



Student Handbook

2020-2021

School Vision

Developing leaders to take charge in our world.

School Mission

To provide quality learning experiences for every student, every day, without exception.

Adopted by the Grand View Board of Education on 8/19/20 for the 2020-21 School Year.

In an effort to keep our campus open for the 2020-2021 School Year, Grand View School recognizes the importance of a trusting, committed partnership to prevent and/or contain the COVID-19 virus. This partnership consists of the Oklahoma State Department of Health, the Cherokee County Health Department, Cherokee Nation, and Grand View School. Our “school” team consists of teachers, coaches, bus drivers, cafeteria staff, central office personnel, administrators, our COVID Team, and especially our students.

Grand View commits to being proactive in terms of COVID education, safety and maintaining the health of all students, staff, and patrons who visit our campus. We encourage you to work with us to ensure that our plan has a positive impact on our school and community health.

Existing Law provides that anyone with a communicable disease is prohibited from attending a private or public school. It is the duty of the parent or guardian, and the school, to exclude such persons from school until the period of isolation or quarantine ordered for the case expires or until permission has been given by local health officers. See [63 OK Stat § 63-1-507](#)

The Oklahoma State Department of Education and the Oklahoma State Department of Health used CDC guidelines to develop the 83-page *Return to Learn Oklahoma: A Framework for Reopening Schools*: <https://sde.ok.gov/sites/default/files/Return%20to%20Learn%20Oklahoma.pdf>
Grand View also consulted with local health agencies and school health care professionals to refine specific information and establish protocols that best protect our students and staff.

The Oklahoma School Safety Protocols developed by the Oklahoma State Department of Education and the Oklahoma State Department of Health serve as a guide for decisions on limiting school activities or school closures. The specifics of this document can be found at: <https://sde.ok.gov/sites/default/files/documents/files/Oklahoma%20School%20Safety%20Protocols.pdf>

Purpose

The student handbook exists to insure a safe, effective educational and extracurricular environment for all students. COVID protocol has impacted most every action on our campus and flexibility is important. Similarly this document is designed to be flexible to address policy changes during the school year. Any changes in COVID guidance, youth fashion/style, personal appearance trends/fads, communication methods, technology uses, or societal norms will be reviewed by Grand View School Administrators and the Grand View Board of Education. If, upon review it is determined that the educational and extracurricular opportunities are negatively impacted, a new policy may immediately be implemented that maintains Grand View School excellence, and insures safety and equity for all students.

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Enrollment

It is the policy of the Grand View Board of Education that children who are at least four (4) years of age but not more than five (5) years of age on or before September 1, and have not attended a public-school kindergarten, may be enrolled in either a half-day or full-day non-compulsory early childhood program free of charge. No child shall be enrolled in Kindergarten unless the child has reached five years of age on or before the first day of September of the year the child intends to enroll. No child shall be enrolled in the first grade unless the child will have reached the age of six (6) on or before September 1 of the school year. Age may be verified by a birth certificate, parent's statement, a physician's statement, or previous educational records.

The superintendent or designee will be responsible for the receipt of all applications for admission, the conduct of registration procedures, and for certification that all admission requirements and prerequisites have been properly met by the student. Placement in a specific class or grade level will be based on administrative determination.

All children between the ages of 5 and 21 on or before September 1 who reside within this school district are entitled to attend public school regardless of nationality or citizenship provided other age and residence requirements are met.

A student who has been suspended out-of-school from a public or private school in the State of Oklahoma or another state for a violent act or an act showing deliberate or reckless disregard for the health or safety of faculty or other students shall not be entitled to enroll in this school district until the terms of the suspension have been met or the time of suspension has expired.

This district shall not provide education services in the regular school setting to any student who has been removed from any public or private school in Oklahoma or any other state until the district determines that the student no longer poses a threat to himself or others.

The district may consider providing alternative education services such as home-based instruction. If the student is on an individualized education plan (IEP), education services will be provided according to that plan.

Student Withdrawal

1. If a student is withdrawing from Grand View School, it is necessary for the parent to call the office, or send a note to the office, at least three days prior to the last day of attendance. All textbooks, library books, etc., belonging to Grand View School must be returned. All fees must be paid.
2. Parents/guardians must complete official withdrawal forms, in the office, or records will not be sent to the new school, and your student will be reported as Truant.

After School Enrollment

At this time, the 21st Century After-School program changes are being made in accordance with guidance from the Oklahoma State Department of Education. Any programmatic changes or implementation adjustments will be made with the health and safety of our students and staff as the primary focus. Any changes to the program will be communicated with parents prior to the start of the After-School program.

Arrival and Dismissal

Arrival Time: Classes begin at 8:05 AM

For the current school year, school personnel will be available to supervise students in the cafeteria beginning at 7:30 A.M. **Students may not arrive before 7:30AM.**

Breakfast is served in the cafeteria from 7:30 to 8:00 A.M. Students will report to their 1st period/homeroom class upon arrival.

ELC gates will be closed at 8:05 A.M. Morning announcements begin at 7:45 A.M. and classes begin at 8:05 A.M.

Crosswalk/Parent drop off attendants will begin duty at 7:30AM. No students are to be dropped off in the gravel parking lot before 7:30 AM.

Any student who arrives after the doors are locked at 8:05, will need a parent to escort them into the front office and sign the student into school. A tardy will be issued. (3) tardies = (1) unexcused absence.

Dismissal Time: The school day ends at 3:30 P.M.

Please understand that student supervision is only provided from 7:30AM until 3:45PM. To ensure safety, all children **MUST** be picked up on time. Students who are often left unattended will receive the following warnings:

First Offense:	Verbal Warning
Second Offense:	Written Warning
Third Offense:	Involvement of Department of Human Services and/or Law Enforcement

Cancellation of School

Classes are canceled only during circumstances such as; extremely bad weather, equipment failure or public crisis. The school board and administrators are aware of the hardship that can

be caused by an abrupt cancellation. Therefore, classes will not be canceled unless a significant safety risk has been created by unusual circumstances.

The decision to have school or cancel school for the day, during the winter months, is made either the previous evening, or each morning between 4:30 and 6:30 A.M. If the decision is to close school, Lakes Country 102.1 FM radio and Tulsa television stations will be notified by 6:30 A.M. to make the announcement, starting as soon as possible. Please do not call the radio station. This information will be made public as soon as it is received from the school.

Sometimes it is necessary for school to be dismissed early without warning because of emergency situations, including the potential for weather-related, hazardous road conditions. Please make arrangements with your child as to where he/she should go and what they should do at those times. Also, please complete the Emergency Dismissal Form and return it to your child's homeroom teacher. Please update this form as necessary. If we decide to close school early, we will have a public announcement on Lakes Country 102.1 FM radio that school is closing early as soon as possible. If you are unable to hear the news, please contact Grand View School, not the radio station, regarding the dismissal time. Please keep these calls brief.

Grand View School is equipped with a two-way communication system and monitors civil defense and emergency weather stations. We also have storm shelter facilities for the safety of our students. If threatening weather or dangerous conditions persist (high winds, tornado warnings, or flash flood warnings), bus routes will be delayed for the students' protection.

Absences and Attendance

In accordance with the policy of the Board of Education, each student is required to attend each class unless an absence is excused, a minimum of 90% of the time, in order to receive credit for that class. A maximum of 10 days a semester may be missed for excused absences, school activities, absence by arrangement, unexcused absences, or truancy in any one class. Chronic absenteeism is reflected on the school report card, as any number of absences over 16 in a year.

It is important that children attend school for the **entire** school day each day school is in session unless there is an emergency, or other excusable reason to be absent, as determined by the administration. If your child is ill, particularly if the illness could be contagious, it is best for him/her to stay at home.

If your child is absent from school:

1. Please call the school to report the absence, and reason for the absence by 8:30 A.M. the day of the absence.

If a parent does not call, a call will be made to confirm the reason for the student's absence. Absences are monitored regularly and truancy is reported.

*Students with perfect attendance for the school year, will be recognized during the awards assembly in May. To be eligible for perfect attendance, students must be present for the entire school day each day of the school year. If a student is tardy arriving to school or checks out early, he or she is ineligible for perfect attendance for the year.

Excused absences

Excused absence will be granted for the following reasons:

1. Personal or family illnesses
2. Medical appointments
3. Legal matter, including service on a grand, multicounty grand, or petit jury
4. Extenuating circumstances deemed necessary by the principal
5. Observance of holidays required by student's religious affiliation

*The student may promptly make up all work missed without penalty. It is the responsibility of the student, on the day of return, to make arrangements to see that the work is made up.

School Activity

1. The student will be allowed to be absent from the classroom for a maximum of ten days per semester to participate in activities sponsored by the school.
2. The student will be allowed to make up any work missed while participating.

Absence by Arrangement

These are absences in which the parents deem it necessary that a child miss school, for reasons other than those that fall within an excused absence.

1. A student may take up to 5 days of absences, by arrangement per semester.
2. A student may make up all work missed without penalty. It is up to the student, on the day of return, to make arrangements to see that the work is made up.
3. In order to take an absence by arrangement, the parent, or guardian, must submit, at least two day prior to the absence, a written request for the student to be absent. If the request is not made as required, the absence will be treated as an unexcused absence.
4. Absences by arrangement will count against a student's exemption from semester tests.

Excused Absences for Religious Holidays

The Grand View School District will excuse a student from attending school, for the purpose of observing Religious Holy Days, if before the absence, the parent, guardian, or person having the custody or control of the student submits a written request for the excused absence. The district will excuse a student for the days on which the Religious Holy Days are observed, and for the

days on which the student must travel to and from the site, where the student will observe the Holy Days.

All absences must have written or verbal explanation provided by the parent/guardian within 48 hours of the student's return to school. An absence for which no acceptable explanation is received shall be deemed unexcused.

Principals shall review all students' attendance records reflecting absenteeism in excess of 10% of the scheduled instructional time and shall make a determination, after such review, regarding a recommendation for a failing grade based thereon.

Parents/guardian shall be notified, in writing, of any recommendation for a failing grade due to excessive absenteeism (absences exceeding 10% of the scheduled instructional time). Actions leading to failing grades, due to excessive absenteeism, may be appealed by the parent/guardian.

Unexcused Absence

This is any absence that does not fall with one of the above categories.

Make-up Work

Excused absences: Students are encouraged to make up work for all absences. Students who have excused absences may receive credit for their work completed in a timely manner after their return to school. Students are responsible for securing and completing make-up assignments. Students will be allowed one-day make-up time, for each day's absence. Preannounced tests are taken on the assigned dates. Absences the day prior to the test does not excuse the student from taking the test. Work satisfactorily made up, within the prescribed time, after returning to school will receive full credit.

Unexcused absences: Credit will be disallowed for work missed due to an unexcused absence, but students are encouraged to complete work to ensure success in future learning.

Tardies & Early Departures

Tardy

Late arrival disrupts class and causes loss of instruction time. Students are to be in their assigned location and ready to work when the bell sounds.

1. A student is tardy, who is not in the student's seat, when the bell to begin the period sounds. Students may enter the building at 7:40 and will be considered tardy following the 7:50AM bell, if not in their classroom, a tardy will be issued.
2. A student who is who is more than 15 minutes late is counted absent for the period.
3. Each 3 tardies will constitute an unexcused absence from that class.

Any student who exceeds the 10-day limit may appeal to the board of education for reinstatement of credit. Consideration will be given, as to the reason for the absences, as well as, to the attempts by parents to minimize the absenteeism.

***Any time a student is late arriving to school or class, he or she is required to get a tardy slip/admit slip from the main office. Students returning to school from an appointment must also pick up an admit slip from the main office.

Early departure

If it becomes necessary for you to pick up your child before regular school dismissal: Go to the office to sign your child out. Office personnel will call for your student. No student will be dismissed from their designated location, unless the teacher is notified by the front office. This is a protective measure both for your child and school personnel. A child not present in his/her assigned class or location will be reported to local authorities as missing. Parents who arrive at school after 2:45 to pick up their child will need to go to the parent pick up line.

Change of Address or Phone Number

Please notify the office when you change your address and/or phone number. The school must be able to contact you in case of illness or emergency. Current emergency contact numbers are essential.

Parent Drop Off and Pick Up

All gates will be opened promptly at 7:30AM and at this time we are not allowing parents to escort their student into the buildings.

Because of COVID 19, and in an effort to social distance, Grand View has asked that you transport your student to and from school if at all possible. With that in mind, we expect traffic at drop off and pick up times to increase. To help facilitate this process, we have assigned students to one of three different drop off and pick up locations.

The gravel parking lot in front of the main entrance is assigned to 1st - 4th grade students who do not have any siblings in the MS or ELC. These students will exit their car with assistance from staff and be escorted across the street and into the building. Staff will assist students to the correct classroom or directly to the cafeteria for a grab and go breakfast which will be eaten in the classroom.

If your 1st -4th grader has a MS sibling, we are asking that you use the paved loop North of the school. This will allow you to only have one drop off location. These students will walk down the sidewalk and enter the main entrance, then staff will assist them to the correct classroom or directly to the cafeteria for the grab and go breakfast.

If you have a student who attends the ELC and they have siblings in any other grade, we are asking that you use the ELC loop on the West end of campus to drop off and pick up your students. Your MS and ES students can be dropped off on the east side of the loop at the open gate. Look for the sign. Those students will walk down the sidewalk and enter the back of the cafeteria where staff will assist them to the correct room or directly to the grab and go breakfast. You may then drive around to the west side of the loop in front of the ELC to drop your PK or KG student.

These assigned locations will be used for drop off in the morning and pick up in the afternoon. We will monitor traffic and adjust as necessary.

Visitors

In order to maintain security:

1. **All visitors must enter through the front door and follow Covid protocols.**
2. Check in at the main office and sign the visitor ledger.
3. All visitors should be prepared to provide identification.

Custodial parents need to let the school know if another family member is coming to see a child or pick the child up for any reason. We will not knowingly let a student go with anyone, except the custodial parent or others authorized to pick up the student. Non-custodial parents may visit their child (unless a court order states otherwise), but the custodial parent will be notified, if possible.

Students are not allowed to bring visitors to the school. Any person entering school property, without permission from the administrative office, will be treated as an unauthorized intruder. Law enforcement will be called to respond if any person, regardless of age, is suspected of entering school property without permission, or loitering within approximately 1000 feet of school property.

Transportation

Free transportation in district-owned buses is furnished to students who reside within the school district. All buses used by Grand View School meet the requirements of the State Board of Education and operate in compliance with state and federal regulations. All students are urged to regard the bus as a classroom, as far as conduct is concerned. Safety is stressed at all times. School bus drivers are school officials and have the same authority as a classroom teacher over the students in their care. After students board the bus, they are under the supervision of the bus driver and are expected to help him/her maintain discipline in order to prevent serious accidents. The driver has absolute authority and is expected to look after the welfare of all students under his/her care. Any student may lose bus riding privileges for disobeying regulations. After boarding the bus, students are not to depart from the bus until it reaches school in the morning, or arrives at the designated place for them to leave the bus in the evening. Special

permission from the driver and a note signed and dated by the parents and an administrator will be necessary for students to be allowed to ride a different bus than normal, or to exit anywhere other than their designated stop.

Bus Riding Expectations

The School Laws of the State of Oklahoma stipulate that transportation by bus may be furnished by a school district, but **the district is not required to do so**. Therefore, riding a school bus is a privilege, not a right, granted to those who are eligible and are able to abide by the rules and regulations. These rules apply to all extracurricular trips under school sponsorship as well.

Prior to loading the bus, students should:

1. Be at their designated school bus stop 10 minutes early- keep the bus on schedule.
2. Stay off the road at all times while waiting for the bus.
3. Not move toward the bus at the school-loading zone, until the bus has been brought to a complete stop. The driver will signal when the student can approach.
4. Wait for the bus drivers signal before you cross the road.
5. Wait until the bus comes to a complete stop before attempting to enter.
6. Respect people and their property while waiting for the bus.
7. Receive proper school official authorization to be picked up at places other than the regular bus stop or to ride another bus. **A parent/guardian note is required.**

While on the bus, students should:

1. Stay seated at all times! Bus riders are not permitted to leave their seats while the bus is in motion and must have permission from the driver before reseating themselves.
2. Keep all body parts, books, backpacks, instruments, or other objects out of the aisle.
3. Keep all body parts inside the bus.
4. Not eat or drink on the bus.
5. Assist in keeping the bus safe and clean at all times.
6. Refrain from loud talking, yelling, or laughing. This could divert the driver's attention and result in a serious accident.
7. Maintain possession of books, lunches, or other articles.
8. Look after the safety and comfort of small children.
9. Never throw anything out of the bus.
10. Be courteous to fellow bus riders and the bus driver.
11. Refrain from horseplay and fighting on, or around the school bus.
12. Remain quiet when approaching a railroad-crossing stop.
13. Never make any gestures toward other vehicles or pedestrians.
14. Remain in the bus during road emergencies except when it may be hazardous to passengers, or instructed by the bus driver.
15. Note the use of tobacco in any form is prohibited.
16. Obey the bus driver at all times. He/she is in charge and is authorized to assign seats or write discipline slips.
17. Treat bus equipment as you would valuable furniture in your own home. Damage to seats, etc., must be paid for by the offender.

18. Never tamper with the bus or any of its equipment.

After leaving the bus, students should:

1. Go directly to your destination. Do not stop and talk, or retrieve dropped items near the bus while it is stopped.
2. Walk at least 10 feet past the front of the bus on the side of the road. Wait for the bus driver's signal, before crossing the road.
3. Help look after the safety and comfort of small children.
4. Leave no books, bags, or other items on the bus.
5. The driver will not discharge riders at places other than the regular bus stop, except by proper authorization from the parent or school official. **A written note from the parent/guardian is required.**

Extracurricular Trips

1. The above rules and regulations will apply to any trip under school sponsorship.
2. Pupils shall respect the wishes of the chaperon appointed by school officials.

It is necessary, therefore, that student conduct rules and regulations are enforced and that they are followed without question. Each parent must see that his/her child understands the importance of good behavior while riding a bus. If the rules are broken, there will be discipline befitting the offense, administered on an increasing scale. For example, throwing trash down could result in having to clean the bus. Other consequences include but are not limited to; suspension of bus riding privileges, assignment of seat, In-school suspension and suspension from school.

Any violation of these rules could result in the following:

- A. Two-day suspension of the school bus riding privileges
- B. Two-day in-house suspension
- C. Suspension of bus riding privileges

Any student carrying alcohol, a controlled dangerous substance, firearm, or weapon on any school bus, will lose school bus riding privileges for the remainder of the school year and shall be reported to the appropriate enforcement agency.

Student Screenings

Screening activities may include vision, hearing, and health. Other screenings activities may include: review of records and educational history, interviews, observations, and specially developed readiness or educational screening instruments. Before any major identification, location, or evaluation, the school shall provide notice to the parents. Accommodations for other languages, or means of communication may be provided upon request. Such notice shall occur at least annually, prior to conduction these activities and shall include the rights of parent s under the Family Education Rights and Privacy Act (FERPA).

Medicine

We suggest that you adjust your child's schedule to eliminate the need to take medication during the school day. In the event it is necessary for a child to take medicine during the school day, the following procedures must be followed:

1. All medications are to be brought to the school nurse/office upon arrival at school by parent/guardian.
2. Provide office with physician's statement of illness, medication, dosage, and instructions.
3. Parent should complete the "Authorization to Administer Medication."
4. Medication should be in the original pharmacy bottle, labeled with the name of the medication and the time it is to be administered.

Dosage of medicine cannot be changed unless a note from the doctor is on file. We will Not dispense any over-the-counter medication (even Tylenol) without a completed "Authorization to Administer Medication" form on file.

Students who become ill during the day should first tell their teacher, and if necessary, the teacher will send the student to the nurse's office. The nurse and parent will decide if the student should go home from school.

Communicable Diseases

Oklahoma Law states that any student who has a contagious disease or head lice may be prohibited from attending school. Students displaying symptoms of a contagious disease may be excluded from the school premises after the parents have been contacted. A statement from an attending physician or from the State Department of Health may be required for re-entry to school.

Chicken Pox: Children usually miss 5 to 6 days of school due to their chickenpox. All lesions shall be dried before the child may return to school.

Conjunctivitis (Pink Eye): Students who have conjunctivitis must be picked up from school for the remainder of the day. Students must secure a release from a medical provider to return to school.

Diarrhea: Students with diarrhea shall remain at home until they are free of diarrhea for 24 hours with no medication.

Fever: Students who have a fever shall remain at home until at least 24 hours after they are free of fever without fever-reducing medications.

Head Lice: Students who have head lice or nits (eggs) must be picked up from school for the remainder of the day. In order to return to school, students must present to the front office a written statement from a health professional that the student is free from head lice and nits. Under normal circumstances, student should be out of school for only one day for the treatment of lice and removal of nits.

Hand, Foot, and Mouth Disease (HFMD): Students showing signs of hand, foot, and mouth disease (HFMD) should remain at home and should see a medical provider for a release to return to school.

Impetigo: Treating an infected student with an antibiotic for 24 hours or longer generally eliminates the ability to spread the bacteria. However, it is important to complete the entire course of antibiotics as prescribed. If multiple lesions are present which cannot be adequately covered, the student will be excluded from school until 48 hours after initiation of antibiotic treatment. Exclusion from school is not necessary if lesions can be covered.

Rash: Students who have a rash of unknown origin should see a medical provider for a release to return to school.

Ringworm: Students with ringworm should see their physician if a lesion is on face, nose, or mouth, or if more than a single lesion is present. If multiple lesions are present, which cannot be adequately covered, the student will be excluded from school until 48 hours after initiation of antibiotic treatment. Exclusion from school is not necessary if lesions can be covered.

Scabies: Students with scabies who have completed one treatment for scabies (including laundering clothing and bedding) may safely return to school. Skin lotions are available from a doctor for the treatment of scabies.

Strep Throat: Students who are being treated for strep throat are only contagious for 24 to 48 hours. For this reason, persons with strep throat should rest at home and are excluded from school until antibiotics have been taken for at least 24 hours and their symptoms have improved.

Vomiting: Students who are vomiting shall remain at home until they are free of vomiting for 24 hours with no medication.

Students who become ill during the day should first tell their teacher, and if necessary, the teacher will send the student to the nurse's office. The nurse and parent will decide if the student should go home from school.

Injuries at School

It is very important that students tell the teacher if they are injured while at school. Students who are injured at school will be rendered simple first aid treatment only. If emergency medical treatment is necessary, a parent will be contacted. If a parent is not available, the student will be

transported to a hospital emergency room. It is important that the school officials know where you can be reached at all times, plus the name and addresses of an emergency contact(s) other than yourself, in case you cannot be reached in an emergency situation.

Acquired Immune Deficiency Syndrome (AIDS)

The primary responsibility is to provide the opportunity for an education to each school-age child, who resides within this district, and who is qualified under Oklahoma law to attend school. Students who have contracted AIDS will not be denied educational opportunities. The placement of students with AIDS within the school system will depend upon the student's needs and the school's capabilities. Students who have been verified by the Oklahoma Department of Public Health, the school physician, or a private physician as having contracted AIDS may be placed in the school's special needs program, provided that the student otherwise meets eligibility requirements, or will be enrolled according to procedures established by the superintendent.

Textbooks

All basic textbooks are loaned to the student during the school year. The student is responsible for seeing that the books are kept clean and in good condition. The student (parent/guardian) will pay for lost, damaged, or destroyed books.

Homework

Students are given assignments and are usually given some time to work on them in class. Students may usually take unfinished assignments home to complete for the next day. Most homework will be in the subjects of math, reading, and/or language arts. Some homework will be separate assignments, in addition to assignments done in class. Please help your child by seeing that he/she completes and returns all assigned homework and takes his/her books and other supplies, and resources back to school the next day. The purpose of homework is to allow students more practice with material presented in class and/or to be an extension of what has already been done in class, or in preparation for what will be done in class. As with all school assignments, the work needs to be completed by the student to be an accurate reflection of the student's understanding of the assignment. Assisting your child with homework, as needed is encouraged, but students are expected to do the work themselves.

Incomplete / Missing Assignments

Excused absences: Students are encouraged to make up work for all absences. Students who have excused absences may receive credit for their work completed in a timely manner, after their return to school. Students are responsible for securing and completing make-up assignments. Students will be allowed one-day make-up time, for each day's absence.

Preannounced tests are taken on the assigned dates. Absences the day prior to the test does not excuse the student from taking the test. Work satisfactorily made up within the prescribed time after returning to school will receive full credit.

Unexcused absences: Credit will be disallowed for work missed due to an unexcused absence, but students are encouraged to complete work to ensure success in future learning.

Grading Scale

Letter grades of S, N, or U (satisfactory, needs improvement, or unsatisfactory) will be used for all subject in kindergarten, for the entire school year and in First grade, for the 1st quarter. First grade will use an A, B, C, D, U scale for the remaining 3 quarters.

Letter grades of A, B, C, D and U will be used for grades 2 – 8 in the subject areas of math, reading, language, spelling, writing, social studies, and science/health. Use of letter grades S, N, or U may be used for music, art, P.E., and conduct. All letter grades should be accompanied with an effort grade of 1, 2, or 3. A plus or minus will be used.

The percentage distribution used to determine the letter grade will be as follows:

Kindergarten	
5	I've got it and can teach it to a friend
4	I get it. I can do it by myself.
3	I get some of it. I might need help.
2	I tried my best, but still need more help.
1	This is new to me. I need help.
Grades 3 - 8	
P e r c e	Letter

n t	
9 5 - 1 0 0	A
9 0 - 9 4	A-
8 7 - 8 9	B+
8 5 - 8 6	B
8 0 - 8 4	B-
7 7 - 7 9	C+
7 5 - 7 6	C
7 0 - 7 4	C-

6 5 - 6 9	D+
6 0 - 6 4	D
5 9 o r l e s s	F

Grades 1-2	
4	Mastery
3	Progressing Toward Meeting expectations
2	Limited Knowledge
1	Needs Improvement

Report Cards/Progress Reports

Report cards will be handed to the students on the first Wednesday, following each nine-week period.

Progress reports will be handed to the students on Wednesday, of the fifth week, of the nine-week period. Additional reports, telephone calls, or personal visits may be scheduled if in the best interest of the student.

Conferences

Parent-teacher conferences will be used for reporting student progress in for the first and third quarters. Conferences are to be scheduled, as specified in the school calendar, approved by the Board of Education. Please access the Grand View web-site for calendar dates.

Conferences with a student's teacher, other than during parent-teacher conference days, can be scheduled by appointment only. Please make contact with your student's teacher to schedule a conference, when the teacher isn't on duty at recesses, or in the classroom.

Eligibility Requirements for Sports and Activities

Oklahoma School Activities Association and the Cherokee County Activities Association Eligibility Rules state that you are not eligible if:

1. You have not attended classes 80% of the time, for the current or previous semester.
2. You receive a grade of "F" in any core curriculum class.
3. You have been disqualified from a contest because of unsportsmanlike conduct, a flagrant foul, or are under school disciplinary action at Grand View School or your previous school (the principal may reinstate a student following a conference in very few cases.)
4. You were fifteen (15) years of age before September 1, of the current school year. The administration of Grand View School will make the final decision of eligibility status and will base the decision on numerous factors including attendance, behavior, and academic performance of students. Eligibility information is collected weekly. An ineligible list is compiled each week and takes effect the following week. Notes are sent to parents of students on the ineligible list explaining what the problem areas are and what is required of the student to become eligible again. Students are required to maintain an average of 70% or higher in all classes to remain academically eligible.

(Note: There are also additional requirements for some extracurricular activities. Consult your coach, sponsor, or principal for additional information.)

Honor Roll

Student honor roll lists will be published for students in grades 3 through 8 each semester. To be eligible for the Principal's Honor Roll, a student must maintain a "B+" average. To be eligible for the Superintendent's Honor Roll, a student must maintain an "A-" average or above.

Curriculum

The Grand View School curriculum is designed in accordance with the state recommended curriculum. If parents would like to know the basic requirements of any grade or class, we recommend that you contact the student's teacher. Beyond the core curriculum of math, science, language arts, and social studies, we have exploratory courses available, for students in grades 6 through 8, that we believe enhance the educational opportunities for our students. Every student will be required to complete the course objectives for band, or one of the alternative exploratory courses offered. Students who are failing, or in danger of failing a core subject, may be required

to attend a remedial class instead of his or her elective of choice, until satisfactory progress is made.

Band: Grand View has a few instruments available for student use. A maintenance fee is required for all loaned instruments. The maintenance fee does not cover damages to the instrument. Parents are responsible for these repairs. Attendance is required at all scheduled performances. Advanced Band members will also need a band performance shirt. Beginning Band and Advanced Band members will be required to dress according to guidelines given to them, for their Christmas and Spring concerts.

Exploratory Classes: Another course will be offered to students in grades 7 and 8 who do not enroll in a music course.

Other extracurricular activities:

Athletics: Students are expected to comply with all requests made by the coach or assistant coach, and to behave appropriately at all times. Students are required to return uniforms in good condition, at the end of the current season, or pay for a replacement uniform.

Academic team: An academic team is selected from students wishing to compete for a position on the team. The number of teams, participants, and their status is governed by county association rules, and is at the discretion of the team sponsors. Each member is required to attend practices and competitions when requested, and conduct themselves as directed by the sponsors.

Cheerleading: A squad of cheerleaders will be selected from the student body in the spring of each year, for the next year through competitive tryouts. Cheerleaders will be required to attend events as directed by the sponsor, purchase personal attire, and attend clinics, competitions, and practices when they occur.

Behavior Expectations

All students are expected to:

1. Show respect to others and for the rights of others.
2. Respect the authority of all school personnel.
3. Behave in a courteous manner.
4. Learn and demonstrate acceptable social behavior.
5. Bring necessary materials to all classes and actively participate in the learning process.
6. Contribute to a positive learning environment through appropriate personal hygiene habits, and clothing consistent with the school dress code.
7. Adhere to all school rules, regulations, and procedures.

Chargers should always use Power Words: Please, Thank you, Excuse me, Yes Ma'am, Yes Sir.

Playground Expectations

While on the playground, all students:

1. Should not push, shove, or fight.
2. Should not throw, or pick up rocks and/or wood chips.
3. Should not engage in any activity that is dangerous – e.g. hitting, foot stomping, bear hugging, grabbing others.
4. Should not climb on the fences, even to retrieve balls.
5. Should not climb trees.
6. Should not leave the playground area for any reason.
7. Should not stand, sit or jump on tops of bars.
8. Should not climb up the sides; only ladders should be used for climbing to the top of slides.
9. When on the swings, should swing back and forth; only one student on a swing at a time.
10. When on the swings, should not jump from the swings.
11. Should stay clear of individuals on swings.
12. Should not play tackle football; only touch football is permitted.
13. Should not engage in any activity that could be construed as gang activity.
14. Should not bring skateboard, skates (including shoe skates) and scooters to school.
15. Should stop playing, get in their class line and quietly enter the building, when the whistle is blown to end recess.

Discipline

The Grand View Board of Education believes that the school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. Occasionally, corrective actions are necessary, for the benefit of the individual and the school. The teacher in a public school has the same rights as a parent or guardian, to control and discipline a child while the child is in attendance, in transit to or from the school, or participating in any authorized school function. Further, it is the policy of the district that students may be disciplined for any misconduct related to the programs or activities of the district. No teacher or administrator will administer formal discipline to his or her own child on behalf of the school except in cases of disruption in the classroom or common areas. Disciplinary matters concerning children of school employees will be handled by the appropriate principal or the superintendent, or the superintendent's designee. The superintendent's child will be disciplined by someone other than the superintendent.

Each student shall be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances surrounding each infraction. The following are some examples of these circumstances:

- 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 behavior;
The manifestation of a disability;
Any 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 a school environment 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 judgment of a teacher or administrator, a student is involved or has been involved in unacceptable behavior, appropriate remedial or corrective action will be taken.

1. Unexcused lateness to school
2. Unexcused lateness to class
3. Cutting class
4. Leaving school without permission
5. Refusing detention/late room
6. Smoking
7. Truancy
8. Possessing or using alcoholic beverages or mood-altering chemicals
9. Stealing
10. Forgery, fraud, or embezzlement
11. Assault, physical and/or verbal
12. Fighting
13. Possession of weapons or other items with the potential to cause harm
14. Distributing obscene literature
15. Destroying/defacing school property
16. Racial discrimination including racial slurs, or other demeaning remarks concerning another person's race, ancestry, or country of origin and directed toward another student, an employee, or a visitor
17. Sexual Harassment
18. Gang related activity or action
19. Cheating

In administering discipline, consideration will be given to alternative methods of punishment to ensure that 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 consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions the faculty and/or administration of the school district, will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions.

The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parent
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean, straighten items, or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action, as required, and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities, as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, and/or class trips.

The Board of Education believes that the school's primary goal is to educate, not to discipline. However, when the behavior of an individual student interferes with the right of others, corrective action may be necessary for the benefit of the individual as well as the school. A student who has been suspended for a violent offense directed towards a teacher shall not be allowed to return to that teacher's classroom without the approval of that teacher.

Oklahoma Law, Title 70, Section 6-114, provides teachers with the same rights as parents to control and discipline school children in accordance with local school policies. The following schedule of infractions is provided as an aid to teachers in exercising control and discipline of students. The schedule is not intended to include all possible infractions. Therefore, behavior that is not included in the following schedule may warrant appropriate disciplinary measures. The following schedule shall not be used in determining discipline for any child on an IEP or Section 504 plan until such time as the student's IEP team has determined that the infraction is in no way a manifestation of that student's disability.

<u>Infractions</u>	<u>Minimum Action <</u>	<u>> Maximum</u>
<u>Action</u>		
1. Unexcused tardiness	---- Refer to Attendance Policy ----	
2. Conference	Disruption of class or assembly Parent Conference	School Suspension
3. Conference	Lunchroom misconduct Parent Conference	School Suspension
4. to Bus Conduct Policy ----	Bus/playground misconduct	---- Refer

5. Conference	Negligence in completing classwork Parent Conference	School Suspension
6. to Attendance Policy ----	Cutting class	---- Refer
7. School Grounds (Closed Campus) Policy ----	Leaving school without permission----	Refer to Leaving
8. to Attendance Policy ----	Truancy	---- Refer
9. Conference	Tobacco on school grounds Parent Conference	School Suspension ¹
10.	Drugs or Alcohol possession	Parent Conference Suspension ^{1,2}
11. Conference	Gambling	School Conference Parent Suspension
12. Suspension ^{1,2}	Theft	Parent Conference
13.	Assault-physical or verbal	Parent Conference Suspension ^{1,2}
14.	Fighting Suspension	Parent Conference
15.	Destruction of property, vandalism	Parent Conference Suspension ^{1,2}
16.	Threats/Harassment Suspension ²	School Conference Parent Conference
17. Suspension ^{1,2}	Extortion	School Conference
18. Parent Conference	Refusal to obey school officials	School Conference Suspension
19. cause harm	Possession of weapons or other items with the potential to	Suspension ²

¹ May require counseling and rehabilitative efforts before reinstated in school programs

² May require notification of legal authorities

Other possible corrective actions include; warning students that continued infraction may result in more severe consequences, removing students from class, before or after school detention, alternative placements, financial restitution, if necessary, and referral to social agencies, if appropriate. The administration may impose punishment that would prevent a student from participation in and attendance at extracurricular activities. In addition, student discipline consequences may include an inability to participate in the graduation ceremony, activities, school dances, and/or class trip. Suspension alternatives may include in-house suspension or out-of-school suspension. Refer to the Suspension Policy for requirements for short-term (1-10 days) and long-term suspensions (11 or more days).

A "demerit" system will be used to determine eligibility for trips including class trips and activity trips. Serious infractions and repetitive minor displays of inappropriate behavior will result in the issuance of a demerit by the principal. Students who accumulate 5 or more demerits, during the school year, or 3 demerits in the second semester, will be ineligible for school trips and activities. Parents will be informed in writing each time a demerit is issued. Since demerits only affect trip eligibility and activities, when students earn several; additional, more immediate punishment will

usually be assigned as well. Regardless of the number of demerits accumulated, students may be denied attendance on individual trips or activities at the discretion of the administration, based on such factors as recent behavior and school attendance.

Surveillance Cameras

For safety and security reasons, cameras have been installed throughout the school facilities and school buses.

Dress Code and General Appearance

The dress code at Grand View School is flexible, but there are a few rules to follow. The dress and appearance must not present a health or safety problem, or cause any disruption in the school setting.

1. Clothing that promotes illegal activity or uses expressions or images that are profane, vulgar, or otherwise objectionable may not be worn.
2. Midriffs will be covered at all times
3. All skirts should be longer than the student's finger tips with arms at side and fingers extended. All shorts should be mid-thigh length or longer. Any hem, slit, or tear in the pants, shorts, or skirts must be no higher than mid-thigh.
4. Hats may not be worn inside the buildings unless there is a religious or medical reason.
5. All undergarments must be covered at all times, including bra straps.
6. Sleeveless shirts must be at least 2 inches wide at the neck/shoulder, may not be loose-fitting under the arms, and may not have a low neckline. Spaghetti straps are not permitted.
7. If any see-through garments are worn (mesh, spandex, etc.), something that conforms to the school dress code must be worn under the see-through garment.
8. Form fitting leggings must be combined with a top, or other garment that covers the buttocks when standing.
9. During the Covid 19 pandemic, students are required to wear face masks or coverings in order to attend school for face to face instruction. The masks shall be designed to reduce the spread of respiratory diseases and shall be worn properly, covering the nose and mouth. Student masks may only be removed at a teacher's direction when necessary for drinking and eating or when in a low risk situation such as being outside and not in a crowd. Exceptions may be made if necessary to satisfy IEP's, 504's, or other legal rights of students. This rule will be in force until such time as public health officials declare that masks are no longer necessary for public health.

Any clothing or accessory which materially and substantially disrupts the educational process will be prohibited. If clothing or appearance is found to be in violation of this policy, students will be asked to take corrective action and conform to the dress code. If a student continues to wear inappropriate attire or otherwise violates this policy, parents will be called and asked to

pick up the student or bring a change of clothing. Disciplinary actions will be taken for repeat offenders and for students unwilling to cooperate with the enforcement of this policy.

Tobacco

The administration of Grand View School understands the concern expressed by parents, educators, students and other community members regarding the adverse effects of tobacco on the individual. Oklahoma law prohibits the possession of tobacco by minors. In accordance with Oklahoma law, tobacco products of any kind will not be used or possessed by students while on school premises. Tobacco will not be possessed or used by students attending any school-sponsored or school sanctioned event, outside school premises, or while in transport to or from an event, in school vehicles. Students in violation of the policy will receive suspension, and return under probation for a period time, imposed by the administrator.

Drugs

In recognition of the school's obligation to our students and community, we stand ready to assist in dealing with drug-related problems. Any student found possessing, using, or under the influence of drugs, or possessing drug paraphernalia, will be suspended for no less than 5 days or the current semester and possibly the next semester. Authorities will also be notified in cases of possession of a controlled substance.

Search and Seizure

In accordance with the policy of the Board of Education, searches of students shall be conducted under the following circumstances:

The superintendent, principal, teacher, or security personnel of this school (authorized personnel) may detain and search any student or students on the premises of the public schools, or while attending, or while in transit to, any event or function sponsored or authorized by the school only under the following conditions:

1. When any authorized person has reasonable suspicion that the student may have on the student's person or property; alcohol, dangerous weapons, unauthorized electronic paging devices, controlled dangerous substances as defined by law, stolen property, if the property in question, is reasonably suspected to have been taken from a student, a school employee, or the school during school activities, or any other items which have been or may reasonably be disruptive of school operations or in violation of student discipline rules.
2. School lockers and school desks are the property of the school, not the student. Students have no expectation of privacy concerning lockers, desks, or other school property. The users of lockers, desks, and other storage areas or compartments have no reasonable

expectation of privacy from school employees as to the contents of those areas. Lockers, desks, and other storage areas or compartments may be subjected to searches at any time with or without reasonable suspicion. Students shall not exchange lockers or desks or use any lockers or desks other than those assigned to them by the principal.

3. Authorized personnel may search a student, within the limits of state and federal law (or this policy), whenever the student consents to such a search. However, consent obtained through threats or coercion is not considered to be freely and voluntarily given.
4. Authorized personnel conducting a search shall have authority to detain the student or students and to preserve any contraband seized.
5. Any searches of students, as outlined herein, will be conducted by an authorized person who is the same sex as the person being searched, and shall be witnessed by at least one other authorized person who is of the same sex as the person being searched.
6. Strip searches are forbidden. No clothing except cold weather outer garments will be removed before or during a search.
7. Items that may be seized during a lawful search – in addition to those mentioned in paragraph 1 above – shall include, but not limited to, any item, object, instrument, or material commonly recognized as unlawful or prohibited. For example: prescription or nonprescription medicines, switchblade knives, brass knuckles, billy clubs, and pornographic literature are commonly recognizable as unlawful or prohibited items. Such items, or any other items which may pose a threat to a student body, or other school personnel, shall be seized, identified as to ownership if possible, and held for release to proper authority.
8. Any student found to be in possession of dangerous weapons, controlled dangerous substances, or other unlawful or prohibited items may be suspended by the superintendent for a period not to exceed the current school semester and the succeeding semester. Such suspension may be in addition to any civil or criminal liability.

Student Use of Personal Electronic Devices

“Personal Electronic Device” means any device that a student is in possession of which electronically communicates, sends, receives, stores, reproduces or displays voice and/or text communication or data. These include but are not limited to; cellular phones, pagers, smart phones, music and media players, gaming devices, iPads, readers or tablets, laptop computers, and personal digital assistants.

Grand View School personnel prefer that students not bring any electronic devices (cell phones, pagers, mp3 players, CD players, video games, etc.) to school, unless they are needed for a school activity. Students may bring personal electronic devices to school at the discretion of their parents. However, **the school is not responsible for theft, loss, or damage to personal electronic devices brought to school by a student.**

District staff may search personal electronic devices and examine the content of such when there is reasonable suspicion of unauthorized or illegal use of the device. When determining if a search is appropriate, district staff shall ensure the following conditions are met before conducting the search:

1. The search is reasonable at its inception. That is, when the context is such that it is clear that the student(s) are clearly misusing the device and that the search of content would turn up evidence of the violation.
2. The scope of the search of the content is reasonably related to the objective of the search of the suspected violation.

Student(s):

1. Who possess a personal electronic device shall be solely responsible for its care.
2. Are permitted to possess personal electronic devices on the school campus, athletic fields, school buses, school sponsored activities and while the supervision and control of school district employees. All students may use these devices on campus before school begins and after school ends as determined by the school administration.
3. Understand that personal electronic devices shall be powered off during class time.
4. Understand that personal electronic devices shall be permitted on school buses, unless use of the personal electronic device causes a disruption on the school bus.
5. Understand that use of personal electronic devices shall be prohibited in areas including, but not limited to restrooms.
6. Understand that students shall not use personal electronic devices on school property or at a school-sponsored activity to access and/or view internet websites that are otherwise blocked to students at school.
7. Understand that use of personal electronic devices that disrupt the instructional day may result in disciplinary action and/or confiscation of the personal electronic device. When a personal electronic device is confiscated, it shall only be released and/or returned to the parent/legal guardian of the student. It is the responsibility of the parent/legal guardian to retrieve the device according to school procedures.
8. Understand that possessing, viewing, sending, or sharing video or audio information having sexual, violent, or threatening content on school grounds, on school busses, or at school events shall be prohibited and may result in disciplinary action.
9. Understand that transmitting school material for unethical purposes such as cheating, shall be prohibited and will result in disciplinary action.
10. Understand that possession and/or use of electronic devices during standardized test is strictly prohibited.

It is the policy of the Board of Education that a student may possess a wireless telecommunications device while on school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school upon prior written consent of both the student's parent or guardian, and the superintendent or the superintendent's designee.

Upon reasonable suspicion, the superintendent, principal, 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.

Students found to be using any electronic communications device for any illegal purpose, violation of privacy, or to in any way send or receive personal messages, data, or information that would contribute to or constitute cheating on tests or examinations shall be subject to discipline and the device shall be confiscated and not returned until a parent conference has been held. Students violating this rule will be disallowed from carrying any personal communication device following the incident unless a bona fide health emergency exists.

Students found to be in possession of or using a wireless telecommunications device in violation of the rules shall be subject to disciplinary action under the student discipline policy including, but not limited to; confiscation of the device pending parent/guardian conference, detention, or suspension. Punishment for violation will be determined by the administration on a case-by-case basis. Where appropriate, police authorities may be contacted.

Appeals Process

If a parent or guardian has questions or concerns, he or she is encouraged to:

1. Schedule a conference to discuss the matter with the staff member or members involved in the situation. In most cases, opening the lines of communication will lead to an acceptable resolution.
2. In the event the parent or guardian is not comfortable with discussing his or her concerns directly with the staff member(s) most directly involved in the situation or if they are unable to satisfactorily resolve the matter directly with the staff member(s), concerns should be addressed to the appropriate administrator. For most issues, the principal is the administrator to be contacted first. In some instances, the administrator may schedule a conference with the parent, the staff member(s) involved, the administrator, and possibly the student.
3. If a resolution is not achieved in the conference with the principal, the concern should be brought to the superintendent.
4. Finally, if after discussing the situation with the superintendent, no acceptable resolution has been achieved, the parent or guardian has the right to request to be placed on the agenda for the following school board meeting to formally express his or her concerns or to appeal the actions taken by school personnel.

Code of Conduct for Internet and Other Computer Network Access

The purpose of providing Internet and other computer network access in this district is to promote the exchange of information and ideas with the global community. The following represents a guide to the acceptable use of the technology provided by this district. All network use must be consistent with the policies and goals of this school district. Inappropriate use of

district technology will result in the loss of technology use, disciplinary action and/or referral to legal authorities. The district may monitor use of district technology at any time. All Internet and computer network users are hereby informed that there shall be no expectations of privacy I that school officials may monitor users at any time.

All Internet and other computer network users will be expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

1. Be polite. Messages should not be abusive to others.
2. Take pride in communications. Check spelling and grammar.
3. Use appropriate language. Do not swear or use vulgarities or any other inappropriate language, symbols, or pictures.
4. Protect password confidentiality. Passwords are not to be shared with others. Using another user's account or password or allowing such access by another may be permitted only with the approval of the supervising teacher or system administrator.
5. Do not reveal your personal address or telephone number or those of other persons. No student information protected by FERPA should be electronically transmitted or otherwise disseminated through the network.
6. Do not disguise the point of origin or transmission of electronic mail.
7. Do not send messages that contain false, malicious, or misleading information that may be injurious to a person or a person's property.
8. Illegal activities are strictly prohibited: transferring offensive or harassing messages; offering for sale or use any substance the possession or use of which is prohibited by the school district's staff and student policies; viewing, transmitting, or downloading pornographic materials or materials that encourage others to violate the law; intruding into the networks or computers of others; and downloading or transmitting confidential, trade secret information, or copyrighted materials.
9. The district technology is not to be used for playing multi-user or other network intensive games, commercial ventures, Internet relay chat lines, or downloading excessively large files.
10. No charges for services, products, or information are to be incurred without appropriate permission.
11. Do not use the network in such a way that you would disrupt the use other network by other users.
12. Users shall respect the privacy of others and not read the mail or files of others without their permission, Copyright and licensing laws will not be intentionally violated.
13. Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy hardware, data of another user, Internet, or any other agencies or other networks that may be accessed. This includes, but is not limited to, the uploading or creation of computer viruses.
14. Report security problems to the supervising teacher or system administrator.
15. Violators of this policy shall hold the district, including its employees and agents, harmless against any and all causes of action, damages, or other liability resulting from the willful or negligent violation of this policy.

**** Every student and guardian must sign the Internet Access Conduct Agreement contained in the enrollment packet to access Grand View technology.

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. These rights are:

1. The right to inspect and review the student’s education records within 45 days of the day Grand View School (“the school district”) receives a request for access.

Parents or eligible students should submit to the school superintendent (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The superintendent will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected. Any parent or guardian may request to review their student's cumulative record folder during regular school hours. Removing information from the folder is prohibited but copies of the contents can be made at a current rate per page determined by the administrator.

2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading or in violation of student rights.

Parents or eligible students who want to request that the school district amend a record they believe is inaccurate or misleading, should provide the superintendent a written statement that clearly identifies in writing the part of the record they want changed and specifies why they believe it is inaccurate, misleading or in violation of student rights.

If the school district decides not to amend the record as requested by the parent or eligible student, the school district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. 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.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

School officials with legitimate educational interest;
Other schools to which a student is transferring or enrolling;

Specified officials for audit or evaluation purposes;
Appropriate parties in connection with financial aid to a student;
Organizations conducting certain studies for or on behalf of the school;
Accrediting organizations;
To comply with a judicial order or lawfully issued subpoena;
Appropriate officials in cases of health and safety emergencies; and
State and local authorities, within a juvenile justice system, pursuant to specific State law.
Upon request, the school district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

4. 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. The contact information for the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-4605

Grand View School will abide by FERPA requirements at all times. Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. Parents or eligible students may request in writing within 14 days of receipt of this notice that the school not disclose directory information about the student.

Lost and Found

Most articles found are to be placed in the lost and found boxes. Expensive/valuable items should be brought to the office. Please check the boxes when you lose something. Many articles are not claimed. Articles not claimed will be given to some charitable organization periodically throughout each school year.

Money

When it is necessary to send money to school, please send correct change or a check in a marked envelope. Students seldom have need for money during school hours. Parents will receive notices regarding when money will be needed. Buying, selling, or trading personal property at school by students is prohibited.

Parties, Trips, and Activities

A very limited number of parties, trips, and activities that are not directly related to the curriculum may be scheduled during the regular school day.

To participate in these parties, trips, and/or activities, students must be in good standing in the areas of behavior, attendance, and academics.

Individual student birthday parties will not be conducted in classrooms.

Classes may hold parties on special occasions. The teachers arrange class parties in advance.

In accordance with Child Nutrition laws, we will only allow healthy food and drink to be brought to parties. Please check with your students Teacher to allow for any food allergies students may have.

Parents wishing to help in the classroom need to contact the teacher to make arrangements.

If you do not want your child to participate in a party, trip, or other activity, call the office so we can make adjustments in the child's schedule, or you may pick the child up a short time before the party, trip, or activity occurs.

Physical Education Participation

Students not participating in physical education activities due to a short-term illness must have a note dated and signed by a parent. This is to be given to the physical education teacher.

Students not participating in physical education activities due to a long-term illness must have a note dated and signed by a physician. This is to be given to the physical education teacher.

Before an injured student will be allowed to resume physical activity, a written release from the doctor or parent must be presented to the physical education teacher.

School Meals

A breakfast and lunch program is provided in the cafeteria for the benefit and convenience of both the student and parent.

Students may bring their breakfast and/or lunch, but they will be required to eat in the cafeteria. No microwave/heating device will be provided by the school.

Students should not bring soda/pop with their meal.

School Telephone

1. Students must have permission from office personnel to use the school telephone.
2. Outgoing calls are to be made only in cases of emergency. Students will be asked the nature of the call before permission is granted.
3. The principal will define an emergency. If it is determined the call is of a social nature (permission to visit another student, ride a different bus, etc.) permission will not be given.
4. We recommend the parent and child work out an agreement at the beginning of the term as to where the parent will meet the child during bad weather, thus preventing some telephone calls. If a parent must be called to determine what a student is to do in the event school must be closed early and a parent cannot be reached, the student will be sent home on a bus. Non-district residents must be picked up or have prior arrangements made with a district resident to allow non-resident students to ride a bus to a location within the district.
5. Students will be called to the telephone in cases of emergency. (We discourage parents from calling their children at school or asking office personnel to deliver messages, except in an emergency.)

Testing

Our school is currently using an achievement testing program to evaluate student progress in grades K-2. Students in grades 3-8 participate in Oklahoma Core Curriculum Tests. Test dates are set by the State Department of Education. Tests are usually scheduled for the 2nd or 3rd week in April. The testing points out various strengths and weaknesses a student might have. Please make a special effort to see that your child is prepared and properly rested during testing week. Students will be tested annually on basic knowledge in reading and math. Some grades will also be tested on basic knowledge in science and social studies. More information on the testing program will be sent to parents after the first semester.

Harassment, Intimidation, and Bullying

Grand View School has a zero tolerance policy with respect to harassment, intimidation, and bullying. Harassment, intimidation, and bullying constitute unethical and unacceptable conduct that will not be tolerated at any time at Grand View. All persons are strictly prohibited from engaging in any form of harassment. Harassment, intimidation and bullying may include, but is not limited to the following:

1. Aggressive behavior or intentional harming.
2. Physical, verbal, emotional, psychological, written gestures or sexual threats or acts.
3. Implied or explicit threats concerning one's grades, achievements, etc.
4. Demeaning remarks, jokes, stories, or activities directed at the student.
5. Unwelcome physical contact.
6. Behavior carried out repeatedly over time.

Students shall report incidents of harassment, intimidation, or bullying to district faculty who will investigate and respond in a timely and responsive manner.

Firearms

Weapons of any type including “look-a-likes” are banned from district property, including buses. At no time will weapons such as knives, clubs, guns, etc. be in students’ possession while on school property or school busses. Weapons are also banned from all extracurricular activities and field trips. Any student, who knowingly aids, accompanies and/or assists in the violation of this policy shall also be deemed in violation of this policy and shall be subject to discipline in the same manner as any student who directly violates this policy.

Students shall be suspended for a minimum of ten (10) school days and may be suspended a maximum of the current semester plus the next semester if in violation of Section 394 in School Laws of Oklahoma, 1982, Chapter 1, Article XXIV. If a student has in his/her possession, or it is determined he/she has threatened or attempted to use or has used a dangerous weapon, the student may be suspended for a maximum of two semesters. Possession of a firearm may result in suspension for a minimum of one semester and not to exceed two semesters. 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 law enforcement will be notified. It is a felony to have a weapon while in any school bus or while on school property.

Asbestos

Grand View School complies with all EPA regulations regarding asbestos inspections.