee shall appoint an appropriate staff person to be the local educational agency (LEA) liaison for homeless children and youth whose responsibilities shall include, but are not limited to:

- Receive appropriate time and training in order to carry out the duties required by law and this policy;

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

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

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

For the purposes of this policy "school of origin" means:

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

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

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

- In any case in which a family becomes homeless between academic years or during an academic year; and
- For the remainder of the academic year, if the child or youth becomes permanently housed during an academic year; or

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

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

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

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

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

The District shall be responsible for providing transportation for a homeless child, at the request of the parent or guardian (or in the case of an unaccompanied youth, the LEA Liaison), to and from the child’s school of origin.[1]

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

A. Are:
- Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason;

- Living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations;
- Living in emergency or transitional shelters;
- Abandoned in hospitals; or
- Awaiting foster care placement;

B. Have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;

C. Are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and

D. Are migratory children who are living in circumstances described in clauses (a) through (c).

Legal References:
42 U.S.C. § 11431 et seq.
42 U.S.C. § 11431 (2)
42 U.S.C. § 11432(g)(1)(H)(I)
42 U.S.C. § 11432 (g)(1)(J)(i), (ii), (iii), (iii)(I), (iii)(II)
42 U.S.C. § 11432 (g)(3)(A), (A)(i), (A)(i)(I), (A)(i)(II), (A)(ii)
42 U.S.C. § 11432 (g)(3)(B)(i), (ii), (iii)
42 U.S.C. § 11432 (g)(3)(C)(i), (ii), (iii)
42 U.S.C. § 11432 (g)(3)(E)(i), (ii), (iii)
42 U.S.C. § 11432 (g)(3)(G)
42 U.S.C. § 11432 (g)(4) (A), (B), (C), (D), (E)
42 U.S.C. § 11434a

STUDENTS WHO ARE FOSTER CHILDREN

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

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

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

Upon notification to the District's foster care liaison by a foster child's caseworker that a foster child's school enrollment is being changed to one of the District's schools, the

school receiving the child must immediately enroll him/her. Immediate enrollment is required even if a child lacks the required clothing, academic or medical records, or proof of residency.

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

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

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

Foster Child School Choice

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

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

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

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

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

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

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

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

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

Legal References: A.C.A. § 6-18-233
A.C.A. § 9-28-113

SELECTION OF LIBRARY/MEDIA CENTER MATERIALS

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

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

Selection Criteria

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

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

Retention and Continuous Evaluation

Media center materials shall be reviewed regularly to ensure the continued appropriateness of the center's collection to the school's curriculum and to maintain the collection in good repair. Those materials no longer meeting the selection criteria, have not been used for a long period of time, or are too worn to be economically repaired shall be withdrawn from the collection and disposed of. A record of withdrawn media materials including the manner of their disposal shall be maintained for a period of three years.

Gifts

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

Challenges

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

Before any formal challenge can be filed, the individual contesting (hereinafter complainant) the appropriateness of the specified item shall request a conference through the principal's office with a licensed media center employee. The complainant

shall be given a copy of this policy and the *Request for Formal Reconsideration Form* prior to the conference. The meeting shall take place at the earliest possible time of mutual convenience, but in no case later than five (5) working days from the date of the request unless it is by the choice of the complainant.

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

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

The principal shall convene a meeting after a reasonable time for the committee members to adequately review the contested material and the *Request for Formal Reconsideration Form* submitted by the complainant. The complainant shall be allowed to present the complaint to the committee after which time the committee shall meet privately to discuss the material. The committee shall vote by secret ballot to determine whether the contested material shall be removed from the media center's collection. A member from the voting majority shall write a summary of the reasons for their decision. A notice of the committee's decision and the summary shall be given (by hand or certified mail) to the complainant.

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

Legal Reference: A.C.A. § 6-25-101 et seq.

SCHOOL DAY SCHEDULES

I. Elementary (K-2) & Intermediate Schools (3-6):

Doors will open at 7:20 A.M. There is no supervision until 7:20 A.M. therefore; students should not arrive before this time.

Breakfast will be served from 7:20 A.M. – 7:50 A.M., except in cases of a late bus. Students eating breakfast will remain in the cafeteria or designated area until 7:45 A.M.

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

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

Morning	Afternoon
Arriving between 8:00 A.M. and 9:00 A.M. is a morning tardy.	Leaving between 2:00 P.M. and 3:10 P.M. is an afternoon tardy.
Arriving between 9:00 A.M. and 11:30 A.M. is a morning absence.	Leaving before 2:00 P.M. is an afternoon absence.

II. Sheridan Junior High School (7-9):

Doors will open at 7:20 A.M. for breakfast. There is no supervision until 7:20 A.M.; therefore; students should not arrive before this time.

Breakfast will be served from 7:20 A.M. – 7:50 A.M., except in cases of a late bus. Students eating breakfast will remain in the cafeteria or designated area until 7:55 A.M.

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

III. Sheridan High School (10-12) and ALA Campus:

Doors will open at 7:30 A.M. for breakfast. There is no supervision until 7:20 A.M.; therefore; students should not arrive before this time.

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

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

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

LATE ARRIVAL AT THE SCHOOL

Any student arriving after the school day has begun must be checked in through the office by their parent or guardian. The student should give his/her name, reason for late arrival, and the check-in time. Tardies due to late arrivals on campus will be excused only when accompanied by official documentation.

Tardies (Elementary & Intermediate)
Students will be allowed two (2) tardies per semester; thereafter the following consequences will be enforced:

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

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

If a student is absent for less than 1 hour, he/she will be marked tardy. Students arriving on late buses will not be counted tardy.
Note: If you need to make a change in plans for how your child is to get home, please call the office before 2:00 P.M. Make sure your child knows before he/she leaves for school in the morning how he/she is to get home in the afternoon.

Tardies (SJHS, SHS)
A student that is more than 25 minutes late is absent from that period.

PLEDGE OF ALLEGIANCE

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

PERIOD OF SILENCE

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

Legal Reference: A.C.A. § 6-10-115

ASBESTOS NOTICE

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

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

Legal reference: AHERA 40 CFR §763

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SECTION II –

STUDENT POLICIES AND PROCEDURES

ENTRANCE REQUIREMENTS (4.2)

To enroll in a school in the District, the child must be a resident of the District as defined in District policy (4.1—RESIDENCE REQUIREMENTS), meet the criteria outlined in policy 4.40—HOMELESS STUDENTS or in policy 4.52—STUDENTS WHO ARE FOSTER CHILDREN, be accepted as a transfer student under the provisions of policy 4.4, or participate under a school choice option and submit the required paperwork as required by the choice option.

Students may enter kindergarten if they will attain the age of five (5) on or before August 1 of the year in which they are seeking initial enrollment. Any student who has been enrolled in a state-accredited or state-approved kindergarten program in another state for at least sixty (60) days, who will become five (5) years old during the year in which he/she is enrolled in kindergarten, and who meets the basic residency requirement for school attendance may be enrolled in kindergarten upon written request to the District.

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

Any child may enter first grade in a District school if the child will attain the age of six (6) years during the school year in which the child is seeking enrollment and the child has successfully completed a kindergarten program in a public school in Arkansas.

Any child who has been enrolled in the first grade in a state-accredited or state-approved elementary school in another state for a period of at least sixty (60) days, who will become age six (6) years during the school year in which he/she is enrolled in grade one (1), and who meets the basic residency requirements for school attendance may be enrolled in the first grade.

Students who move into the District from an accredited school shall be assigned to the same grade as they were attending in their previous school (mid-year transfers) or as they would have been assigned in their previous school. Private school students shall be evaluated by the District to determine their appropriate grade placement. Home school students enrolling or re-enrolling as a public school student shall be placed in accordance with policy 4.6—HOME SCHOOLING.

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

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

1. The parent, guardian, or other responsible person shall furnish the child's social security number, or if they request, the district will assign the child a nine (9) digit number designated by the department of education.
2. The parent, guardian, or other responsible person shall provide the district with one (1) of the following documents indicating the child's age:
   a. A birth certificate;
   b. A statement by the local registrar or a county recorder certifying the child's date of birth;
   c. An attested baptismal certificate;
   d. A passport;
   e. An affidavit of the date and place of birth by the child's parent or guardian;
   f. United States military identification; or
   g. Previous school records.
3. The parent, guardian, or other responsible person shall indicate on school registration forms whether the child has been expelled from school in any other school district or is a party to an expulsion proceeding. The Board of Education reserves the right, after a hearing before the Board, not to allow any person who has been expelled from another school district to enroll as a student until the time of the person's expulsion has expired. [3]
4. In accordance with Policy 4.57—IMMUNIZATIONS, the child shall be age appropriately immunized or have an exemption issued by the Arkansas Department of Health.

Uniformed Services Member's Children

For the purposes of this policy:

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

"Uniformed services" means the Army, Navy, Air Force, Marine Corps, Coast Guard as well as the Commissioned Corps of the National Oceanic and Atmospheric Administration, and Public Health Services;

"veteran" means: a person who served in the uniformed services and who was discharged or released there from under conditions other than dishonorable.

"Eligible child" means the children of:

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

An eligible child as defined in this policy shall:

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

Legal References:

A.C.A. § 6-4-302	A.C.A. § 6-18-208
A.C.A. § 6-15-504	A.C.A. § 6-18-510
A.C.A. § 6-18-201 (c)	A.C.A. § 6-18-702
A.C.A. § 6-18-207	A.C.A. § 9-28-113

Plyler v Doe 457 US 202,221 (1982)

ASSIGNMENT OF STUDENTS TO CLASSES

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

Students entering the Sheridan Schools from a school that is not accredited by the Arkansas Department of Education will be evaluated as follows:

Grades K-8
Principals will use all available information in making the grade placement decision. The principal may change the placement depending on the performance of the child. Students who return to school from a school not accredited by the Arkansas Department of Education or home school situation shall be assessed using a variety of measures and placed according to their ability and level of mastery.

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

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

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

The school shall honor the parent's request:
- Unless it would require adding a class.
- After 30 days the school can change the requested placement (if proven to be disruptive). (Act 906).

FOREIGN EXCHANGE STUDENT RESIDENCY

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

1. The following items and information are required BEFORE an exchange student will be evaluated for enrollment at SHS:

a. A satisfactory biography, including student profile, a translated high school transcript, a B average, and a language evaluation. This evaluation would be evidence of a good (not adequate) command of the English language by the student.
b. Proof of completion in the home country of United States 11th grade equivalency.
c. Proof of host parents' residency in the Sheridan School District.
d. The student must possess a J-1 Visa.

2. Sheridan High School will accept no more than a total of six (6) foreign exchange students at any one time with no more than two (2) from the same geographic area.

3. Only those students experiencing a foreign exchange program for the first time in the United States will be eligible for acceptance. Sheridan High School will enroll a foreign exchange student for no less or no more than one (1) year.

4. Sheridan High School will NOT accept students from foreign exchange programs that provide monetary compensation for host families.

5. Exchange students must follow the same rules and regulations and meet the same expectations as all other Sheridan High School students.

6. Exchange students who enroll at Sheridan High School will be classified as juniors, NOT seniors, so that they may be placed in American History and American Literature.

7. The exchange student will receive credit for the courses which he/she successfully completes, but is NOT eligible to graduate from SHS or participate in Sheridan High School commencement exercises.

8. The deadline for accepting Foreign Exchange Students is August 1.

SCHEDULE CHANGES

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

STUDENT RECORDS

Student records are defined to be all official records, files, and data directly related to children, including all material that is incorporated into each student's cumulative record folder which is intended for school use or to be available to parties outside the school or

school system. The intent of this policy is to establish procedures for granting requests of parents for the access to their child's records, use of those data, and procedures for their transmittal within a time period of 45 days or sooner, if practical.

ACCESS TO RECORDS:

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

RELEASE OF INFORMATION OUTSIDE THE SCHOOL SYSTEM:

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

TEXTBOOKS AND EQUIPMENT

A. Textbooks and materials, as well as technology equipment are public property and are loaned to students.
B. Students are responsible for loss of textbooks, damage to textbooks, library books or damage/loss to other school property or materials.

C. Unattended books – Students are to keep textbooks, library books, or any school property issued to them in their possession. Books left unattended will be turned into the office. Students are to check in the office frequently for lost books.
D. All lost textbooks and materials, as well as technology equipment books will be reimbursed at full price.

STUDENTS RIGHTS AND RESPONSIBILITIES

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

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

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

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

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

Students have the right to**:**

A. Pursue, through study and self-application, a quality education at public expense and to attain personal goals through participation in the entire school program.
B. Participation in school activities without being subject to unlawful discrimination on

any basis. Where access to participation in programs or activities is on a competitive basis, each student has the right to compete on an equal basis.

C. Practice freedom of speech, freedom of expression of ideas, and freedom of the press.
D. Express views or protest symbolically so long as the manner of expression does not interfere with the orderly operation of the school or the rights of others.
E. Participate in patriotic exercises or refrain from participating.
F. Be secure in their persons, papers, and effects against unreasonable searches and seizures; having privacy in regard to their personal possessions, unless there is reasonable suspicion that the student is concealing materials prohibited by law.
G. Determine their own dress, except where such dress is unsafe or unclean or is so distracting as to clearly interfere with the learning and teaching process.

Students have the responsibility to:

A. Attend classes daily, be on time to class, and obey school rules.
B. Foster good human relations within the school by practicing courtesy and tolerance in their dealing with each other and members of the school staff, and to respect the dignity and worth of other individuals.
C. Refrain from libel, slanderous remarks, and obscenity in verbal and written expression.
D. Develop tolerance of the viewpoints and opinions of others; recognize the right of other individuals to form different points of view and to dissent in an orderly and respectful manner.
E. Respect the rights of classmates who do or do not wish to participate.
F. Respect the rights, property, and privacy of other students and school personnel; carry only those materials which are acceptable under the law and are not hazardous to any person or property; and accept the consequences for the articles stored in their lockers.

Observe the basic standards of cleanliness, modesty, and good grooming, and wear clothing which contributes to their own health and safety, as well as that of others.

TELEPHONE CALLS

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

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

CHANGE OF INFORMATION

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

CHECK OUT FROM SCHOOL

Occasionally a student may need to leave school before the end of the school day due to certain situations such as medical appointments, legal appointments, etc. Students will not be allowed to check out to take care of things that can be done after the end of the school day (example: haircuts, business in town, tanning, picking up items for class, advisory, or homeroom, etc.)

The procedure for checking out is as follows:

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

CLOSED CAMPUS POLICY

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

The Closed Campus Policy includes:

- After arriving on campus, students may not leave until before the end of the school day or until the bell rings to end the school day.

- Students who ride a bus are to go directly to their bus and are not permitted to leave campus before boarding the bus.

- No food or drink items may be brought on campus except for personal lunch items which are to be consumed in the cafeteria.

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

DRIVER'S TEST

It is the student's responsibility to request a notification form from the SJHS or SHS office in order to take the driver's test. This form must be requested 24 hours in advance to allow sufficient processing time, and is only valid for 30 days.

PARKING ON CAMPUS

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

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

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

HALL PASSES

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

FIELD TRIPS

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

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

While most field trips are directly related to specific, academic curricula, they also may address the need for intra- and interpersonal growth in children, and thus may be designed to promote social and emotional development and to provide for the development of the "whole" child.

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

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

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

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

STUDENT DELIVERIES

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

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

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

FOOD DELIVERIES

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

SOLICITATIONS BY STUDENTS

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

STUDENT COUNCIL (7th- 9th grade)

The Student Council of Sheridan Junior High School was organized in 1978 and is an organization dedicated to serving the students of Sheridan Junior High School. The council is composed of six (6) officers and eighteen representatives who are elected by the student body. The sponsor is appointed by the principal. The council meets twice a month during the school day. Activities of the council include orienting new students, coordinating the spring seventh grade orientation, sponsoring the middle school dances, various holiday activities, and encouragement of good citizenship.

Student council membership requirements:

A. All members must exemplify outstanding conduct with acceptable recommendation from teachers.
B. The president must be chosen from the ninth grade, and a vice-president will be elected from each grade.
C. The presidential candidate must also have served at least one year on the Student Council.
D. The other offices of Student Council are secretary treasurer, and seventh, eighth and ninth grade reporters.
E. There will be six (6) representatives elected from each grade to serve on the Student Council.
F. All candidates' campaign materials must conform to school rules and generally accepted community standards.

STUDENT COUNCIL (10th- 12th grade)

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

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

Student Council Membership:

A. All members must have at least a 2.0 grade average.
B. The council president shall be chosen from the senior class and the vice-president shall be chosen from the junior class.
C. To be qualified to run for president, a student must have served at least one year on the Student Council.
D. Other officers of Student Council (secretary, treasurer, and reporter) may be selected from any high school grade (10-12). Election for officers shall be held prior to the election for representatives.
E. There will be four representatives elected from each grade to serve on the Student Council.

Criteria for Student Council:

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

STUDENT ORGANIZATIONS/EQUAL ACCESS

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

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

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

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

Note: [1]A.C.A. § 6-5-202 requires the automatic expulsion of a student who is convicted of hazing.

Legal References: A.C.A. § 6-5-201 et seq.
A.C.A. § 6-10-130
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)

INTERNET SAFETY and ELECTRONIC DEVICE

Definition

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

The Sheridan School District makes electronic device(s) and/or electronic device Internet access available to students, to permit students to perform research and to

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

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

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

Technology Protection Measures

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

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

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

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

Internet Use and Safety

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

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

- Cyberbullying response.

Misuse of Internet

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

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

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)(l)	47 CFR 54.52047
47 CFR 520(c)(4)	A.C.A. § 6-21-107	A.C.A. § 6-21-111

STUDENT ELECTRONIC DEVICE and INTERNET USE AGREEMENT

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

1. Conditional Privilege: The Student's use of the district's access to the Internet is a privilege conditioned on the Student's abiding to this agreement. No student may use the district's access to the Internet whether through a District or student owned

electronic device unless the Student and his/her parent or guardian have read and signed this agreement.

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

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

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

A. using the Internet for other than educational purposes;
B. gaining intentional access or maintaining access to materials which are "harmful to minors" as defined by Arkansas law;
C. using the Internet for any illegal activity, including computer hacking and copyright or intellectual property law violations;
D. making unauthorized copies of computer software;
E. accessing "chat lines" unless authorized by the instructor for a class activity directly supervised by a staff member;
F. using abusive or profane language in private messages on the system; or using the system to harass, insult, or verbally attack others;
G. posting anonymous messages on the system;
H. using encryption software;
I. wasteful use of limited resources provided by the school including paper;
J. causing congestion of the network through lengthy downloads of files;
K. vandalizing data of another user;
L. obtaining or sending information which could be used to make destructive devices such as guns, weapons, bombs, explosives, or fireworks;
M. gaining or attempting to gain unauthorized access to resources or files;
N. identifying oneself with another person's name or password or using an account or password of another user without proper authorization;
O. invading the privacy of individuals;
P. divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email unless it is a necessary and integral part of the student's academic endeavor. Personally identifying information includes full names, address, and phone number.
Q. using the network for financial or commercial gain without district permission;
R. theft or vandalism of data, equipment, or intellectual property;
S. attempting to gain access or gaining access to student records, grades, or files;
T. introducing a virus to, or otherwise improperly tampering with the system;
U. degrading or disrupting equipment or system performance;

V. creating a web page or associating a web page with the school or school district without proper authorization;
W. providing access to the District's Internet Access to unauthorized individuals;
X. failing to obey school or classroom Internet use rules; or
Y. taking part in any activity related to Internet use which creates a clear and present danger of the substantial disruption of the orderly operation of the district or any of its schools.
Z. Installing or downloading software on district computers without prior approval of the technology director or his/her designee.

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

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

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

STUDENT DRUG TESTING POLICY

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

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

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

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

MISSION STATEMENT:

The Sheridan Public School District recognizes that drug abuse is a significant health problem for students, detrimentally affecting overall health, behavior, learning ability, reflexes, and the total development of each individual. The Sheridan School District is determined to undermine the effects of peer pressure by providing a legitimate reason for students involved in extra-curricular activities or operate a vehicle to refuse the use of illegal drugs and alcohol; and to be proactive in encouraging students who use drugs to participate in drug treatment programs.

DEFINITIONS:

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

POLICY STATEMENT:

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

A. To provide for the health and safety of students participating in activity programs, grades 7-12;

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

PROCEDURES FOR STUDENTS:

A. Consent: Any student wishing to participate in an activity program or park a vehicle on school grounds must have an opt out form signed and on file in the principal's office. The student's custodial parent/legal guardian shall consent in writing to drug testing pursuant to the district's drug testing program. No student shall be allowed to participate in any activity program or park a vehicle on campus absent such consent.

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

   Selection for random testing will be lottery drawing from a "pool" of all students who operate a vehicle or participate in activity programs in the district at the time of the drawing. A single test from a student can be required by a principal for reasonable suspicion. Any parent may request his/her child's placement in the lottery regardless of vehicle operation or extra-curricular participation.
   The superintendent shall take all reasonable steps to assure the integrity, confidentiality and random nature of the selection process, including assuring that the names of all participating students are in the pool, assuring that the person drawing the names has no way of knowingly choosing or failing to choose particular students for the testing, assuring that the identity of students drawn for testing is not known to those involved in the selection process, and assuring direct observation of the process by the least intrusive means possible while assuring brevity and privacy.

SAMPLE COLLECTION:

Samples will be collected at a mutually convenient time on the same day the student is selected for testing or if the student is absent on that day, on the day of the student's return to school. If a student is unable to produce a sample at any particular time, the student will remain with testing personnel until sample is collected. All students providing samples will have the option of doing so alone in an individual stall with the door closed. Refusal by the student to comply with request for sample will be deemed as non-compliant and, therefore, student will not be allowed to continue to participate in their activities. At that point, parent contact will be made to notify them of the student's non-compliance.

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

PRESCRIPTION MEDICATION:
The testing personnel will inquire about medication usage prior to the administration of the test. The student will have the opportunity to discuss any medications consumed. If the test results are deemed positive, the parents may provide a copy of the prescription or a doctor's verification, which will be considered in determining whether a "positive" test has been satisfactorily explained. That documentation will be forwarded to the testing lab with instructions for the lab to consider the student's use of such medication to assure the accuracy of the result. Students who refuse to provide verification and test positive will be subject to the actions specified below for "positive tests".

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

As a quality control measure, the school reserves the right to send any urine sample that appears unusual in color and/or consistency to a laboratory for testing and confirmation or non-confirmation.

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

PROCEDURE IN THE EVENT OF A POSITIVE TEST:
Whenever a student's test result indicates the presence of illegal drugs ("positive test"), the following will occur:

a. The custodial parent/legal guardian will be notified, and a meeting will be scheduled with the superintendent or his/her designee, the student, the custodial parent or legal guardian, and the student's principal.

b. If the parent or legal guardian would like to appeal the results of the test, the student's original urine sample will be tested by a toxicology agency using state of the art equipment and analytical methods, such as, thin layer chromatography (TLC), radioimmunoassay (RIA), gas chromatography (GC), or gas chromatography/mass spectrometry (GC/MS). The original sample will be tested at the expense of the parent/guardian. If the results of the second test are clear or negative, no further action will be necessary. If the second sample is also

found to be positive, then the student will be subject to the procedures and actions stated in this policy. If the appeal option is utilized, the student will remain under suspension until a negative test is ascertained from Sheridan Public School's testing agency.

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

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

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

THIRD POSITIVE TEST:
For the third positive test in two consecutive calendar years, the student will be suspended from participating in activities and lose parking privileges for the remainder of his/her enrollment in the district (May be appealed to the board).

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

OTHER DISCIPLINARY MEASURES*:*
The district, by accepting this policy, is not precluded from utilizing other disciplinary measures set forth in the Student Discipline Policy, and this policy does not preclude the district from taking disciplinary action when founded upon reasonable suspicion that a student has participated in drug-related activities.

SCHOOL ACTIVITIES

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

List of Current SJHS & SHS Extra-curricular Activities:

All Athletic Teams	**Destination Imagination (SJHS)**	**Newspaper (SHS)**
Art Club (SHS)	**Drama Club (SHS)**	**Photography Club**
Band	**FBLA**	**Quiz Bowl**
BETA Club (SJHS)	**FCCLA**	**Robotics Team (SJHS)**
Buzz – SJHS Newsletter	**FFA**	**Special Olympics**
CAT Club (SJHS)	**JAG (SHS)**	**Student Council**
Cheerleaders	**Journalism (SHS)**	**Yearbook**
Chess Club	**Interact**	**Young Democrats**
Choir	**JROTC**	**Young Republicans**
Creative Writing (SJHS)	**Literary Magazine (SHS)**	**Youth for Christ**
Dance Team	**National Honor Society**	
Debate Team (SHS)	**National Junior Honor Society**	

EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR HOME SCHOOLED STUDENTS

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

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

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

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

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

Although not guaranteed participation in an interscholastic activity, home-school students who meet the provisions of this policy, AAA Rules, and applicable Arkansas statutes shall have an equal opportunity to try out and participate in interscholastic

activities without discrimination. The District shall provide a reasonable alternative to any prerequisite for eligibility to participate in an interscholastic activity that the home-schooled student is unable to meet because of his or her enrollment in a home school.

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

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

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

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

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

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

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

a. Immediately upon being approved for participation for all interscholastic activities other than athletic activities; and

b. One (1) calendar year after being approved to participate in interscholastic activities that are athletic activities unless the approval is prior to July 1 of the school year the student would have been enrolled in seventh (7th) grade if the student were enrolled in public school.

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

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

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

Legal References: A.C.A. § 6-15-509
A.C.A. § 6-18-232
A.C.A. § 6-18-712
Arkansas Activities Association Handbook

PHYSICAL EDUCATION EXCUSES

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

AGE CRITERIA FOR PROM

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

LIBRARY MEDIA CENTER

A. The Sheridan School District library media center hours of operation are daily generally from 7:30 A.M. until 3:45 P.M. Specific campus hours of operation may vary slightly.
B. Students are welcome to come to the Media Center to research, check out a library book, work on homework, or read quietly before and after school, during lunchtime, or free-flow throughout the school day with a pass from a teacher.
C. English classes will visit the media center on a regular basis.

D. Students are allowed to check out one book at a time for a two-week period. Books may be rechecked out only once.
E. Pamphlets and magazines may be borrowed overnight on special request.
F. A $.50 per day fine may be charged for books that are not returned on time, though the maximum fine charged for an overdue book will be $3.00.
G. Lost library books should be reported to the media specialist as soon as possible. The student will be required to pay for any lost book, but if the book is found after it has been paid for, all but $3.00 fine will be refunded to the student.
H. Fines and overdue fees should be paid before the end of each nine weeks grading period.

MASS MEDIA

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

Yearbook

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

- The student duties will be assigned by the sponsor.
- Annual staff members are selected by the sponsor each year.
- Annuals must be ordered, in advance, and will be available at school or online for purchase. Cost and deadlines will be announced.

Newspaper or Newsletter

Campuses may have an official newspaper or newsletter.

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

CLASS PARTIES (Elementary & Intermediate Only)

There may be class parties during the school year. All items must be store bought with a label attached listing ingredients, due to the fact that all campuses are peanut and tree nut free due to students with allergies**. No siblings will be allowed to attend classroom parties.** Number of visitors may be limited due to space limitations.

Invitations and birthday treats **should not be sent** by parents to school.

SCHOOL PRESENTATIONS AND PROGRAMS

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

CONFLICTING PROGRAMS

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

EMERGENCY SITUATIONS/DRILLS

Inclement weather guidelines

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

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

Outside Temperature

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

Alert Messaging System

SSD-Alert is a service that provides immediate electronic information concerning school and school events. SSD-Alert will automatically provide items of interest to the e-mail address of any subscriber.

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

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

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

Tornado Drills – One tornado drill per month in the months of September, October, January and February are required by law.

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

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

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

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

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

Lock Down Drill – One per nine (9) weeks is required by law.

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

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

INSURANCE

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

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

LOST AND FOUND

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

TRAVEL

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

VISITORS

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

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

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

CAR RIDER PROCEDURE (Elementary and Intermediate)

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

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

VIDEO SURVEILLANCE AND OTHER STUDENT MONITORING (4.48)

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

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

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

The district shall retain copies of video recordings until they are erased which may be accomplished by either deletion or copying over with a new recording. Other than video recordings being retained under the provisions of this policy's following paragraph, the

district's video recordings may be erased any time greater than ten (10) days after they were created.

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

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

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

SECTION III – ATTENDANCE

ABSENCES (4.7)

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

Absences for students enrolled in digital courses shall be determined by the online attendance and time the student is working on the course rather than the student's physical presence at school. Students who are scheduled to have a dedicated period for a digital class shall not be considered absent if the student logs the correct amount of time and completes any required assignments; however, a student who fails to be physically present for an assigned period may be disciplined in accordance with the District's truancy policy.

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 and the student brings a written statement to the principal or designee upon his/her return to school from the parent or legal guardian stating such reason.

1. The student's illness or when attendance could jeopardize the health of other students. A maximum of eight (8) 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. Attendance at an appointment with a government agency;
3. Participation in an FFA, FHA, or 4-H sanctioned activity;
4. Participation in the election poll workers program for high school students.
5. 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.
6. 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).
7. 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.

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.

Unexcused Absences

Absences not defined above or not having an accompanying note from the parent or legal guardian, presented in the timeline required by this policy, shall be considered as unexcused absences. Students with (9 or more) 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 (4-four) unexcused absences, his/her parents, guardians, or persons in loco parentis shall be notified. 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 (9-nine) unexcused absences in a semester, the District shall notify the prosecuting authority and the parent, guardian, or persons 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, guardian, or person 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, guardian, or person in loco parentis, and the school or district administrator or designee.

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

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

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.

Applicants for an instruction permit or for a driver's license by persons less than eighteen (18) years old on October 1 of any year are required to provide proof of a high school diploma or enrollment and regular attendance in an adult education program or a public, private, or parochial school prior to receiving an instruction permit. To be issued a driver's license, a student enrolled in school shall present proof of a “C” average for the previous semester or similar equivalent grading period for which grades are reported as part of the student’s permanent record.

Legal References:

A.C.A. § 6-4-302
A.C.A. § 6-18-209
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. § 6-18-507(g)
A.C.A. § 6-18-702
A.C.A. § 7-4-116
A.C.A. § 9-28-113(f)
A.C.A. § 27-16-701

Arkansas Department of Education Rules Governing Distance and Digital Learning

COMPULSORY ATTENDANCE REQUIREMENTS

Every parent, guardian, or other person having custody or charge of any child age five (5) through seventeen (17) years on or before August 1 of the current year who resides, as defined by policy (7.0—RESIDENCE REQUIREMENTS), within the Sheridan School District shall enroll and send the child to a District school with the following exceptions.

1. The child is enrolled in private or parochial school.

2. The child is being home schooled and the conditions of policy (7.5—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, guardian, or other person having custody or charge of the child elects not to have him/her attend kindergarten. A kindergarten waiver form prescribed by regulation of the Department of 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). See statement below:

    - Any Sheridan School District student must have a written waiver from the school administrator in which he/she recommends placement in a GED program. These waivers will only be granted under extreme circumstances.

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

JUNIOR AND SENIOR DAY FOR POST-SECONDARY SCHOOL VISIT

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

A college day may not be taken on a nine-weeks test day, semester test day (unless the student is exempt from semester exams) or state mandated test date. Both college days must be taken by May 1st. Upon proper documentation of this visit by the student, the student will not be counted absent. Proper documentation will be a letter signed by a college official (i.e. registrar, dean of admissions, etc.) stating that the student did visit the college. The documentation must be presented to each of the student's teachers and initialed or signed by the teacher who will remove the absence from his/her records, then presented to the attendance clerk in the office who will keep the documentation on file.

BEREAVEMENT DAY

A student's absence due to a death in the immediate family will not count against the three day exemption from semester exams at Sheridan High School. Documentation should be provided upon return to school. (Immediate family for this purpose is defined as parents, siblings, grandparents.) One (1) day will be granted for in state. Out of state death of a relative in the immediate family may be reviewed for approval by administration for two (2) days.

TRANSFER AND WITHDRAWALS

1. Students who are withdrawing from school must return their state textbooks, all library books, and have each of their teachers initial the withdrawal form before they have officially withdrawn from school. They must be cleared through the office of all fines and service charges due.

2. Any student transferring from a school accredited by the Department of Education to any school in this district shall receive full credit for all classes passed at the previous school and shall be placed into the same grade the student would have been in had the student remained at the previous school.

3. Any student transferring from home school or a school that is not accredited by the Department of Education to a Sheridan District school shall be evaluated by District staff to determine the student's appropriate grade placement.

    a. State identified norm referenced achievement tests, computer based curriculum assessments and/or teacher made assessments may be instruments utilized to evaluate students.
    b. Any home school student who re-enters Sheridan High School must attend classes for at least nine (9) months immediately prior to graduation before the student can become eligible to receive a Sheridan High School diploma.

4. The Sheridan School District reserves the right to deny enrollment of any student who is currently expelled from another district until the time of the student's expulsion has expired.

Legal Reference: A.C.A. § 6-15-504(f)(g) State Board of Education Standards of Accreditation 12.05

WITHDRAWAL FROM SCHOOL

Students who are withdrawing from school are to follow these guidelines:

A. Students should present the request from their parents to the office.
B. If required on the campus, obtain a withdrawal form from the office.
C. Return all issued textbooks and library books.
D. Students are to have each of their teachers initial the withdrawal form before they have officially withdrawn from school.
E. All fines and service charges that are due must be cleared through the principal's office.

SCHOOL CHOICE

1. The superintendent will consider all applications for School Choice postmarked no later than the May 1 preceding the fall semester that the applicant would begin school in the Sheridan School District. The superintendent shall notify the parent or guardian and the student's resident district, in writing, of the decision to accept or reject the application as soon as possible after receiving the application, but no later than July 1. If the application is rejected, the notification letter will state the reason for the rejection. If the application is accepted, the notification letter will state a reasonable deadline by which the student shall enroll in the Sheridan School District.

2. The Sheridan School District shall advertise over the broadcast media and either in print or on the Internet to inform parents of students in adjoining districts of the availability of the program. The application deadline and the requirements and procedure for non-resident districts to participate in the program.

3. When considering applications, priority will be given to applications from siblings or stepsiblings residing in the same residence or household of students already attending the Sheridan School District through school choice.

4. The Sheridan School District may reject a nonresident's application for admission if its acceptance would necessitate the addition of staff or classrooms, or in any way exceed the requirements and standards established by existing law. The Sheridan School District shall reject applications that would cause it to be out of compliance with applicable laws and regulations regarding desegregation. The Sheridan School District will provide transportation for transfer students only from any existing bus route within the Sheridan District.

5. The Sheridan School District reserves the right to **deny enrollment** of any student who is currently expelled from another district until the time of the student's expulsion has expired.

6. Students admitted under this policy shall be entitled to continued enrollment until they graduate or are no longer eligible for enrollment in the District's schools. Any student admitted to this district under the provisions of this policy who chooses to return to his/her resident district during the school year voids the transfer and must reapply for a school choice admission if desiring to return to this district in the future.

Legal References: A.C.A. § 6-18-510 A.C.A. § 6-18-1904
A.C.A. § 6-18-1901 A.C.A. § 6-18-1905
A.C.A. § 6-18-1903

LEGAL TRANSFER (NON-RESIDENT ENROLLMENT)

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

1. If they are not currently expelled or under recommendation for expulsion from another school district.
2. If said transfer does not have an adverse effect on the desegregation efforts of the resident school.
3. If said transfer would cause the district to exceed the standards for accreditation under Section V. Instruction, subsection B. Class Size and Teaching Load.

4. All transfer requests must be submitted within two weeks of the start of the fall and spring semesters. The board may consider a request at other times in the most unusual of circumstances.

The Sheridan School District will not grant legal transfers from the district beginning July 12, 2005.

STUDENT TRANSFERS (4.4)

The District 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. The District shall reject applications that would cause it to be out of compliance with applicable laws and regulations regarding desegregation.

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

Any student transferring from a school that is not accredited by the Department of Education 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.

The Board of Education reserves the right, after a hearing before the Board, not to allow any person who has been expelled from another district to enroll as a student until the time of the person's expulsion has expired.

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.

Legal References:

A.C.A. § 6-15-504	A.C.A. § 6-18-510
A.C.A. § 6-18-316	A.C.A. § 9-28-113(b)(4)
A.C.A. § 6-18-317	A.C.A. § 9-28-205

HOME SCHOOLING (4.6)

Enrollment in Home School

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

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

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

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

The notice shall include:

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

To aid the District in providing a free and appropriate public education to students in need of special education services, the parents or legal guardians home-schooling their

children shall provide information that might indicate the need for special education services.

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

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SECTION IV – ACADEMIC INFORMATION

ELEMENTARY AND INTERMEDIATE PROMOTION/RETENTION

Elementary and Intermediate students must perform on the expected grade level, and have a yearly average of at least sixty (60%) percent or Basic on the Standards Based Report Card in order to be considered for promotion to the next grade level. All required courses taken by the student will be used to calculate the yearly average.

1. When considering retention, a committee will review the following:

Grades on the Report Card	In-District Assessments
Attendance	Standardized Test Scores
Parental/Guardian Input	Age of the Student
Prior Retention	Reading Level
Social, Emotional, & Physical Development	

2. One or both of the following methods will be used by the school to inform parents/legal guardians when a student's work is unsatisfactory and retention is being considered: Progress Reports sent home during the school year, and a parent/guardian conference may be requested to discuss the possibility of retention.

3. A committee will review all aspects of a child's performance (refer to the above stated list) to determine the promotional status of the student. If the committee attendees fail to agree with regard to the student's promotion/retention status, the final decision to promote or retain shall rest with the principal.

4. The retention committee will consist of an administrator, classroom teachers, and additional staff members that work with the student on a regular basis.

ELEMENTARY AND INTERMEDIATE PROMOTION AND RETENTION POLICY

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.

Each school in the Sheridan School District shall include in the student handbook, the criteria for promotion of students to the next grade.

Promotion or retention of students shall be primarily based on the following criteria:

1. Promotion of pupils in the elementary and intermediate schools will normally be made when the teacher feels the pupil will be able to do advanced work. This would generally mean that a student who is regular in attendance for the year and makes passing grades will be promoted.

2. Promotion will take into consideration the individual pupil's abilities (results of I.Q. and achievement tests), the schools' objectives, and the curriculum and social conditions of the next grade.

3. If there is doubt concerning the promotion or retention of a student, before a final decision is made, a conference between the parents/guardians, teacher(s), other pertinent personnel, and principal shall be held. The conference shall be held at a time and place that best accommodates those participating in the conference. The school shall document participation or non-participation in required conferences. If the conference attendees fail to agree concerning the student's placement, the final decision to promote or retain shall rest with the principal.

4. Parents or guardians shall be kept informed concerning the progress of their student(s). Any time during the school year written notification of a student's possible retention will be given or mailed to parents; such notification shall include the student's grades, documentation of missing/incomplete paperwork, etc. The parents are to sign the form indicating that they have received the notice of possible student failure.

5. Parent-teacher conferences are encouraged and may be held as necessary in an effort to improve a student's academic success.

6. A student in grades three (3) through eight (8), identified as not meeting the requisite scale score on the criterion referenced assessment and failing to participate in the subsequent AIP shall be retained and shall not be promoted to the next appropriate grade until the student is deemed to have participated in the AIP or the student meets the assessment criteria for the current grade level in which the student is retained. The local district shall determine the extent of the required participation in remediation as set forth in the student academic improvement plan.

7. Promotion/retention or graduation of students with an Individual Educational Plan (IEP) shall be based on their successful attainment of the goals set forth in their IEP.

Legal References: A.C.A. § 6-15-401 (Act 1081)
A.C.A. § 6-15-402 A.C.A. § 6-15-1602
A.C.A. § 6-15-404 A.C.A. § 6-15-2001
A.C.A. § 6-15-419 A.C.A. § 6-15-2005
A.C.A. § 6-15-433 A.C.A. § 6-15-2009
State Board of Education: Standards of Accreditation 12.04.3
ADE Rules Governing the ACTAAP and the Academic Distress Program
7.02.7 - 7.02.9, 7.03.7 - 7.03.7.3

SECONDARY PROMOTION/RETENTION/COURSE CREDIT

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.

Each school in the Sheridan School District shall include in the student handbook, the criteria for promotion of students to the next grade as well as the criteria for being required to retake a course, if applicable.

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

Promotion or retention of students, or their required retaking of a course, shall be primarily based on the following criteria:

A. Students in grades 6-8 must pass three (3) core academic courses or six (6) semesters of core courses in addition to meeting attendance requirements in order to be promoted to the next grade level
B. 9th grade – 4 credits
C. 10th grade – 9 accumulated credits
D. 11th grade – 15 accumulated credits
E. 12th grade – 22 accumulated credits and meet graduation requirements

1. Parents or legal guardians shall be kept informed concerning the progress of their student(s).

2. 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.

3. Parent-teacher conferences are encouraged and may be held as necessary in an effort to improve a student's academic success.

4. If there is doubt concerning the promotion or retention of a student, or their required retaking of a course, a conference between the parents/guardians, teacher(s), other pertinent personnel, and principal shall be held before a final decision is made. The conference shall be held at a time and place that best accommodates those participating in the conference. The school shall document participation or non-participation in required conferences. If the conference attendees fail to agree concerning the student's placement, the final decision to promote or retain shall rest with the principal or his/her designee.

Promotion/retention or graduation of students with an Individual Educational Plan (IEP) shall be based on their successful attainment of the goals set forth in their IEP.

Legal References: A.C.A. § 6-15-401 (Act 1081)
A.C.A. § 6-15-402 A.C.A. § 6-15-1602
A.C.A. § 6-15-404 A.C.A. § 6-15-2001
A.C.A. § 6-15-419 A.C.A. § 6-15-2005
A.C.A. § 6-15-433 A.C.A. § 6-15-2009

State Board of Education: Standards of Accreditation 12.04.3
ADE Rules Governing the ACTAAP and the Academic Distress Program 7.02-7.02.9, 7.03-7.03.7.3

HOMEWORK

The Sheridan School District recognizes that homework is a beneficial addition to the in-school instructional program. Homework is a flexible and individual responsibility of the classroom teacher. For most students, additional study directly related to academic work-in-progress can make the difference between mastery and non-mastery and between satisfactory and exemplary achievement.

Homework tells students that learning is more than just a schoolroom activity; that expectations go beyond minimum effort, and that independent learning is valued. Through a well-formulated homework system, students will acquire academic content while also developing self-discipline, responsibility, and good work/study habits. Students who possess these characteristics will be prepared for both academic and/or vocational careers.

Homework is also essential because of time. There simply is not enough time in the school day for students to work with all the information schools need to transfer. Homework is needed in order to fill this gap.

Because of these factors, the Sheridan District encourages the assigning of relevant homework to its students. The guidelines for homework are as follows:

1. Individual campuses will develop their own specific homework plans/procedures which comply with the district intent.

2. Each year on each campus, students and parents will be informed concerning the homework procedures to be followed.

3. Homework assignments in each class should reflect a realistic consideration of student time. Work expectations in other classes should be considered.

4. Homework assignments should not be based on the assumption that parental or adult help will be available. While adult assistance during homework has many

positive benefits, students who do not receive such help must be considered and not penalized.

5. Homework assignments should not be given for disciplinary reasons.

6. All homework assigned shall receive feedback.

GRADING

Uniformity of grading will be conscientiously maintained throughout the school. That is, work of similar quality may receive about the same mark from all teachers. Academic marks are to be based on educational objectives only, and not on conduct, as behavior is to be graded separately. A minimum of two (2) grades will be recorded each week per subject.

1. Grading: The letter system/percentage system, or a standards based rubric will be used for reports to parents/guardians and for permanent record files. In either case, the following interpretation will be maintained:

Elementary (K-3)

3 – Student independently meets expectations related to the standard (On grade level)

2 – Student needs teacher guidance to be successful with expectations related to the standard (Approaching grade level)

1-Student is receiving support yet lacks understanding related to the standard (Below grade level)

Grades 4-12

A- 90 to 100%

B- 80 to 89%

C- 70 to 79%

D- 60 to 69%

F- Below 60%

2. Report Cards: Report cards will be distributed one week following the close of each nine week grading period.

3. Failure Notice: When failure seems unavoidable, and retention is likely, the parent/guardian will be notified well in advance of the probable failure of the child.

4. Parent/Teacher Conferences**:** Teachers will meet with parent(s) or guardian(s) of each student at least twice yearly at scheduled times.

5. Make-Up Work: Students will be given the same amount of time to complete work missed due to absences as the number of days they missed school. A student missing two days of school will have two days to complete make-up work.

REPORT CARDS

Students receive a report card from their advisory teacher each nine weeks, reporting work done in each subject. When Parent-Teacher Conferences are held at the end of a grading period, report cards will be given to the parent at the conference. If parents do not attend the conferences, the report card will be given to the student on the next school day. At the end of the school year, report cards are mailed to parents.

GUIDELINES FOR REQUESTING MAKE-UP WORK

A. Requests are to be made to main campus office
B. Requests need to be made by 10:00 A.M. Requests made after this time may not be available until the next school day at the same time request was made; this allows teachers their prep period to prepare assignments.
C. Assignment requests for 5 days or more will require 2 days to be collected. Extended days may require more time to collect.
D. Getting assignments picked up is the responsibility of the student/parent.
E. If an assignment request is made, it is expected to be picked up. Teachers expect the student to have a large portion of the assignments completed upon returning to school.
F. Students/Parents who have access to email are encouraged to email teachers for assignments.
G. Students that know in advance that they will be absent are encouraged to get assignments themselves prior to being out.
H. Make up tests are to be rescheduled at the discretion of the teacher, but must be aligned with the schedule of the missed work to be made up.
I. Students shall have one class day to make up their work for each class day they are absent.
J. Make up work which is not turned in within the make- up schedule for that assignment shall receive a zero.
K. Students are responsible for turning in their make-up work without the teacher having to ask for it.

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. Work may not be made up for credit for unexcused absences. Out-of-school suspensions are unexcused absences.

CONCURRENT CREDIT

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

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

SEMESTER TESTS (Grades 7-9)

Teachers will give semester tests at the end of the first and second semesters. Students in grades 7-9 will not be exempt from the semester tests.

SEMESTER TEST MAKE-UP (Grades 7-9)

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

SEMESTER GRADES (Grades 10-12)

Semester grades will be calculated using two nine weeks percentages as 80 percent of the total grade and the semester test score as 20 percent of the total grade.

BEREAVEMENT DAY

A student's absence due to a death in the immediate family will not count against the three day exemption from semester exams at Sheridan High School. Documentation should be provided upon return to school. (Immediate family for this purpose is defined as parents, siblings, grandparents.) One (1) day will be granted for in state. Out of state death of a relative in the immediate family may be reviewed for approval by administration for two (2) days.

EXEMPTION FROM SEMESTER TESTS GRADES (10-12)

Teachers will give comprehensive nine weeks' tests at the end of the first and third nine weeks grading periods. Nine weeks' exams count as twenty (20) percent of the nine weeks' grade.

Ninth grade students will not participate in comprehensive nine weeks' exams. Additionally, ninth grade students will not be exempt from semester exams. All students classified as freshman (ninth grade) will take semester exams. Students, grades 10-12, who meet the following criteria, may be exempt from semester tests:

a. Three (3) or fewer absences and a 70% or above grade in a class.

Students having served in Suspension School or having been suspended will not be exempt.

Two tardies in the same class will count as an absence toward taking semester exams. A student who chooses to take a semester test even if he/she meets these requirements for exemption should do so with the understanding that the test grade will not lower his/her semester grade. The campus will be closed for semester test days. Students who are exempt have to be present only in those classes where they have to take semester exams.

SEMESTER TEST MAKE-UP (Grades 10-12)

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

GRADUATION REQUIREMENTS

GENERAL GRADUATION REQUIREMENTS

The number of unit's students must earn to be eligible for high school graduation are to be earned from the following categories:

A. A minimum of 22 units is required for graduation for students participating in either the Smart Core or Core curriculum.

B. There are some distinctions made between Smart Core units and graduation units. Not all units earned toward graduation necessarily apply to Smart Core requirements.

C. The provisions of a student's Individualized Education Plan (IEP) serve as his/her graduation plan. Unless exempted by a student's IEP, all students must score proficient or advanced on all end-of-course (EOC) assessments that they are required to take; or meet the remediation required for the EOC assessment to receive academic credit for the applicable course and be eligible to graduate from high school.

D. Each student must take at least five credit courses each year. All credit courses receive one credit per year. Students are not allowed to exceed two (2) non-credit courses per semester.

E. Beginning with the entering ninth grade class of 2014-15 school year, each high school student shall be required to take at least one digital learning course for credit to graduate.

GRADUATION CEREMONY REQUIREMENTS

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

Legal Reference: State Board of Education; Standards of Accreditation 14.01

MINIMUM GRADE POINT AVERAGE

The minimum grade point average for unconditional admission to colleges and universities will vary. Please check the requirements of the institution you plan to attend.

GRADUATION PARTICIPATION

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

Early Graduation

I. It is the policy of the Sheridan Schools that students may be allowed to participate in the graduation ceremony prior to completion of his/her senior year if he/she has successfully met the following requirements:

   A. Has declared his/her intent to graduate early during CAP conferences at end of the sophomore year.

B. Has met all requirements of the original graduating year prior to the spring graduation ceremony.

C. Has presented official documentation of all requirements completed outside the district prior to the first day of spring semester testing.

D. Has petitioned the principal for permission for early graduation by Oct. 1 of student's junior year.

E. Has completed a written graduation contract which is signed by the student, parent/legal guardian, a counselor, and a high school administrator.

II. Students may meet the above criteria by the following methods:

A. Completing courses taken during the regular school year in an approved and accredited high school.

B. Completing college courses while concurrently enrolled in high school.

C. Completing summer school courses sponsored by an accredited high school and/or college with the prior approval of the principal.

D. Completing correspondence courses by an accredited institution, with the prior approval of the principal. No more than two (2) credits by correspondence may count toward graduation.

III. The student's diploma will be awarded upon completion of all state testing requirements.

IV. Students approved for early graduation program:

A. Will be eligible for all honor graduate recognition if requirements are attained.

B. Will be eligible for two college days.

C. Will be classified as a junior.

D. Will follow the attendance requirements and semester test schedule for seniors in the spring semester.

E. Will be informed about all senior activities.

SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS (4.45) FOR THE CLASSES OF 2018, 2019, AND 2020

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, both a *Smart Core Informed Consent Form* and a *Smart Core Waiver Form* will be sent home with students prior to their enrolling in seventh (7th) grade, or when a seventh (7th) through twelfth (12th) grade student enrolls in the district for the first time and there is not a signed form in the student's permanent record. Parents must sign one of the forms and return it to the school so it can be placed in the students' permanent record. This

policy is to be included in student handbooks for grades six (6) through-twelfth (12th) 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 requirements of their IEP (when applicable) to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians prior to the time they are required to sign the consent forms.

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

This policy, the Smart Core curriculum, and the courses necessary for graduation shall be reviewed by staff, students, and parents at least every other year to determine if changes need to be made to better serve the needs of the district's students. The superintendent, or his/her designee, shall select the composition of the review panel.

Sufficient information relating to Smart Core and the district's graduation requirements shall be communicated to parents and students to ensure their informed understanding of each. This may be accomplished through any or all of the following means:
Inclusion in the student handbook of the Smart Core curriculum and graduation requirements;
Discussion of the Smart Core curriculum and graduation requirements at the school's annual public meeting, PTA meetings, or a meeting held specifically for the purpose of informing the public on this matter;
Discussions held by the school's counselors with students and their parents; and/or
Distribution of a newsletter(s) to parents or guardians of the district's students.

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

To the best of its ability, the District shall follow the requirements covering the transfer of course credit and graduation set forth in the Interstate Compact on Educational Opportunity for Military Children for all students who meet the definition of "eligible child" in Policy 4.2—ENTRANCE REQUIREMENTS.

GRADUATION REQUIREMENTS

The number of units students must earn to be eligible for high school graduation is to be earned from the categories listed below. A minimum of twenty-two (22) units is required for graduation for a student participating in either the Smart Core or Core curriculum.

There are some distinctions made between Smart Core units and Graduation units. Not all units earned toward graduation necessarily apply to Smart Core requirements.

Beginning in the 2018-2019 school year, all students must pass the test approved by ADE that is similar to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services in order to graduate.

Digital Learning Courses

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

SMART CORE: Sixteen (16) units

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

Oral Communications: one-half (1/2) unit

Mathematics: four (4) units (all students under Smart Core must take a mathematics course in grade 11 or 12 and complete Algebra II.)
Algebra I or Algebra A & B* which may be taken in grades 7-8 or 8-9;
Geometry or Investigating 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 beyond Algebra II: this can include Pre-Calculus, Calculus, AP Statistics, Algebra III, Advanced Topic and Modeling in Mathematics, Mathematical Applications and Algorithms, Linear Systems and Statistics, or any of several IB or Advanced Placement math courses (Comparable concurrent credit college courses may be substituted where applicable); or
A computer science flex credit may be taken in the place of a fourth math credit.

Natural Science: a total of three (3) units with lab experience chosen from
One unit of Biology; and either:
Two units chosen from the following three categories (there are acceptable options listed by the ADE for each):
Physical Science;
Chemistry;

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

Physical Education: one-half (1/2) unit
Note: While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (1/2) 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.

Fine Arts: one-half (1/2) unit

CAREER FOCUS: - Six (6) units

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

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

CORE: Sixteen (16) units

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

Oral Communications: one-half (1/2) unit

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

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

Science: three (3) units
at least one (1) unit of biology or its equivalent; and
Two units chosen from the following three categories:
Physical Science;
Chemistry;
Physics; or
One unit from the three categories above and a computer science flex credit may be taken in the place of a third science credit.

Social Studies: three (3) units
Civics one-half (1/2) unit
World history, one (1) unit
American History, one (1) unit

Physical Education: one-half (1/2) unit
Note: While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (1/2) 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 (1/2) unit

CAREER FOCUS: - Six (6) units

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

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

Legal References: Standards For Accreditation 9.03 – 9.03.1.9, 14.02
ADE Guidelines for the Development of Smart Core Curriculum Policy
ADE Rules Governing Distance and Digital Learning

Smart Core Informed Consent Form 2017
Smart Core Waiver Form 2017
A.C.A. § 6-4-302
A.C.A. § 6-16-149
A.C.A. § 6-16-150
A.C.A. § 6-16-1406

SERVICES FOR ADVANCED STUDENTS

K-2 Whole Group Enrichment Sessions.

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

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

The district identification process follows state regulations which include:

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

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

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

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

ADVANCED PLACEMENT COURSES

All AP courses are open to students willing and able to accept introductory-level college work at an expected more rigorous, complex level. Required AP training documentation is monitored and retained by the district GT/AP Coordinator. Sheridan High School does not offer International Baccalaureate (IB) courses.

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

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

AP courses offered are the following:

Art Studio Drawing	Chemistry	Music Theory	Statistics
Art 2-D	Computer Science Principles	Physics I	U.S. Gov. & Politics
Art History	English Language	Physics II	U.S. History
Biology	English Literature	Psychology	World History
Calculus	Environmental Science	Spanish	

HONOR GRADUATES

Only a student who has successfully completed the minimum core of high school courses recommended for preparation for postsecondary education (core curriculum for unconditional college admittance outlined above) or a more rigorous program of vocational study will be eligible for the honor of serving as valedictorian, salutatorian, or honor graduate of a senior class in a high school in this state. Sheridan High School no longer has a valedictorian and a salutatorian but has three tiers of honor grads:
Act 980 of 1991 sets these requirements for honor graduates.

DISTINGUISHED HONOR GRADUATES

Distinguished honor grads will be those with a grade point average (GPA) of 4.0001 or higher who have taken a minimum of five (5) Advanced Placement classes and meet the state requirements. All students in this category will be ranked number one.

HIGH HONOR GRADUATES

High honor grads will be those with a GPA of 3.9000 or higher who have taken a minimum of three Advanced Placement classes and meet state requirements. These students will receive regular class rank beginning at number two.

HONOR GRADUATES

Honor grads will be those with a GPA of 3.7500 or higher who meet state requirements. The tiers of honor graduates are determined after the completion of all high school courses/grades. Students are encouraged to seek advice from the counselor, principal and teachers to be sure requirements are met. Students are responsible for making sure they have completed all graduation requirements.

SCHOLARSHIPS

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

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

Award:	4 year institutions	2 year institutions
	$1000 freshman year	$1000 freshman year
	$4000 sophomore year	$3000 sophomore year
	$4000 junior year	
	$5000 senior year	

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

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

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

STUDENT ATHLETES

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

NATIONAL HONOR SOCIETY (11th- 12th grade)

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

Act 980 of 1991 set these qualifications for membership in the National Honor Society: Only a student who is enrolled in a course of study containing the minimum core of high school courses recommended for preparation for post-secondary education as set forth by the State Board of Higher Education and the State Board of Education or the technical preparation program as set forth by the State Board of Education shall be eligible for membership in the National Honor Society or any equivalent honorary society. NHS members can be dismissed from the NHS in the event of serious infractions.

JUNIOR NATIONAL HONOR SOCIETY (8TH-9TH grade)

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

Act 980 of 1991 set these qualifications for membership in the National Honor Society: Only a student who is enrolled in a course of study containing the minimum core of high school courses recommended for preparation for post-secondary education as set forth by the State Board of Higher Education and the State Board of Education or the technical preparation program as set forth by the State Board of Education shall be eligible for membership in the National Honor Society or any equivalent honorary society. NHS members can be dismissed from the NHS in the event of serious infractions.

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SECTION V –
STUDENT BEHAVIOR
and
DISCIPLINE POLICIES

DISCIPLINE POLICIES

The Sheridan School District employees and the Board of Education have the 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.

1. Students are responsible for their conduct that occurs:
    A. At any time on the school grounds.
    B. Off school grounds at a school-sponsored function, activity, or event.
    C. Going to and from school or a school activity.

2. 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.

3. 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
    B. an assault or battery
    C. drug law violations
    D. sexual misconduct of a serious nature

4. Any disciplinary action pursued by the District shall be in accordance with the student's appropriate due process rights.

5. The District's handbook committees from each campus shall review the student discipline policies annually and may recommend changes in the policies to the Sheridan School Board. The Board shall approve any changes to student discipline policies.

6. The District will enforce disciplinary action from a minimum of a warning to a maximum of expulsion/suspension for disciplinary infractions.

7. In order to assure that policies are firm, fair, and consistent, the superintendent will annually ensure that a discipline policy committee composed of school personnel and parent's reviews and revises said policies. The District's student discipline policies and rules shall be distributed to each student annually and to new students upon their enrollment. Each student's parent or legal guardian shall sign and return to the school an acknowledgement form documenting that they have received the policies and rules.

8. Further, parents, teachers, and students may request and receive a hearing before the District's Handbook Committee to propose revisions of policies or particular provisions of policies.

9. It is required by law that the principal or the person in charge report to the police any incidents where 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.

10. Sheridan School District currently employs two School Resource Officers (SRO) to assist students, faculty, and administration when necessary. If an SRO is not available, local law enforcement officers may be contacted. In cases that appear to need the help of an SRO or law enforcement officers, the principal/assistant principal will confer with the superintendent/assistant superintendent. If they are not available, he/she will make his/her own determination regarding the need for local law enforcement.

Legal References: A.C.A. § 6-18-502
A.C.A. § 6-17-113

EXPECTED STUDENT BEHAVIOR

General Campus Rules

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

1. Students are not to destroy or take student or school property. Student may be required to pay for damages.
2. Each student is expected to go outside for recess. Exceptions may be made by the classroom teacher.
3. Students are expected to use good behavior on school campuses, district transportation and all school events.
4. Students are expected to obey the playground rules. Playground rules will be set by individual grade levels.
5. No student's disruptive behavior will be allowed to interrupt the classroom teaching of other students. Proper student behavior is the responsibility of the parents, students, and school.
6. Students are expected to respect all teachers, other school personnel, and classmates.
7. Students are expected to walk quietly in the hallways and on the sidewalks–no pushing and running.
8. Items or flyers that are not school sponsored may not be brought on school property for the purpose of selling or trading unless approved by the principal.
9. Students are not to wear athletic shoes with cleats.

10. Students may not leave the school or classroom without permission.
11. Students who do not ride the bus may be picked up only in designated areas, and are not allowed to leave these areas before a parent arrives.
12. Students are not to use vulgar or profane language at school.
13. Students are not to have pornographic materials in any form at school.
14. Students are to keep hands, feet, and all objects to themselves.
15. Students bringing balls to school must bring them in a backpack or sack. There will be no bouncing of the balls on the sidewalks or in the hallways as it interrupts other classes.
16. Backpacks with wheels are not allowed.
17. Skate shoes are not allowed.
18. Chewing gum will not be allowed at school unless prescribed by a health care official and medical documentation is provided. (Grades K-6)

Building Rules

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

Playground Rules

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

Cafeteria Rules

1. Students should enter and exit the cafeteria quietly and in an orderly manner.
2. Use indoor voices – speak softly – and only to your immediate neighbors (person sitting on either side of you).
3. Use good table manners.
4. Keep hands, feet, and other objects to yourself. Keep foreign objects out of your mouth.

5. Lunches brought from home or provided by parents/guardians must not have any glass containers or bottles.
6. Remain seated until you have permission to leave.
7. Follow all adult staff directions.
8. **All campuses are peanut and tree nut free due to students with allergies.**

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

ADE rules Governing Nutrition and Physical Activity Standard 8.02.1.

BEHAVIOR NOT COVERED IN THIS STUDENT HANDBOOK

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

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

DISCIPLINE

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

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

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

DISCIPLINE OF DISABLED STUDENTS

Students identified as disabled under the Individuals with Disabilities Education Act (IDEA) will be subject to all school policies and rules unless otherwise directed by the student's Individual Education Plan, so long as such treatment does not abridge the right to a free appropriate public education. Further, discipline of IDEA students will conform to laws and regulations as enumerated under IDEA.
Students who are determined to be disabled under Section 504 of the Rehabilitation Act of 1973 will be subject to all school policies and rules unless otherwise directed by the student's Individual Accommodation Plan. Schools may remove any student with disabilities for a disciplinary infraction for up to 10 school days per offense. During a period of short term exclusion, schools are not required to provide any educational services to the student.

CORPORAL PUNISHMENT

Corporal punishment may be administered in grades K-12. It is the responsibility of building level administrators to determine that the law, policy, and guidelines related to corporal punishment are followed.

GUIDELINES FOR CORPORAL PUNISHMENT

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

who shall be present when the student is advised of the reason(s) for the punishment. It will only be administered following warnings that the misbehavior will not be tolerated and that the administration of corporal punishment is imminent.

NOON DETENTION HALL (SJHS)

1. Noon detention is served during lunch.

2. A student may serve a maximum of fifteen (15) days per semester. Additional detention hall days will result in further punishment deemed appropriate by the principal or assistant principal.

3. A student assigned to Suspension School for not completing detention hall assignments will complete the detention hall assignment, in noon detention, upon return from Suspension School.

DETENTION HALL (10th-12th grade)

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

SUSPENSION SCHOOL

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

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

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

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

Days in Suspension School prevent SHS exemption for semester exams.

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, 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 ~~which~~:

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

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

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

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

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

1. The student shall be given written notice or advised orally of the charges against him/her;

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

When possible, notice of the suspension, its duration, and any stipulations for the student's re-admittance to class will be given to the parent(s), legal guardian(s), 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), 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 parents' or legal guardians' responsibility to provide current contact information to the district, which the school shall use to immediately notify the parent or legal guardian upon the suspension of a student. The notification shall be by one of the following means, listed in order of priority:

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

The district shall keep a log of contacts attempted and made to the parent or legal guardian.

During the period of their suspension, students serving OSS are not permitted on campus except to attend a student/parent/administrator conference.

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

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

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

Legal References: A.C.A. § 6-18-507
Goss v Lopez, 419 U.S. 565 (1975)

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:

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 a school campus.

The Superintendent or his/her designee shall give written notice to the parents or legal guardians (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 five (5) school days following the date of the notice, except that representatives of the Board and student may agree in writing to a date not conforming to this limitation.

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

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

student. The presiding officer shall decide questions concerning the appropriateness or relevance of any questions asked during the hearing.

Except as permitted by policy 4.22, the Superintendent shall recommend the expulsion of any student for a period of not less than 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 or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a weapons policy violation shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property. The parents 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 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.

Legal Reference: A.C.A. § 6-18-507

CONSEQUENCES FOR MISBEHAVIOR

For minor rule infractions:
Minimum – Verbal reprimand
Maximum – Suspension

For severe rule infractions:
Minimum – Detention Hall, Suspension School, and parent notification
Maximum – Expulsion

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

A. Verbal reprimand
B. Noon detention
C. Recess detention (Elementary & Intermediate Only)
D. Meaningful written assignments
E. Loss of privileges
F. Classroom isolation or classroom exchange
G. Suspension from the bus
H. Suspension from a class

I. Parent/Guardian notification and/or conference
J. Suspension from school for up to (10) days
K. In-school suspension (Elementary & Intermediate Only)
L. Suspension School (6-12)
M. Corporal punishment
N. Expulsion
O. Other appropriate consequences
P. Notification of law enforcement official

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

The following conduct is not permitted:

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

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

A. A student shall not possess, use, or be under the influence of alcohol, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, K-2, and/or other controlled or illegal substance or counterfeit substance purported to be a controlled substance, pharmaceutical ingredients, or beverage containing alcohol or intoxicant of any kind. Any student found to be "Huffing" or abusing any chemical or otherwise legal substance with the intent to get high or achieve an altered state, shall be considered to be in violation of this policy. (Act 590 of 1971 and Acts 1983, Nos. 787 and 10). Any student in violation shall be suspended and will be recommended for expulsion. Parents and law enforcement officials will be notified. In lieu of expulsion, a Second Chance Program may be available for qualified students in grades 7-12.

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

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

D. Students shall not possess any type of drug paraphernalia.

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

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

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

Abuse

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

Consequences (Elementary & Intermediate):
A. Minimum – Conference
B. Maximum – Suspension

Consequences: (SJHS, SHS)
A. Minimum – Conference
B. Maximum – Recommendation for expulsion

Arson

The intentional setting of a fire.

Consequences (Elementary & Intermediate):
A. Minimum – Conference
B. Maximum – Suspension

Consequences: (SJHS, SHS)
A. Minimum – School Suspension
B. Maximum – Recommendation for expulsion

Assault or Battery

A student shall not threaten, physically abuse, or attempt to physically abuse, or behave in such a way as to be perceived to threaten bodily harm to any other person (student, school employee, or school visitor). Any gestures, vulgar, abusive or insulting language, taunting, threatening, harassing, or intimidating remarks by a student toward another

person that threatens their well-being is strictly forbidden. This includes, but is not limited to, fighting, racial, ethnic, religious, or sexual slurs.

Consequences (Elementary & Intermediate):
A. Minimum – Conference
B. Maximum – Suspension

Consequences (SJHS, SHS)
A. 10 days of Suspension School
B. 5 days of suspension from school
C. 10 days of suspension from school with a recommendation for expulsion

Bullying

It is the policy of the Sheridan School Board that students shall be free of harassment, threats or harmful actions commonly referred to as bullying. To that end bullying will not be tolerated in the Sheridan Schools.

A. Bullying is behavior that is aggressive and is used to harm or disturb others in a physical or psychological manner. The aggressive behavior occurs frequently over a period of time with an imbalance of power between the victim and perpetrator (bully is physically or mentally stronger).

B. Forms of bullying behaviors that are prohibited include, but are not limited to, verbal, physical or psychological actions such as: threatening, name-calling, hitting, spreading rumors, extorting money, and social isolation/exclusion. Teasing will be considered bullying when the behavior is degrading, offensive, malicious, and/or the victim experiences distress or fear as a result of the repeated teasing behavior. Students may be disciplined for harassing communication, including telephone, texting, mail, written communication or electronic communication. Cyber bullying, which occurs away from school may be dealt with as bullying if the behavior results in a substantial disruption of the learning environment.

C. Bullying behaviors are prohibited while in school, on school property, in school vehicles, on school buses, at designated school bus stops, at school sponsored activities, or at school sanctioned events.

D. Any school employee who has witnessed or has reliable information that a student is a victim of bullying behavior shall report the incident to the principal of the school.

E. The person or persons who file a complaint will not be subject to retaliation or reprisal in any form.

F. Notice of what constitutes bullying and the consequences of engaging in bullying will be provided annually to parents, school volunteers, and school employees. Notices will be posted in every classroom, restroom, gymnasium, auditorium and bus in the district.

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

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

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

Cell Phones and Other Electronic Devices

Grades K-6

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

Grades 7-12

Students that are in possession of cell phones or head phones, ear buds, other personal listening devices or other electronic devices on school property must turn the device off and keep it put away out of sight upon the first bell prior to first period. Students are allowed to use cell phones or other electronic devices during the student's assigned lunch period. During instructional time phones may not be used for any reason unless permission is given from school personnel for academic purposes. If the device is believed to be in use any other time during the school day without school personnel permission, it will be confiscated and appropriate discipline will be assigned. Taking pictures and/or video with cell phones or other electronic devices is prohibited. Students bring these devices to school at their own risk. Sheridan School District faculty and staff members are not responsible for any damaged, missing, or stolen electronics. Exceptions to this policy may be granted for health or other compelling reasons as allowed by school administrators.

Consequences (Grades K-5):

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

Consequences: (Grades 6-12)

1st offense – Five (5) days of detention hall. Phone will be confiscated and a parent contact must be made before the phone can be returned to the student at the end of the day.

2nd offense – Two (2) days of Suspension School. Phone will be confiscated and returned only to the parent.

3rd offense – Five (5) days of Suspension School. Phone will be confiscated and returned only to the parent.
4th offense – Three (3) days of suspension from school. Phone will be confiscated and returned only to the parent.

Cell Phones and other Electronic Devices during Testing

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

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

Cell Phones, Cameras and other Electronic Devices

The use of cell phones or cameras for the distribution, showing or posting on social networking sites or websites of pictures and/or videos of students or school employees taken at school, or on school buses, without prior written permission of the principal is prohibited.

Consequences:
A. Minimum – Verbal warning with parental contact
B. Maximum – Suspension with possible recommendation for expulsion

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

Cheating/Plagiarism

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

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

Classroom Rules Violation

Students will adhere to all classroom rules set by teachers.
Consequences (Elementary & Intermediate):
A. Minimum – Conference
B. Maximum – In-School Suspension

Consequences: (Grades 7th – 12th)
A. 2 days of Detention Hall
B. 5 days of Detention Hall

C. 2 days of Suspension School
D. 5 days of Suspension School
E. Suspension from school

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

Consequences (Elementary & Intermediate): Less than $100.00 in value
A. Minimum – Conference with parent/guardian and restitution
B. Maximum – In-School Suspension, restitution and parent/guardian contact

Consequences (Elementary & Intermediate): More than $100.00 in value
A. Minimum – Conference with parent/guardian and restitution
B. Maximum – In-School Suspension, restitution and parent/guardian contact

Consequences (SJHS, SHS): Less than $100.00 in value
A. Five (5) days of Detention Hall and restitution
B. Two (2) days of Suspension School and restitution
C. Suspension from school and restitution

Consequences (SJHS, SHS): More than $100.00 in value
A. Three (3) days Suspension School and restitution
B. Five (5) days Suspension School and restitution
C. Suspension from school and restitution

**Restitution must be paid in all cases.
**Law enforcement may be notified on any offense.

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

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

Disregard of Direction or Command/Insubordination

A student shall comply with reasonable directions or commands of teachers, student interns, substitute teachers, teachers' aides, principals, administrative personnel, superintendent, school bus drivers, school security personnel, or any other authorized school personnel. Students will be considered insubordinate when they refuse to obey any rule or regulation of the school or school district or the reasonable instructions of school district personnel.

Consequences (Elementary & Intermediate):

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

Consequences (SJHS, SHS):

A. Parent conference and Detention Hall
B. 2 days of Suspension School
C. 2 days suspension from school

Disruption and Interference with School

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

A. Block the doorway or corridor;
B. Prevent students from attending a class or school activity;
C. Block normal pedestrian traffic;
D. Use violence, force, coercion, noise, threat, intimidation, harassment, or fear, refuse to identify himself/herself on request; use passive resistance, or any other conduct intentionally to cause a disruption;
E. Encourage other students to violate any rule or school board policy;
F. Misbehaving during any assembly program will be grounds for suspension from school;
G. Keeping your "hands-off" others will be strictly enforced;
H. Displaying abnormal or irrational behavior will result in being temporarily suspended from class by the teacher and/or from the school by the principal or assistant principal;
I. Duplicating, altering, or falsifying school records, signatures, or other information will not be tolerated;
J. Bringing toys of any kind (electronic games, skateboards, stuffed animals, etc.) is strictly prohibited;
K. Chewing gum will not be permitted on the school campus or on school buses (K-6 only), unless prescribed by a health care official and medical documentation is provided.

Consequences (Elementary & Intermediate):

A. Minimum – Conference
B. Maximum – Suspension

Consequences (SJHS, SHS):

A. 2 days of Detention Hall
B. 2 days of Suspension School
C. 2 days suspension from school

Dress Code

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

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

a. Halter tops, tank tops, bra straps exposed; spaghetti strap or low cut tops or dresses; muscle shirts or tube tops.
b. Shirts/tops that do not cover the midriff with or without arms raised.
c. Shirts/tops must cover the top of the shoulders or 3 inch minimum.
d. Headwear (of any kind), hair rollers, or sunglasses.
e. Clothing no more than four inches above the middle of the knee (shorts, skirts, dresses). The exception to this rule is a school uniform.
f. Leggings when not worn with a garment that reaches four inches above the middle of the knee.
g. See-through garments; visible underwear.
h. No visible body piercing other than ears. (K-6).
i. Pajamas, lounge pants, house shoes, blankets.
j. Sexually suggestive clothing.
k. Emblems, pictures, jewelry or words pertaining or inferring to alcohol, tobacco, gangs, sex, profanity, hazing, or drug related messages.
l. Pants and skirts that are unzipped, unbuttoned, unsnapped, or otherwise unfastened.
m. Clothing with messages that mock, demean, ridicule or provoke others.
n. Extreme styles or sizes that are too tight or too loose that may be disruptive such as, sagging pants, chains, etc...
o. Jeans and shorts with side slits, ripped seams or holes more than four inches above the middle of the knee allowing the skin to show.
p. Clothing and appearance that interferes with the educational process or the rights of others**.**
q. Shoes with cleats or wheels are not permitted.
r. Shirts with oversized arm holes.

Consequences (Elementary & Intermediate):
A. Minimum – Conference
B. Maximum – In-School Suspension

Consequences (SJHS, SHS):
A. Warning and student changes clothes
B. 3 days of Detention Hall
C. 3 days of Suspension School
D. Suspension from school

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

Extortion

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

Consequences (Elementary & Intermediate):
A. Minimum – Conference
B. Maximum – Suspension

Consequences (SJHS, SHS):
A. 10 days of Suspension School
B. 5 days of suspension from school
C. 10 days suspension from school with recommendation for expulsion

Faculty and Staff Assault/Battery/Threat

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

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

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

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

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

Consequences (Elementary & Intermediate):
A. Minimum – Conference
B. Maximum – Suspension with possible recommendation for expulsion.

Consequences (SJHS, SHS):
A. Minimum: Suspension from school
B. Maximum: Recommendation for expulsion

False Fire Alarm

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

Fighting

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

Consequences (Elementary & Intermediate):
A. Minimum – Conference
B. Maximum – Suspension

Consequences (SJHS):
A. Five (5) days of Suspension School
B. Five (5) days of suspension from school
C. Ten (10) days of suspension from school with a recommendation for expulsion

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

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

Consequences (Elementary & Intermediate):
A. Minimum – Conference
B. Maximum – Suspension

Consequences (SJHS, SHS):
A. Two (2) days of Detention Hall
B. Three (3) days of Suspension School
C. Two (2) days suspension from school

Food and Drinks
Drinks should be kept in backpacks and may be accessed with teacher approval. Water bottles are recommended. Open containers are not allowed. All food should be eaten in the cafeteria or student lounge.

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

Consequences (Elementary & Intermediate):
A. Minimum – Conference
B. Maximum – In-School Suspension

Consequences (SJHS, SHS):
A. 3 days of Detention Hall
B. 3 days Suspension School
C. 2 days suspension from school

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

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

Consequences (Elementary & Intermediate)
A. Minimum - Conference
B. Maximum - In-School Suspension

Consequences (SJHS, SHS):
A. First offense: Five (5) days suspension from school
B. Continued offenses: May result in expulsion

Hazing

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

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

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

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

The offense of hazing is a Class B misdemeanor.

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

Inappropriate/Indecent or Pornographic Materials

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

Consequences (Elementary & Intermediate)
A. Minimum - Conference
B. Maximum - In-School Suspension

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

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

Indecent Exposure or Sexual Activity

Students are not to be involved in sexual activities or indecently expose themselves at school, on a school bus, at a school bus stop, or while attending any school activity or school sanctioned event.

Consequences (Elementary & Intermediate)
A. Minimum - Conference
B. Maximum - In-School Suspension

Consequences: (SJHS, SHS)
A. Five (5) days suspension from school
B. Ten (10) days suspension from school with possible recommendation for expulsion
C. Students involved in extracurricular activities may receive additional consequences based on individual club or group rules and/or guidelines.

Internet Violations

See page 41.

Instigating

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

Laser Pointers

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

Consequences (Elementary & Intermediate):
A. Conference
B. Suspension

Consequences (SJHS, SHS):
A. Confiscation and parent contact
B. Suspension from school and parent contact

Pantsing

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

Consequences (Elementary & Intermediate):
A. Conference
B. In-School Suspension

Consequences (SJHS, SHS):
A. Three (3) days of Suspension School
B. Three (3) days of suspension from school

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

Consequences (Elementary & Intermediate):
A. Conference
B. In-School Suspension

Consequences (SJHS):
A. Two (2) days of Detention Hall
B. Five (5) days of Detention Hall
C. Three (3) days of Suspension School
D. Suspension from school

Consequences (SHS):
A. Five (5) days of Detention Hall
B. Three (3) days of Suspension School
C. Suspension from school

Public Display of Affection
Other than holding hands, physical contact is prohibited in grades 7-12.

Consequences:
A. Warning
B. Two (2) days of Detention Hall
C. Two (2) days of Suspension School

Scuffling
Arguing, bickering, shoving, scuffling, wrestling, horseplay or activities that could lead to a fight are prohibited. Students may be required to attend conflict resolution or mediation as well as the consequences listed below.

Consequences (Elementary & Intermediate):
A. Conference
B. Suspension

Consequences (SJHS and SHS):
A. Five (5) days of Detention Hall
B. Three (3) days of Suspension School

Sexual Harassment

Sexual harassment is unwelcome, unwanted or uninvited sexually oriented words or actions that make a student feel uncomfortable, unsafe, hurt, and/or humiliated. Sexual harassment will not be tolerated, and disciplinary action will be taken with those students who sexually harass others.

As with other forms of discrimination, sexual harassment is prohibited according to Title VII of the Civil Rights Act of 1964 which protects the adolescent at work, and Title IX of 1972 which protects the teen from sex discrimination at school. The Supreme Court has mandated that schools provide a safe environment for students.

A. All schools in the district are committed to the eradication of sexual harassment in the school. Such harassment is illegal and will not be tolerated.

B. Sexual harassment consists of verbal or physical conduct of a sexual nature that disrupts the right to equal education by interfering with the student's psychological, social, and physical well-being.

C. Specific behaviors that are unwanted and sexual in nature that could constitute sexual harassment especially to students at school are:

Assaulting	Pulling at clothes, grabbing
Attempted rape/rape	Sex-oriented kidding
Cornering/blocking movements	Sexual name calling
Degrading remarks	Spreading sexual rumors
Gestures	Telephone calls
Inappropriate touching	Too personal conversation
Jokes/cartoons/pictures	Verbal comments
Leers/stares	Vulgar notes/sexual bullying

ANY OTHER "UNWELCOME BEHAVIORS"

If a student feels he/she have been sexually harassed, the following steps should be taken without fear of retaliation:

A. Inform a teacher, counselor, or administrator.
B. Write a detailed account of the incident including the date, time, place, and witness(es) if any.
C. This information will then be forwarded to the principal's office for review and possible disciplinary action.

Consequences (Elementary & Intermediate):
A. Conference
B. Suspension

Consequences (SJHS, SHS):
A. Minimum – Student/Parent Conference
B. Maximum – Recommendation for expulsion

Student Publications

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

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

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

Tardies (Elementary & Intermediate)

Students will be allowed two (2) tardies per semester; thereafter the following consequences will be enforced:

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

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

If a student is absent for less than 1 hour, he/she will be marked tardy. Students arriving on late buses will not be counted tardy.

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

Tardies (Grades 7-12)

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

Consequences: (SJHS and SHS)
A. 1st tardy - Teacher warning
B. 2nd tardy - Parent contact

C. 3rd tardy - 5 days Detention Hall
D. Each additional tardy after 3 will result in a Suspension School assignment.

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

Consequences:
Minimum – Suspension
Maximum – Recommendation for expulsion

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

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

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

Consequences:
Minimum – Suspension School
Maximum – Recommendation for expulsion

Throwing Objects
Throwing objects inside or outside the building is prohibited.

Consequences: (K-6th Grade)
A. Minimum: Conference
B. Maximum: Suspension

Consequences: (7th-12th Grade)
A. Two (2) days of Detention Hall
B. Two (2) days of Community Service (SJHS Only)
C. Three (3) days of Suspension School
D. Two (2) days of suspension from school

Tobacco
Smoking or possession of cigarettes will not be allowed on the school campus. Consumption and/or possession of tobacco, smokeless tobacco, and/or paraphernalia (i.e. electronic cigarettes, vaporizers, etc.) is prohibited on school campus. Cigarette lighters and matches are not permitted and will be confiscated and not returned. Any tobacco look-alike product will be dealt with in the same manner as tobacco. Students may be cited for possession by the school resource officer.

Effective April 12, 2013, AR law prohibits the sale, delivery, possession or use of alternative nicotine products and electronic cigarettes by minors, and prohibits their use on public school property by any individual.

ARK. CODE S4-16-101; S6-21-609.
HB 1398/SB1087 signed into law 4/12/2013.

Consequences: (K-6th Grade)
First offense – One (1) day suspension
Second offense – Three (3) days suspension
Repeated offenses – Three (3) days suspension

Consequences: (7th-12th Grade)
First offense – Three (3) days of Suspension School
Repeated offenses – Two (2) days suspension from school

Parents will be notified following each offense

Truancy

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

Consequences: (K-6)
Minimum: Parent Conference
Maximum: In-School Suspension

Consequences: (Grades 7-12)
First offense - Three (3) days of Suspension School/parent notification
Second offense - Four (4) days of Suspension School/parent notification
Third offense - Suspension from school/parent notification

Weapons and Dangerous Instruments

No student shall possess a weapon, display what appears to be a weapon, or threaten to use a weapon 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. Military personnel, such as ROTC cadets, acting in the course of their official duties are exempted.

A weapon is defined as any firearm; knife; gun; pistol; revolver; shotgun; BB gun; rifle; pellet gun; razor; ice pick; dirk; box cutter; numchucks; 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. For the purposes of this policy, "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, as defined in this policy, on the student's body or in an area under his/her control. If a student discovers prior to any questioning or search by any school personnel that he/she has accidentally brought a weapon, other than a firearm, to school on his/her person, in a book bag/purse, or in his/her vehicle on school grounds, and the student informs the principal or a staff person immediately, the student will not be considered to be in possession of a weapon unless it is a firearm. The weapon shall be confiscated and held in the office until such time as the student's parent/legal guardian shall pick up the weapon from the school's office. Repeated offenses are unacceptable and shall be grounds for disciplinary action against the student as otherwise provided for in this policy.

Except as permitted in this policy, students found to be in possession on the school campus of a firearm shall be recommended for expulsion for a period of not less than one year. The superintendent shall have the discretion to modify such expulsion recommendation for a student on a case-by-case basis. Parents or legal guardians of students expelled under this policy shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a firearm on school property. Parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to readmitting the student. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a firearm policy violation shall also be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a firearm on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

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

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

Notes: A.C.A. § 5-73-119 trumps the more lenient US DOE Guidelines relating to a student's accidental possession of a firearm on campus. Consequently, the leniency provisions of the policy for students who inadvertently bring a weapon to school cannot be extended to a firearm.

Legal References:

A.C.A. § 6-18-502 (c) (2)(A)(B)
A.C.A. § 6-18-507 (e) (1)(2)
A.C.A. § 6-21-60820
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
USC § 7151

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

Special cases:

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

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

CAFETERIA RULES

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

A. Enter the cafeteria and wait in line quietly without pushing or breaking in front of anyone.
B. Use appropriate manners and courtesies at all times to all people.
C. Take trays to the turn-in window when finished. Do not leave trays, trash, or eating utensils on the table or floor.
D. Do not talk loudly or make unnecessary noise while in the cafeteria.
E. Leave the cafeteria when finished eating. Remember to get a drink of water and/or or go to the restrooms before leaving the cafeteria. Once you leave the cafeteria, you will not be allowed to return.
F. All food is to be consumed within the cafeteria. Do not take any food or drinks outside.
G. Students depositing money into their account during lunch should go to the end of the line.

H. Food and beverage items in glass containers are not allowed on campus.
I. Students who do not follow these rules may be assigned to “clean-up duty” or other disciplinary action.
J. ADE standard 8.02.01 states that parents may bring food, to school at lunch time for their children, but not other children. Food must be delivered to the office, not the cafeteria. No food vendor deliveries to students.
K. **All campuses in the Sheridan School District are peanut and tree nut free due to students with allergies.**

Grades K-9:
Minor age children under 18 are not permitted to visit without adult supervision in the cafeteria during lunch.

Grades 10-12:
Refer to the Visitor policy as stated in this handbook. Visitation during a meal time may be restricted due to seating capacity.

DRUG DOG

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

SCHOOL RESOURCE OFFICERS

The Sheridan School District currently employs two School Resource Officers and one Security Officer (SHS) to assist students, faculty and administration when necessary. If School Resource Officers are not available, local law enforcement officers may be contacted.

SEARCH AND SEIZURE

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

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

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

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

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

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

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

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

SECOND CHANCE PROGRAM

The Second Chance Program was developed to provide qualified students, in grades 7-12, who are first time offenders of the district's drug and alcohol policy an opportunity to avoid expulsion and remain a Sheridan School District student thus progressing in their education. Recommendations for inclusion in the Second Chance Program will be made by campus principals. Students who are enrolled in the Second Chance Program are placed on a very strict probationary status for one calendar year and are required to complete all program components including;

- A mandatory 6 week drug education class selected by the district and provided on campus, after school, at the student's expense.
- 15 hours of community service

- Random drug testing throughout the student's enrollment in the program.
- Weekly student progress meetings with the student's campus counselor/administrators.
- Strict academic and disciplinary probation.

Participating in the Second Chance Program in lieu of expulsion is an opportunity that can be taken advantage of only one time in a student's 7-12 education. Additionally, any student found to be in violation of section B of the Student Handbook-Alcoholic Beverages, Counterfeit Drugs policy will not qualify for inclusion in the Second Chance Program.

All alcohol and drug policy violations are reported to local law enforcement.

More information regarding the Second Chance Program is available upon request.

The Learning Center Program

The Learning Center Program (TLC) is an alternative program to expulsion for students found to be in violation of section B of the Student Handbook – Alcoholic Beverages, Counterfeit Drugs policy. Students may be assigned to the TLC program for disciplinary violations other than the Alcoholic Beverage, Counterfeit Drug policy. Such exceptional assignments will be made on a case by case basis as determined by school administrators. In the case of an exceptional assignment to TLC, program criteria may be amended based on the reason of the exceptional assignment. This program will provide students in grades 7 through 12 the opportunity to earn credit for core classes through digital learning. Campus principals may offer this program to students in lieu of a recommendation for expulsion

Students are assigned one or two semesters in the Learning Center Program. Students are required to successfully complete the following criteria;

- Six week drug education/life skills class
- Random drug testing
- Satisfactory attendance according to the Sheridan School District Student Handbook attendance policy.
- Completion of 12 community service hours
- Complete 75% or more of assigned course work with passing grades
- Maintain a 90% progress report average

Students are required to follow a uniform dress code of khaki pants with a white or blue polo shirt with a collar. Transportation will not be provided during enrollment in the Learning Center Program. Upon successful completion of the TLC program, students will be placed in one semester of the Second Chance program.

SECTION VI –
HEALTH AND WELLNESS POLICIES AND PROCEDURES

BREAKFAST AND LUNCH

The Sheridan Child Nutrition Department will offer lunch and breakfast at Sheridan School District Campuses. Studies show a positive relationship between academic performance, reduced tardiness, and absenteeism when students participate in school breakfast and lunch programs.

Your child will receive a personal envelope for meal deposits. There are blanks to be filled in by the parent/guardian as to the date and amount of money sent to be deposited in your child's account. Upon receipt by the food service cashier, she will post the amount of money received and the date received. Please seal the envelope**.** The student is to turn the envelope into his/her first period teacher or in the box located in the cafeteria or office before school starts.

The money deposited will be used for school food service only. Each time your child is served lunch, breakfast, second meals, or an extra drink the price will automatically be deducted from your child's account. Since all money sent in the meal envelopes is deposited into the student's account, money sent for field trips, pictures, books, etc., must be sent separately to the teacher's attention.

Meal Charges

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

- Submitting cash or check payment at the cafeteria's or in lock boxes, located by the school office. Student's first and last name is required.
- Depositing funds through the District's online service; at EZschoolpay.com

A student's parents will be contacted by authorized District personnel regarding a student's prepaid account balance at the following times:

- Elementary and Intermediate Schools when the account is at $7.50 or below
- At the Junior High and High School, the cashiers will communicate directly with the student concerning a balance at $7.50 or below.

Alternative Meals

The District provides alternative meals at no cost to students whose accounts do not have enough funds to purchase a meal. Alternative meals are available during regular serving time.

- Alternative Breakfast provided: graham crackers and milk
- Alternative lunch provided: cheese sandwich, fruit and milk

Students who have submitted proper documentation to receive a meal modification in accordance with Policy 4.50—SCHOOL LUNCH MODIFICATIONS shall receive the same type of modification for an alternative meal.

Second meals, snacks and extra drinks are not a part of the Federally-funded Food Service program. Students will be charged for these, even though your child may be eligible for free and reduced price meals. Second meal costs are the same as an adult meal price.

Students must pay in cash or check by the day, or pay in advance by the week, two weeks, or monthly. We encourage you to pay a week or more rather than daily. If your child should choose to bring his or her lunch or is absent, no meals will be deducted from their account. The only way a meal is deducted from your child's account is for your child to go through the line and pick up a tray or extra drink. We will not provide the student with the service of cashing checks or giving change. Should you move from the district during the school year and have a credit balance, contact the Food Services Director to process your refund.

EZSchoolPay

The Sheridan School District is now offering an online service to assist parents in the management of their student's school meal account. In addition to checking a student's meal balance online, parents may use a Visa, MasterCard, or Discover card (credit or debit) to enter a prepayment to their student's school meal account.

In order to prepay a child's school meals, parents can go online to the Sheridan School District website at www.sheridanschools.org and click on the quick link EZSchoolPay or go to http://www.EZSchoolPay.com to create an account. A child's meal account balance can also be monitored online and updated as often as every 10 minutes. The EZSchool Pay website can also be used to view recent meal transaction history and to set up e-mail alerts to indicate that a child's account balance is low. Payments can be made to a student's account anytime. **EZSchool Pay is provided for parent's convenience, however a service fee is charged when making a payment.**

If you need more information or have questions on EZSchool Pay, please call district Food Service Director at 870-942-3135.

FREE AND REDUCED LUNCHES

To qualify for free and reduced lunches, an application must be filled out, one per household with each student listed and returned to the school office or cafeteria office. Applications will be reviewed and approved or disapproved according to federal guidelines. Payment is expected until free or reduced meals are approved.

Students who qualified for the program last year will continue on the program for the first 30 days of the new school year. Free and reduced meal prices only apply to first servings, students who receive second trays will be charged an adult meal price. Parents are invited and encouraged to periodically join their students in dining in the cafeteria.

FREE AND REDUCED PRICE MEALS: CONFIDENTIALITY AND ONLINE PROCEDURES

The Sheridan School District offers healthy, nutritious meals every school day. Some children in our school district may qualify for free or reduced meals based on household size and income criteria. The Sheridan School District is committed to follow the guidelines from the United States Department of Agriculture and the State of Arkansas in processing free or reduced price meal forms.

During the school enrollment process, parents will be notified of the procedures for how to apply, either online or by printed forms. The use of online meal applications and acceptance of electronic submissions requires the same level of compliance as the printed forms with regard to security issues surrounding student and parent confidentiality and data protection, the Family Educational Rights and Privacy Act (FERPA), and personally identifiable information (PII, such as social security numbers). Additional security measures must be followed for online processing regarding scanned documents and data storage and disposal of original documents containing FERPA and PII data. The district shall submit to the State of Arkansas Child Nutrition Program procedures for “Security and Disposal Plan for Online Documents” which ensures maintenance of support documentation for distribution of federal and state funds. The district will also provide proof of our ability to provide a digital signature system in compliance with Level 2 Authenticity Security as required by the United States Department of Agriculture and National Institute of Standards and Technology.

The Sheridan School District has written policies and procedures that apply to on-line meal application processing for federal meal benefits to ensure:

- On-line documents are legally binding.
- Security issues surrounding student and parent confidentiality and data protection is provided.

- Family Educational Rights and Privacy Act (FERPA) regulations are in compliance.
- Personal Identifiable Information (PII), i.e. social security numbers, are protected at all levels.
- Security issues regarding scanned documents/data storage according to state/federal requirements have been fully addressed.
- Disposal of original documents containing FERPA and PII data will follow district policies and procedures.

You may access the application online at: HTTPS://sheridanschools.rocketscanapps.com

MEAL PRICES

BREAKFAST

Regular Meal Price	$1.35
Reduced Meal Price	$ .30
Adult Meal Price	$2.10
Extra Milk	$ .55
Extra Juice	$ .35

LUNCH

Reg. Meal Price (K-6)	$2.20
Reg. Meal Price (7-12)	$2.20
Reduced Meal Price	$ .40
Adult Meal Price	$3.50
Extra Milk	$ .55
Extra Juice	$ .35

SCHOOL MEAL MODIFICATIONS (4.50)

The district only provides modified meal components on menus to accommodate students with a disability. A parent/guardian wishing to request dietary accommodations for their student with a disability must submit to the district's Director of Child Nutrition a medical statement completed by a State licensed healthcare professional, which includes:

- Physicians, including those licensed by:
  - The Arkansas State Medical Board;
  - The Arkansas State Board of Chiropractic Examiners (Chiropractors);
  - The Arkansas Board of Podiatric Medicine (Podiatrists);
- Nurse Practitioners (APRNs in family or pediatric practice with prescriptive authority);
- Physician Assistants (PAs who work in collaborative practice with a physician); and
- Dentists.

The medical statement should include:

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

2. An explanation of what must be done to accommodate the disability, which may include:
   a. Food(s) to avoid or restrict;
   b. Food(s) to substitute;
   c. Caloric modifications; or
   d. The substitution of a liquid nutritive formula.

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

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

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

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

Legal References: Commissioner's Memo FIN-09-044
Commissioner's Memo FIN-15-122
Commissioner's Memo CNU-17-051
7 CFR 210.10(g)

TRANSPORTATION POLICIES

The Sheridan School District provides daily bus transportation to and from school for those students in the district who qualify by residing one (1) mile or further from Central Office in Sheridan and one (1) mile or further from East End Elementary in East End. It is the goal of the Sheridan Transportation Department to provide transportation in the safest, most dependable, and efficient manner possible. Keeping safety, dependability, and efficiency in mind as priorities, please read and become familiar with the transportation policies, safety procedures, rules, and consequences for misbehavior as outlined in this section.

General Policies:

A. All school district policies will be followed.
B. Riding a school bus is a privilege, not a right required by law.
C. Bus routes and stops will be determined by the transportation department.

D. Students will load and unload buses only at designated bus stops or their assigned campus.
E. Bus drivers will assign seats.
F. All students are expected to conduct themselves in a safe and appropriate manner while at a bus stop or while riding a bus. The bus stop is considered part of the school grounds.
G. Students wishing to ride a bus other than their assigned bus due to an emergency situation must bring a note making the request and signed by a parent/guardian. This note must be presented to the campus office for approval before 10 A.M. on the day of the request.

General Rules of Safety & Discipline:

A. The school bus is an extension of the classroom. All rules of conduct, policies, procedures, and consequences for misbehavior as outlined in the student's campus handbook apply and will be enforced.
B. Students are to be at their assigned bus stop 5 minutes before the bus is scheduled to arrive.
C. While waiting on the bus, students are to stand at least 10 feet from the bus stop. Students should wait until the bus is completely stopped, the door opened, and the driver signals it is safe, before approaching the bus.
D. Students should always cross the roadway in front of the bus where they can be seen by the driver. Never cross the roadway behind the bus.
E. Do not play in the roadway or at shuttle areas while waiting on the bus.
F. Students should wait until the bus leaves the area before crossing the roadway to check a mailbox. This should be done under adult supervision.

General Rules of Safety & Discipline While Riding the Bus:

A. Any act that jeopardizes the safety of others on the bus is prohibited.
B. Follow the driver's instructions, respect the driver, and do not distract the driver.
C. Respect the rights of others; no bullying, harassment or intimidation of others will be tolerated.
D. When loading and unloading the bus, enter and exit the bus in an orderly manner as directed by the driver.
E. Upon boarding the bus, students should go to their assigned seat, face forward while the bus is moving, and remain seated until time to exit the bus.
F. Students should only carry items that can be held in their lap with the exception of larger band instruments.
G. Keep the aisle clear of all objects at all times.
H. Speak in a normal tone of voice; no yelling, screaming, or distracting sounds will be allowed.
I. Students are to keep hands, feet, and objects to themselves and inside the bus.
J. No food or drink, except bottled water, will be allowed on the bus without permission of the driver or school officials.
K. Students are not to bring glass containers, balloons, animals, or any object prohibited at school on the bus.

L. Students are not to tamper with emergency windows, doors, or other safety equipment on the bus.
M. Act 36 of 1987 makes the parents of a minor child responsible for reimbursing the school for any damages caused by the minor child up to $5,000.00. Students are responsible for the seat they are assigned.
N. Act 814 makes it a misdemeanor for any person (student or adult) to threaten, curse, or use abusive language to a school bus driver. Violators will be duly prosecuted to the fullest extent of the law.
O. When riding a Sheridan School Bus, students are subject to be recorded. Electronic surveillance may be used to determine consequences in the event of misbehavior.
P. The school district reserves the right to punish misbehavior which is subversive to the good order, safety, discipline, or efficiency of the bus operation and the rights of others who ride the bus even though such misbehavior is not specified in these rules or the rules of the campus handbook.

If a student chooses to break bus rules, policies, or procedures, the following discipline policy will be used at the discretion of the principal or his/her designee depending on the severity of the offense. Removing a student from the bus for a period of time may be assigned in addition to other discipline measures taken on the student's campus by a principal or his/her designee.

1st offense - Written warning and parent notification.
2nd offense - Three (3) day suspension from riding all buses.
3rd offense - Five (5) day suspension from riding all buses.
4th offense - Ten (10) day suspension from riding all buses.
5th offense - Suspension from riding all buses for the remainder of the school year.

GUIDANCE SERVICES

Guidance counselors are available to counsel students at all times. Students are encouraged to use the counselor's help with all academic, occupational, social, and personal problems. Counselors will see students upon their request or that of their parents. Guidelines are as follows:

- Students are encouraged to see the counselors during the student's non-class time, at lunch, or before or after school.
- It is advantageous for each student to request a conference with his/her counselor early in the school year.
- Should an emergency arise, students must receive permission from their teacher and have a hall pass to go to the counselor's office.

HEALTH POLICIES

Acts 244 and 633 of Arkansas State Law require all students Pre-Kindergarten through 12th grade to have completed all required immunizations in order to register for the current school year. All transfer students must furnish shot records within thirty (30) calendar days of enrolling.

Personal Illness

In order to provide our students with a healthy environment in which to learn, these guidelines should be followed:

1. If a child complains before school, take his/her temperature, and keep the child home if the temperature is 100 degrees or higher.

2. If a child complains with stomach disorders, such as nausea, vomiting, or diarrhea, he/she should not be sent to school. Stomach viruses are contagious. A child should be symptom free for 24 hours before returning to school.

3. If a child has a rash of unknown origin, or has a suspected condition (such as chicken pox) which is contagious, do not send him/her to school; the child should be seen by a physician.

4. If a student is sent home from school with a fever, he/she should not return to school the next day. A child should be free from fever for twenty-four (24) hours before returning to school.

MANY TIMES CHILDREN BECOME ILL AT SCHOOL,
AND IT IS NECESSARY FOR THE SCHOOL TO NOTIFY PARENTS.

Immunizations

Definitions

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

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

General Requirements

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

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

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

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

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

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

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

1) Proof of immunization showing the student to be fully age appropriately vaccinated;
2) Written documentation by a public health nurse or private physician of proof the student is in process of being age appropriately immunized, which includes a schedule of the student’s next immunization;
3) A copy of a letter from ADH indicating immunity based on serologic testing; and/or

4) A copy of the letter from ADH exempting the student from the immunization requirements for the current school year, or a copy of the application for an exemption for the current school year if the exemption letter has not yet arrived.

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

Temporary Admittance

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

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

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

Exclusion From School

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

excluded due to an outbreak shall be allowed to return to school until the District receives approval from ADH.

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

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

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

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

Legal References: A.C.A. § 6-18-702
ADE Rules Governing Kindergarten Through 12th Grade Immunization Requirements In Arkansas Public Schools
ADH Rules and Regulations Pertaining to Immunization Requirements

Health Screening

Students in the Sheridan School District may receive annual updated health evaluation screenings which will include: Vision, Hearing, BMI and Scoliosis

Parent notification will be sent home prior to screenings.

BMI Screening

Please consider the above annual health evaluation screening information to be your BMI notification. If you do not want your child to participate in the BMI screening procedure, a written statement from you is required. Please send the statement to your child's principal before screening begins.

Head Lice

All students in kindergarten through sixth grade (K-6) are to be examined by a health care professional the first week of school each year and at random intervals during the school year. Students in grades 7-12 will be examined on an as needed basis.

Students found with human host parasites (head lice, lice nits, scabies, or bedbugs) will be sent home at that time. The classroom and any siblings will also be examined. Parents/guardians will be notified to pick up their children from school and will receive education material which explains treatment and prevention measures.

Return to school procedure:

A. Students may return the following day with proof of treatment (for example: box of over the counter product, prescription box, receipt of product purchased).
B. Parent/Guardian will accompany student to the nurse's office to be re-examined before returning to the classroom.

Non-responsive cases:

If over the counter treatments do not effectively treat the head lice, other suggestions will be discussed with Parents/Guardians. The same return to school procedure will be followed.

SCHOOL DISTRICT MEDICATION GUIDELINES

In order to provide the best possible care for your children, the following guidelines are in effect for administering medication at school.

A. Medication requested by parents/guardians to be given at school must be a doctor's prescription, and it must be in the original prescription container with the prescription label on the container. Medication should not be mixed in a container. (Ask your pharmacist to provide a second container with a prescription label. This allows the parent/legal guardian to have a container at home and one to be kept at school).

B. Prescription medication requested to be given on a long-term or short-term basis must have a permission form signed by the parents/guardians. This permission form can be obtained from the school nurse. All prescription medications to be given at school must be accompanied by an adult requesting medication to be given. Do not send with student.

C. No medication to be given three (3) times daily or less will be administered at school, unless ordered by a physician to be given during school hours.

D. No over-the-counter drugs will be given at school unless ordered by the physician to be given during school hours and accompanied by the order from the doctor.

E. Students are not allowed to have prescription or over the counter medications in their possession on school property with the possible exception of asthma, severe allergic reaction, or diabetic medication. Students found to be in possession of medications on school property may be in violation of the school districts Alcoholic Beverages, Drugs, Counterfeit Drugs Rule.

F. All medication prescribed to be taken during school hours must be kept in the nurse's or principal's office.

G. The school district medication guidelines permit trained students grades 7-12 to carry and/or self-administer medication for asthma (wheezing), severe allergic (anaphylactic) reaction, or diabetes on his/her person for immediate use in a life-threatening and/or emergency situation while in school, at an on-site school sponsored activity, or at an off-site school sponsored activity. To carry and administer such medication, a student must (1) have the written order of a doctor (2) have written parent/guardian authorization (3) have permission of the campus principal (4) demonstrate to the school nurse the skill level and responsibility necessary to use and self-administer the asthma inhaler or auto-injectable epinephrine and (5) have approval of the school nurse.

H. Even though district guidelines allow for student possession and use under the previously mentioned conditions, a student with asthma is not required to carry an asthma inhaler or auto-injectable epinephrine. Students are strongly encouraged to leave asthma and allergic reaction medications with the campus nurse.

A student is prohibited from sharing, transferring, or in any way diverting his/her own medications to any other person. The Sheridan School District, school district employees, nor any agent of the school district, shall be liable for injury to a student caused by his/her use of a prescription inhaler or self-administration of medication or for any injury caused by sharing, transferring, or in any way diverting his/her own medications to any other person.

A. Medication used for Attention Deficit Hyperactive Disorder (ADHD) is to be delivered to the school nurse by an adult and not sent with the student. Any change in daily medication will require a doctor's written order brought to school. No phone calls or written notes from parents/guardians.

B. Medication will be destroyed unless picked up within one week after the end of the school year, or after the end of the medical order. (SSD Board Policy 7.37)

C. Students in violation of District Medication Guidelines may be in violation of Alcoholic Beverages, Drugs, Counterfeit Drugs Policy.

If you have any questions, please feel free to call the nurse's office on your child's campus.

Sheridan Elementary School	**870-942-3131**
Sheridan Intermediate School	**870-942-7488**
Sheridan Junior High School	**870-942-3813**
Sheridan High School	**870-942-3137**
East End Elementary School	**501-888-4264**
East End Intermediate School	**501-888-1477**

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SECTION VII – FORMS

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Sheridan School District
Parent/Guardian-Student Document Verification

_____ _____

Student Name **Date**

Please sign, date, and have your child sign this form at the bottom of the back page.

Your signature on this form acknowledges your receipt of the 2017-18 K-12 Sheridan Student Handbook along with the policies and procedures contained within. For some policies you will be asked to select "Yes" or "No". Please read all policies and procedures carefully.

Cell Phones and/or Cameras: I understand that cells phones, headphones, ear buds, other personal listening devices, or other electronic devices on school property must be turned off and kept out of sight upon arrival at school and throughout the school day. I also understand that the use of cell phones or cameras for the distribution, showing or posting on social networking sites or websites of pictures and/or videos of students or school employees taken at school, or on school buses, without prior written permission of the principal is prohibited. The Sheridan School District Cell Phone policy is stated in its entirety on pages 105 and 106 of this handbook.

Corporal Punishment: The Sheridan School District Corporal Punishment policy is stated on page 96 and 97 of this handbook.

____ Yes, my child may be administered corporal punishment (paddling).
____ No, my child may **not** be administered corporal punishment (paddling).

Drug Screen Authorization *(applies to 7th-12th grade ONLY)*
All students in grades 7-12 that participate in extra-curricular activities or drive to school must be willing to submit to random drug screening in accordance with district policy. I authorize the Sheridan School District to conduct a urinalysis to test for drugs and/or alcohol use in accordance with district policy. I authorize the release of information concerning the results of such a test to the Sheridan School District and to the custodial parents/legal guardians. The Sheridan School District Drug Testing policy is stated on pages 45-50 of this handbook.

____ My **child will not be participate in extra-curricular activities and/or driving to school** and does not have my permission to be included in the random drug testing pool in accordance with district policy.

Homework Policy: I have received notification of the Sheridan School District Homework Policy as described on pages 75 and 76. _____ Yes _____ No

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Medical Release: I hereby grant permission to the Sheridan School District and/or its agents to obtain emergency medical assistance for my child in case of accident or emergency during school hours, on school property, or while at school-sponsored functions or activities. _____Yes _____ No

---

Parental Involvement Plan Summary: I have received a parent-friendly summary of the Sheridan School District Parental Involvement Plan, described on pages 12-14. _____ Yes _____ No

Permission for Use of Student Work on the World Wide Web: I grant permission for my child's drawings, paintings, photography projects, videos, writing and other publications to be displayed on the school or district website. Any work posted will appear with a copyright notice prohibiting the copying of such work without express written permission. No home address or telephone number will appear with such media publications. You may use my child's media for publication on a school website during the school year. _____Yes_____No

Student Electronic Device and Internet Use Agreement: The student agrees that he/she will use the district's technology to access the Internet for educational purposes only. In using the Internet, the student agrees to obey all federal and state laws and regulations. The student also agrees to abide by any electronic device and Internet use rules instituted at the student's school or class, whether those rules are written or oral. The Student Electronic Device and Internet Use Agreement is stated in its entirety on pages 43 and 45 of this handbook. _____ Yes _____ No

Statement of Residency: Arkansas Law § 6-18-202: A resident of a school district is one who is physically present and maintains a permanent place of abode for an average of not less than four (4) calendar days and nights per week for the primary purpose other than school attendance. I understand that by signing below I declare that I meet the legal definition of a resident of the Sheridan School District. I also understand that my child will be removed from school, and I will be subject to prosecution if I give a false address.

Statement of Responsibility (Parent/Guardian & Student): The Educational Standards of Arkansas requires that we inform you and your child of the rules of conduct in the schools. State law § 6-18-502 (5) (e) requires documentation of student, parent/guardian receipt of student discipline policies. This documentation will be included in the student's records.

Included in the 2017-18 K-12 Student Handbook is the Code of Conduct, Classroom Discipline Policies, Attendance Policies, Homework Policy, and Transportation Policy as well as other important information regarding your student and his/her education. Please read this handbook carefully and keep it for your reference.

We have received the 2017-18 K-12 Sheridan Student Handbook.

_____ _____
Student's Signature Date

_____ _____
Parent/Guardian Signature Date

Please return this signed form to _____ by Friday, August 18, 2017.

SHERIDAN SCHOOL DISTRICT

2017-18 *Title I Student/Teacher/Parent Compact*

NOTE: This agreement should be completed by all students attending buildings receiving Title I Federal funds including East End Elementary School, Sheridan Elementary School, East End Intermediate School and Sheridan Intermediate School.

PARENT/GUARDIAN AGREEMENT

I want my child to achieve. Therefore, I will encourage him/her by doing the following:

- Demonstrate the value of education.
- See that my child attends school regularly.
- Establish a time for homework and learning at home.
- Provide a proper environment for study at home.
- Read with my child on a regular basis.
- Communicate and work cooperatively with school personnel.
- Encourage my child.
- Make sure my child comes to school each day with pens, pencils, paper, and other necessary tools for learning.

Parent Signature_____

STUDENT AGREEMENT

It is important that I work to the best of my ability. Therefore, I shall strive to do the following:

- Attend school regularly.
- Come to school each day with pens, pencils, paper, and other necessary tools for learning.
- Complete and return homework assignments.
- Observe regular study hours.
- Conform to rules of student conduct.

Student Signature_____

TEACHER AGREEMENT

It is important that students achieve. Therefore, I shall strive to do the following:

- Provide homework assignments for students.
- Provide necessary assistance to parents so that they can help with the assignments.
- Encourage students and parents by providing information about student progress.
- Use activities in the classroom to make learning enjoyable.

Teacher Signature_____

Tutor Signature _____

PRINCIPAL AGREEMENT

I support this form of parent involvement. Therefore, I shall strive to do the following:

- Provide an environment that allows for positive communication between the teacher, parent, and student.
- Encourage teachers to regularly provide homework assignments that will reinforce classroom instruction.

Principal Signature_____

Please return this signed form to _____ by Friday, August 18, 2017.

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Sheridan School District
Vision and Hearing Screening

In compliance with the Family Education Right to Privacy Act (FERPA)

(20 U.S.C. § 1232g; 34 CFR Part 99)

I give permission for my child, _____'s
First and Last Name

personally identifiable information/student education records to be disclosed to a Third Party Billing Agent for the purpose of billing Medicaid and/or private insurance.

_____

Printed Name of Parent/Guardian

_____ _____

Parent or Guardian Signature Date

Please return this signed form to _____ by Friday, August 18, 2017.

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Sheridan School District
School Immunization Clinic
2017-18

In compliance with the Family Education Right to Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99)

I, _____, give permission for my child, _____,

Parent/Guardian Name First and Last Name

to participate in the School Immunization Clinic. Check all that apply:

☐ Influenza

☐ Tetanus, Diphtheria and acellular Pertussis (Tdap)

☐ Diphtheria, Tetanus and acellular Pertussis (DTaP)

☐ Measles, Mumps and Rubella (MMR)

☐ Polio

☐ Haemophilus influenza type B (HIB)

☐ Hepatitis B (Hep B)

☐ Varicella (Chicken Pox)

☐ Human Papillomavirus (HPV)

☐ Meningococcal

☐ Hepatitis A (Hep A)

☐ Prevnar

☐ PPD

☐ Other_____

Parent/Guardian Signature_____ Date _____

Please return this signed form to _____ by Friday, August 18, 2017.

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OBJECTION TO PUBLICITY AND PHOTO RELEASE FORM (5.20)

Sheridan School District is making an effort to promote the positive activities, accomplishments, and work of our staff and students. This includes sharing information, videos, and images via local media organizations and our own printed/electronic publications.

Throughout the school year, there will be opportunities for various students to be interviewed and/or photographed and **identified by name and classroom or school.** However, we understand that some parents may request that we do not identify their child(ren). **Please note, however, that your child's image or likeness may appear in occasional large group candid photos taken at a distance in which your student may not be readily identifiable without any type of name identification (i.e. photos of the crowd at an athletic event, photos in which a student is in the background but not clearly identifiable). The use of candid photos of your child in which s/he is not readily identifiable will be considered permissible. For the foregoing reasons, students who attend extracurricular activities may not retain authority over the publication of photos taken.** Please fill out the form below if you have objections regarding publicity. If you have no objections regarding publicity, no further action is required.

_____ I **object** to the release or publication of the following circled items below. (Please be aware that by not granting permission, we will be unable to recognize his/her accomplishments via website, social media, and articles released to local media organizations. Additionally, your child may be asked to step out of group photos if necessitated by this objection.)

Student Name	Photograph or Image (including video)
Grade level	Classroom
Honors and awards received	Participation in officially recognized activities and sports

Student Name (Print) _____ Grade _____

Parent/Guardian Signature _____ Date _____

Parent/Guardian Name (Print) _____

If the school does not receive this form or a written objection by Friday, August 18, 2017, the school will assume consent. If a situation arises that may change your child's status regarding publicity, please notify your child's school office in writing as soon as possible.

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REQUEST FOR RECONSIDERATION OF LIBRARY/MEDIA CENTER MATERIALS (5.7F)

Name: _____

Date submitted: _____

Media Center material being contested:

_____
_____

Reasons for contesting the material. (Be specific about why you believe the material does not meet the selection criteria listed in policy *5.7—Selection of Library/Media Center Materials*):

_____
_____
_____
_____

What is your proposed resolution?

_____
_____
_____

Signature of receiving principal_____

Date of Committee's Decision Receipt:_____

(*Written Appeal must be submitted to the Superintendent within 5 working days* of the Committee's Decision date)

Signature of Superintendent (if appealed)

_____

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AGRICULTURE SURVEY / ENCUESTA DE AGRICULTURA

Title I, Part C **Título I, Parte C**

Your child may qualify to receive: free school supplies, free school meals, free books, free high school credits through correspondence, college scholarships, a free year of college at selected sites, limited health services	**Su hijo puede calificar para recibir: útiles escolares gratis, comida en la escuela gratis, libros gratis, créditos altos por correspondencia gratis, becas para la Universidad, un año de Universidad gratis en sitios seleccionados, servicios de salud limitados**

Please answer.	**Yes**	**No**
In the last 3 years(including summer), did you or a family member **move** to **look for** or **get work** in farming, livestock, grain elevators, cotton gins, chicken houses or meat/poultry plants, fish farms, seed companies or cutting wood?		

If you answered yes, please provide information below:

Please mark any jobs you looked for or worked at:

___Chicken or Meat Processing (Land of Frost, ConAgra,Boar's Head, Pilgrim's Pride, Townsend's etc)
___Farming (planting, harvesting crops, cutting and bailing hay, etc.)
___Cotton Gin
___Timber Work(clearing land, skidding logs, harvesting trees)
___Fruit Harvesting(watermelon work, picking berries)
___Fish Farms
___Chicken Houses
___Granary(Riceland, Rice Mill, etc)
___Seed companies
___Working on farm with fertilizer and chemicals
___Plant or Tree nurseries
___Caring for livestock
___Growing or picking vegetables
___Other _____

Student Name:	Grade:
Parent Name:	
Day Phone:	Message Phone:
Address:	City:

If you have more than one child, please list their names and grades on the back.
Thank you.

Por favor, responda.	**Si**	**No**
En los últimos 3 años(incluyendo el verano), usted o algún miembro de su familia **se cambió** para **buscar** u **obtener trabajo** en agricultura, ganado, silo de granos con elevador mecánico, pizca de algodón, gallineros o plantas de carne/pollo, granjas de peces, compañías de semillas o cortadoras de madera?		

Si usted contestó si, por favor provea la siguiente información:

Por favor marque cualquier trabajo(s) que usted buscó o que trabajó:

___Procesamiento de pollo o carne (Land of Frost, ConAgra, Boar's Head, Pilgrim's Pride, Townsend's etc)
___Agricultura (plantando, cosechando cultivos, cortando y acomodando paja, etc.)
___Pizca de algodón
___Trabajo de Madera (limpiar la tierra, arrastrar troncos, cosechar árboles)
___Cosechar fruta(trabajo de sandías, escoger bayas)
___Granjas de peces
___Gallineros
___Granero(Riceland, Rice Mill, etc)
___Compañías de Semillas
___Trabajo en granja con fertilizante y químicos
___Viveros de plantas o árboles
___Cuidado de Ganado
___Cultivar o escoger vegetales
___Otros _____

Nombre del Estudiante:	Grado:
Nombre de los Padres:	
Teléfono de Día:	Teléfono para mensaje:
Dirección:	Ciudad:

Si usted tiene más de un niño, por favor anote los nombres y el grado en la parte de atrás.
Gracias.

Please return this signed form to _____ by Friday, August 18, 2017.

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STAY INFORMED AND GET CONNECTED WITH SHERIDAN SCHOOLS!

We Are Social!

SSD offers many ways for district patrons to stay connected with our schools. Check us out on Facebook and Twitter and download our new mobile app from the App Store or Google Play. You can also sign up for SSD Alerts on our website to receive text messages regarding school closings, delays, etc.

We Are Mobile!

Download on the App Store

Get it on Google play

870.942.3135
www.sheridanschools.org
#Yellowjacketnation

SHERIDAN SCHOOL DISTRICT
Inspire. Empower. Serve.

SAFE SCHOOLS HOTLINE

Help keep our schools and students safe from:

- Bullying
- Violence
- Drugs
- Weapons

PLEASE CALL OUR TOLL-FREE CONFIDENTIAL HOTLINE

1-855-509-2559

District Administration | 400 North Rock Street | Sheridan, AR 72150 | 870.942.3135 | www. SheridanSchools.org