

Valliant Public Schools

Student

Handbook

2020-2021

Valliant Board of Education

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Athletic Director	Craig Wall	cwall@vpsd.org
Maintenance	Alan Smith	asmith@vpsd.org
IT Director	Riley Carter	rcarter@vpsd.org

2020-2021

School Calendar

Teachers Report	August 10
First Day of School	August 24
Labor Day-No School	September 7
Parent-Teacher Conference	September 17
Fall Break	October 22
Thanksgiving Break	November 23-26
Christmas Break	December 21-December 31
Professional Development-No School	January 4
Martin Luther King Day- No School	January 18
Parent-Teacher Conference	February 18
Spring Break	March 15-18
Last Day of School	May 13
Professional Development-No School	May 14

BELL SCHEDULES

Elementary	
First Bell	7:55
1st Grade Lunch	10:11-11:15
2nd Grade Lunch	11:15-11:35
3rd Grade Lunch	11:35-11:55
4th Grade Lunch	11:55-12:15
5th Grade Lunch	11:35-12:05
Pre-K Lunch	12:15-12:40
K Lunch	12:40-1:05

Middle School

First Bell	7:55
1 st Period	8:00-8:55
2 nd Period	9:00-9:50
3 rd Period	9:55-10:45
4 th A	10:50-11:40
Lunch A	11:40-12:10
4 th B	10:50-11:10
Lunch B	1:10-2:00
4 th B	11:45-12:10
5 th Period	12:15-1:05
6 th Period	1:10-2:00
7 th Period	2:05-3:00
8 th Period	3:05-4:00

High School

First Bell	7:55
1 st Period	8:00-8:55
2 nd Period	9:00-9:50
3 rd Period	9:55-10:45
4 th Period	10:50-11:45
5 th /Lunch	11:50-1:10
6 th Period	1:10-2:00
7 th Period	2:05-3:00
8 th Period	3:05-4:00

ALMA MATER

Valliant High, we'll sing thy praises,
thy beauty and thy fame.
Each loyal heart upraises a cheer
to thy glorious name.
Forward, ever onward,
our watchword day by day.
May each student in his life,
in joy or in strife,
be true to thee in every way.

FIGHT SONG

We're loyal to you, Valliant High
We'll ever be true, Valliant High
We'll make a stand as the best in the land
For we know you can win, Valliant High! (Rah, Rah)
So go in and fight, Valliant High,
And show all your might, Valliant High,
We're proud of our orange and black
There's nothing that our school lacks
We're fighting for you, Valliant High!

LOYALTY

The success of the school depends in a large degree upon the loyalty and the spirit of its student body. By loyalty, we mean the honor and prestige of the school. Loyalty will cause the student to stop and weigh actions in the light of the influence which they may possibly have on the standing of the student body that is determined to make its school rank high in the county, the state, and the country.

The student who wants his school to be first will uphold his school by mouth and by deeds at all times. He will not permit to go unchallenged a slanderous remark made concerning the character of his school. He will do the right thing by his school without being told, merely because he wants to do the right thing. He will not require constant watching on the part of the teachers; his conduct when out of sight of the teachers will vary little his conduct in their presence. The welfare and success of his school will be success.

PHILOSOPHY

Valliant Public Schools are dedicated to meeting the educational and individual needs of all students. By meeting these needs we believe students will be prepared to make positive contributions in our society. To safeguard this approach and as a means of determining our day to day success, the Oklahoma Academic Standards will become a basic priority for all students. Each of our school sites' philosophies incorporates the district's theories, especially the concept that all students are capable of learning. Our major goal is preparing students to find their useful place in this ever changing world. We will always be open to change as we constantly monitor and evaluate all of our academic programs.

EXIT OUTCOMES

It is the goal of Valliant Public Schools for our students to be skillful communicators who will interact effectively and appropriately with others to achieve universal goals; self-directed learners who will set priorities to achieve goals and use all resources available to make decisions and solve complex in diverse situations. Our students will be quality producers who will cooperate with others and contribute time and effort to the well being of their society and world; responsible citizens who will assume responsibility for their actions; persons who exhibit self-esteem and have a positive vision of themselves and respect for others.

VISITORS

Parents or other patrons are always welcome to visit our school. Persons other than students enrolled at Valliant Public Schools or members of the staff must report to the principal's office immediately upon arriving at the campus and sign the visitor's register. All visitors are to enter through the central lobby of each building and report to the Principal's office before going to other parts of the building. Parents, friends, former students, etc, are not allowed to approach students on campus, stop in their cars on the street to visit or bring items to students on campus without permission from the principal's office. Students may not bring visitors to school.

MOMENT OF SILENCE

It shall be the policy of the BOE (Board of Education) that no sectarian or religious doctrine shall be taught or included into curriculum or activities of the school. However, those students who wish to do so may participate in voluntary prayer so long as it is in non-instructional time and does not interfere with the rights of other students.

Each school site within the district shall observe one minute of silence each day for the purpose of allowing each student to meditate, pray or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their choice. All school personnel are to afford these options to all students, who individually make the selection as to which of these behaviors they will engage in during the minute of silence. The minute of silence will be held at 8:05 am.

Section 2

Communications

Elementary	Phone 580-933-7248	Fax 580-933-7249
Principal	Chris Pannell	cpannell@vpsd.org
Secretary	Terry Glasson	tglasson@vpsd.org
Secretary	Judy Hall	jstuart@vpsd.org
Counselor	Amber Smith	ambersmith@vpsd.org
Nurse	Rachelle Gee	rgee@vpsd.org
Middle School	Phone 580-933-4253	Fax 580-933-4254
Principal	Brandon Frazier	bfrazier@vpsd.org
Secretary	Brandy Laster	blaster@vpsd.org
Counselor	Donna Slaton	dslaton@vpsd.org
High School	Phone 580-933-7292	Fax 580-933-7278
Principal	Rachael Smith	rsmith@vpsd.org
Secretary	Delphina Endsley	dendsley@vpsd.org
Counselor	James Snapp	jnapp@vpsd.org
Media Center	Phone 580-933-7488	
Media Specialist	Stacey Bain	sbain@vpsd.org
Vista-Attendance	Kathleen Fennell	kfennell@vpsd.org

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Tina Ivey	tivey@vpsd.org	Wendy Young	wyoung@vpsd.org

INTERNET COMMUNICATIONS

VPSD has two excellent websites for parent/teacher communication.

Check out www.vpsd.org for general information needs. Addresses, phone numbers, calendars and FAQ's can be found there.

To monitor your student's academic progress, VPSD uses www.teacherease.com. As a parent, you will be able to monitor your child's assignments and grades in real time. TeacherEase is also the most convenient way to stay in touch with your child's teacher. Emails can be sent directly to the teacher's inbox. Request a TeacherEase parent enrollment form from your child's principal to get started with this program.

Don't forget to download the Valliant Public Schools APP on iTunes.

Like us on Facebook!! <https://www.facebook.com/ValliantBulldogs>

TEXT MESSAGING

You can receive text messages concerning school closings, emergency situations and reminders about upcoming events at Valliant Schools. When enrolling your child, be sure to list your cell phone number as the main contact number for you. Messages will be sent to that number.

TELEPHONES

The telephones in the office are for school business only. Students will not be called from classes to answer phone calls except in case of an emergency. If the call is an emergency, the caller must tell the principal or the secretary the nature of the call. Parents and friends are asked to refrain from making unnecessary calls during school hours. Students will be prohibited from using the phone to arrange after school activities.

Due to high call volume in the afternoon, we ask parents to give after school instructions to their children before they leave home.

WIRELESS TELECOMMUNICATION DEVICES

It is the policy of the BOE that a student may possess a wireless telecommunications device while on school premises, while in transit under the authority of the school, or while attending any school sponsored event upon prior written consent of both the student's parent/guardian and the superintendent/principal.

Students will be provided a wireless telecommunications consent form upon enrollment. The written consent must be filled out and on file in the building principal's office. Principal approved wireless telecommunication devices must be turned off and out of sight between the hours of 7:30 am and 4 pm.

Upon reasonable suspicion, an administrator, teacher or security personnel shall have the authority to detain and search, or authorize the search of any student or property in the possession of the student for

unauthorized wireless telecommunication devices.

A teacher may allow students to use cell phones for internet access through the school's server for educational purposes only. The teacher must supervise the student turning the phone on and turning the phone off. Students found to be using any electronic communications device for any illegal purpose, violation of privacy, using cell phones to record/video any individual (student or personnel) while school is in session with the intent to distribute the video in order to demean, degrade, slander, etc will not be allowed and will be a punishable offense, or to in any way send or receive personal messages, data or information that would constitute cheating on tests or examinations shall be subject to discipline and the device shall be confiscated and not returned until a parent conference is held.

Students found in violation of the wireless telecommunication policy at the discretion of the principal shall be subject to the following disciplinary actions:

1st Offense: Phone taken away and parents called to pick the phone up from the office.

2nd and additional Offenses: Student receives discipline and possible revocation of the Wireless Telecommunications Consent at the discretion of the principal.

INTERNET POLICY

Each student must have a completed and signed copy of the Code of Conduct for Internet and Other Computer Network Access form on file before being allowed to access the internet.

Section 3

Enrollment/ Withdrawal

ENROLLMENT

After the first day of school, all enrollments should be made through the principal's office. The following documents are required:

- birth certificate
- immunization record
- social security card
- CDIB card, if the student has one.

Students entering Pre-K must be four years of age on or before September 1st. Students entering Kindergarten must be five years of age on or before September 1st.

ENROLLMENT OF SUSPENDED STUDENTS

No student will be enrolled until the term of a suspension from another school has expired.

IMMUNIZATION RECORD

All students, including transfer students, shall be required to furnish evidence of all required immunization for Oklahoma school attendance or a valid exemption before they may be allowed to enroll or attend school. Failure to do so would be a misdemeanor. Parents who have lost or cannot obtain their children's immunization records should be referred to the local health department or family physician.

The immunization requirements for all students at the beginning of the school year must have evidence of receiving five DPT or TD shots, four polio, three hepatitis B, two hepatitis A, varicella - students who have not had chickenpox, two mumps, and two measles and rubella vaccines.

The official certification or immunization record card prescribed by the Oklahoma State Health Department is DDH2118B and must be maintained for each student.

WITHDRAWAL

Students moving away must check out through the office if they want their grades forwarded to the next school. They will be given a form of clearance which must be signed by the student's teachers, counselor, librarian, cafeteria, and the principal.

Section 4

Attendance

ATTENDANCE

Regular school attendance is necessary for success in any school, and the faculty of Valliant Public Schools is committed to maintaining daily attendance by all students. Oklahoma law is very clear concerning the legal obligations of parents and school officials regarding school attendance. It is the policy of the Valliant Public Schools or its agents to notify the McCurtain County District Attorney in cases of student truancy as prescribed by Oklahoma Law.

1. Attendance in middle and high school will be taken each period. Elementary students will have to be in class two hours in the morning or two hours in the afternoon to be counted as half a day.
2. When it is necessary for a student to be absent, a parent/guardian must call the office as soon as possible the day of the absence and give a specific reason for the absence.
3. On the day the student returns, the student will report to the office for an admit. The student should bring appropriate documentation describing the absence. Such as: return to school slips from medical professionals, funeral notices, etc. At a minimum, there should be a written note from the parent describing the reason for the absence.
4. There will be no unexcused absences. The documentation will be recorded in the student's attendance file in case an attendance committee hearing is needed.
5. At a minimum, a student will be given one day for each day missed to make up work. It is the responsibility of the student to make arrangements for makeup work. Long standing and previously assigned assignments will continue to be due on the date assigned.
6. Parents can access student attendance through the TeacherEase system.
7. A student missing 15 minutes or more of a class in middle school or high school will be considered absent.

Due to concerns with the Covid-19 pandemic, the Valliant Board of Education adopted policy FDC-R1 for the 2020-2021 school year. See the policy under documents at www.vpsd.org .

SCHOOL ATTENDANCE ACTION PLAN

1 Absence	1-TeacherEase Portal	Parent/Student	Each Absence
3-4 Absences	1-TeacherEase Portal 2-Personal phone call to parent 3.-Choctaw Nation ABC Program 4.-Choctaw, Pushmataha, McCurtain Youth Services	Parent/Student Attendance Office Students will be referred to these agencies at the principal's discretion.	Every 3-4 absences in one or more class periods
5 Absences	1-TeacherEase Portal 2-Letter sent home	Parent/Student Principal's Office	Every 5 absences in one or more class periods as needed 1 letter per semester
7-8 Absences	1-TeacherEase Portal 2-Personal phone call to parent	Parent/Student Attendance Office	Every 7-8 absences in one or more class periods
9 or more Absences	1-TeacherEase Portal 2-Letter sent home notifying parents of failure due to absences and appeal process	Parent/Student Principal's Office	Every 9 absences in each class period at the end of each semester

The Valliant Board of Education believes that in order for students to realize their fullest potential from education efforts, they should attend all classes, if possible. Realizing that some absences may be beyond a student's control, the board has adopted a policy requiring that students do not miss more than eight days per semester to receive credit for any course in which the student is enrolled. Exceptions to this requirement will be considered by the building level attendance committee on an individual, case by case basis at the end of each semester.

OFFICIAL SCHOOL ACTIVITIES

Students are allowed ten official school activities per year to attend school sponsored events during the school day. Each school activity absence over ten will count as a regular absence unless prior approval has been granted from the principal.

Students and staff wishing to attend state tournament games in support of Valliant Public School teams must bring proof of attendance in order for an absence to be counted as an official school activity. Proof shall consist of a ticket stub and program.

COLLEGE VISITATION

Two days will be allowed for college visitation. Seniors will be excused to visit colleges which they might be interested in attending after high school graduation, this also includes schools that allow a student to further train in a field leading to employment. The date of visitation must be cleared with the principal at least two days in advance of the visit. The student will not be allowed to skip a test that has been scheduled by a teacher. The following day, documentation of proof of your visit must be turned into the principal's office. Visitation with proper permission will result in an unexcused absence and will be treated as such.

TARDIES

Students are expected to be on time to all of their classes. Students who are not seated in their chairs when the tardy bell rings will be considered tardy. It shall be the policy that tardies, for a single progress report period, may result in the following disciplinary action:

- 2 unexcused tardies will result in 1 disciplinary action.
- 4 unexcused tardies will result in 2 disciplinary actions.
- 6 unexcused tardies will result in 3 disciplinary actions.

Elementary: any three early checkouts or late arrivals, that are less than two hours, in any semester will count as one absence. These absences will be tabulated at the end of the semester.

Middle School and High School: any three tardies in any one class will count as one absence. These absences will be tabulated at the end of the semester.

SECTION 5

STUDENT LIFE

ATHLETICS/EXTRA- CURRICULAR/SCHOOL SPONSORED ACTIVITIES

A student that isn't in attendance on the day of an athletic/ECA event will not be allowed to complete in the event unless the absence has been previously excused by the principal.

ECA/Athletic participation should not be used as an excuse for missing school under any circumstances. Long trips and late hours are a part of athletics/ECA, since, in many instances we have to travel so far to compete. If a student cannot participate in athletics/ECA and attend school, the principal will remove him/her from participation.

Students who participate in athletics/ECA or school sponsored activities are expected to ride the bus to and from these activities. If other travel arrangements are needed, students must have written permission from their parents. These notes must be in by 3:00 pm on the day of the trip and signed by the administration. The student then must present this note to their coach/sponsor/teacher.

Students will be required to be passing in all subjects and attend school 90% of the time since enrolling to be eligible to participate in athletics/ECA.

BUSES

Riding a school bus is a privilege and can be suspended at any time. Students who ride the bus should always be careful and loading and unloading. Always wait for the bus to stop before leaving your seat. The student must at all times cross the road in front of the bus when loading and unloading. After a student gets on the bus, he or she is under supervision of the driver. The driver is a school official and has the same authority over the student as a teacher. Any misconduct on the bus will be reported to the office where disciplinary action will be taken. No student will depart from the bus until it has reached the school stop. In order to ride a different bus, or to depart from the bus at a non scheduled stop, a student must have written approval from the principal or his designated representative. Students who have not ridden the bus in 4 consecutive days will be dropped from the bus route. Parents must contact the Transportation Director at 580-933-4960 before the bus transportation will resume. As a courtesy to the driver, please let the Transportation Director know when your child will not need to be picked up.

When the conduct of a student conflicts with the rules of the bus driver and VPS, a conduct report will be forwarded to the building principal by the bus driver or person in charge of the bus. One copy will be filed in the principal's office. When one of these reports is written and filed appropriately, the student will receive strict discipline from the building principal, depending on the severity or number of written reports. Detention, corporal punishment, suspension from bus, and/or a combination of these are examples of types of disciplinary action that will be taken

CAFETERIA AND PAYMENT SCHEDULE

The Valliant Board of Education approved a maximum of five meal charges for students. Students are encouraged to pay for lunches monthly. Free lunch applications are available in each office and the cafeteria. Lunch applications are available at enrollment. ALL students are requested to submit a lunch application at this time. Only one application per family is required. If at any time during the year, you need to fill out a new form because of a change in income, please contact the office at your building to obtain one.

Valliant Public Schools offers a choice of healthy meals each school day.

Meal	Full Price	Reduced Price
Breakfast	\$.75	\$.30
Elem Lunch	\$2.00	\$.40
MS/HS Lunch	\$2.50	\$.40

Breakfast is served each morning from 7:30 am until 7:55 am.

All students are required to eat their lunch in the cafeteria. Students may bring their lunches and eat in the cafeteria. Students who bring lunches may purchase milk, juice, or iced tea. Parents/Guardians may also bring a lunch to a student but must check in through the office.

2020-2021 CHARGES YEARLY

MEAL	PreK - 5 TH	6 TH - 12 TH
Breakfast Reduced	\$39.60	\$39.60
Breakfast Full Pay	\$99.00	\$99.00
Lunch Reduced	\$52.80	\$52.80
Lunch Full Pay	\$264.00	\$330.00

2020-2021 MONTHLY MEAL CHARGES

MONTH	REDUCED PAY	FULL PAY	FULL PAY
	PreK - 12TH	PreK - 5TH	6TH - 12TH
AUGUST	B: \$1.50 L: \$2.00	B: \$3.75 L: \$10.00	B: \$3.75 L: \$12.50
SEPTEMBER	B: \$5.10 L: \$6.80	B: \$12.75 L: \$34.00	B: \$12.75 L: \$42.50
OCTOBER	B: \$5.10 L: \$6.80	B: \$12.75 L: \$34.00	B: \$12.75 L: \$42.50
NOVEMBER	B: \$3.90 L: \$5.20	B: \$9.75 L: \$26.00	B: \$9.75 L: \$32.50
DECEMBER	B: \$3.30 L: \$4.40	B: \$8.25 L: \$22.00	B: \$8.25 L: \$27.50
JANUARY	B: \$4.20 L: \$5.60	B: \$10.50 L: \$28.00	B: \$10.50 L: \$35.00
FEBRUARY	B: \$4.50 L: \$6.00	B: \$11.25 L: \$30.00	B: \$11.25 L: \$37.50
MARCH	B: \$4.50 L: \$6.00	B: \$11.25 L: \$30.00	B: \$11.25 L: \$37.50
APRIL	B: \$5.10 L: \$6.80	B: \$12.75 L: \$34.00	B: \$12.75 L: \$42.50
MAY	B: \$2.40 L: \$3.20	B: \$6.00 L: \$16.00	B: \$6.00 L: \$20.00

CLOSED CAMPUS REGULATION

It shall be the policy of the BOE that Valliant Public School will have a closed campus. Students will remain on campus from the time they arrive in the morning until the completion of their academic obligations for the day.

When a student leaves home for school in the morning, whether he/she walks, rides a bus, or drives his/her own vehicle, the school day starts for that student. Each student should plan to arrive before the 8:00 am bell, allowing time to get books, organize for the morning and be ready to meet the first class.

As soon as a student arrives on campus, he/she is to go to an approved area to wait for the first bell. Sitting in a vehicle is not permitted. At any time during the day after once having arrived at school, a student may not leave the campus without permission from the principal.

Students arriving after the first bell in the morning must sign in through the office.

CHECK OUT/EARLY DISMISSAL

Phone calls will not be accepted to release students during the school day. A parent or someone from the contact list must physically sign the student out. Parents or guardians must be prepared to come to the school and sign the student out. The school reserves the right to ask for a photo ID for verification. Only those listed in the student's data file will be allowed to sign a student out.

CHECKING OUT FOR LUNCH IS PROHIBITED, UNLESS A PARENT/GUARDIAN OR DESIGNATED PERSON PERSONALLY SIGNS THE CHECKOUT LEDGER.

Exceptions will be made for a student with driving privileges, who is leaving the campus for the rest of the day. This student must provide written permission from his/her parent/guardian. The written permission note must include a verifiable phone number. All students taking early dismissal must sign out through the office. Early checkout/dismissal is considered an absence.

DRESS CODE

In accordance with the policy of the BOE, the following regulations shall establish a dress and grooming code for the Valliant Public School System.

Generally, students should regard neatness and cleanliness in grooming and clothing as important. Dress or grooming which is in any way disruptive to the operation of the school will not be permitted. To have a setting that is most conducive to the educational process, it is necessary to establish minimal standards for dress. Students are expected to dress in a manner that is appropriate for school and school activities.

Any attire or personal appearance that draws undue attention to the student or in any way interferes with the educational process or is considered inappropriate will not be allowed.

The following is appropriate attire for all students:

- no sunglasses in the building unless prescription, with a copy of the doctor's prescription for that eyewear located in the student's permanent file.
- bare feet and house shoes are not allowed. Shoes are required at all times.
- clothing designed to be worn as undergarments and pajamas will not be allowed.
- Shirts must have a neckline that shows no cleavage, straps that are at least 2 ½ inches in width, and arm holes that do not reveal the chest area. Polos and button down shirts must be buttoned up to an acceptable point where no cleavage is showing. Shirts that are free of large or excessive holes may be worn year round.
- no see through clothing.
- shirts must cover the top of a student's pants, shorts, or skirts so that when a student reaches above their head their bare midriff does not show.
- leggings/tights must be worn with a shirt that covers the body appropriately.
- all clothing will be worn in an appropriate manner; the practice of sagging will not be allowed.
- any adornment that is a distraction to others or presents a safety concern will not be allowed.
- Specific dress up days will be allowed in order to promote school spirit. Dress code guidelines will apply.

If the student's dress or grooming is questionable under the above provisions, the principal shall request the student to make appropriate corrections. If the student declines, the principal shall notify the student's parent/guardian and request that person to make the necessary correction. If both the student and parent/guardian refuse, the principal shall take appropriate disciplinary action. In extreme cases, students may be suspended until the violation is corrected.

Final authority on any dress code matter of policy will be at the discretion of the building principal or superintendent.

STUDENT BEHAVIOR

The BOE is deeply interested in creating a learning atmosphere in all of its schools. The Board is appreciative of the cooperation of a vast majority of its students. It is important that our school-learning atmosphere includes maintenance of order which permits cooperative student to pursue their education free from disruptions or distractions. The maintenance of order necessitates regulations relating to school discipline.

- Students will be expected to conduct themselves in a manner beyond reproach at all times.
- All students are to conduct themselves in a lady and gentleman style of manner in school.
- Hugging, kissing, and other physical forms of affection will not be allowed.
- Students should always be striving to improve their personal appearance, organizing, and executing for the wholesome influence of the school.
- The following are specific examples of unacceptable behavior which are subject to disciplinary action, including but not limited to ISD, detention, suspension, or expulsion from school:
 - open or persistent defiance of authority.
 - defacing or destroying school property.
 - recording/videoing individuals while school is in session with the intent to demean, degrade, slander or etc
 - fighting or assault upon students or school personnel will result in suspension.
 - creating or attempting to create a disturbance.
 - unauthorized absence from school.
 - excessive tardies.
 - willful disobedience, profanity, or vulgarity.
 - disorderly conduct in halls and classrooms.
 - cheating and dishonesty in class work and homework.
 - loitering in the halls.
 - possession or use of any dangerous or annoying instruments including but not limited to firearms, explosives, fireworks, knives, razors, or other weapons.
 - selling, possessing, or under the influence of a narcotic, or dangerous drug including, but not limited to marijuana, LSD, heroin, and barbiturates, or non-narcotic intoxicates, such as glue, unprescribed cough medicine, gasoline, beer, or any type or form of intoxicating liquor or alcohol.

- stealing or extortion.
- improper dress.
- any violation of state or local ordinance occurring on school property.
- intentionally blocking corridors or hallways.
- individual or group violence.
- for the violation of any statute, city ordinance or any other act, whether or not such action by the student occurred during school hours, or on school grounds, or at a school activity, which is determined to adversely affect normal operations of the school or any school sponsored activity or represents a clear and present danger to the school, its vehicles, students employees, or BOE members of this system.

These standards will prevail while students are: on school premises, riding school buses, attending any school sponsored activity, or in transit to and from school.

STUDENT DISCIPLINE

The Valliant BOE believes that the school's primary goal is to educate, not discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms.

When the behavior of an individual student comes into conflict with the rights of others, corrective actions are necessary for the benefit of the individual and the school. The teacher of a child who is attending public school has the same rights as a parent or guardian to control and discipline that child while the child is in attendance or in transit to or from school or while participating in any school function authorized by the school district. Each student shall be treated in a fair and equitable manner.

Disciplinary action will be based on careful assessment of the circumstances surrounding each infraction. The following are examples of these circumstances:

- the student's attitude.
- the seriousness of the offense.
- the effect of the offense on other students.
- whether the offense is physically or mentally injurious to other people.
- whether the incident is isolated or habitual in manner.
- and other circumstances which may be appropriately considered.

Standards of behavior for all members of society are generally a matter of common sense. The following examples of behavior are not acceptable in society generally, and in school environments particularly. The involvement of a student in the kind of behavior listed below will generally require remedial or corrective action. These examples are not intended to be exhaustive and the exclusion or omission of unacceptable behavior is not an endorsement or acceptance of such behavior. When in the judgement of a teacher or administrator, a student is involved in unacceptable behavior appropriate, remedial or corrective action will be taken.

- unexcused lateness to school
- unexcused lateness to class
- cutting class
- leaving school without permission
- refusing discipline
- smoking
- truancy
- possessing or using alcoholic beverages or other mood altering chemicals
- stealing
- forgery, fraud, or embezzlement
- fighting
- stealing
- forgery, fraud, or embezzlement
- fighting
- possession of a weapon
- distributing obscene literature
- destroying/defacing school property

In administering discipline, consideration will be given to alternative methods of punishment to insure the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultations with parents to determine the most effective disciplinary measure.

In considering alternatives for disciplinary actions the faculty/administration of the school district will consider the alternative listed below. However, the school is not limited to these alternative methods, not does this list reflect an order of sequence of events to follow in disciplinary actions. The BOE will rely upon the judgement and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

- conference with student
- conference with parents/guardians
- alternative school placement
- in school detention
- lunch detention
- referral to counselor
- behavioral contract
- changing a student's seat or class assignment
- requiring the student to make financial restitution for damaged property
- requiring student to clean or straighten items or facilities damaged by the student's behavior
- restriction of privileges
- corporal punishment
- involvement of the local authorities
- referring the student to appropriate agencies
- suspension
- expulsion
- other appropriate disciplinary action as required and as indicated by circumstances

Parents, guardians, and students residing in this school district shall be notified at the beginning of each school year that such a policy is in effect. Parents, guardians, and students are also advised that students have no expectation of privacy towards school officials in school lockers, desks, and other school property.

Teachers, parents, guardians, and students invited to participate in the formulation of disciplinary policies by suggesting to administrators appropriate means of discipline for specific infractions.

ISD POLICY

ISD, in school detention, is intended to be the last step before out of school suspension for disruptive behavior and other disciplinary infractions. Disruption while in ISD will result in immediate out of school suspension.

- Students who are assigned ISD will report to the ISD classroom immediately at the first bell.
- Students will remain in ISD throughout the school day.
- A sack lunch will be provided to the student.
- While assigned to ISD the student will be expected to complete all regular assignments provided to that student by their normal classroom teachers. Failure to complete assignments may result in a zero credit for those assignments, or additional days of ISD.
- Students assigned to ISD will not be allowed to participate in any athletic/ECA during the ISD assignment.
- Assignment to ISD will be at the discretion of the building principal.

DETENTION POLICY

It is the intention of Valliant Public Schools to maintain a good environment in which students can excel in their academic pursuits. Students who violate school rules or in any way disrupt the smooth functions of the academic community must be dealt with accordingly. Suspension is a last resort action; therefore a detention hall has been provided for those students who do not abide by the rules.

POSSESSION OF ALCOHOLIC BEVERAGES/CONTROLLED DANGEROUS SUBSTANCES

Sale, distribution, use or possession of alcoholic beverages, controlled substances (illegal drugs), marijuana, steroids, or other materials expressly prohibited by federal, state, or local laws, is not permitted in school buildings, on school property, or at school sponsored functions. Also, the sale, distribution, or abusive use of prescription, patent, or imitation drugs is not permitted. A trace of illegal drugs/alcohol in one's body is a violation of this policy. A student may be searched when there is reasonable suspicion that a student may be hiding evidence of a wrong-doing.

Definitions:

Drugs - any chemical that in sufficient amounts will alter a person's ability to function normally on a mental or physical task. Drugs include, but are not limited to alcohol, controlled substances, hallucinatory drugs, marijuana, steroids, glue, paint, or materials expressly prohibited by federal, state, or local law.

Possession - possession includes having the drug on the person, in the immediate vicinity of their person, or among the personal possessions (locker, automobiles, etc.) of the individual.

Abusive Use - the taking of more or less of a drug than what is prescribed so to alter the person's ability to function normally on a mental or physical task. Our counselors may be of some help to students and parents in suggesting possible areas of drug/alcohol counseling and rehabilitation centers in our area, but the VPSD or the personnel will not be held responsible for a student's well being on the information given.

Violation of this policy will result in the following consequences:

- as soon as possible the parent/guardian will be notified.
- local law enforcement agency will be notified of any criminal activity and school officials will cooperate fully.
- the student will be required to submit to any or all of the following tests: blood, breath, and or polygraph.
- at the discretion of the building principal, consequences for violation of this policy may include, suspension for the remainder of the semester, or 45 school days, whichever is greater; suspension for the remainder of the semester and the following semester; and permanent expulsion.
- students suspended under this policy must attend drug/alcohol counseling or rehabilitation prior to returning to school.
- students suspended under this policy for offenses involving alcohol shall be provided an education plan as provided by Oklahoma Statute Section 488.2.

These consequences will be imposed independently of court action. However, the consequences may be lessened or waived if information provided by the student leads to the arrest and conviction of the person or persons illegally dealing in drugs.

Any school employee who suspects that a student is violating this policy must report the name of the student and details to the principal. Due process will be observed in the administration of this policy.

STUDENT FIGHTING

Any altercation involving two or more students that results in physical or verbal assault, or that creates a significant disruption to other students or the school day in general.

While on the school campus or under school supervision, students in grades 6 - 12, who are involved in fighting that portrays threatening behavior, harassment, intimidation, or bullying towards a student or school personnel may:

1. be referred immediately to a site administrator or the administrator's designee.
2. be referred to the law enforcement agency by the site administrator or their designee.
3. have their parents notified by the site administrator or their designee that a report was filed with the local law enforcement agency and they can pick their child up at the police station.
4. be placed by the site administrator under suspension or referred to alternative school in accordance with state law.
5. in the case of fighting, the above suspension will apply unless it can be clearly shown that one of the parties involved tried to avoid it, or if it was unprovoked. Punishment under this policy shall be at the discretion of the principal or designee.

SUSPENSION OF STUDENTS

The authority to suspend a student from school is designated to the respective principals. In accordance with the policy of the BOE, the following regulations shall govern the suspension of students from school.

1. Any student may be suspended for:

- acts of immorality.
- violations of policy or regulations.
- possession of intoxicating beverages, low point beer. 37 O.S., 163.2, FNCE
- possession of wireless telecommunication devices in the violation of school rules. FNG
- possession of a dangerous weapon or controlled substance. Uniform Controlled Substances Act, FNCE, FNCG
- possession of a firearm shall result in out of school suspensions of not less than one year. FNCGA
- possession of missing or stolen property that is reasonably suspected to have been taken from a student, school employee, or the school during school activities.
- any act which disrupts the academic atmosphere of the school, damages property, endangers or threatens fellow students, teachers or officials.
- adjudication as a delinquent for a violent or non-violent offense.

2. A full suspension shall not extend beyond the present semester and the succeeding semester except for violations of the Gun Free Schools Act which provides for up to one calendar year or longer. FNCGA

3. Except under circumstances which require immediate removal of a student or students, the parents or legal guardians shall be informed before a student is released from school.

4. Any student who has been adjudicated for a violent or non violent offense and has been removed from a public or private school in this state or any other state for such an act will not be enrolled in the district until such a time as that student no longer poses a threat to self, other students or faculty.
5. Students suspended out of school who are on an individualized education plan pursuant to IDEA, P.L. # 101 - 476 shall be provided the education and related services in accordance with the student's IEP.
6. A student who has been suspended for a violent offense which is directed towards a classroom teacher shall not be allowed to return to the teacher's classroom without approval of that teacher.

APPELLATE PROCEDURE

Any student who has been suspended under the steps listed above, or the student's parents/guardians may appeal the suspension to the suspension committee if the period of suspension is ten days or less. If the suspension is ten days or more, the appeal may be made to the BOE. The following procedures shall govern the appellate process:

- the student or the student's parent/guardian shall notify the superintendent as soon as possible following the suspension of the notice of the intent to appeal the suspension.
- upon receiving notice of intent to appeal, the superintendent shall advise the suspension committee or the president of the BOE. The appeal shall be heard within ten days from the date of the notice of intent filing with the superintendent. The superintendent at his/her discretion may permit the suspended student to attend classes pending the outcome of the appeal.
- during the hearing of the appeal, the student may be represented by legal counsel or another adult representative; may examine witnesses, and offer other evidence in the student's behalf, including his/her own testimony.
- the suspension committee of the BOE shall uphold the suspension, or overrule the suspension. The student and the student's parents shall be notified within five school days of the decision.
- decisions of the suspension committee may or may not be appealed to the BOE.

LOST OR STOLEN ARTICLES

Valliant Public Schools will not be responsible for lost or stolen articles of students. Valliant Schools furnishes athletic and school lockers. The lockers may be secured with locks that are available to rent from the office. Anything of value should not be brought to school and left unattended. Items should not be left overnight. The school will not take the responsibility of replacing lost or stolen items. However, we will help the student in any way recover lost or stolen items.

SECTION 6
HEALTH AND
SAFETY

BULLYING OF STUDENTS

Senate Bill 0992 prohibits harassment, intimidation and bullying of students at school. Valliant Public Schools will not tolerate any such behavior from students. Any student guilty of bullying will be subject to disciplinary action.

HARASSMENT

It is the policy of this school district that harassment of students by other students, personnel, or the public will not be tolerated. This policy is in effect while the students are on school grounds, in school transportation, or attending school sponsored activities, and while away from school grounds, if the misconduct directly affects the good order, efficient management, and welfare of the school district.

Harassment is intimidation by threats of or actual physical violence; the creation of whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such a manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Harassment includes but is not limited to harassment on the basis of race, sex, creed, color, national origin, religion, marital status, or disability.

As used in the School Bullying Prevention Act, harassment, intimidation, and bullying means any gesture, written or verbal expression, electronic communication, or physical act that a reasonable person should know will harm another student, damage another student's property, or insult/demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Harassment, intimidation, and bullying include, but are not limited to: a gesture, electronic communication, written, verbal, or physical act. Such behavior is prohibited.

Harassment set forth above may include, but is not limited to:

- verbal, physical, electronic, digital, or written harassment or abuse
- repeated remarks of a demeaning nature.
- implied or explicit threats concerning one's grades, achievements, etc.
- demeaning jokes, stories, or activities directed at students.
- unwelcome physical contact.

SEXUAL HARASSMENT OF STUDENTS

The policy of this school district forbids discrimination against or harassment of any student on the basis of sex. The BOE will not tolerate sexual harassment by any of its employees or students. This policy applies to all students and employees including non-employee volunteers whose work is subject to control of school personnel. Policy DA applies to sexual harassment of employees.

Sexual Harassment

- For the purpose of this policy sexual harassment includes verbal or physical sexual advances, including subtle pressure for sexual activity; touching pinching, patting or brushing against; comments regarding physical or personality characteristics of a sexual nature; sexual oriented kidding, teasing double meanings and jokes.
- Demeaning comments about a girl's ability to excel in a historically considered to be boy's subject, privately talking to a student about sexual matters, hugging or touching a student inappropriately may constitute sexual harassment.
- Writing graffiti which names a student or otherwise identifies a student, is potentially slanderous may constitute sexual harassment. Graffiti of any kind will not be tolerated on school property. The superintendent is directed to cause any graffiti or unauthorized writings to be removed immediately.

Specific Prohibitions for Administrators and Supervisors

- It is sexual harassment for an administrator, supervisor, support employee, or teacher to use his/her authority to solicit sexual favor or attention from students.
- Administrators, supervisors, support employees, or teachers who either engage in sexual harassment, or tolerate such conduct by other employees shall be subject to sanction.
- The school district is not concerned with the off duty conduct of school personnel unless the conduct has or will have a negative impact on the educational process of the school. Any romantic or sexual affiliation between school personnel and student, including students who have reached the age of majority (18) will not be allowed.

Report, Investigation, and Supervisors

It is the express policy of the BOE to encourage student victims of sexual harassment to come forward with such claims. This may be done through the Sexual Discrimination Grievance Policy.

- Students who feel that administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions the appropriate administrator or teacher of the alleged offending person, the report shall be made to the next high level of administration or supervision or to any responsible person.
- Confidentiality will be maintained and no reprisals or retaliation will be allowed to occur as a result of the good faith reporting of sexual harassment.

In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The superintendent has the responsibility of investigating and resolving complaints of sexual harassment. Any employee or student found to have engaged in sexual harassment of others shall be subject to sanctions, including but not limited to warnings, suspensions, or other appropriate punishment subject to applicable procedural and due process.

Complaint Procedure

Any employee or student who believes he or she has suffered sexual harassment by any other student or employee, including supervisors and co-workers, may bring the problem to the attention of a Title IX officer. The complaint will be made in writing. It is helpful if details, times, places, and witnesses, if any, to the harassment be listed in this complaint. At all times, strict confidentiality shall be required of Title IX officers. Said officers shall also caution the complainant, the accused, and any witnesses to maintain confidentiality. Any writing or other physical evidence connected with any complaint shall be kept locked away by the appropriate Title IX officer and shall be made available only to the Superintendent, the officer conducting the investigation, the complainant, the accused, and the attorneys involved. If the complainant or the accused is a minor, the information and any redress requested by the complainant shall be made available also to the minor's parents or guardians.

Title IX Officer's Investigation Procedure

1. Meeting with the complainant to determine the nature and the extent of alleged incident.
2. Keep a thorough written record of the complaint, including:
 - name of complainant.
 - the person or persons accused of sexual harassment.
 - date.
 - time.
 - location.
 - description of the incident or incidents.
 - witness and their statements.
 - any redress sought by the complainant.
3. Meet with the person accused of sexual harassment and inform him/her that a complaint of sexual harassment has been made against him or her.
4. After gathering all information the Title IX Officer believes relevant from the complainant, the accused and other witnesses, the Title IX Officer will determine whether or not, in his or her opinion, sexual harassment has taken place.
5. After receiving the formal complaint, the Title IX Officer shall submit a written opinion concerning its validity to the Superintendent within fifteen classroom days.
6. The Superintendent shall then render a decision as to what action is to be taken, respecting all legal and constitutional rights due to both the complainant and the accused.
7. Within ten classroom days an appeal of the Superintendent's decision may be made to the BOE in which event the BOE may accept, modify, or reject the Superintendent's decision.

HEAD LICE POLICY

If your child is found to have head lice, in order to protect your child and prevent the further spread in school, this condition must be treated at once. Any student found with lice and/or nits will be excluded from school with a letter of instruction for treatment and the procedure for being readmitted to school. Your child will be readmitted to school immediately after treatment is judged to be effective by school officials to have been effective. Attempts will not be made to distinguish between hatched and non hatched nits. Your child should miss no more than one or two days of school. With prompt treatment, he or she will miss no school at all.

Upon returning to school, our policy requires that your child present proof of treatment, a note from a physician or county health department or the bottle/label from an appropriate medication, and he/she will be rechecked. If the treatment is satisfactory, he/she will be admitted to school.

Our policy also requires that your child have a second treatment separated by 7 - 10 days, with the same guidelines as the first treatment.

INCLEMENT WEATHER

School cancellation notifications will be sent to the following radio stations: KKBI 106.1, KBEL 96.7, KYHD 94.7, KITX 95.5. Notifications will also be posted on www.vpsd.org, Valliant Public School's Facebook and Twitter pages. Along with text notifications and the Valliant Public Schools App for iPhone and Android.

FIRE, TORNADO, LOCKDOWN DRILLS

Periodic fire, tornado, and lockdown drills are required by state law. Charts are posted in each room giving evacuation procedures to follow in an emergency.

MEDICATION POLICY

Our school policy states that school personnel will not give medication, prescription or nonprescription, to students during school hours. We encourage you to discuss with your physician the possibility of scheduling your child's medication so that it can be given at home. However, we realize that sometimes out of necessity medicine must be administered during school hours. If your physician feels that it is necessary for the medication to be given during school hours, you will need to follow these steps.

- Ask for a medication permit form from the office to take to your physician.
- Complete the form with appropriate signatures.
- Send the medications in original containers that are labeled for your child to school.
- Questions about the administering of medication or the use of the medication permit form should be directed to the school nurse.

In compliance with state law, Valliant Public Schools permits the self administration of inhaled asthma medication by a student for treatment of asthma. The parent/guardian of the student must provide the district with written authorization for the student to self administer the medication. The parent/guardian must also provide a written statement from the physician stating the student that has asthma, is capable of, and has been instructed in the proper method of self administration of the medication. Additionally:

- the parent/guardian must provide the school with an emergency supply of the medication to be administered as authorized by state law.
- the school district will inform the parent/guardian of the student in writing, and the parent/guardian shall sign a statement acknowledging, that the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration of medicine by the student.
- permission for the self administration of asthma medicine is effective for the school year for which it is granted and shall be renewed each subsequent school year upon fulfillment of the above requirements.
- a student who is permitted to self-administer asthma medication shall be permitted to possess and use a prescribed inhaler at all times.
- medication means a metered dose inhaler or dry powder inhaler to alleviate asthmatic symptoms, prescribed by a physician and having an individual label.
- self-administration means a student's use of medication pursuant to prescription or written direction from a physician.

TOBACCO

There is to be no use of, or possession of tobacco by students in any school building, on school grounds, school bus, or at any school sponsored activity. A violation of this regulation could result in suspension from school.

Possession of tobacco products, simulated tobacco products, e-cigarettes or vapor devices by students and adults on school property is prohibited. This is the only warning you will receive.

WEAPONS

It is the policy of the Valliant BOE that possession of dangerous instruments or weapons on school premises or at school sponsored functions is forbidden. Dangerous instruments or weapons include, but are not limited to firearms, guns, fireworks, explosives, knives, razors, clubs, chains, or other instruments used for assault or injury. No one may use any article as a weapon to threaten or injure another person. Students found to be in violation of this policy will be suspended and the police will be notified.

Note: school property means any publicly or privately owned property held for the purpose of elementary, secondary, or vocational-technical education, and shall not include property owned by public school districts or private educational entities where such property is leased or rented to an individual or corporation and used for purposes other than educational. For the purpose of participating in any Oklahoma Department of Wildlife certified hunter training education course, the superintendent may authorize firearms or other weapons to be brought onto school property and used in such training courses. SB 1280 provides that any person violating this statute, upon conviction, will be guilty of a felony punishable by a fine not to exceed five thousand dollars and imprisonment for not more than one year.

Weapons Free School

It is the policy of this district to comply fully with the Gun-Free School Act.

1. Any student in this school who uses or possesses a firearm at school, at any school sponsored event, upon any school property, including school transportation will be removed from this school for not less than one full calendar school year. Firearms are defined in Title 18 of the United States Code, Section 921 as:
 - any weapon, including a starter gun, which will or is designed to, or may readily be converted to expel a projectile by the action of an explosive.
 - the frame or receiver of any such weapons.
 - any firearm muffler or firearm silencer.
 - any destructive device including any explosives, incendiary or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one quarter ounce, mine, or any device similar to the above.

2. Oklahoma Statutes, Title 21, Section 1280.1 prohibits any person except a peace officer or other person authorized by the BOE, to have in such person's possession on any public or private school property or while in any school bus or vehicle used by any school for transportation of students or teachers any weapons as defined below:

pistol, revolver, dagger, bowie knife, dirk knife, switchblade knife, spring-type knife, sword cane, blackjack, loaded cane, billy, hand chain, metal knuckles, or any other offensive weapons. . .

Any student who violates this policy will be subject to discipline, which may include suspension up to one full calendar year, for firearms, or for any term less than one calendar year, for weapons other than firearms, as determined by the superintendent or superintendent's designee.

Exceptions to this policy may be made for students participating in authorized ECA's or teams involving the use of firearms or archery equipment. The superintendent or designee may modify the provisions of this policy on a case by case basis. However, any substantial modification must be reported to the BOE at the next meeting.

SEARCH OF STUDENTS

The superintendent, principal, teacher or security personnel of any pupil in school in the state of Oklahoma shall have the authority to detain and authorize the search of any pupil or pupils on any school ground premises or while in transit under the authority of the school, or any function sponsored or authorized by the school, for dangerous weapons or controlled dangerous substances such as illegal drugs. Section 367, pg. 196, School Laws of Oklahoma.

FELONY CHARGES

Felony charges may be filed against any person or persons committing an aggravated assault or battery upon any school employee.

SECTION 7

GRADING

GUIDELINES FOR GRADING

LETTER GRADE	PERCENTAGE	DESCRIPTION
A	100 – 90	Superior
B	89 – 80	Good
C	79 – 70	Average
D	69 – 60	Poor
F	59 – 0	Failing
I		Incomplete

*Incomplete grades will be changed if work is completed with a time limit.

Valliant Public Schools' policy is not to give a final grade over 100.

PROGRESS REPORTS

Progress Reports will be issued during the 5th, 9th, and 14th weeks of a semester. Progress reports are meant to keep a parent informed of a student's academic progress. Progress can also be monitored using TeacherEase.

REPORT CARDS

Report Cards will be issued the week following the end of the semester. Report cards contain the grades that will be entered on a student's personal record.

SEMESTER TEST EXEMPTIONS

High School and Middle School students may earn the right to be exempted from semester tests, according to the guidelines issued by the principal.

SECTION 8
STUDENT
RIGHTS

DISCRIMINATION NOTICE

Valliant Public Schools do not discriminate on the basis of race, color, religion, national origin, sex, disability, age, or veteran status, in its programs and activities and provides equal access to the Boy Scouts and other designated groups.

NOTIFICATION OF RIGHTS UNDER FERPA FOR ELEMENTARY AND SECONDARY INSTITUTIONS

The family Educational Rights and Privacy Act, FERPA, affords parents and students over eighteen years of age certain rights with respect to the student's educational record These rights are:

- the right to inspect and review the student's educational records, within 45 days of the date the district receives a request for access. Parents or eligible students should submit the school principal appropriate school official, a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- the right to request the amendment of the student's educational records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. Parents or eligible students who wish to ask the school to amend a record should submit to the principal or appropriate school official in writing the changes to the record and why the record should be changed. If the school decides not to amend the record as requested by the parent/eligible student, the school will notify the parent/eligible student of the decision and advise them of their right to a hearing regarding the request of an amendment. Additional information regarding hearing procedures will be provided to the parent/eligible student when notified of the right to a hearing.
- the right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interest. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member, health, medical, law enforcement personnel, a person serving on the BOE, a person or company with whom the school has contracted as its agent to provide a service, attorneys, auditors, medical consultants, therapists, parent or student serving on an official committee such as a disciplinary or grievance committee, or assisting another school official in performing his/her task.

A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility. Upon request the school can disclose educational records without consent to officials of another school district in which a student seeks or intends to enroll. FERPA requires a school district to notify the parent/eligible student of records requested unless it states in its annual notification that it intends to forward records on request.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the requirements of FERPA can be made by contacting the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, D.C. 20202-5920

STUDENT RECORDS

Student records are confidential and with certain exceptions as provided by law, information therein will be revealed only with the consent of, or upon notice to the student's parents. The official records of a student may, upon filing of written request, be inspected by the student's parents who may also challenge the content of the records.

The rights of the parents become the rights of the student when the student attains the age of eighteen years.

No student transcript will be sent until a written release form is filed by the parent, guardian, or prior student who is eighteen years or older.

The following forms may be obtained from either the office or the superintendent or the principal: Non-parental Request, Consent for Release, and Parent/Guardian Request.

The school requires that information that is no longer needed after five years to provide educational services to the child must be burned at the request of parents, except that the student's name, grade level completed, and year completed may be maintained without the time limitations. Parents will be notified sixty days before burning and will be offered the opportunity to obtain the records.

STUDENT PRIVACY ACT

Pupils shall not have any reasonable expectation of privacy towards school administrators or teachers in the contents of a school locker, desk, and other areas of school facilities that may be opened and examined by school officials at any time and no reason shall be necessary for such a search.

STUDENT RECRUITMENT

The Valliant Public School District may disclose any of the items listed as directory information without prior written consent, unless notified in writing to the contrary.

Directory information includes: names, addresses, telephone numbers, date and place of birth, activities and sport participation, and dates of attendance.

Subject to the provisions of state and federal laws, this district shall provide this information and on campus recruiting opportunities to representatives of the armed forces of the United States of America and state armed services, commercial recruiters, higher education recruiters, technology centers, magnet schools, trade schools, charter schools, and attendance programs.

Organizations that are denied these rights may appeal the decision by filing a written complaint with the superintendent of schools.

Parents have the right to request that information not be disclosed. You may opt out of the public, nonconsensual disclosure of directory information by notifying the principal in writing within 10 days of enrollment for the 2019-20 school year. The request must contain the student's full name and the signature of the custodial parent/guardian.

PUBLISHED STUDENT INFORMATION

On occasion, Valliant Public Schools may use photographs/videotape taken during the course of the school year for publicity, promotional, and/or educational purposes (including publications, presentation or broadcast via newspaper, internet or other media sources). This includes written articles that may include the student's name only.

Parents have the right to request that this information not be disclosed. You may opt out of the public, nonconsensual disclosure of information by notifying the principal in writing within 10 days of enrollment for the 2019-20 school year. The request must contain the student's full name and the signature of the custodial parent/guardian.

SECTION 9
VPSD
GUIDANCE
DEPT

ELEMENTARY

Valliant Elementary offers a guidance program that includes testing, guidance sessions, and educational goals.

Testing

- individualized evaluations for placement in special class and perspective teaching plans
- group testing - achievement tests, class evaluation of achievement test to find weakness in academic programs
- screening for learning difficulties

The program also provides information on where to take children who have specific learning problems such as visual perception, auditory perception, etc. The guidance office also assists with referrals for such programs along with conferences with parents.

Guidance Sessions

- Group sessions - student or faculty
- Individual sessions - students, faculty, administrators

Educational Goals

- Self Awareness
- Group Awareness
- Academic Goals
- Career Awareness
- Career Exploration

MIDDLE SCHOOL

The counselor is well trained and educated to help students in need of this service. Appointments with the counselor must be made in advance.

HIGH SCHOOL

The counselor is well trained and educated to help students in need of this service. These services include, but, are not limited to scholarships, Oklahoma Promise, ACT, and military information. Graduation counseling is also available.

SECTION 10

ELEMENTARY

HOURS OF SUPERVISION

Valliant Public Schools will not be responsible for the safety of any child brought to school before 8:00 am or left after school is dismissed at 4:00 pm. By 7:45 am teachers are on duty. Students who are not eating breakfast will be inside the Elementary Gym with duty teachers until 8:00 am. Before 7:30 am teachers generally have not arrived for work therefore; if a child, outside a building should be injured there would be no help for the injured child. Car riders are to be let off at the crosswalk where the duty teacher will be on duty.

BOOKS AND SCHOOL SUPPLIES

The district furnishes textbooks for classroom work. It will be necessary for you as parents to purchase some supplies such as paper, pencils, etc. A list of supplies that your child will need is given to local stores. New students will also be given a list of supplies when they enroll. If a student has any questions about what supplies may be needed, he/she may ask his/her teacher.

Textbooks are the property of the school district, and a child using such books is responsible for them. If district owned books are lost or destroyed, the child responsible will be expected to pay for them.

CLASS PARTIES

Elementary parties will be held for Fall Harvest, Christmas, and Easter. Dates will be set during the school year.

LOST AND FOUND

There will be a central location for a Lost and Found in the Elementary School Building. After a reasonable length of time, unclaimed articles will be given to needy children and/or local shelters. Clothing that can be easily removed at school should be marked with your child's name so that the piece of clothing may be identified in case it should be misplaced.

PLAYGROUND

Students should not leave the school grounds except for returning home after school. If leaving is necessary, the student should always have permission of the duty teacher, homeroom teacher, or principal. All students will go out to recess when the weather permits. Please dress your child appropriately, especially in winter, so that he or she may enjoy recess

Playground rules include, but are not limited to:

- must have duty teacher's permission to leave the playground.
- swing with bottoms only on the seat, no twisting of swings.
- no jumping out of swings.
- wait your turn without pushing.

- no tackling games.
- only slide down the slide on your bottom. No climbing up the slide.
- play ball away from the playground equipment.
- when the duty teacher blows the whistle, students must get in line quickly.
- no throwing or rocks, sticks, or any other non athletic materials.

BICYCLES

Your assistance is needed to insure that students, whom ride bicycles to school, operate their bicycles in a safe manner. Students are not to ride their bicycles on the walkway when other students or people are walking in the walkway. They should walk and push their bicycles in school walkways. The same traffic laws pertain to the operator of a bicycle as pertain to other vehicle operators. Bicycles are to be parked in bicycle racks. Children should not play near bicycle racks. Students should not ride bicycles at recess or during lunch.

ARTICLES BROUGHT TO SCHOOL

We request that students do not bring items for entertainment such as digital music players, handheld games, and dolls or toys, to school unless a teacher has planned activity, such as, show and tell, that would require such objects to be brought to school.

There are several reasons for the request. A few reasons are as follows:

- the above items sometimes capture the interest and attention of students, thus diverting interest and attention from school work.
- occasionally these personal items are lost, broken, temporarily misplaced, or taken by some other child. Many times it is impossible for the school to find or retrieve lost items. This is especially true if the item in question is taken from the school building before the school personnel become aware that it is missing.
- teachers requesting personal items to be brought to school because of a planned activity should remind the rightful owner to take the item home at the conclusion of the day.
- certain items may be brought for recess, but, the child's teacher should first approve these items.
- large items should not be brought to school because there are no storage places for them.
- skateboards are not allowed to be used on school grounds during school hours.

SOLICITATION

Sales and solicitation from fundraisers not associated with Valliant Public Schools are prohibited.

STUDENT PLACEMENT

Classroom placement of students is at the discretion of the principal.

READING SUFFICIENCY ACT
THIS POLICY IS REQUIRED BY LAW

Oklahoma Law provides that no student may be assigned to a grade level solely on age or other factors that constitute social promotion. Please be advised that your child will not be promoted to fourth grade if the reading deficiency is not remediated by the end of third grade. Your child may be promoted if good cause exists. Oklahoma law identifies good cause exemptions for promotion as the following:

- Limited-English-Proficient students who have less than two years of instruction in an English language learner program.
- students with disabilities whose individualized education plans, consistent with state law, indicate that participation in the statewide criterion referenced tests are not appropriate.
- students who demonstrate an acceptable level of performance on an alternate standardized reading assessment approved by the state BOE.
- students who demonstrate through a student portfolio, that the student is reading on grade level as evidenced by demonstration of mastery of the state standards beyond retention level.
- students with disabilities who participate in the statewide criterion referenced tests and who have an IEP that reflects that the student has received intensive remediation for Reading than two years, but still demonstrates a deficiency in reading and was previously retained in Kindergarten, first grade, second grade, or third grade.
- students who have received intensive remediation in Reading through a program of reading instruction for two or more years, but still demonstrates a deficiency in Reading and who were previously retained in Kindergarten, first grade, second grade, or third grade for a total of two years.

If your child is retained, our school district does allow for a midyear promotion in the fourth grade. Such promotions will be considered if your child can demonstrate that he/she is a successful and independent reader, is reading at or above grade level. And, is ready to be promoted to the fourth grade. Tools that may be utilized to reevaluate any retained student may include subsequent assessments, alternative assessments, and portfolio reviews in accordance with rules of the state BOE. Retained students may only be promoted midyear prior to November 1st and only upon demonstrating a level of proficiency required to score above the unsatisfactory level on the third grade state wide criterion referenced test and upon showing progress sufficient to master appropriate fourth grade level skills, as determined by the school district. A midyear promotion shall be made only upon agreement of the parent or guardian of the student, the school principal and the reading specialist.

STUDENT RETENTION REGULATION

In accordance with the policy of the BOE, the following criteria for the selection of students to be retained in their current grade, or denied course credit, will be used in the school district:

- students shall be promoted or receive credit for a course of study if a grade average of 60% or higher in at least three major courses of study as determined by the teacher.
- students in grades one through eight must achieve a grade average of 60% or higher in at least three major courses of study to be promoted to the next higher grade. The major courses of study are math, language arts, science, reading, and social studies.
- all provisions of the Reading Sufficiency Act will be followed.
- in the elementary and middle school, a placement committee consisting of the principal, counselor, and teacher(s) shall determine if a student is to be assigned to the next highest grade. The committee shall consider standardized test scores and the student's age.
- whenever the teacher or a placement committee recommends that a student be retained at the present grade level or not passed in a course, the parent/guardian, if dissatisfied with the recommendation, may appeal the decision by complying with the district's appeal process. The decision of the board of education shall be final. The parent/guardian may prepare a written statement to be placed in and become part of the permanent record of the student stating the parent/guardian's reasons for disagreeing with the decision of the board.

Section 11
MIDDLE
SCHOOL

CLASS SCHEDULE CHANGES

Classes may be dropped or added the first week of the semester, if approved by the principal.

LOCKERS

Each middle school student shall be assigned a locker. Students will be allowed to rent a combination lock from the middle school office. Only MS issued combination locks are allowed. Locks and lockers are the property of Valliant Middle School. Sharing lockers or changing lockers assignments is not permitted. No food or drink is to be kept in lockers. Lockers are loaned to students during the school year but remain the property of the school and may be inspected periodically to insure they are being properly cared for and that the contents are in no way harmful to the owners, other students, or to the school building. It, at the end of the school year, the locker has not been maintained in good condition, a maintenance fee will be assessed.

The following rules should be followed:

- all lockers should be cleaned out weekly.
- under no circumstances should a student tamper with another student's locker.
- students should remain quiet while at lockers. Do not bang locker doors or close by kicking them.
- students are not permitted to change lockers unless permission is given by the office.
- misuse and/or abuse of lockers will result in disciplinary action.

MIDDLE SCHOOL REMEDIATION

Students failing core classes may be required to attend Summer school or repeat the class during the next semester.

SELECTION OF MIDDLE SCHOOL HONOR STUDENTS

The following criteria will apply for all students vying for valedictorian, salutatorian, and honor graduates at Valliant Middle School:

- all candidates will be required to take AP Math and AP English classes their eighth grade year.
- candidates will be ranked according to GPA.
- selection will be based on a 5.0 grade point scale.
- GPA will be calculated from grades 6, 7, and through the first semester of the eighth grade.
- in order for a student to be considered for honors recognition, the student must be enrolled by least the mid-point of the first semester of the eighth grade.
- an Honor's Committee will be made up of five teachers, one principal, and one counselor. The committee will hear grievances and make recommendation regarding student's status in the honors program.

SECTION 12
HIGH
SCHOOL

WHERE TO GO BEFORE SCHOOL AND DURING NOON

Students do not need to be at school before 7:50 am unless they ride a bus or have a special school meeting. Students will be asked to stay along the walkway in front of the high school building in the morning. During inclement weather, you may go inside the lobby of the high school. Students will not be allowed in any part of the gym/auditorium complex in the mornings or at noon unless given special permission from a member of the faculty. All students must go to the cafeteria for lunch.

ASSEMBLIES

Our school assemblies are an important part of the school's program of activities. Proper conduct is essential for a good assembly program. Students are expected to be as attentive as possible and to cooperate in every way with those of the program.

- Students will sit in a designated area according to class. Seniors will sit on the front rows of the north side of the auditorium. Freshmen will sit directly behind the Seniors. Juniors will sit in the first section of rows on the south side of the auditorium. Sophomores will sit directly behind the Juniors.
- Class sponsors will sit in the class area of their respective group.
- The President of the student council will preside over most assembly programs unless directed otherwise.

CLASS ORGANIZATIONS

Class organizations will meet during the first few weeks of school. Class meetings should be businesslike, and follow parliamentary procedures. All class meetings must be supervised and approved by the sponsors and administration.

LOCKERS

It is necessary that students share lockers. Students are urged to purchase locks and keep lockers locked when not in use. The office must have a key or combination or it will be removed at the student's cost. The principal has a master key to fit all locks so that the locks can be accessed immediately for school safety purposes.

AUTOMOBILES AND MOTORIZED CYCLES

Before students are permitted to drive automobiles to school, they must have proof of liability insurance. Insurance verification and drivers license proof must be made available in the principal's office. Students who are driving and parking on campus must fill out and submit a Student Automobile Consent Form to the high school principal. Driving and parking privileges can be revoked, if proper documents are not provided. Upon arrival to school the student must park and go directly to the designated waiting areas. No sitting in cars. Students may not return to a vehicle for books, etc., without permission from the principal or his designee. Driving around campus and picking up other students will not be permitted. Due to closed campus, no vehicles will be allowed to move until the close of the day unless authorized by the administration. Anyone in violation of this rule will have their driving privileges suspended. **Students who are enrolled in a vocational class at Kiamichi Technology Center in Hugo or Idabel will be required to ride the school bus from Valliant to the Technology Center.** Any exceptions must be approved by the principal.

STUDENT PARKING

All students will be required to park in the parking lot on the east side of the high school and east of the gym/field house. Students will not be allowed to park between the football stadium and gym/auditorium complex, or in front of the high school and gym/auditorium complex. This is reserved for staff and visitors. Any student who parks in unauthorized areas may have their driving privileges revoked for two weeks. Crosswalks are not unloading areas. Please pull into the parking lots to load and unload passengers.

ENROLLMENT

Be absolutely certain that you understand the requirements for graduation. Plan your courses so that you will be sure of completing all requirements. All students graduating from Valliant Schools should consider one of the three options for future pursuit. Choices are College, or Technical-Trade/Military Career. The counselor is available to assist students in planning their class schedules. Classes may be dropped or added the first week of the semester if approved by the principal or his designated representative. After this date no changes to schedules may be made except in extreme cases.

CONCURRENT ENROLLMENT

A junior or senior student enrolled in an accredited Oklahoma high school may, if he or she meets the requirements set forth, be admitted provisionally to a college or university in the State of Oklahoma Higher Education as a special student. See the counselor for more information. All concurrent enrollment in college courses may be substituted for courses not taken in high school. If you are an Oklahoma Promise student be sure and check to see if these classes will substitute for high school courses. Concurrent college courses will be figured on the four point scale. One semester of a concurrent class will count as one credit on the transcript. Twenty three credits are required for graduation. Concurrent students must take at least three high school courses, if you enroll in only one college course per semester. If you take two college courses, you must enroll in two high school courses.

Example: 3 High School Courses + 1 College Course
2 High School Courses + 2 College Courses

Students' summer courses will not be considered as concurrent classes due to school not being in session during summer months.

All courses not listed in the previous section will be based on the following four point system.

4.0 = A
3.0 = B
2.0 = C
1.0 = D
0.0 = F

GRADUATION REQUIREMENTS

In order to receive a high school diploma from Valliant High School, the student must earn at least 23 units of academic work. Students may choose the College Preparatory/Work Ready Curriculum or the Core Curriculum. Valliant Public Schools strongly encourages you to meet with the high school counselor prior to enrollment to discuss these two options and to complete a graduation plan. Students not choosing the College Preparatory/Work Ready Curriculum must have written permission from a parent/guardian.

Any student who has not fulfilled the requirements of the State BOE and the local BOE prior to graduation ceremonies will not be permitted to participate.

College Preparatory/Work Ready Curriculum

- 4 units of English, includes grammar, composition, literature, or any English course approved for college admission requirements
- 3 units of Mathematics, limited to Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, AP Statistics, or any mathematics course with content and/or rigor above Algebra I and approved for college admission requirements.
- 3 units of Laboratory Science, limited to Biology, Chemistry, Physics, or any laboratory science course with content and/or rigor equal to or above Biology and approved for college admission requirements.
- 3 units of History and Citizenship Skills, including one unit of American History, one-half unit of Oklahoma History, one-half unit of US Government, Economics, Civics, or non-Western Culture and approved for college admission requirements.
- 2 units of the same foreign or non-English language, or 2 units computer technology, whether taught at a high school or a technology center, including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets and graphics, excluding keyboarding or typing courses.
- 1 unit selected from the courses listed above or career/technology education courses approved for college admission requirements.
- 1 unit fine arts such as music, art, or 1 unit of speech.
- 6 electives.

23 total credits

Core Curriculum

- 4 units of Language Arts, one unit of grammar and composition, three units which may include, but are not limited to the following courses: American Literature, English Literature, World Literature, Advanced English courses, or other English courses with content and/or rigor equal to or above grammar and composition.
- 3 units of Science, one unit of Biology I or Biology I taught in a contextual methodology, and two in areas of life, physical, earth science, or technology which may include, but are not limited to the following courses: Chemistry I, Physics, Biology II, Chemistry II, Physical Science, Earth Science, Botany, Zoology, Physiology, Astronomy, Applied Biology/Chemistry, Applied Physics, Principles of Technology, qualified agricultural education courses, including but not limited to horticulture, plant and soil science, natural resources, environmental science, and animal science, contextual science

courses which enhance technology preparation whether taught at a comprehensive high school or technology center school when taken in the eleventh or twelfth grade, taught by a certified teacher, and approved by the state BOE and the local BOE, or other science courses with content and/or rigor equal to or above Biology I.

- 3 units of Mathematics, one unit of Algebra I or Algebra I taught in a contextual methodology, and two units which may include , but, are not limited to the following courses: Algebra II, Geometry, or Geometry taught in a contextual methodology, Trigonometry, Math Analysis or Pre Calculus, Calculus, Statistics, and/or Probability, Computer Science I, Computer Science II, Mathematics of Finance, Intermediate Algebra, contextual mathematics courses which enhance technology preparation whether taught at a comprehensive high school or technology center school when taken in the eleventh or twelfth grade, taught by a certified teacher and approved by the state BOE and the local BOE; or other math courses with content and/or rigor equal to or above Algebra I.
- 3 units of Social Studies, including one unit of US History, one-half to one unit of US Government, one-half unit of Oklahoma History, one-half unit to one unit which may include, but are not limited to the following courses: World History, Geography, Economics, Anthropology, or other social studies courses with content and/or rigor equal to or above US History, US Government, and Oklahoma History.
- 2 units of the Arts, which may include but are not limited to courses in Visual Arts and General Music.
- 8 units of electives.

23 total credits (units)

The maximum number of units a student may earn in Physical Education is two units, one-fourth of a credit per semester for four years. All seniors must enroll in at least six periods. If a senior or junior is attending a place of high education, they must get approval from their counselor or high school principal.

All students who move in or transfer to Valliant Public Schools will also be required to have 23 units to graduate and have taken or will take the classes required by Valliant Public Schools and the state of Oklahoma.

SELECTION OF VALEDICTORIANS, SALUTATORIANS, AND HONOR GRADUATES

The selection of Valedictorian and Salutatorian honors are based upon seven semesters of high school credits based upon the 5 point system. Those who maintain above a 4.0 grade point average and have taken the required 5.0 class criteria listed below shall be designated as Valedictorian. These classes include:

- 4 credits of AP English/Grammar.
- 2 credits of AP Mathematics - Trigonometry, Calculus, or Statistics.
- 2 credits of AP Science - AP Chemistry, AP Biology, Physics, Zoology, or other advanced sciences approved by the administration.
- one of two AP electives available - AP Psychology, AP Spanish

Any student whose GPA is a 4.0 and is not the valedictorian will be considered for salutatorian if they have taken at least eight of the nine 5 point classes listed above throughout their high school career.

If a student moves into the district after Freshman year and is not able to meet the requirement for the required AP courses, students will be able to submit Pre ACT/ACT scores for the committee to determine if the student is eligible to meet the requirements for the Valedictorian track for Valliant's required AP classes that **were not offered at the previous school.**

The top two graduates with the highest GPA, who have met the requirements above will give the ceremonial speeches at graduation.

All students who have a 4.0 or above and have not taken the 5 point classes as required will be honor graduates. All students vying for graduate honors must maintain 5 point class enrollment the entire year -- cannot drop any AP classes they are enrolled in during their senior year. Any student who has not fulfilled the requirements of the State BOE and the local BOE prior to the graduation ceremonies will be permitted to participate. Any student not finishing their senior year at Valliant High School will not be allowed to participate in the graduation exercises.

Below is the suggested order students might want to take their classes in order to be eligible for the honors graduate program.

Freshman: AP English I, Biology, Algebra I or Geometry, OK History/Government, Spanish I, 2 electives.

Sophomore: AP English II, Chemistry, Geometry and/or Algebra II, World History, Spanish II, 1 or 2 electives.

Junior: AP English III, AP Chemistry or AP Biology, Trigonometry, US History, Advanced Spanish or AP Psychology, 2 electives.

Senior: AP English IV, AP Chemistry or AP Biology or AP Physics, Calculus or Statistics, 3 or 4 electives.

HONOR ROLL

High School Principal's Honor Roll Members will be selected with a grade of B or better in all classes and attendance of not less than 80 percent. The Superintendent's Honor Roll will require no less than an A in all the courses the student is enrolled in and attendance of not less than 80 percent.

OKLAHOMA HIGH SCHOOL HONOR SOCIETY

The top ten percent of the high school enrollment will be eligible for membership. The membership will be based on work done during the first semester of the current year and the second semester of the preceding year.

AWARDS

Awards will be made to students in many different areas of instruction and activities. It is always rewarding to do your best at all times. Honorary positions such as serving at the Junior-Senior Banquet, ushers at graduation, etc. will be selected on the basis of a student's grades, attitude, etc, and not popularity alone.

HOMECOMING QUEEN/COURT GUIDELINES

Each candidate must:

- maintain a 3.0 GPA.
- be involved in at least one school organization.
- have not represented VHS as a homecoming queen before in any sport.

Football Queen Candidate Selection: The football team will be given a list of senior girls who meet the above criteria. They will choose five girls from the list approximately two weeks before the homecoming date.

Basketball Queen Candidate Selection: The basketball teams will be represented by all of the senior girls basketball team members who meet the above criteria. If in the event there are not at least five senior girls on the basketball team, the candidates will be senior cheerleaders, flag corp members, and/or basketball managers who meet the above criteria. Five candidates will be chosen by the basketball teams approximately two weeks prior to the homecoming date.

Voting for Queen: The student body will vote on the five eligible girls chosen by the football/basketball teams. Voting will take place the week of the homecoming festivities. The girl with the most votes will be the Homecoming Queen, the next will be first runner-up and the three remaining will be announced as attendants. The five members of the queen's court will be escorted by five members on the team, junior members will be chosen by the coaches to fulfill this duty.

BANQUET AND PROM

Valliant High School will provide a banquet for only Juniors and Seniors who attend Valliant Public Schools. Appropriate dress for the banquet is required which includes pressed shirts along with a tie and pressed trousers. No tennis shoes or shorts will be permitted. There will be no exceptions. Prom will be provided and catered by the Junior class parents.