

Wynnewood High School

Parent-Student Handbook



2023-2024

THE WYNNEWOOD SAVAGE

HANDBOOK TO GUIDE PARENTS AND STUDENTS OF WYNNEWOOD PUBLIC SCHOOL WYNNEWOOD, OKLAHOMA

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2023-2024

WYNNEWOOD PUBLIC SCHOOL

CALENDAR

Professional Day	August 8, 9, & 10
First Day of Classes	August 11
Labor Day - NO SCHOOL	September 5
Parent/Teacher Conference	September 15
NO SCHOOL	September 16
Professional Day - NO SCHOOL	September 19
End of 1 st Quarter	October 12
Fall Break - NO SCHOOL	October 13, 14, & 17
Thanksgiving Break - NO SCHOOL	November 21 - 25
End of 1 st Semester	December 20
Christmas Break - NO SCHOOL	December 21 – January 3
Start of Second Semester	January 4
Martin Luther King Jr Day - NO SCHOOL	January 16
Parent/Teacher Conference	February 9
NO SCHOOL	February 10
Professional Day - NO SCHOOL	February 13
End of 3 rd Quarter	March 9
Possible Snow Day - NO SCHOOL	March 10
Spring Break - NO SCHOOL	March 13 – 17
Good Friday - NO SCHOOL	April 7
Possible Snow Day - NO SCHOOL	April 21
Possible Snow Day - NO SCHOOL	May 5
Possible Snow Day - NO SCHOOL	May 12
Last Day of Classes	May 18
Professional Day	May 19
Graduation Day	May 20

WYNNEWOOD SAVAGES



LOYAL AND TRUE

Loyal and True,
We pledge allegiance to you.
This is our motto
We are all for one and one for Alma Mater.
Here's to our school,
Oh, long on high may she rule.
Forever more you will find us,
Always loyal and true.

School Colors: Cardinal Red & White

School Mascot: Savages

WELCOME

The policies and procedures contained in this handbook have been developed to ensure both the effectiveness of your school and your welfare as students. This information has been carefully prepared and presented so that it will be of great benefit in helping you adjust to your school and in becoming an integral part of it.

Our schools welcome you to its ranks and we hope that you will always be conscious of its traditions and requirements. We have an exceptionally fine student body here and are glad to welcome you. I urge you to take full advantage of your opportunities in the classroom and in the many activities that are available to you. Become part of the student body by associating yourself with an activity. This school will be whatever you make it. Let us always have the spirit to do the things which will make it outstanding.

TO PARENTS

We, the administration and faculty of Wynnewood Public Schools, take this opportunity to say hello and welcome you as a patron to our endeavor. It is essential to the benefit of our student body that we, as teachers and parents, cooperate in every possible way. Recognizing that a child may not achieve to his/her fullest capacity without interested parental guidance, we ask that you join us in encouraging your child to do his/her very best in every class or activity he/she may enter. With your help our chance of doing something that will be of lasting benefit to your child are greatly increased.

We extend this invitation to all parents to visit school every time you can. We strongly recommend that if any problems or questions concerning classes or any school situation arise you visit us and discuss it with a school representative. Let us always keep in mind that we need each other and our children need us both.

MISSION STATEMENT

Through meaningful relationships and high expectations as well as rigorous, relevant and engaging learning opportunities that focus on their physical, emotional, social, and academic development, our students will experience well-rounded, continuous growth while pursuing their educational goals.

STUDENT GUIDE

So that each of you will know the rules, regulations, and policies of Wynnewood Public Schools, the following pages have been prepared for your information. **READ THROUGH THIS COMPLETELY.** You will be held responsible for knowing the rules contained herein.

High School Lunch period. Students are to clear the area west of the high school principal's office at this time. Students will not be allowed in this area until the bell rings to end lunch. Students may go to the cafeteria to study and visit. All students will have access to their lockers at the end of lunch.

STUDENTS ARE NOT TO LOITER OR VISIT IN THE HALLS AT ANY TIME.

LEAVING SCHOOL DURING THE DAY

Students are required to be at school seven (7) periods each day. **UNDER NO CIRCUMSTANCES SHALL A STUDENT LEAVE SCHOOL DURING THE SCHOOL HOURS WITHOUT PERMISSION FROM THE OFFICE.**

If you must leave school before the end of the school day, you must have a note signed by parent or guardian requesting that you be permitted to leave or a telephone call must be made to the principal's office. Some form of parental contact must be made before the student will be allowed to leave school during the day. NOTE: You are counted absent in the class(es) you miss. The type of absence will be determined by the reason you leave early. However, if you do not check out, the absence will be unexcused. If a student because of an unforeseen circumstance(s) must leave during the lunch period and will be absent or tardy for the afternoon classes, the parent and student must contact the principal to explain the circumstances.

POLICY STATEMENT

Every teacher in the Wynnewood Public Schools is certified in the new "No Child Left Behind" law. Each student has a right to attend school in an environment that is safe, free of disruptive influences, conducive to learning, and which provides ample opportunity to acquire knowledge and skills commensurate with his or her maturity, interests, and abilities. School personnel, parents, and students have the responsibility to develop and maintain an atmosphere that is compatible with this right. Rules and regulations are necessary for development and maintenance of an orderly and safe school environment that is conducive to teaching and learning. As a result, certain behaviors are recognized as being inappropriate and unacceptable at school, on school property, and within the jurisdiction of the school district. The Wynnewood School District will discipline any student for any causes which disrupt the authority, dignity, or order of school or is inconsistent with the health, safety, welfare or legitimate educational purpose of other students.

STUDENT DISCIPLINE

The 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. 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 in a public school has the same right 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. However, to avoid any appearance of impropriety, no teacher or administrator will be involved in the discipline of that teacher's or administrator's child except in cases of classroom supervision. Disciplinary matters concerning children of school employees will be handled by 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.

Teachers, parents, guardians, and students are invited and encouraged to participate in the formulation of disciplinary policies, rules and regulations by suggesting to administrator's appropriate means of discipline for specific infractions.

A copy of this policy will be furnished to each teacher and student in the school district.

DISCIPLINARY ACTION

The following are some types of behavior that will result in disciplinary action.

1. General Misconduct. (Such as running the halls, throwing food, disorderly conduct, etc.).
2. Continued willful disobedience.
3. Open defiance of the authority of the teacher or administrator.
4. Physical abuse of a school employee.
5. Intimidating students, school employees and visitors to the school. Intimidating involves trying to control or influence another person by making threats to harm the person, the person's property, or something that the person values.
6. Extortion. Extortion involves obtaining money, goods or services under the threat of force.
7. Sexually molesting a student or employee of the board
8. Fighting. Fighting, forcing another student to fight to defend himself, and physically attacking another student cannot be tolerated. The following penalties will be enforced for students deemed to have violated the fighting rule:
 - a. First offense- A student who attacks or forces another student to defend themselves will receive up to a 10 day out of school suspension. Students who continue to aggressively fight after a fight has been told to stop fighting & continues to fight, upon review of the principal, could be suspended for the remainder of the current semester and the seceding semester. The police will be notified.
 - b. Second offense- A student who attacks or forces another student to defend themselves may be suspended for the reminder of the current semester and the seceding semester. The police may be notified.
9. Possession or use of a weapon and look alike weapons. (Such as a knife, razor, handgun, metal knuckles, broken pieces of glass, etc.).
10. Possession, Use, or Sale of Illegal Drugs, Alcohol, and Marijuana.
11. Stealing, Possession, and Sale of Stolen Property.
12. Damaging school property. Students who deliberately damage or destroy school property will be disciplined.
13. Inciting a Riot. Students who behave so as to promote or bring about mass disturbances among students will be disciplined.

14. Bomb threats. Such behavior represents gross misconduct that will result in serious consequences.
15. Use of profanity, vulgarity, or indecent gestures.
16. Gambling. Gambling of any type is not permitted on school property or in the school building.
17. Tobacco. Tobacco products are not permitted on school property.
18. Exhibitionism. Exhibitionism occurs when a person deliberately displays private parts of his or her body for others to see under inappropriate circumstances.
19. Misconduct as a student. (Such as cheating, changing report cards, falsifications of school records, etc.)
20. Misconduct on a school bus. Same rules and regulations apply on a school bus that would apply on other school property.
21. Trespassing. A student who is found in a school building or on school grounds, other than the one to which he is assigned will be considered trespassing unless he has been authorized to be present by a member of the administrative staff. In addition, a student who appears at school while under suspension will be considered a trespasser unless asked to come to school by school authorities.
22. Attendance. Students are expected to be present at school and in all assigned classes every day that school is in session. Students who are tardy to school, or classes, as well as those who are absent from school all day, or part of the day, will be subject to disciplinary action unless such absences have been excused by school personnel.
23. Disruptive dress and grooming. Each student is expected to present an appearance that does not disrupt the educational environment or interfere with the maintenance of a positive teaching/learning climate. Dress and/or grooming that is not in accord with reasonable standards of health, safety, modesty, and decency will be considered inappropriate.
24. Refusal to do assigned discipline.

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 acceptable 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.

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/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 parents
3. In-school suspension
4. Detention
5. Before/after school or lunch detention
6. Saturday school
7. Referral to counselor
8. Behavioral contract
9. Changing students seat assignment or class assignment
10. Requiring a student to make financial restitution for damaged property
11. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
12. Restriction of privileges
13. Involvement of local authorities
14. Referring student to appropriate social agency
15. Suspension
16. Expulsion
17. Corporal punishment
18. Other appropriate disciplinary action as required and as indicated by the circumstances.

Parents, guardians, and students residing in this school district shall be notified at the beginning of each school year that this policy is in effect. A copy of this policy will be made available upon request to parents or guardians at any time during the school year.

ASSAULT UPON SCHOOL EMPLOYEES

(Regulation)

Assaults/battery upon school district personnel and/or students will not be tolerated. Appropriate action must be taken immediately. Procedures to be followed by the building administrator when an assault/battery has occurred are:

1. Restore order and contact the proper law enforcement authorities, if necessary;
2. Secure medical assistance, if necessary;
3. Conduct a preliminary investigation;
4. Submit a written report to the superintendent.

After reviewing the written report of the incident, the superintendent may refer the matter to the district attorney.

Nothing herein shall be construed as limiting the individual employee's or student's right of duty to report such occurrence.

HARASSMENT

It is the policy of this school district that threatening behavior, harassment, intimidation, and bullying of students by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school-sponsored activities, or at school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Threatening behavior, harassment, intimidation, and bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school.

Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such 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, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or 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 or written, verbal, or physical acts, or electronic communications. Such behavior is specifically prohibited.

In administering discipline, consideration will be given to alternative methods of punishment to insure 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/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 parents
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 or 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

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HARASSMENT (Cont.)

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, prom, prom activities, and/or class trips.

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

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

The superintendent shall develop procedures providing for:

1. Prompt investigation of allegations of harassment;
2. The expeditious correction of the conditions causing such harassment;
3. Establishment of adequate measures to provide confidentiality in the complaint process;
4. Initiation of appropriate corrective actions;
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process where the provisions of this policy are disseminated in writing annually to all staff and students.

A copy of this policy will be furnished to each student and teacher in this school district.

REFERENCE: 21 O.S. §850.0
70 O.S. §24-100.2

THIS POLICY REQUIRED BY LAW.

Adoption Date: June 14, 2012

Revision Date(s):

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PROHIBITING HARASSMENT, INTIMIDATION AND BULLYING (REGULATION)

Statement of Legislative Mandate and Purpose

This regulation is a result of the legislative mandate and public policy embodied in the School Bullying Protection Act, 70 O.S. §24-100.2. The Oklahoma Legislature requires school districts to adopt a policy to prevent harassment, intimidation, and bullying in an effort to "create an environment free of unnecessary disruption" and also requires school districts to actively pursue programs for education regarding bullying behaviors.

The Wynnewood Public Schools' student conduct code prohibits harassment, intimidation, and bullying. This regulation further explains the negative effects of that behavior and seeks to promote strategies for prevention.

Statement of Board Purpose in Adopting Policy

The board of education recognizes that intimidation, harassment, and bullying of students causes serious educational and personal problems, both for the student-victim and the initiator of the intimidation, harassment, and bullying. The board observes that this conduct:

1. Has been shown by national and state studies to have a substantial adverse effect upon school district operations, the safety of students and faculty, and the educational system at large.
2. Substantially disrupts school operations by interfering with the district's mission to instruct students in an atmosphere free from fear, is disruptive of school efforts to encourage students to remain in school until graduation, and is just as disruptive of the district's efforts to prepare students for productive lives in the community as they become adults.
3. Substantially disrupts healthy student behavior and thereby academic achievement. Research indicates that healthy student behavior results in increased student academic achievement. Improvement in student behavior through the prevention or minimization of intimidation, harassment, and bullying towards student-victims simultaneously supports the district's primary and substantial interest in operating schools that foster and promote academic achievement.
4. Substantially interferes with school compliance with federal law that seeks to maximize the mainstreaming of students with disabilities and hinders compliance with Individual Educational Programs containing objectives to increase the socialization of students with disabilities. Targets of bullying are often students with known physical or mental disabilities who, as a result, are perceived by bullies as easy targets for bullying actions.
5. Substantially interferes with the district's mission to advance the social skills and social and emotional well-being of students. Targets of intimidation, harassment, and bullying are often "passive-target" students who already are lacking in social skills because they tend to be extremely sensitive, shy, display insecurity, anxiety and/or distress; may have experienced a traumatic event; may try to use gifts, toys, money, or class assignments or performance bribes to protect themselves from intimidation, harassment, or bullying; are often small for their age and feel vulnerable to bullying acts; and/or may resort to carrying weapons to school for self-protection. Passive-target victims who have been harassed and demeaned by the behavior of bullies often respond by striving to obtain power over others by becoming bullies themselves, and are specifically prone to develop into students who eventually inflict serious physical harm on other students, or, in an effort to gain power over their life or situation, commit suicide.

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PROHIBITING HARASSMENT, INTIMIDATION AND BULLYING, REGULATION (Cont.)

6. Substantially disrupts school operations by increasing violent acts committed against fellow students. Violence, in this context, is frequently accompanied by criminal acts.
7. Substantially disrupts school operations by interfering with the reasonable expectations of other students that they can feel secure at school and not be subjected to frightening acts or be the victim of mistreatment resulting from bullying behavior.

Bullying, harassing, and intimidating behavior often involves expressive gestures, speech, physical acts that are sexually suggestive, lewd, vulgar, profane, or offensive to the education or social mission of this school district, and at times involves the commission of criminal acts. This behavior interferes with the curriculum by disrupting the presentation of instruction and also disrupts and interferes with the student-victim's or bystander's ability to concentrate, retain instruction, and study or to operate free from the effects of intimidation, harassment, and bullying. This results in a reluctance or resistance to attend school.

Definition of Terms

1. Statutory definition of harassment, intimidation, and bullying:

70 O.S. §24-100.3(c) of the School Bullying Protection Act defines the terms "harass, intimidate, or bully," as including, but not limited to, any gesture, written or verbal expression, or physical act that a reasonable person should recognize will:

- A. Harm another student;
- B. Damage another student's property;
- C. Place another student in reasonable fear of harm to the student's person or damage to the student's property; or
- D. Insult or 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.

2. The "Reasonable Person" Standard

In determining what a "reasonable person" should recognize as an act placing a student in "reasonable" fear of harm, staff will determine "reasonableness" not only from the point of view of a mature adult, but also from the point of view of an immature child of the age of the intended victim along with, but not limited to, consideration of special emotional, physical, or mental needs of the particular child; personality or physical characteristics, or history that might cause the child to be particularly sensitive to efforts by a bully to humiliate, embarrass, or lower the self esteem of the victim; and the discipline history, personality of, and physical characteristics of the individual alleged to have engaged in the prohibited behavior.

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PROHIBITING HARASSMENT, INTIMIDATION AND BULLYING, REGULATION (Cont.)**3. General Display of Bullying Acts**

Bullying, for purposes of this section of the regulation, includes harassment and intimidation, and vice versa. According to experts in the field, bullying in general is the exploitation of a less powerful person by an individual taking unfair advantage of that person, which is repeated over time, and which inflicts a negative effect on the victim. The seriousness of a bullying act depends on the harm inflicted upon the victim and the frequency of the offensive acts. Power may be, but is not limited to, physical strength, social skill, verbal ability, or other characteristics. Bullying acts by students have been described in several different categories.

- A. Physical Bullying includes harm or threatened harm to another's body or property, including, but not limited to, what would reasonably be foreseen as a serious expression of intent to inflict physical harm or property damage through verbal or written speech or gestures directed at the student-victim, when considering the factual circumstances in which the threat was made and the reaction of the intended victim. Common acts include tripping, hitting, pushing, pinching, pulling hair, kicking, biting, starting fights, daring others to fight, stealing or destroying property, extortion, assaults with a weapon, other violent acts, and homicide.
- B. Emotional Bullying includes the intentional infliction of harm to another's self-esteem, including, but not limited to, insulting or profane remarks, insulting or profane gestures, or harassing and frightening statement, when such events are considered in light of the surrounding facts, the history of the students involved, and age, maturity, and special characteristics of the students.
- C. Social Bullying includes harm to another's group acceptance, including, but not limited to, harm resulting from intentionally gossiping about another student or intentionally spreading negative rumors about another student that results in the victim being excluded from a school activity or student group; the intentional planning and/or implementation of acts or statements that inflict public humiliation upon a student; the intentional undermining of current relationships of the victim-student through the spreading of untrue gossip or rumors designed to humiliate or embarrass the student; the use of gossip, rumors, or humiliating acts designed to deprive the student of awards, recognition, or involvement in school activities; the false or malicious spreading of an untrue statement or statements about another student that exposes the victim to contempt or ridicule or deprives the victim of the confidence and respect of student peers; or the making of false statements to others that the student has committed a crime, or has an infectious, contagious, or loathsome disease, or similar egregious representations.
- D. Sexual Bullying includes harm to another resulting from, but not limited to, making unwelcome sexual comments about the student; making vulgar, profane, or lewd comments or drawings or graffiti about the victim; directing vulgar, profane, or lewd gestures toward the victim; committing physical acts of a sexual nature at school, including the fondling or touching of private parts of the victim's body; participation in the gossiping or spreading of false rumors about the student's sexual life; written or verbal statements directed at the victim that would reasonably be interpreted as a serious threat to force the victim to commit sexual acts or to sexually assault the victim when considering the factual circumstances in which the threat was made and the reaction of the intended victim; off-campus dating violence by a student that

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PROHIBITING HARASSMENT, INTIMIDATION AND BULLYING, REGULATION (Cont.)

adversely affects the victim's school performance or behavior, attendance, participation in school functions or extracurricular activities, or makes the victim fearful at school of the assaulting bully; or the commission of sexual assault, rape, or homicide. Such conduct may also constitute sexual harassment – also prohibited by Wynnewood Public Schools.

Procedures Applicable to the Understanding of and Prevention of Harassment, Intimidation, and Bullying of Students**I. Student and Staff Education and Training**

All staff will be provided with a copy of the district's policy on prevention of harassment, intimidation, and bullying of students. All students will be provided a summary of the policy and notice that a copy of the entire policy is available on request. Wynnewood Public Schools is committed to providing appropriate and relevant training to staff regarding identification of behavior constituting harassment, intimidation, and bullying of students and the prevention and management of such conduct.

Students, like staff members, shall participate in an annual education program that sets out expectations for student behavior and emphasizes an understanding of harassment, intimidation, and bullying of students, the district's prohibition of such conduct, and the reasons why the conduct is destructive, unacceptable, and will lead to discipline. Students shall also be informed of the consequences of bullying conduct toward their peers.

B. Wynnewood Public Schools' Safe School Committee

The safe school committee has the responsibility of studying and making recommendations regarding unsafe conditions, strategies for students to avoid harm at school, student victimization, crime prevention, school violence, and other issues that interfere with an adversely affect the maintenance of safe schools.

With respect to student harassment, intimidation, and bullying, the safe school committee shall consider and make recommendations regarding professional staff development needs of faculty and other staff related to methods to decrease student harassment, intimidation, and bullying and understanding and identifying bullying behaviors. In addition, the committee shall make recommendations regarding: identification of methods to encourage the involvement of the community and students in addressing conduct involving bullying; methods to enhance relationships between students and school staff in order to strengthen communication; and fashioning of problem-solving teams that include counselors and/or school psychologists.

In accomplishing its objectives, the committee shall review traditional and accepted harassment, intimidation, and bullying prevention programs utilized by other states, state agencies, or school districts. (See also policy BDFC.)

Student Reporting

Students are encouraged to inform school personnel if they are the victim of or a witness to acts of harassment, intimidation, or bullying.

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<p>PROHIBITING HARASSMENT, INTIMIDATION AND BULLYING, REGULATION (Cont.)</p> <p><u>Staff Reporting</u></p> <p>An important duty of the staff is to report acts or behavior that the employee witnesses that appears to constitute harassing, intimidating, or bullying. Employees, whether certified or noncertified, shall encourage students who tell them about acts that may constitute intimidation, harassment, or bullying to complete a report form. For young students, staff members given that information will need to provide direct assistance to the student.</p> <p>Staff members who witness such events are to complete reports and to submit them to the employee designated by the assistant superintendent to receive them. Staff members who hear of incidents that may, in the staff member's judgment, constitute harassment, intimidation, or bullying, are to report all relevant information to the assistant superintendent or his/her designee.</p> <p><u>Parental Responsibilities</u></p> <p>Parents/guardians will be informed in writing of the district's program to stop intimidation, harassment, and bullying. An administrative response to a reported act of intimidation, harassment, or bullying may involve certain actions to be taken by parents. Parents will be informed of the program and the means for students to report bullying acts toward them or other students. They will also be told that to help prevent bullying at school they should encourage their children to:</p> <ol style="list-style-type: none"> 1. Report bullying when it occurs; 2. Take advantage of opportunities to talk to their children about bullying; 3. Inform the school immediately if they think their child is being bullied or is bullying other students; 4. Watch for symptoms that their child may be a victim of bullying and report those symptoms; and 5. Cooperate fully with school personnel in identifying and resolving incidents. <p><u>Discipline of Students</u></p> <p>In administering discipline, consideration will be given to alternative methods of punishment to insure 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.</p> <p>In considering alternatives of corrective actions, the faculty/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.</p> <ol style="list-style-type: none"> 1. Conference with student 2. Conference with parents 3. In-school suspension 	
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<p>PROHIBITING HARASSMENT, INTIMIDATION AND BULLYING, REGULATION (Cont.)</p> <ol style="list-style-type: none"> 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 or 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, prom, prom activities, and/or class trips. 	
<i>Adoption Date: June 14, 2012</i>	<i>Revision Date(s):</i>
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WYNNEWOOD BOARD OF EDUCATION	FNCD-E
HARASSMENT/BULLYING INCIDENT REPORT FORM	
Date: _____ Time: _____ Room/Location: _____	
Student(s) Initiating Bullying/Harassment:	
_____	Grade: _____ Class: _____
_____	Grade: _____ Class: _____
Student(s) Affected:	
_____	Grade: _____ Class: _____
_____	Grade: _____ Class: _____
Type of Harassment Alleged:	
Racial _____ Sexual _____ Religious _____ Other _____	
Check all spaces below that apply. Adult stated or identified inappropriate behaviors as:	
<input type="checkbox"/> Name Calling <input type="checkbox"/> Stalking <input type="checkbox"/> Inappropriate Gesturing <input type="checkbox"/> Staring/Leering <input type="checkbox"/> Writing/Graffiti <input type="checkbox"/> Threatening <input type="checkbox"/> Taunting/Ridiculing <input type="checkbox"/> Inappropriate Touching <input type="checkbox"/> Other _____	<input type="checkbox"/> Spitting <input type="checkbox"/> Demeaning Comments <input type="checkbox"/> Stealing <input type="checkbox"/> Damaging Property <input type="checkbox"/> Shoving/Pushing <input type="checkbox"/> Hitting/Kicking <input type="checkbox"/> Flashing a Weapon <input type="checkbox"/> Intimidation/Extortion
Describe the incident:	
_____ _____	
Witnesses Present: _____	
Physical evidence: Graffiti _____ Notes _____ E-mail _____ Web sites _____ Video/audio tape _____ Other _____	
Staff signature _____	
Parent(s) contacted: Date _____ Time _____	
Administrative response taken:	

<i>Adoption Date: December 5, 2002</i>	<i>Revision Date(s): 9/20/05</i>
<i>Page 1 of 1</i>	

PROHIBITING HARASSMENT, INTIMIDATION AND BULLYING (INVESTIGATION PROCEDURES)

The following procedures will be used by any person for the filing, processing, and resolution of a reported incident of harassment, intimidation, bullying, or threatening behavior. The procedures are to be followed by the administration of the school district in an effort to determine the severity of the incident and the potential to result in future violence.

Definitions

1. "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, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or 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, gestures, written, verbal, or physical acts, or electronic communications.

"Electronic communication" means the communication of any written, verbal, or pictorial information by means of an electronic device, including, but not limited to, a telephone, a cellular telephone or other wireless communication device, or a computer.

"Threatening behavior" means any pattern of behavior or isolated action, whether or not it is directed at another person, that a reasonable person would believe indicates potential for future harm to students, school personnel, or school property.

Procedures

The procedure for investigating reported incidents of harassment, intimidation, and bullying or threatening behavior, is as follows:

1. The matter should immediately be reported to the building principal. If the bullying involved an electronic communication, a printed copy of the communication as well as any identifying information such as email address or web address shall be provided to the building principal. As much detailed information as possible should be provided to the building principal in written form to allow for a thorough investigation of the matter.
2. Upon receipt of a written report, the building principal shall contact the superintendent and begin an investigation to determine the severity of the incident and the potential for future violence.
3. If, during the course of the investigation, it appears that a crime may have been committed the building principal and/or superintendent shall notify local law enforcement and request that the alleged victim also contact law enforcement to report the matter for potential criminal investigation.
4. If it is determined that the school district's discipline code has been violated, the building principal shall follow district policies regarding the discipline of the student.
5. Upon completion of the investigation, the principal or superintendent may recommend that available community mental health care options be provided to the student, if appropriate. This may include information about the types of support services available to the student bully, victim, and any other students affected by the prohibited behavior. If such a recommendation is made, the administration shall request

WYNNEWOOD BOARD OF EDUCATION**FNCD-P****INVESTIGATION PROCEDURES (Con't)**

disclosure of any information that indicates an explicit threat to the safety of students or school personnel provided the disclosure of information does not violate the provisions or requirements of the Family Educational Rights and Privacy Act of 1974, the Health Insurance Portability and Accountability Act of 1996, Section 2503 of Title 12 of the Oklahoma Statutes, Section 1376 of Title 59 of Oklahoma Statutes, or any other state or federal laws relating to the disclosure of confidential information.

*Adoption Date: June 14, 2012**Revision Date(s):**Page 2 of 2*

SEXUAL HARASSMENT OF STUDENTS

The policy of this school district forbids discrimination against, or harassment of any student on the basis of sex. The Board of Education 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 the control of school personnel. Policy DA applies to sexual harassment of employees.

1. Sexual Harassment

- a. 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; and sexually oriented “kidding”, “teasing”, double meanings, and jokes.
- b. Demeaning comments about a girl’s ability to excel in a class historically considered a “boy’s” subject, privately talking to a student about sexual manners, hugging or touching a student inappropriately may constitute sexual harassment.
- c. Writing graffiti which names a student or otherwise identifies a student is potentially slanderous and constitutes 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.

2. Specific Prohibitions

a. Specific Prohibitions

1. It is sexual harassment for an administrator, supervisor, support employee, or teacher to use his or her authority to solicit sexual favors or attention from students.
2. Administrators, supervisors, support personnel or teachers who either engage in sexual harassment of students or tolerate such conduct by other employees shall be subject to sanctions, as described below.
3. 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 students, including students who have reached the age of majority (18) during school hours will have a negative impact on the educational process and shall constitute a violation of school policy. Such violations may result in suspension or termination for the employee. Any sexual affiliation between teachers and students under the age of 18 may constitute a crime under state or federal law.

3. Report, Investigation, and Sanctions

- a. It is the express policy of the board of education to encourage student victims of sexual harassment to come forward with such claims. This may be done through the Sexual Discrimination Grievance policy. The Office of Civil Rights relies on school administrators’ judgment and common sense in meeting the requirements of the federal law.

- i. Students who feel that administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions to the appropriate administrator or teacher. If the student's immediate administrator or teacher is the alleged offending person, the report will be made to the next higher level of administration or supervision or to any responsible adult person.
 - ii. Every attempt will be made to maintain confidentiality and no reprisals or retaliation will be allowed to occur as a result of the good faith reporting of charges of sexual harassment.
- b. 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.
- c. Any employee found to have engaged in sexual harassment of students shall be subject to sanctions, including, but not limited to warning, suspension or other appropriate punishment subject to applicable procedural and due process requirements.
- d. Any student found to have engaged in sexual harassment of other students shall be subject to sanctions, including, but not limited to warning, suspension or other appropriate punishment subject to applicable procedural and due process requirements.
- e. A copy of this sexual Harassment policy will be provided to students and parents each year.

REFERENCE: Title VII of the Civil Rights Act of 1964.

42 U.S.C. 2000e-2

29 C.F.R/ 1604.1, et seq

CROSS-REFERENCE: Policy DA Sexual Harassment (employees)

Policy DAAB, Grievance Procedures, Sex Discrimination (employees)

Policy DAAB-R, Grievance procedures, Sex Discrimination, Regulation (employees)

Policy DO, Termination, Certified Teachers

Policy DO-R, Teacher Termination Procedures

Policy FBA, Grievance procedures, Sex Discrimination/Harassment (students)

Policy FBA-R, Grievance procedures, Sex Discrimination/Harassment, Regulations (students)

Policy FO, Student Discipline

Policy FO-R1, Control and Discipline Policy

RACIAL HARASSMENT AND INTIMIDATION

District employees and students shall not racially harass or intimidate another student by name calling, using racial slurs, wearing or possessing items depicting or implying racial hatred or prejudice. District employees and students shall not at school or on school property, or at school activities wear or have in their possession any written material, printed or in their own handwriting, that is racially divisive or creates ill will or hatred. (Examples: clothing, articles, material, publications, or any item that denotes Ku Klux Klan, Aryan Nation, White Supremacy, Black Power, Confederate Flags or articles, Neo Nazi or another "hate" Group. This is not

intended to be all inclusive.) Violations of this policy shall result in disciplinary action by the school authorities.

HAZING

It is the policy of this school district that no student or employee of the district shall participate in or be members of any secret fraternity or secret organization that is in any degree related to the school or to a school activity. No student organization or any person associated with any organization sanctioned or authorized by the board of education shall engage or participate in hazing. For the purposes of this policy, hazing is defined as an activity which recklessly or intentionally endangers the mental health or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned or authorized by the board of education.

“Endanger the physical health” shall include, but is not limited to, any brutality of a physical nature, such as slapping; beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, alcoholic beverage, drug or controlled dangerous substance; or other forced physical activity which could adversely affect the physical health or safety of the individual.

“Endanger the mental health” shall include any activity, except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.

Any hazing activity upon which the initiation or admission into an affiliation with an organization sanctioned or authorized by the board of education is conditioned, directly or indirectly, shall be presumed to be a forced activity, even if the student willingly participates in such activity.

This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action which may include expulsion for students and employment termination for employees. A COPY OF THIS POLICY WILL BE FURNISHED TO EACH STUDENT AND TEACHER IN THIS SCHOOL DISTRICT
REFERENCE: 21O.S. & 1190

GANG ACTIVITY

It is the policy of this school district that membership in secret fraternities or sororities or in other clubs or gangs not sponsored by established agencies or organizations is prohibited. Gangs which initiate, advocate or promote activities which threaten the safety or wellbeing of persons or property on school grounds or which disrupt the school environment are harmful to the educational process. The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessories, or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or any other attribute which indicates or implies membership or affiliation with such a group presents a clear and present danger to the school environment and educational objectives of the community and are forbidden. Incidents involving initiations, hazing, intimidation, and/or related activities of such group affiliations which are likely to cause

bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to students are prohibited

Any student wearing, carrying, or displaying gang paraphernalia, or exhibiting behavior or gestures which symbolize gang membership, or causing and/or participating in activities which intimidate or affect the attendance of another student will be subject to disciplinary action including suspension and expulsion.

The superintendent may provide in-service training in gang behavior and characteristics to facilitate staff identification of students at-risk and promote membership in authorized school groups and activities as an alternative.

A COPY OF THIS POLICY WILL BE FURNISHED TO EACH STUDENT AND TEACHER IN THIS SCHOOL DISTRICT.

CROSS-REFERENCE: Policy FNCC, Hazing

Policy FNCD, Harassment

Policy FO, Student Discipline

WEAPONS-FREE SCHOOLS

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

1. Any student in this school district who uses or possesses a firearm at school, at any school sponsored event, or in or upon any school property including school transportation or school-sponsored transportation may be removed from school property including school transportation school transportation may be removed from school for one full calendar year or longer.

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 board of education at its next meeting.

Firearms are defined in Title 18 of the United States Code, Section 921, as (A) 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; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device including explosive, 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.

Such firearm or weapon will be confiscated and released only to law enforcement authority.

2. Oklahoma Statutes, Title 21, Section 1280. 1 prohibits any person, except a peace officer or other person authorized by the board of education of the district, 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 weapon as defined below: *"...any pistol, revolver, dagger, bowie knife, dirk knife, switchblade knife, spring-type knife, sword cane, knife having a blade which opens automatically by hand pressure applied to a button, spring, or other device in the handle of the knife, blackjack, loaded cane, billy, hand chain, metal knuckles, or any other offensive weapon."*

Students with disabilities are subject to this policy and will be disciplined in accordance with the Individuals with Disabilities Act and Section 504 of the Rehabilitation

Act. If the violation is found by the student's IEP team to be unrelated to the student's disability, the student may be suspended for up to 45 - calendar days at the discretion of the superintendent. If the student's IEP team determines that the violation is related to the student's disability, the student may be suspended for up to ten days and placed up to 45 days in an alternative educational setting. The school district must take immediate steps to remedy any deficiencies found in the child's IEP or placement, or the implementation of the IEP. The child must be placed in an appropriate setting determined by the IEP team and continue to receive special education and related services.

An exception to this policy may be made for students participating in an authorized extracurricular activity or team involving the use of firearms or archery equipment (See Note 2 below.)

Any student who violates this policy will be subject to discipline, which may include suspension for the remainder of the semester and the entire succeeding semester or up to one full calendar year or longer (for firearms) or for any term less than one calendar year (for weapons other than firearms) as determined by the superintendent or the superintendent's designee. Disciplinary action will be determined on a case-by-case basis. REFERENCE: 18 U.S.C & 921 21 O.S & 1271 & 1280.1

NOTE 1: The district is required to include, in each application to the State Department of Education for assistance under the Elementary and Secondary Education Act of 1965, a description of the circumstances surrounding any expulsions imposed under this policy, including the name of the school; the number of students expelled from the school and the type of weapons concerned.

NOTE 2: A gun or knife designed for hunting or fishing purposes kept in a privately owned vehicle and properly displayed or stored as required by law, or a handgun carried in a vehicle pursuant to a valid handgun license authorized by the Oklahoma Self- defense Act, shall not be in violation, provided such vehicle containing said gun or knife is driven onto school property only to transport a student to and from school and such vehicle does not remain unattended on school property. However, for the purposes of participating in the Oklahoma Department of Wildlife certified hunter training education course or any other hunting safety, or firearms training courses, the principal or chief administrator of any public or private school where said course is offered may authorize firearms or other weapons to be brought onto school property and used in such training course.

A COPY OF THIS POLICY WILL BE FURNISHED TO EACH TEACHER AND STUDENT IN THE SCHOOL DISTRICT.

ADMINISTRATION OF MEDICINE

- A. A school nurse, or in the absence of such nurse, an administrator or designated school employees, pursuant to the written authorization of the parent or guardian of the student, may administer:
 - i. A nonprescription medicine; and
 - ii. A filled prescription medicine as that term is defined by Section 353.1 of Title 59 of the Oklahoma Statutes pursuant to the directions for the administration of the medicine listed on the label or as otherwise authorized by a licensed physician.

- B. In addition to the persons authorized to administer non-prescription medicine and filled prescription medicine pursuant to the provisions of subsection A of this section, a nurse employed by a county health department and subject to an agreement made between the county health department and the school district for medical services, may administer non-prescription medicine and filled prescription medicine pursuant to the provisions of this section
- C. Each school in which any medicine is administered pursuant to the provisions of this section shall keep a record of the name of the student to whom the medicine was administered, the date the medicine was administered, the name of the person who administered the medicine, and the type or name of the medicine which was administered.
- D. Medicine to be administered by the county or school nurse, administrator or the designated persons and which is stored at the school shall be properly stored and not readily accessible to persons who will administer the medication.
- E. The school shall keep on file the written authorization of the parent or guardian of the student to administer medicine to the student.
- F. A school nurse, county nurse, administrator, or the designated school employees shall not be liable to the student or a parent or guardian of the student for civil damages for any personal injuries to the student which result from acts or omissions of the school or county nurse, administrator, or designated school employee in administering any medicine pursuant to the provision of this section. This immunity shall not apply to acts or omissions constituting gross, willful, or wanton negligence. (70-1-116.2)

DRESS AND GROOMING

Students are expected to dress in a manner that is proper to the business setting of the school. Any attire which draws undue attention to the individual or in any way interferes with the educational process is not appropriate for school wear. The principal reserves the right to judge as either appropriate or inappropriate any type of dress.

Students inappropriately dressed will be called to the office and the student will be required to change clothes before returning to class. The time missed will be considered an unexcused absence and/or tardy.

The following are specifically prohibited:

- T-shirts or other attire with signs or advertisement not in good taste (including but not limited to alcohol or drugs)
- Bare midriff, see through (transparent), and strapless garments
- Boxer shorts and/or sleepwear
- Jewelry, or accessories pertaining to drugs, alcohol, and/or drug/alcohol use.
- Sleeveless garments must fit up under the armpit.
- Droopy or sagging pants or shorts are not permitted
- Caps, hats, or any other headwear in the building or in the classroom.

Visible body piercings are limited to the ear and nose. Nose piercings are limited to a small, single stud.

The same standards of dress extend to athletic events, Commencement, and other banquet and awards activities. **In addition, seniors at Commencement exercises will wear caps and gowns. Dress, skirt, blouse, dress shirt, and/or slacks are appropriate dress. Footwear should be appropriate so as to add to the proper dignity of the occasion.**

While styles and fads may change over the course of time, the administration reserves the right to use discretionary judgment in cases of student dress that could be considered immoral, immodest, or in any way distracting or offensive to students, teachers, students, staff, or visitors.

HEAD LICE

We have a “NO NIT POLICY”. Children with head lice will not be permitted to attend school until they are “nit free”. Trained staff members will screen children for head lice. If your child has lice or nits, you will be contacted at work or home and asked to pick up your child. Please understand that the child is expected to return to school the following day with nit removal accomplished. Information on treating head lice will be available to you from the health department and also from the office at school.

DISPLAY OF AFFECTION

Display of affections such as arms around each other and kissing will not be permitted at school. School is not the proper place for this type of activity.

SAFETY HAZARDS AND ANNOYANCES

From time to time various fads are picked up by the students. Inevitably these fads are brought to school and in some cases a safety hazard or an annoyance result. Therefore, the school will not permit a pupil to: gamble, play cards, pitch pennies, etc., carry canes, sticks, pointers, hunting knives, laser lights, or similar objects in the building or on the school grounds.

HALL PASS

No student may leave the classroom without a hall pass from the teacher. The hall pass must clear through the office before the student goes to any other teacher, building, etc. The librarian or teacher will sign passes. Students are not to leave the campus during school time unless with a written permit from the office. **BE WHERE YOUR SCHEDULE SHOWS YOU TO BE. OTHERWISE, YOU WILL NEED A PERMIT FROM THE OFFICE TO ACCOUNT FOR YOUR BEING ELSEWHERE.**

LOCKERS

Lockers will be assigned. The school assumes no responsibility for books and articles missing from lockers. Students should not exchange lockers without permission from the office. Keep lockers neat and clean at all times and close doors quietly.

Students may use book bags, athletic bags and backpacks to transport materials to and from school. Once arriving at school, book bags, athletic bags and backpacks are to be stored in school lockers or athletic lockers. Students may not use these bags during the school day to carry materials to and from classes. These items present a safety issue in classrooms.

INSPECTION OF STUDENT LOCKERS

It is the policy of the Board of Education that all student lockers, desks, and other school property are subject to periodic inspection. When such inspections are announced, a student may be asked to open his/her locker upon request and remain present during the inspections.

Parents, guardians, and students residing in this school district are also advised by means of this policy statement and by the student handbook that students in this district shall have no reasonable expectation of privacy rights towards school officials, in school lockers, desks, or other school property. Administrator or administrative assignee shall have access to school lockers, desks, and other school property at any time and no reason shall be stated for such search. Student property may be searched with reasonable suspicion.

Reference: 70 O.S. 24-102

A COPY OF THIS POLICY WILL BE FURNISHED TO EACH STUDENT AND TEACHER IN THE SCHOOL DISTRICT.

CELL PHONES, PAGING DEVICES, MP3'S, CD PLAYERS & OTHER ELECTRICAL DEVICES

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.**

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 device shall be confiscated and not returned until a parent conference has been held. Students violating this rule will be disallowed from carry and personal communication device following the incident unless a bona fide health emergency exists. In no case will a device be allowed which has the capability to take "photographs" of any kind

When on school property, cell phone use by students is prohibited during the regular school day, except for situations involving a bona fide health or safety emergency or unless specific permission has been granted by the building principal or district superintendent. While students have permission to possess cell phones at school, they must be appropriately and securely stored and not visible. This includes, but is not limited to, before school, during classes, between classes, and at lunch. A student who is in violation of this policy will be subjected to the following disciplinary action:

- 1st offense - 1 day of lunch detention - student may pick up their phone from the office at the end of the day
- 2nd offense - 3 days of lunch detention - student may pick up their phone from the office at the end of the day
- 3rd offense - 3 days of lunch detention - parent must pick the phone up from the office between 3:05 pm - 3:30 pm
- Any offense after the 3rd will result in in-school suspension

BUILDING

Do not ask teachers to allow you to be in the building unless the teacher can be with you. Students in the building before or after school hours without a faculty sponsor or other adult approved as a sponsor through the principal's office will face disciplinary action.

TOBACCO USE PROHIBITED

Wynnewood Schools is a 24-7 Tobacco Free Campus. According to the Oklahoma House Bill 1685 beginning August 20, 2015, all Oklahoma Public Schools are required to be tobacco free. Wynnewood School Board Policy also includes E- Cigarettes as part of the ban on tobacco products.

CARS

Laws governing the operation of a motor vehicle must be observed. Students are expected to park in the space provided. Students are not to park; (1) in front of the Superintendent's Office or in front of Wynnewood High School. (2) in the parking area in front of the shop/storage room and art room, this is for teachers only. (3) beside the trash containers north of the gym. Students are to park in designated areas around the school. Observe the same regulations on activity trips that are held on school days that school is in session. **DRIVERS AND PASSENGERS ARE TO GET OUT OF CARS IMMEDIATELY WHEN CARS ARE PARKED.** Violation of the above will lead to further discipline.

Driving a vehicle to school is a privilege that is granted to students who have a valid Oklahoma driver's license, current vehicle insurance and are willing to abide by the rules of Wynnewood High School. All vehicles are to be registered. The following are requirements for parking on campus:

- All vehicles must be registered before a student is allowed to drive his/her vehicle to school. All information below must be complete to register for a parking permit.
- Parking tags are to be hung from the rearview mirror of the vehicle so that the number is visible from the outside.
- Students will be assigned a parking spot in one of the designated student parking areas. Parking in a lot and a parking spot other than the assigned spot will result in disciplinary action.
- Any student who chooses to park a car on the school campus during his or her attendance at school or a school sponsored activity consents to a search of his or her car by a school administrator with reasonable suspicion. Students are accountable for any violation of the student code of conduct outlined in the school handbook.
- Upon arrival, students are expected to exit their vehicle and enter the building.

- Reckless driving on or near the school grounds may result in immediate and permanent suspension of parking privileges.

TRANSPORTATION

Wynnewood Schools provide safe transportation to all students in our school district. Students should be careful about boarding, and getting off the bus. Always wait for the bus to come to a complete stop before leaving your seats. Students should never be moving around in the bus or have arms and head outside windows while the bus is in motion. The driver of the bus is a school official and has the same control over the students as the teacher in the classroom. Misconduct will be reported immediately to the principal. Persistent improper conduct or vulgar language may cause the student to be deprived of the privilege of riding the bus.

TELEPHONE

The school phone is for business purposes only. A student will not be called out of class to answer telephone calls except in case of emergency.

USE OF TOBACCO

Students are not to use or have in their possession any form of tobacco while on school grounds. Any student who is using tobacco or having it in their possession shall be brought to the office and dealt with in an appropriate manner.

FOOD

Do not leave cans and candy wrappers on the cafeteria tables. No food or drinks are to be taken into classrooms, auditorium, or the area west of the principal's office without prior approval of the building principal.

VANDALISM

The Wynnewood Board of Education will prosecute any individual who willfully destroys, mutilates, or disfigures public school property of any kind to the full extent of the law. Section 526 School Laws of Oklahoma 1971 makes parents responsible up to \$1,500.00 for willful destruction of school property by their children.

VISITORS

All visitors are to report first to the principal's office to sign in and receive a visitor pass. When leaving visitors must sign out and leave a pass at the office.

DRUG-FREE SCHOOLS

It is the policy of the Board of Education that in recognition of the clear danger resulting from illicit drug and alcohol abuse and in good faith effort to promote the health, safety, and wellbeing of students, employees, and the community, the board has implemented a developmentally based drug and alcohol education and prevention program for grades Kindergarten through twelve (k-12).

Students are hereby notified that the use, possession, or distribution of illicit drugs and alcohol is wrong and harmful. Therefore, standards of conduct that are applicable to all schools in this district, prohibit the unlawful possession, or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities.

Disciplinary sanctions will be imposed on students who violate the standards of conduct required by this policy. Such sanctions will be consistent with local, state and federal laws, up to and including probation, suspension, and expulsion, as well as referral for prosecution. Completion of an appropriate rehabilitation program may also be recommended.

Information about drug and alcohol counseling and rehabilitation and reentry programs will be made available through the school office.

The standards of conduct and disciplinary sanctions imposed by this policy will be part of the required notification to parents and students which will include the following:

“The Drug Free Schools and Communities Act Amendments, P.L. 101-226

Requires that state as well as local educational agencies, must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.” (Federal Regulations can be examined through the school office.) Parent/Guardian signature certifies receipt of a Student Handbook of Guidelines and Policies for Students and Parents which includes district policy relating to adoption and implementation of a drug prevention program for students.

A COPY OF THIS POLICY WILL BE FURNISHED TO EACH STUDENT AND TEACHER IN THE SCHOOL DISTRICT

DRUGS, ALCOHOL AND CONTRABAND SEARCHES (Regulation)

In accordance with the policy of the board of education, the following regulation shall govern the searching of school property by search dogs.

Searches of school property and grounds will be conducted during periodic unannounced visits either during school hours or non-school hours at the discretion of the superintendent. Student lockers, vehicles, school desks, and any area of concealment are subject to search. If a search dog indicates the possible presence of any material which the dog is trained to detect, that area or place or thing of concealment will be further searched by law enforcement officers or by designated school personnel.

No student will be the target of a search by a search dog. However, if the search dog indicates the possible presence of any material which the dog is trained to detect on the person of a student, a further search of that person’s outer garments, purses, containers or other items of concealment will be conducted by law enforcement officers or by designated school personnel. Searches which disclose the presence of any material which the dog is trained to detect or any material or items which is forbidden by school policy may lead to further investigation by school officials or law enforcement officer, and/or disciplinary action by the school. Such disciplinary action may include suspension. No disciplinary action will be taken without appropriate due process. Parental or legal guardian notification will be made in all cases where prohibited substances, materials, or items are discovered. Strip searches or “body” searches are prohibited.

REFERENCE: Public Law 101-226
70 O.S. § 1210.221, et seq.

POSSESSION/USE/UNDER THE INFLUENCE OF ALCOHOLIC OR NON-INTOXICATING BEVERAGES, OR CONTROLLED DANGEROUS SUBSTANCES

REPORTING STUDENTS UNDER THE INFLUENCE OF OR POSSESSION OF NON-INTOXICATING BEVERAGES, ALCOHOLIC BEVERAGES, OR CONTROLLED DANGEROUS SUBSTANCES

It is the policy of the Wynnewood Board of Education that any Public School Teacher, Counselor, or Administrator having reasonable cause to suspect that a student may be under the influence of, or that said student has in his or her possession, alcoholic beverages - including the legally non intoxicating beverage commonly referred to as 3.2 beer as defined in Section 506 of Title 37 of the Oklahoma Statutes, shall have alcoholic beverages as defined in Section 506 of Title 37 of the Oklahoma Statutes or a controlled dangerous substance as defined in Section 2-101 of the Title 63 of the Oklahoma Statutes shall immediately notify the Principal of such suspicions. The Principal shall immediately notify the Superintendent of Schools and a parent or legal guardian of said student, if possible.

Any search, seizure, or subsequent disciplinary action shall be subject to any applicable school policy, regulation, state law, or student handbook rule.

Every teacher, counselor or administrator employed by Wynnewood Board of Education who has reasonable cause to suspect that a student is under the influence of, or has possession of, alcoholic beverages (including 3.2 beer and wine coolers) or a controlled dangerous substance and who reports such information to the appropriate school officials shall have immunity from any civil liability that might otherwise be incurred or imposed as a result of making such a report.

Note: A copy of this policy must be filed with State Superintendent of Public Instruction in accordance with 70 O.S.-24-138.

Approved January 8, 1996.

ATTENDANCE POLICY

RESPONSIBILITY FOR ATTENDANCE

School attendance is the responsibility of the parents/guardians and the students. With your help, we will work together to ensure your student's success. Please contact the main office if you have any questions.

SCHOOL ATTENDANCE POLICY (FDC)

The Wynnewood Board of Education believes that in order for students to realize their fullest potential from educational 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 students to be in attendance a minimum of 90% each semester to receive a passing grade and/or credit for any course in which the student is enrolled. Exceptions to this requirement will be considered by the board on an individual, case by case basis.

REFERENCE: 70 0.5. §10-105, §10-106

Department of Education, Administrator's Handbook

ATTENDANCE POLICY (FDC-RI)

The board of education believes that attendance in regularly scheduled classes is a key factor in student achievement. Thus, any absence from those classes represents a loss to the student. The board recognizes, however, that the co-curricular program of the school also has educational benefit. Therefore, it shall be the policy of this board to minimize absenteeism from regular classes while providing students the opportunity to participate in co-curricular activities.

In accordance with the policy of the board of education, each student in High School and Junior High School ... is required to attend each class a minimum of 90% of the time in order to receive a passing grade and/or credit for that class.

ABSENCES

Excused absence will be granted for the following reasons:

1. Medically undocumented personal or family illnesses
2. Undocumented medical appointments
3. Legal matters, 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
6. With regard to period absences, a student must be in attendance 75% of the class period to be counted as present.

It is the responsibility of the parent to notify the school by 9:00 a.m. if a child is to be absent for one of the above reasons. The school will contact those students' parents who do not call. If no contact is made, the parent must send a note or call the day the child returns before the student can be excused. 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.

- **NOTE: EXCUSED ABSENCES DO NOT EXEMPT STUDENTS FROM 90% RULE.**

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 five 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. This type of absence does not exclude a student from the 90% rule.
4. In order to take an absence by arrangement, the parent, or guardian, must submit, at least two days 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.
5. Absences by arrangement will count against a student's exemption from semester tests.

Medically Documented Absences

1. These are absences that are documented by a health care professional or provider.
2. The health care professional or provider's statement must be submitted to the school within five (5) days of the student's return and is subject to verification by a school official.
3. The health care professional or provider statement must include the date range of the absences.
4. Medically documented absences do not count against the 90% rule.

Unexcused Absence

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

A student is considered truant when absent from the classroom without the knowledge of either the school or the parent.

Tardies

1. A student is tardy who is not in his or her seat when the bell to begin the period sounds.
2. A student who more than 15 minutes late is counted absent for the period.
3. Each three (3) tardies will constitute an unexcused absence from that class.

Any student who exceeds the 90% rule 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.

***REFERENCE: 38 O.S. 37**

***REFERENCE: 38 O.S. §37**

ERENCE: 38 O.S. §37

GUIDELINES FOR PROVIDING DUE PROCESS IN STUDENT SUSPENSION CASES IN WYNNEWOOD PUBLIC SCHOOLS

Every student has the right to due process in disciplinary matters involving suspension or expulsions.

Due process involves:

1. That the student be given oral or written notice of the charges against him.
2. That if the student denies the charges he be given an explanation of the evidence in the presence of school authorities and be given an opportunity to present his side of the story.

THESE GUIDELINES WILL BE USED IN DEALING WITH SUSPENSIONS AND EXPULSIONS:

1. There need be no delay between the time "notice" is given and the time for the hearing.
2. In most cases the disciplinarian may informally discuss the alleged misconduct with the student minutes after it has occurred.
3. In being given an opportunity to explain his/her version of the facts at this discussion, the student first must be told what he is accused of doing and what the basis of the accusation is.
4. Since the hearing may occur almost immediately following the misconduct notice, the hearing should, as a general rule, precede the removal of the student from school.
5. However, there are recurring situations in which prior notice hearing cannot be insisted upon. Students whose presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process may be immediately removed from the school. In such cases, the necessary notice and rudimentary hearing should follow as soon as practicable.

PROCEDURE IN STUDENT SUSPENSION CASES

1. **Immediate Suspension without a Pre-Suspension Conference:** A student may be suspended without a pre-suspension conference as required by this policy only in situations where the conduct of the student reasonably indicates to the principal that the continued presence of the student in the building constitutes a danger to the health or safety of the student, to school property, or a continued disruption of the educational process. In such cases, a suspension conference with the student and the parents should be scheduled as soon as possible.
2. **Pre-Suspension Conference:** When a student violates a school rule or regulation, the principal shall conduct an informal conference with the student. At the conference the principal should read the rule or regulation which the student is charged with violating and shall discuss the conduct of the student in violation of the rule or regulation. The student should be asked whether he understands the rule or regulation and be given a full opportunity to explain and discuss his

conduct. If it is concluded that a suspension is appropriate, the student should be advised that he is being suspended and of the length of the suspension. The principal should immediately notify the parents by phone and/or writing that the student is being suspended from school.

3. **Conference with Parents:** regardless of the suspension, the principal should hold a conference with the parents or guardians. The parents should be advised of their right to a conference with the principal at the time they are notified that a suspension has been imposed. The conference will be held during the regular school hours, Monday through Friday, with consideration given to the hours of working parents whenever possible. At the conference, the principal should read the rule or regulation which the student is charged with having violated and should briefly outline the conduct on the part of the student. If the suspension is for more than ten (10) days, the student and his/her parents shall have the opportunity to hear and question those persons who have charged the student with violation of the rule or regulation. At the conclusion of the conference the principal should state whether he/she will terminate or modify the suspension. Unless the parents are in agreement with the principal's decision, they should be advised of their right to have the suspension reviewed by the Board of Education.

4. Limits on Suspension: In no event should a suspension extend beyond the current semester and succeeding semester. Suspensions should have a definite commencement and ending date; indefinite suspensions are not permitted. However, a student may be temporarily barred from attending classes until a conference can be held with teachers and/or parents. It is recommended that extended suspensions should be imposed only in aggravated situations. Suspensions should be consistent; that is one student should not be suspended for a few days for an offense and another student suspended for an extended period for the same or similar offense.. However, the student may be advised that the suspension will be terminated at an earlier date if he performs some remedial act.

5. Records: The principal should keep written records of each suspension conference, which should contain the date of the conference, the name of the person present, and the time duration of the conference.

6. Appeals: Request to appeal a suspension action to the Board of Education should be presented by the parent or guardian in writing to the Superintendent stating the reason for the appeal. A copy of the written appeal will be given to the principal.

ACADEMICS

ENTRANCE REQUIREMENTS

For admission to Wynnewood Schools, a student must be a resident of this district or a legal transfer, must be living with parents or guardian, and must be willing to abide by the rules and guidelines set up for our schools. A prospective student must also present upon enrollment immunization records, school records, and social security number.

ENROLLMENT

Each student must enroll in seven classes. *Seniors and/or juniors will be allowed to concurrently enroll at a state university or college provided they meet the standards listed below. A senior or junior must be enrolled in less than a full-time load (fewer than six credit courses per semester) at the local high school which he or she is attending as attested to by the high school principal. A high school student admitted under these provisions may enroll in a combined number of high school and college courses per semester not to exceed a full-time college workload of 19 semester credit hours. For purposes of calculating workload, 1 high school credit course shall be equivalent to 3 semester hours of college work. The collegiate portion of the student's workload must be taken at an accredited state college or university or an off-campus site accredited by the State Regents.

****(Any senior or junior who enrolls under concurrent enrollment policy must complete the college class for which he/she is concurrently enrolled. A senior or junior who withdraws from the college class during that semester will be required to enroll again as a full-time student at Wynnewood High School. This would require that a student in this category be in class for the full seven periods.)***

In order for seniors to be eligible for concurrent college enrollment for the Fall of 2000 the following requirements must be met:

To be admitted concurrently, a high school senior or junior must achieve a composite score on the American College Testing (ACT) examination or Scholastic Aptitude Test (SAT) at or above the levels designated for the three post-secondary tiers using Oklahoma norms.

2022-2023 ACT TEST DATES

Students need to be aware of the following test date for the ACT and the appropriate Deadlines for the **2022-2023** school year:

<u>Test Date</u>	<u>Registration Deadline</u>
September 10, 2022	August 5
October 22, 2022	September 16
December 10, 2022	November 4
February 11, 2022	January 6
April 15, 2022	March 10
June 10, 2022	May 5
July 15, 2022	June 16

Oklahoma University:

Option 1 - 24 ACT or 1090 SAT and a 3.0 GPA or top 50% of class;

Option 2 - 3.0 GPA and a rank in the 25% of class;

Option 3 - 3.0 GPA* in the 15-unit core and 22 ACT or 1020 SAT.

Oklahoma State University:

Option 1 - 24 ACT or 980 SAT:

Option 2 - 3.0 GPA and a rank in the top 33% of class;

Option 3 - 3.0 GPA* in 15-unit core and 18 ACT or 980 SAT.

University of Science & Arts of Oklahoma:

Option 1 - 21 ACT or 980 SAT

Option 2 - 2.85 GPA and a rank in the top 50% of class;

Option 3 - 2.85 GPA* in 15-unit core and 18 ACT or 860 SAT

All Other Regional Universities

Option 1 - 20 ACT or 940 SAT

Option 2 - 2.7 GPA and a rank in the top 50% of class;

Option 3 - 2.7 GPA* in 15-unit core

Community Colleges:

No minimum required.

*Additional weighting (1.0) will be added to GPA's of all students who take College Board Advanced Placement (AP) courses and higher-level International Baccalaureate (IB) courses.

CONCURRENT COLLEGE ENROLLMENT: SUBJECT AREA SCORES

MATHEMATICS	SCIENCE	ENGLISH	READING
19	19	19	19

New regular college admission standard after high school graduation:

Following high school graduation, a student who has been concurrently enrolled as a high school student may be admitted to the original institution of concurrent enrollment or another institution in the State System if the student meets the entrance requirements of the receiving institution, including the high school curriculum requirements, and subject to State Regent retention standards (1.7 grade point average for the first 30 semester credit hours). Consistent with the previous policy, high school students concurrently enrolled in college courses may continue concurrent enrollment in subsequent semesters if they achieve a college cumulative grade point average of 2.0 or above on a 4.0 scale.

New assessment standard:

Institutions can no longer use secondary testing to assess students' academic preparation for concurrent enrollment (ACT results only).

PARENTS CAN ACCESS YOUR STUDENTS GRADE ONLINE AT:

<https://www.wengage.com/WynnewoodGradebook/login.aspx>

Usernames and passwords for each student will be sent to parents during the first nine weeks of school. If your student is ineligible or on probation during the school year, you will receive a letter from the school notifying you of this. Parents may request a written copy of students grade through the office.

WYNNEWOOD HIGH SCHOOL COMMUNITY SERVICE GUIDELINES

Purpose: As required by the Wynnewood Board of Education for graduation we feel that it is important for our students to become involved in their community through community service participation. We feel that this process will instill a sense of pride and understanding with their community. To accomplish this goal, we feel it is necessary for our students to complete 5 hours of community service in order to graduate from Wynnewood High School.

Procedure: Students may begin fulfilling this requirement beginning the freshman or 9th grade year and must be completed on or before the end of Spring Break of their senior or 12th grade year. These hours cannot be completed as a member of another school, community or civic organization. The service provided can be for any civic or community organization, department or individual community member other than a relative within the immediate family. Immediate family includes parent, grandparent (including step-relations), brother, sister, aunt, or uncle. The administrator or designee prior to the service being provided must approve all activities. Before credit will be given a short evaluation must be completed by the student and supervisor of the activity. If there are any questions or further information needed, please feel free to contact the principal or counselor at Wynnewood High School at 665-2045.

Grading System

The grading system used in the Wynnewood High school will be based upon the following scale:

GRADE	PERCENTAGE	GRADE POINT
A	90-100	4
B	80-89	3
C	70-79	2
D	60-69	1
F	59 or below	0

WYNNEWOOD BOARD OF EDUCATION	EIED
<p style="text-align: center;">GRADUATION REQUIREMENTS</p> <p>The Wynnewood Board of Education recognizes that a 12-year course of study in certain specific subject areas has proven to be beneficial in assisting students to become productive citizens and to prepare for advanced study. Therefore, it is the policy of the board of education that a minimum of 23 units of credit be earned in the subject areas listed below to be eligible for graduation. All students, in order to graduate from an Oklahoma public school, will be required to complete the "college preparatory/work ready curriculum units or sets of competencies" at the secondary level. A student will be allowed to enroll in the core curriculum in lieu of the requirements of the college preparatory/work ready curriculum upon the written approval of the parent or legal guardian of the student. Current state graduation requirements will be deemed to be the "core curriculum" option. The "college preparatory/work ready curriculum" will include the following:</p> <ul style="list-style-type: none"> 4 units of English to include 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, Advanced Placement 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 United States Government and one unit from the subjects of History, Government, Geography, Economics, Civics, or Non-Western culture and approved for college admission requirements; 2 units of the same world or non-English language or two units of computer technology approved for college admission requirements, whether taught at a high school or technology center school, including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing courses; 1 additional unit selected from the above categories or career and technology education courses, concurrently enrolled course, Advanced Placement courses or International Baccalaureate courses approved for college admission requirements; and 1 unit or set of competencies of fine arts, such as music, art, or drama, or 1 unit or set of competencies of speech. <p>In order to graduate from the district with a standard diploma, students shall complete the following core curriculum units at the secondary level:</p>	
Adoption Date: May 12, 2022	Revision Date(s): 10/3/03, 9/22/04, 6/16/05, 12/15/05, 11/1/06, 9/1/07, 6/7/11, 10/18/13, 5/28/14, 10/23/14, 6/8/16, 5/22/21, 9/16/21

WYNNEWOOD BOARD OF EDUCATION	EIED
<p>GRADUATION REQUIREMENTS (Cont.)</p> <p>Language Arts 4 units or sets of competencies 1 unit of Grammar and Composition and 3 units which may include American Literature English Literature World Literature Advanced English Courses Other English courses with content and/or rigor equal to or above grammar and composition</p> <p>Mathematics 3 units or sets of competencies 1 unit of Algebra I¹ and 2 units which may include: Algebra II Geometry¹ Trigonometry Math Analysis or Precalculus Statistics and/or Probability Calculus Computer Science I and II Intermediate Algebra Mathematics of Finance Contextual mathematics courses that enhance technology preparation whether taught at a (1) comprehensive high school, or (2) technology center school when taken in the tenth, eleventh, or twelfth grade, taught by a certified teacher, and approved by the State Board of Education and the district board of education Mathematics courses taught at a technology center school by a teacher certified in the secondary subject area when taken in the tenth, eleventh, or twelfth grade upon approval of the State Board of Education and the district board of education Other mathematics courses with content and/or rigor equal to or above Algebra I A science, technology, engineering and math (STEM) block course.</p> <p>Social Studies 3 units or sets of competencies 1 unit of United States History ½ to 1 unit of United States Government ½ unit of Oklahoma History ½ unit to 1 unit which may include: World History Geography Economics Anthropology Other social studies courses with content and/or rigor equal to or above United States History, United States Government, and Oklahoma history</p> <p>The Arts and Computer Education 1 unit or set of competencies which may include, but is not limited to, courses in Visual Arts and General Music and 1 unit or set of competencies of computer technology, whether taught at a high school or a technology center school, including computer programming, hardware and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing classes</p> <p>Science 3 units or sets of competencies of laboratory science approved for college admission requirements: 1 unit or set of competencies of life science, meeting the standards for Biology I: 1 unit or set of competencies of physical science, meeting the standards for Physical Science, Chemistry or Physics; and 1 unit or set of competencies from the domains of physical science, life science or earth and space science such that content and rigor is above Biology I or Physical Science.</p> <p>Electives 8 units or sets of competencies</p>	
Adoption Date: May 12, 2022	Revision Date(s): 10/3/03, 9/22/04, 6/16/05, 12/15/05, 11/1/06, 9/1/07, 6/7/11, 10/18/13, 5/28/14, 10/23/14, 6/8/16, 5/22/21, 9/16/21

WYNNEWOOD BOARD OF EDUCATION	EIED
<p>GRADUATION REQUIREMENTS (Cont.)</p> <p>ninth grade and high school graduation. A school administrator may waive this requirement for an eligible student who has a disability. A student may also be excused from this requirement if a parent or guardian of the student objects in writing.</p> <p>Students who start ninth grade prior to or during the 2016-2017 school year will be required to complete an assessment in order to graduate with a standard diploma. The assessment required will be one that is required or has been required by the Oklahoma School Testing Program or an alternate assessment as approved by the superintendent. The highest-achieved score on the assessment and any business and industry-recognized endorsements attained will be reflected on the student's transcript.</p> <p>Beginning with ninth graders in the 2021-2022 school year, in order to graduate from a public high school accredited by the State Board of Education, students shall pass the United States naturalization test. The United States naturalization test shall be provided at least once per school year, beginning as early as eighth grade. Students may retake the exam upon request and as often as desired until earning a passing score. A passing score shall be 60 out of 100 questions. The district shall exempt students with disabilities whose individualized education program (IEP), consistent with state law, indicates that the student is to be assessed with alternative achievement standards through the Oklahoma Alternative Assessment Program (OAAP).</p> <p>REFERENCE: 70 O.S. § 11-103.2c 70 O.S. § 11-103.6 70 O.S. § 1210.199 70 O.S. § 1210.508</p>	
Adoption Date: May 12, 2022	Revision Date(s): 10/3/03, 9/22/04, 6/16/05, 12/15/05, 11/1/06, 9/1/07, 6/7/11, 10/18/13, 5/28/14, 10/23/14, 6/8/16, 5/22/21, 9/16/21

WYNNEWOOD BOARD OF EDUCATION	EIED
<p>GRADUATION REQUIREMENTS (Cont.)</p> <p>In addition to the curriculum requirements, students shall complete the requirements for a personal financial literacy passport as set forth in the Passport to Financial Literacy Act.</p> <p>All students are strongly encouraged to complete two units or sets of competencies of world language classes and two units or sets of competencies of physical and health education as part of the core curriculum.</p> <p>Credit may be given for the above-referenced classes when the courses are taken in the seventh or eighth grades if the teachers are certified or authorized by law to teach the subjects for high school credit and the required course rigor is maintained.</p> <p>Courses offered by a supplemental education organization that is accredited by a national accrediting body and that are taught by a certified teacher and which provide for the teaching and learning of the appropriate skills and knowledge in the PASS may, upon approval of the State Board of Education and the school district board of education, be counted for academic credit and toward meeting state graduation requirements.</p> <p>No student will be allowed to receive credit more than once for completion of the same unit or sets of competencies. All of the above-referenced classes may not be offered by the district. However, sufficient courses shall be offered to allow students to meet the graduation requirements during the secondary grade years of the student.</p> <p>The remaining units need to consist of coursework designed to meet the individual needs and interests of the student. However, all students in grades nine through twelve are required to enroll in a minimum of six periods, or the equivalent in block scheduling, of rigorous academic and/or rigorous vocational courses each day, which may include arts, vocal and instrumental music, speech classes, and physical education classes.</p> <p>Students who transfer into this school district from out of state after their junior year of high school shall not be denied, because of differing graduation requirements, the opportunity to be awarded a standard diploma. This applies to students who would be unable to meet the specific graduation requirements listed above without extending the date of graduation. Exception from the graduation requirements will be based on rules established by the State Department of Education. All exceptions and the reasons therefor shall be reported to the State Department of Education on or before July 1 of each year.</p> <p>All course credit earned through examination by students in required curriculum areas shall be appropriately noted on the student's transcript and/or student record. Completion may be recorded with a letter grade or pass notation, credits earned by a student through examination in accordance with the provisions of 210:35-27-2 shall be transferrable to or from any other school district within the State of Oklahoma in which the student was enrolled, is currently enrolled, or may be enrolled. Credit for units of secondary coursework in curriculum areas required for graduation count toward meeting the requirements for the high school diploma.</p> <p>Beginning with the 2015-2016 school year, all students shall be required to receive instruction in cardiopulmonary resuscitation (CPR) and the awareness of the purpose of an automated external defibrillator at least once between</p>	
Adoption Date: May 12, 2022	Revision Date(s): 10/3/03, 9/22/04, 6/16/05, 12/15/05, 11/1/06, 9/1/07, 6/7/11, 10/18/13, 5/28/14, 10/23/14, 6/8/16, 5/22/21, 9/16/21

The local school board's graduation requirements may exceed the state graduation requirements of 23 units.

For more information: Accreditation Office, State Department of Education, (405) 521-3333.

To meet graduation requirements, local school district options may include courses taken by concurrent enrollment, Advanced Placement or correspondence, or courses bearing different titles. **School districts shall strongly encourage students to complete two units or sets of competencies of foreign languages** as part of the core curriculum for high school graduation. Local school district requirements may exceed state graduation requirements.

GLOSSARY: A *Carnegie Unit* of credit is given for the successful completion of a course that meets 40 minutes a day, five days a week, for at least 36 weeks, or the equivalent of 120 clock hours within the school year. *Sets of competencies* are the skills and competencies specified in the Priority Academic Student Skills, or other skills and competencies adopted by the State Board of Education. Rigor means a level of difficulty that is appropriate for the grade level and that meets state and national standards. Contextual methodology means academic content and skills taught by utilizing real-word problems and projects in such a way that helps students understand the application of knowledge.

WYNNEWOOD BOARD OF EDUCATION	EMC
<p style="text-align: center;">GRADUATION POLICY</p> <p>The Wynnewood Board of Education recognizes that graduation ceremonies are important events for our students, patrons, guests, and community. Students who have not met state mandates or local school district graduation requirements may not be allowed to participate in the graduation ceremony. In order to participate in the graduation ceremony a student must be in good standing. Students who have not conformed with student discipline policies, those that have been charged, are under investigation, or have been convicted of a crime, and those that have unpaid fines or fees to the school district are not in good standing. To ensure that graduation ceremonies are enjoyable for all participants and spectators, the board enacts the following policies:</p> <ol style="list-style-type: none"> 1. A student shall be a graduate of this school district and entitled to a High School Diploma whenever that student has successfully completed the minimum number of credits established by the district for graduation, demonstrates mastery of the state academic content standards as required by state law, and completes graduation exercises in accordance with this policy. 2. Students are considered as students of this district until graduation ceremonies have been completed. 3. The display of regalia outside of school issued regalia must represent the requesting student's heritage and/or be of cultural significance and must be approved by the high school principal prior to the graduation ceremony. 4. Students participating in graduation ceremonies will be required to abide by the school's discipline code as outlined in the Student Handbook. In addition, students shall not engage in any disruptive activity that interferes with the graduation process or the rights of other individuals. 5. The administration may impose discipline on any student who commits any act referred to in item 4 above. It is recommended the administration take necessary steps to impose discipline as soon as is convenient after completion of graduation exercises. If a student violates item 4 above prior to the ceremony, the student may not be allowed to participate in the graduation ceremony and may be asked to leave the premises. 	
Adoption Date: May 12, 2022	Revision Date(s): 1/2/01, 6/6/11
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OKLAHOMA TUITION SCHOLARSHIP PROGRAM

The Oklahoma Tuition scholarship programs will provide scholarships to students who graduate from high school beginning in the 2002-2003 school year and plan to attend a post-secondary education in Oklahoma. The first two years of the student's resident's tuition will be paid by the state. In general, a student must meet the following requirements:

1. Be a resident of this state for a minimum of two calendar years prior to high school graduation (An exemption is made for Dependents of military personnel.)
2. Have graduated from a high school accredited by the State Board of Education and awarded a STANDARD DIPLOMA. Students must begin using the scholarship within three years of high school graduation.
3. Have a graduate ranking in the top 15 percent of the student's high school class and have earned no less than a 3.25 grade point average on a four-point scale.
4. Have attained a score of 26 or higher on the ACT.
5. Meet the income eligibility, which the student's parent(s) income from taxable and nontaxable sources, which shall not be more than \$70,000 per year.
6. Have satisfied admission standards, secured admissions to, and enrolled in an institution which is a member of the Oklahoma State Regents of Higher Education, a post-secondary Career and Technology Education program, or an approved private institution of higher learning in Oklahoma.
7. Make application for state and federal tuition aid. Any such tuition aid may reduce or eliminate the award.
8. Have not been adjudicated as a delinquent as defined in Section 571 of Title 57.

For more information please contact:

Oklahoma State Regents for Higher Education
500 Hodge Education Building, State Capitol Complex
Oklahoma, Oklahoma 73105-4500
Phone: (405) 524-9100

+A Standard diploma would be for a student who after the fall of 1987 is not planning to attend an Oklahoma state college or university. This student would receive a high school diploma.

++A college bound student would be for a student who after the fall of 1987 a state college or university in the state of Oklahoma. This graduation track would allow the student to receive his diploma from high school and attend a state college or university.

*After July 1, 1986, only one semester of World History will be required for graduation. It is recommended that if a student is planning to attend college after high school that they take the full year of college preparatory World History class.

Provided a student who completes 6 units of credit (2 years) at an area Vo-Tech school may waive a unit of required science. A student who completes 3 units (1 year) at an area Vo-Tech school may waive a unit of math or science. A student who takes vocational agriculture for 3 years or home economics for 3 years may waive a second unit of math or science. Any student who has a combination of 6 credits of vocational education from either the home or school area Vo-Tech school may waive both the second unit math and science. **ANY STUDENT WHO WILL BE GRADUATING IN THE YEAR 2003 AND AFTER WILL NOT RECEIVE THE VOCATIONAL CREDIT OPTION FOR MATH AND SCIENCE.

***After July 1, 1986, the following classes will count for college bound students in math and science. **SCIENCE:** Physical Science, Biology, Biology II, Chemistry, and Physics. **MATH:** Algebra I, Geometry, Algebra II, and Trigonometry/Calculus.

****After July 1, 1997 students entering a state college or university must have passed the following classes: English (4 years), Lab Science (2 years), Mathematics (3 years), History (2 years), Economics or Geography or Government or Non-Western History (1 year), Computer Science or Foreign Language (3 years). World History will count toward the Non-Western History. **KEYBOARDING WILL NOT COUNT AS A COMPUTER SCIENCE CREDIT.**

After July 1, 1997 students wishing to be granted a high school diploma are required to gain two (2) credits in the arts. This will include but not be limited to units in the visual arts, musical arts and any class designated as a humanities class by the local Board of Education.

Not to exceed a combined total of 2 units may be submitted from 8 of the following courses or combination of the following may be used to meet requirements for graduation: Physical Education, Yearbook (must be taken and passed two semesters to receive any credit), Newspaper, or Competitive Athletics.

Not more than 4 units of music may be applied toward the 20 required by the Wynnewood Board of Education for graduation. More than 1 unit of credit may be given in orchestra, band, or vocal music, provided the work is not a repetition of the former year's work. The second and following years must be clearly on a higher level.

At least 2 units of the last 3 units must be completed in attendance in the accredited high school from which the individual expects to receive his diploma.

In order to protect the social and physical, as well as the intellectual maturity of the pupil, it is advisable that he has four years' experience in a four-year high school in order to graduate. In exceptional cases, students may be allowed to graduate in less time.

PROFICIENCY BASED PROMOTION

I. PROFICIENCY BASED PROMOTION

- A. Upon** request of a student, parent, guardian, or educator, a student will be given the opportunity at a designated time to be determined by the Wynnewood Board of education to demonstrate proficiency in one or more areas of the core curriculum
 1. Proficiency will be demonstrated by assessment or evaluation appropriate to the curriculum area. The assessments or evaluations will include but not be limited to: portfolio criterion- referenced test, thesis, project, product, or performance. Demonstration of proficiency in all laboratory sciences will require that students are able to perform relevant laboratory techniques that are designed by the science department of each school site.
 2. Students shall have the opportunity to demonstrate proficiency in the core areas as identified in 70 O.S § 11- 103.6:
 - a) Social Studies**
 - b) Language Arts**
 - c) The Arts**
 - d) Languages**
 - e) Mathematics**
 - f) Science**

3. Proficiency for advancing to the next level of study will be demonstrated by a score of 90%. If more than one assessment is required the student must maintain a 90% average taken from all the assessments.
 4. The opportunity for proficiency assessment will be provided at least twice each school year at a date set by the Wynnewood Board of Education.
 5. Only those students who are legally enrolled in the Wynnewood School District shall be eligible to take the assessments for advancement.
 6. No student will be required to register or sign up more than one month in advance.
 7. Students will be allowed to take proficiency assessments in multiple subject areas.
 8. Students not demonstrating proficiency will be allowed to try again during the next assessment period.
 9. Exceptions to standard assessment may be approved by the Wynnewood School Board for those students with disabling conditions.
- B.** Students demonstrating proficiency in a core curriculum area will be given the opportunity to advance to the next level of study in the appropriate curriculum area.
1. The school will confer with parents in making such promotion/acceleration decisions. This decision will take into consideration such factors as social, emotional, physical, and mental growth.
 2. If the parent or guardian requests promotion/acceleration contrary to the recommendation of school personnel, the parent or guardian shall sign a written statement to that effect. This statement shall be included in the permanent record of the student.
 3. Failure to demonstrate proficiency on the assessments will not be noted on the student's grade record or transcript.
 4. Students must progress through a curriculum area in a sequential manner, i.e. high school students would meet the requirements for English I before proceeding to English II, etc. Elementary, middle, or high school students may demonstrate proficiency and advance to the next level in a curriculum area.
 5. If proficiency is demonstrated in a 9-12 curriculum area, appropriate notation will be placed on the high school transcript. The score that is made on the assessment(s) will be the grade that is to be entered on the grade record or high school transcript. This grade will be used in calculating class rank, grade point average, and Academic Scholar placement of seniors. On the high school transcript, a corresponding letter grade will be entered. Proper class credit will be recorded for those students who have completed the requirements on the assessment(s).
 6. Units earned through proficiency assessment will be transferable with students among school districts within the state of Oklahoma. The units for which assessment will be made and credit received in grades 9-12 are:

MATH
General Math
Pre-Algebra
Algebra I
Algebra II

SCIENCE
Physical Science
Earth Science
Biology I
Chemistry I

SOCIAL STUDIES
Oklahoma History
American History
World History
Government

Geometry	Physics	World Geography Civics
LANGUAGE ARTS		FOREIGN LANGUAGE
English I		Spanish I
English II		French I
English III		
English IV		

Assessments for grades 1-8 will consists of one test per grade with 5 separate subtests in the following areas:

**READING
SCIENCE**

MATHEMATICS

**LANGUAGE ARTS
SOCIAL STUDIES**

Students in grades 1-8 meeting the requirements for proficiency-based promotion in up to four subtest areas may be offered sequential advancement in that area(s). Students in grades 1-8 meeting the requirements for proficiency-based promotion in all five subtest areas may be offered advancement to the next sequential grade level.

C. Proficiency assessment will measure mastery of the priority academic student skills in the same way that curriculum and instruction are focused on the priority academic student skills. In other words, assessment will be aligned with curriculum and instruction.

D. Options for accommodation students' needs for advancement after they have demonstrated proficiency may include, but are not limited to, the following:

1. Individualized courses
2. Correspondence courses
3. Independent study
4. Concurrent enrollment
5. Cross-grade grouping
6. Cluster grouping
7. Grade/course advancement
8. Individualized education programs

E. Wynnewood Public Schools will be responsible for the dissemination of materials explaining the opportunities available in Proficiency Based Promotion.

II. Appropriate notation for core curriculum are completed:

Appropriate notations will be made for elementary, middle, or high school level students satisfactorily completing a 9-12 curriculum area. Completion of a curriculum will be recorded by a letter grade that is determined by the student's performance on the designated assessment. Any unit earned through Proficiency Based Promotion will be counted toward meeting the requirements for a high school diploma.

CLASS RANK and ACADEMIC SCHOLAR

In as much as colleges ask for rank of students applying for admission, and employers want to know the scholastic record of those applying for jobs, each student is ranked at the time of graduation.

Seniors who achieve a Grade Point Average (GPA) of 3.75 or above at the conclusion of seven consecutive semesters will be recognized as **Academic Scholars** of their graduating class. Grades to determine the **Academic Scholars** will be calculated at the end of the first semester of their senior year.

Because universities and colleges are requesting eight semester transcripts and grade point averages, the final class rank and grade point average on the transcript will be the total eight semester calculations. This information will become a part of the students' permanent record. This information is treated as confidential; however, any student may find out his or her rank by asking at the principal's office.

CLASS RANK and GRADE POINT AVERAGES

Class rank and grade point averages will be calculated for each student starting with the first semester of their freshman year. The semester grades for the ninth, tenth, eleventh and the first semester of the twelfth grade will be used to calculate the cumulative grade point average and class rank, Academic Scholar, Valedictorian, and Salutatorian purposes. **Grades of A, B, C, D & F will be used to figure grades. Do not count grades of S or U. The following points will be used for the letter grades: A=4, B=3, C=2, D=1, F=0 points. Division for the average will be carried out only two (2) decimal places and any remainder will be dropped.**

DESIGNATED CLASSES

For a student to be recognized as an academic scholar and to be Valedictorian or Salutatorian the student must have a cumulative GPA of 3.75 and take three (3) **core classes above the standard (4) English, (3) Math, (3) Science and (3) Social Studies. Also, concurrent classes and courses at the technology center will each count as a designated class.**

RULES OF CLARIFICATION FOR VALEDICTORIAN AND SALUTATORIAN

1. If a student moves to Wynnewood School District during the last four semesters, he/she will not be able to replace anyone who has been here the four semesters. A student may transfer in the 9th or 10th year of work. Grades made by the student must be equal to the five places and suitable to translate into the grades A, B, C, D and F for the student to be counted as Valedictorian or Salutatorian candidate.
2. Valedictorian status will be awarded to any students with a 4.0 GPA or above. All students with a 4.0 GPA or higher, will be named Co-Valedictorian. Multiple Valedictorians will not prevent the selection of Salutatorians.

3. Valedictorian and Salutatorian places will be determined on the basis of the first seven semesters work.

GRADUATION REQUIREMENTS

All seniors must meet all the requirements to go through the graduation exercises. All tests must be completed before the graduation date.

GRADE PLACEMENT

Students in Wynnewood High School will be enrolled in the 9th, 10th, 11th, or 12th grades according to the number of credits they have earned.

9th	0-4 ½
10th	5-9 ½
11th	10-14 ½
12th	15-19 ½

HOMEWORK

Homework by the students is encouraged when it is needed to supplement or strengthen regular class work. All students profit from a certain amount of systematic home study. A part of every class is set aside for individual study and work under the supervision of the teacher, who can during this time help individual students with their particular weaknesses and observe the study and work habits of all the students in the class. Home study is often a continuation of this supervised study time within the class itself. As you can see, the amount of home study necessary may vary from time to time within given class and from class to class within a given grade.

SEMESTER TESTS

For exemption of a semester exam, students must maintain:

- A C average or above
- Students with an A average can have a maximum of 3 absences, a B average is allowed to have 2 absences, and a C average is allowed 1 absence, **THE ONLY ABSENCES THAT DO NOT COUNT TOWARDS THIS NUMBER ARE SCHOOL ACTIVITY ABSENCES.**

The student must also possess excellent behavior to be eligible for exemption from the semester exams. If a student has been assigned in-school suspension or out-of-school suspension within the semester, they will not be exempt.

If a student wants to take a semester test, they will be allowed to do so regardless of exemption status. Students who have met the exemption requirements and choose to take the test will not be negatively affected by a test score that is lower than their average in the class.

FEES

No fees are charged for the first handbook in Wynnewood Senior High although individual teachers may ask students to purchase workbooks, notebooks, or to reimburse for materials used in class projects, etc. The second handbook will be at a charge of \$5.00

TEXTBOOKS

When books are issued, the teacher will write the student's name in ink in the label in the books issued to the student. Books lost or damaged must be paid for by the student responsible for the book, the one in whose name the book is issued. Books should not be left lying about the school grounds. The way you care for your books will reflect your appreciation for the free textbook plan.

SCHEDULE CHANGES

Changes in your schedule can be made the first full week of each semester if:

1. The student is placed in a class by error during enrollment.
2. The change is approved by the receiving teacher and the counselor or principal.

WITHDRAWAL FROM SCHOOL

In order to insure proper handling of school records and to facilitate entrance into another school, a student wishing to withdraw from school should:

1. Have a parent call, come into the office, or write a note explaining the reason for withdrawal.
2. Obtain a withdrawal notice from the principal's office as early as possible on the day he or she intends to check out of school.
3. The withdrawal notice should be properly endorsed by all subject teachers, the librarian, and the principal
4. Secure report cards from teachers if possible.
5. Bring complete withdrawal notice to the office by 3:00 p.m.
6. A student should have in his possession the following items before leaving school:
 - A. Report cards if possible.
 - B. Withdrawal notice.
 - C. P.E. equipment and other personal belongings.
 - D. Final clearance from the principal's office

STUDENT COUNSELING

Our school provides facilities for counseling for all students grades PK-12. We urge the student to take advantage of the opportunities that are presented to them.

A comprehensive cumulative record has been established for each student enrolled in our school. These records are available in the counselor's office.

We would like each student to have the opportunity for at least one conference with the counselor each semester. Arrangements can be made for conference with the parents and students jointly or with the counselors during the study period time of the class hour or an activity period. When this is not possible, arrangements ahead of time will be made to permit the student to leave class for the purpose of working with the counselor.

The counselor can assist students with educational, vocational, social, and emotional problems with which the student feels that he needs help.

School activities which are conducted by the guidance and counseling department of the school have to do with giving standardized tests, scoring, and interpreting this information.

Information concerning scholarships, loans, and assistance programs to students will be handled through this department.

The counseling office is east of the principal's office. Students who seek conferences with the counselor should make an appointment with the counselor ahead of time and receive a

pass for the appointment time that will permit them to leave classes at the given time. The pass must be approved by the teacher.

CO-CURRICULAR ACTIVITIES

All students must realize that participation in public appearances is vitally important in all co-curricular activities. Since this is the case, a student will receive a failing grade for the nine weeks period if he fails to make a scheduled public appearance with the group. Repeated absences will result in the student being removed from the activity. In Band, points will be given for attendance at public performances, and points will be deducted for missing public performances due to a student's being ineligible. Exceptions to the rule will be an illness or a death in the family. All activities will be scheduled as far in advance as possible, thereby giving the students ample time to make arrangements to be present. If a student is going to be absent from a public appearance, the instructor should be notified as soon as possible and if extenuating circumstances are evident, the instructor will act accordingly.

WYNNEWOOD PUBLIC SCHOOLS ACTIVITIES POLICY

I. GENERAL PHILOSOPHY

It is the belief of the Wynnewood Board of Education, administration, faculty, and staff that athletics are an integral part of the high school experience. In order to enhance and promote important education and cultural values, attitudes, appreciation and skills appropriate to all interscholastic activities, including high standards of good sportsmanship and citizenship, certain rules and regulations are necessary for the development and maintenance of an orderly and safe school environment. Because of these beliefs, certain school personnel shall be responsible for areas listed below.

II. ADMINISTRATORS

- A. Communicate with all game officials prior to all contests and/or activities specific problem areas that have occurred in the recent past and foreseeable problems that might occur.
- B. Communicate with the Oklahoma Secondary School Activities Association about problem areas and school concerns with game officials' enforcement of the rules (i.e. violation should be called from the opening of the contest rather than waiting until official control starts to slip away.)
- C. Communicate to all coaches that on behalf of the Board of Education, administration, and community there should be more emphasis placed on student behavior and conduct than there is on winning. It shall also be communicated to each coach good conduct, behavior, and winning are not mutually exclusive of each other. Coaches shall be held to ethical and professional standards listed below:
 1. Exemplify the highest moral character, behavior and leadership.
 2. Respect the integrity and personality of the individual athlete.
 3. Abide by the rules of the game in letter and spirit, regardless of the consequences baiting or taunting officials in any way or seeking out officials at halftime or the end of a contest

4. Demonstrate a mastery of and a continuing interest in coaching principles and techniques through professional improvement.
5. Encourage and respect all athletes and their values.
6. Display modesty in victory and graciousness in defeat.
7. Promote ethical relations among coaches.
8. Fulfill responsibilities to provide emergency health procedures and ensure an environment free of obvious safety hazards.
9. Encourage the highest standard of conduct and scholastic achievement among all athletes.
10. Seek to instill good health habits including the establishment of sound training rules.
11. Strive to develop in each athlete the qualities of leadership, initiative, and good judgment.
12. Achieve a thorough understanding and an acceptance of the rules of the game and the standards of eligibility.

III. COACHES

- A. Coaches or supervisors of interscholastic activities shall expect of their participants:
 1. To abide by all written rules distributed by each individual supervisor or coach at the beginning of their respective seasons.
 2. Each coach or supervisor shall have the authority to assess penalties for violations of team rules.

IV. STUDENTS

- A. Students who violate internal team rules shall be dealt with by each individual coach.
- B. A student who is disqualified from a game or contest shall abide by the Oklahoma Secondary School Activities Association (OSSAA) regulations.
- C. A student who is disqualified from a game or contest for a second offense during the same academic year shall be:
 1. If a student is an underclassman, they will be withheld from the next four contests in that activity; no matter the year.
 2. If a student is a senior, they will be withheld from the next four contests whether it is the same activity or not.
- D. Any student disqualified FOR THE THIRD TIME in the same academic year, shall be ineligible to participate in any contest or activities for one calendar year (365 days). The OSSAA will also be notified by local school administration of that student's ineligibility at Wynnewood Schools for the next calendar year because of their conduct.

Approved by Wynnewood Board of Education: January 10, 1994

ELIGIBILITY REQUIREMENTS

Semester Eligibility

To be eligible to participate in any contest involving other schools a student must be passing in a minimum of five classes at the end of each semester.

All seniors must enroll in a minimum of seven classes including any activity class(es). Eligibility will be determined for seniors in every class in which they are enrolled up to five classes on a semester basis.

At the end of the semester a student must be passing a minimum of five classes. If not, a student is ineligible for six weeks at the beginning of the next semester. At the end of the six-week period, a student must be passing in all classes in which a student is enrolled to be eligible. If a student is not passing all classes, a student will have to pass all classes on a weekly basis to regain eligibility.

A student may also regain eligibility in an accredited summer school. A student is allowed to take and pass a maximum of one class in an accredited summer school.

Weekly Eligibility

A student must be passing in every class to be eligible each week. The student must also have been in attendance 90% of the grading period. A student receiving a failing grade in a class is placed on probation for a period of one week. In order to be eligible, the student must be passing all classes at the end of the following week. Eligibility will be determined on the basis of work completed by the end of the school day on the day eligibility is checked. If not, the student is ineligible to participate until that student is again passing.

At the end of that one-week period, the student must be passing every class in order to be eligible. If a student fails a completely different class at the end of probation week, the student is ineligible until the student is passing every class. There is no limit to the number of times a student can have a probation period, provided that the probation period will not run for two consecutive weeks.

ELIGIBILITY WILL BE DETERMINED ON THE BASIS THAT IF THE SEMESTER ENDED ON THAT DAY, THE STUDENT WOULD BE FAILING THAT CLASS. TEACHERS ARE REQUIRED TO RECORD A MINIMUM OF TWO GRADES PER WEEK.

ACADEMIC TEAM

In order to further promote academics at Wynnewood High School, an Academic Team has been formed. To be eligible to participate on the Academic Team, a student must have an overall cumulative grade point average of 2.50. Eligibility for competition once on the team will be the same as any other activity. Students on the Academic Team will also be eligible to earn an academic "W". A student will be eligible for an academic letter upon completion of one "season" on the Academic Team and the approval and recommendation of the Academic coach. The requirements shall include but not be limited to attendance at practices and overall team contribution.

HONOR SOCIETY

NATIONAL HONOR SOCIETY

Membership in the National Honor Society is based on Scholarship, Leadership, Character, and Service. A student must be at least a second semester sophomore with a minimum 3.5 grade average to be nominated for membership. Nominees are then rated by the faculty in the areas of leadership, character and service to determine membership in the organization.

STATE HONOR SOCIETY

The top 10% in grade average in the Junior High student body or Senior High student body, which ever applies. Based on grade average of the last semester of the previous year and first semester of the current year.

STUDENT COUNCIL

The student council was formed to give the student body, through its elected representation, a voice in school affairs. There are many areas in which the council is very effective in making a better school. The projects they sponsor are for helping the faculty and administration to bring social, spiritual and character development for the student body.

ASSEMBLIES

A variety of educational and entertaining assemblies are presented at regular intervals. These assemblies provide students opportunities to demonstrate the courtesy, cooperation, and consideration that they have been taught at school and at home. There are always visitors at our assembly programs, and it is a credit to the student body when they are able to comment on the courtesy of the students toward speakers, performers, and guests.

INSURANCE

Students participating in Athletics, P.E., and Vo-Ag are encouraged to be covered by an insurance policy covering accidents. This can be on an existing policy from your parents or guardian or you can purchase school insurance.

ACTIVITY TRIPS

Students will go and return in the school bus or transportation provided by the school. Special arrangements may be made with the sponsor for the students to return from the activity with their parents. This should be taken care of prior to leaving for the trip.

ACTIVITY ABSENCE POLICY

The maximum number of activities, whether sponsored by the school or outside agency/ organization, which removes the student from the classroom shall be **ten (10)** for any one class period of each year. Excluded from this number are state and national levels of sponsored contests where the student has earned the right to compete, provided that the building principal shall approve all activities and athletic director shall approve all athletics events. The following is a list of criteria for earning the right to represent the school in state and national events.

I. **BAND/MUSIC:**

- a. Students who participate in any contest from which they advance to district, regional, and/ or state upon making qualifying score will not have this absence count against their ten-period total. This includes a regional marching contest and district concert contest.
- b. **STATE VOCAL CONTEST-** Student must receive a Superior rating at the Regional Contest.
- c. **STATE MARCHING CONTEST-** Must receive a 1 rating at the Regional Contest.
- d. **STATE FINALS IN WINTERGUARD-** Must win a District level.

- e. **STATE SOLO, ENSEMBLE, AND BAND CONTEST-** Must make a 1 rating at District level

II. **FFA/4-H:**

- a. **FFA/4-H KANSAS CITY CONFERENCE-** Be one of top 2 record book entries in the County.
- b. **NATIONAL HORTICULTURE CONTEST-** Must win at the state contest.
- c. **DISTRICT MEAT JUDGING CONTEST-** Must be one of the top 10 in the county contest.
- d. **COUNTY STOCK SHOW AND FAIR- Exhibitors** or competitors earn the right to compete by (1) preparation of an exhibit for county show or (2) preparation of themselves through training or study for personal competition.
- e. **STATE FAIR AND STATE LIVESTOCK SHOW-** State candidate for FFA Sweet-heart. Exhibitors must have exhibited at the county level.
- f. **STATE FFA CONVENTION-** Must be a delegate, State Office Candidate, and/or winner at the State or District for a State Award or Degree.
- g. **NATIONAL FFA CONVENTION-** Must be a national award or degree candidate or a junior in third year of Vocational Agriculture and selected to represent the local chapter.
- h. **NATIONAL OFFICE SOPHOMORE CONFERENCE-** Sophomore selected by the local advisor.

III. **ATHLETICS**

- a. **STATE PLAYOFFS-** Team advances by its finish in District, Regional, and Area Events.
- b. **REGIONAL GOLF TOURNAMENT-** Must be one of five team members chosen by participation and placing in scheduled matches and tournaments.
- c. **REGIONAL CROSS COUNTRY-** Must compete in 50% of invitational meets team attends.
- d. **STATE CROSS COUNTRY-** Must advance from Regional meet.
- e. **REGIONAL TRACK MEET-** If held during school day.
- f. **STATE TRACK MEET-** Must advance from Regional meet.

IV. **MISCELLANEOUS:**

- a. **TECHNOLOGY CENTER-** Any meet or contest at district level or above where a student has earned the right through participation in the classroom to attend those events.
- b. **STATE STUDENT COUNCIL CONVENTION-** According to the bylaws of the constitution and selection by sponsor of the student council.

NCAA DIVISION I AND/OR II ELIGIBILITY

Students who wish to receive athletic scholarship, practice, and compete as a freshman must meet the following requirements. If these standards are met, the incoming college freshmen will be categorized as a qualifier according to NCAA regulations for Division I and Division II.

1. All student-athletes must register with the NCAA Initial - Eligibility Clearinghouse. The certification process to determine whether a student is eligible for participation in Division

I or II should start by either the end of their junior year or early in their senior year in high school.

2. Students may receive or pick up in the Principal's office or the Counselors office, a Student Release Form to be completed by the school, student, and parent at the end of their junior year or early in their senior year before recruitment by a Division I or II school may begin. This form must have attached a current high school transcript for it to be valid. The Student Release Form must be sent to the NCAA Clearinghouse so that a student may be certified as eligible
3. To be certified by the NCAA Clearinghouse as a qualifier (can practice, compete, and receive athletics scholarship as a freshmen) student must:
 - a. **GRADUATE FROM HIGH SCHOOL-** Students should apply for certification before graduation, usually after their junior year. The NCAA Clearinghouse will issue a preliminary certification based on information available before graduation, so that the student is informed about any potential reasons that student may not be certified. Final certification will be issued only after receipt of a final transcript that includes proof of graduation.
 - b. **CAN CONVERT AND COMBINE SUBSCORES FROM AN 'SAT' TAKEN BEFORE APRIL 1, 1995 AND AN 'SAT' TAKEN APRIL 1, 1995 OR LATER TO ACHIEVE THE STANDARD;** A student also must have maintained a certain grade point average in at least 13 academic core courses taken during grades 9 through 12. Only courses that satisfy the NCAA definition of a core course are acceptable. Core courses must include:
 - 4 years of English
 - 2 years of Math (at least one year of Algebra and one year of Geometry) (or one year of higher-level mathematics course for which geometry is a prerequisite)
 - 2 years of Natural/Physical Science (including at least one laboratory science)
 - 2 years of Social Science
 - 1 year of additional core courses from English, Math, Natural/Physical Science
 - 2 years of additional core courses from English, Math, Natural/Physical Science, Social Science, Foreign Language, Computer Science, Philosophy, or Nondoctrinal (e.g. comparative) Religion.
 - c. The highest scores achieved on the verbal and mathematics section of the SAT or highest scores achieved on the four individual tests of the ACT may be combined to achieve the highest score.
 - d. The following core GPA in 13 courses meeting the NCAA core course definition with the corresponding ACT sum or SAT total is needed:

CORE GPA	ACT	SAT/SAT I
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	(New: Sum of Scores)	(New: Scoring System)
2.500 & Above	68	820
2.475	69	830
2.450	70	840-850
2.425	70	860
2.400	71	860
2.375	72	870
2.350	73	880
2.325	74	890
2.300	75	900
2.275	76	910
2.250	77	920
2.225	78	930
2.200	79	940
2.175	80	950
2.150	80	960
2.125	81	960
2.100	82	970
2.075	83	980
2.050	84	990
2.025	85	1000
2.000	86	1010

An incoming freshman will be considered a partial qualifier if the student does meet the standards listed below. A partial qualifier is eligible to practice at the institutions home facility during the freshmen year; will not be eligible to compete during freshman year; will be eligible

for three years of competition; and may receive institutional financial aid during freshman year; including athletic scholarship. The standards to be met to be considered a partial qualifier are:

- A. Graduate from school
- B. Must have same core courses listed for qualifier
- C. The following core GPA in 13 core courses with the corresponding ACT sum or SAT total score is needed. The core GPA and/or ACT sum or new SAT scores are:

CORE GPA	ACT*	SAT/SAT I
	(New: Sum of Scores)	(New: Scoring System)
2.750 & Above	59	720
2.725	59	730
2.700	60	730
2.675	61	740-750
2.650	62	760
2.625	63	770
2.600	64	780
2.575	65	790
2.550	66	800
2.525	67	810

*Previously ACT scores were calculated by averaging four scores. New standards are based on sum of scores.

An incoming freshman will be considered a non-qualifier if that student does not meet the standards in either the qualifier or partial qualifier categories. That student will not be able to practice or compete during freshman year; will be eligible for only three seasons of competition; and may receive institutional need-based aid only during freshman year, which may not be from an athletic source.

**WYNNEWOOD BOARD OF EDUCATION
WYNNEWOOD PUBLIC SCHOOLS
WYNNEWOOD, OKLAHOMA
POLICY STATEMENT**

FIRE AND TORNADO DRILLS

Instructions for fire and tornado drills have been carefully planned and the student will find a copy of these plans on the bulletin board of each classroom. Each teacher will go over these instructions with each class during the first week of school.

GRIEVANCE PROCEDURE

GRIEVANCE PROCEDURES FOR FILING, PROCESSING, AND RESOLVING ALLEGED DISCRIMINATION COMPLAINTS (STUDENTS & EMPLOYEES)

I. Definitions:

- A. Discrimination Complaint:** A written complaint alleging any policy, procedure or practice which discriminates on the basis of race, color, national origin, sex, or qualified handicap.
- B. Grievant:** A student or employee of the Wynnewood School District who submits a complaint alleging discrimination based on race, color, national origin, sex, or qualified handicap.
- C. Title VI, Title IX, and Section 504 Coordinator:** The person designated to coordinate efforts to comply with and carry out responsibilities under Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title VI of the Civil Rights Act of 1964, and other State and Federal laws addressing equal educational opportunity. The Title VI/IX/504 Coordinator is responsible for processing complaints.
- D. Respondent:** The person alleged to be responsible for the violation alleged in a complaint. The term may be used to designate persons with responsibility for a particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the complaint.
- E. Day:** day means a working day; the calculation of days in complaint processing shall exclude Saturday, Sunday and Holidays.

II. **Pre-Filing Procedures:**

- A.** Prior to filing a written complaint, the student or employee is encouraged to visit with an administrator and reasonable effort shall be made to resolve the problem or complaint.

III. **Filing and Processing Discrimination Complaints:**

- A. Grievant:** Submit written complaint to Title VI/IX/504 Coordinator stating name, nature and date of alleged violation; names of persons responsible (where known); and requested action. Complaint must be submitted within 30 days of alleged violation. Complaint forms are available in the superintendent's office.
- B. Title VI/IX/504 Coordinator:** Notifies respondent within 10 days and asks the respondent to: (1.) Confirm or deny facts. (2.) Indicate acceptance or rejection of student or employee's requested action, or (3.) Outline alternatives.
- C. Respondent:** Submits answer within 10 days to Title VI/IX/504 Coordinator.

- D. Title VI/IX/504 Coordinator:** Within 10 days of receiving respondents answer, Title VI/IX/504 Coordinator also schedules a hearing with the grievant, the respondent, and the superintendent.
- E. Superintendent, Grievant, Respondent, and Title VI/IX/504 coordinator:** Hearing is scheduled.
- F. Superintendent:** Issues within 10 days after the hearing a written decision to the student or employee, respondent, and the Title VI/IX/504 coordinator.
- G. Grievant or Respondent:** If the grievant or respondent is not satisfied with the decision, they must notify the Title VI/IX/506 coordinator within 10 days and request a hearing with the Board of Education.
- H. Title VI/IX/506 Coordinator:** Notifies the Board of Education within 10 days after receiving request. Title VI/IX/506 coordinator schedules a hearing with the Board of Education. Hearing is to be conducted within 30 days from the date of notification to the Board of Education.
- I. Board of Education, Grievant, and Title VI/IX/506 coordinator:** Hearing is conducted.
- J. Board of Education:** Issues a final written decision within 10 days after the hearing regarding the validity of the grievance and any action to be taken.

WYNNEWOOD INDEPENDENT SCHOOL DISTRICT NUMBER 38 OF GARVIN COUNTY, OKLAHOMA IS IN COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 504 OF THE REHABILITATION ACT OF 1973, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, AND OTHER FEDERAL LAWS AND REGULATIONS, AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, AGE, RELIGION, HANDICAP, OR STATUS AS A VETERAN IN ANY OF ITS PRACTICES, POLICIES, OR PROCEDURES. THIS INCLUDES, BUT IS NOT LIMITED TO ADMISSIONS, EMPLOYMENT, COMPENSATION, EDUCATIONAL SERVICES, PROGRAMS, AND ACTIVITIES.

Timothy Simpson is the coordinator of this district's efforts to assure nondiscrimination as stated above. **Mr. Simpson** may be reached at 702 East Kerr, telephone **665-2004**.

FERPA NOTIFICATION

ANNUAL NOTICE OF FERPA RIGHTS

On June 5, 1989 the School Board of Wynnewood Public Schools adopted a student records policies and procedures for the school district. This policy is designed to meet the provisions of the Family Educational and Privacy Act (FERPA). A copy of this policy will be kept in the superintendent's office, each principal's office, the junior high counselor's office, and the high school counselor's office. Copies may be obtained at the superintendent's office.

In the course of a child's education, the Wynnewood School District will keep records as deemed necessary to provide programs to meet his/her needs and interests. A parent has the right to inspect and review any and all records, files, and data related to his/her child. These records will be available for such review at any time during the regular school day. If you have any concern regarding the accuracy or appropriateness of any information or record maintained by the school, please do not hesitate to inform your child's principal of that concern.

It is the right of a student's parents and/or eligible student to seek correction of parts of the student's education record which he/she believes to be inaccurate, misleading, or in violation of the student's rights. This right includes the right to a hearing to present evidence that the record should be changed if the district decides not to alter it according to the parent or eligible student's request. The procedure for this is part of the student records policies and procedures policy.

It is the intent of the Wynnewood Public School District to limit the disclosure of the information contained in a student's educational records except:

- (1) by the prior written consent of the of the student's parent or the eligible student,**
- (2) as directory information, or**
- (3) under certain limited circumstances as permitted by the FERPA.**

The Wynnewood School District proposes to designate the following personally identifiable information contained in a student's education record as "directory information," and it will disclose that information without prior written contest:

- 1. The student's name**
- 2. The name of the student's parents**
- 3. The student's date of birth**
- 4. The student's class designation (i.e. first grade, tenth grade, etc.)**
- 5. The student's extracurricular participation**
- 6. The student's achievement awards or honors**
- 7. The student's weight and height if a member of an athletic team.**
- 8. The student's photograph**
- 9. The school or school district the student attended before he or she enrolled in the Wynnewood School District.**

In case a parent of a student, a student, or former student 18 years old, or a citizen of the Wynnewood School District believes that the district is violating the Family Educational Rights and Privacy Act (FERPA), that person has a right to file a complaint with the U.S. Department of Education. The address is:

**The Family Educational Rights and Privacy Act Office
U.S. Department of Education
Room 4511, Switzer Building
Washington, D.C. 20202
Phone Number: (202) 732-5058**

A translation will be provided for anyone not able to read and understand the policy or for anyone not able to read and understand English

ASBESTOS NOTIFICATION

Following a mandate issued by the United States Congress in 1986, the U.S. Environmental Protection Agency has established the Asbestos Hazard Emergency Act (AHERA) Rule. The AHERA Rules provide guidelines for the identification, monitoring, and management of Asbestos-Containing Materials (ACM) in all public and private schools from kindergarten through twelfth grades.

As a first step toward compliance with the AHERA Rules, we have employed the firm of GMA Environmental Management Group. GMA has completed the inspection process and has prepared a Management Plan which is pending review and approval by the Oklahoma State Department of Health.

The Asbestos Inspection and Management Plan is designed to identify any presence of ACM and to provide a program to control those materials and prevent any risks to building occupants. Asbestos-Containing Material were found to be present at **Wynnewood High School**.

All asbestos is inspected twice yearly and repairs are made as needed. The inspection results and the Management Plan are on file for public review and may be examined in the **Principal's office at 702 East Kerr** between the hours of **8:00 a.m. - 3:00 p.m.**

By our actions to comply with the AHERA Rule, we have taken every measure to continue to provide a safe and healthy environment for our students, employees, and patrons.

Further questions may be directed to the Wynnewood High School Principal at **665-2045** or by visiting the office at **702 East Kerr** between the hours of **8:00 a.m. - 3:00 p.m.**

DRUG FREE SCHOOLS STATEMENT

The Drug Free Schools and Communities Act Amendments of 1989 require a Local Education Association to certify to the U.S. Department of Education by 10-190, that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees in order to remain eligible for federal financial assistance of any kind. This policy is adopted by Wynnewood Public Schools to comply with this statutory directive.

Wynnewood Public Schools policy strictly prohibits the illegal use, possession, manufacture, dispensing or distribution of illegal drugs, controlled substances, 3.2 beer or alcoholic beverages in the workplace, on its premise, or as a part of any sponsored activity.

All students and employees must abide by this policy as a condition of enrollment or employment. Continuance of employment or enrollment following receipt of this policy constitutes acceptance of this policy by the employee or student.

Sanctions for violation of this policy include, but are not limited to, expulsion, termination of employment, referral for prosecution and/or completion of an appropriate rehabilitation program, at the individual's expense, to appropriate authorities for criminal prosecution.

HEALTH RISKS

Alcohol and other drug use represent serious threats to health and quality of life. With most drugs it is probable that users will develop psychological and physical dependence. The general categories of drugs and their effects are as follows:

Alcohol - Short term effects include behavioral changes, impairment of judgment and coordination, greater likelihood of aggressive acts, respiratory depression, irreversible physical and mental abnormalities in newborns (fetal alcohol syndrome) and death. Long term effects of alcohol abuse include damage to the liver, heart and brain, ulcers, gastritis, malnutrition, delirium tremens and cancer. Alcohol combined with other barbiturates / depressants can prove to be a deadly mixture.

Amphetamines/Stimulants - (speed, uppers, crank, caffeine, etc.) Speed up the nervous system which can cause increased heart and breathing rates, higher blood pressure, decreased appetite, headaches, blurred visions, dizziness, sleepiness, anxiety, hallucinations, paranoia, depression, convulsions, and death due to stroke or heart failure.

Anabolic Steroids - Seriously affect the liver, cardiovascular, and reproductive impotence in males.

Barbiturates/Depressants - (downers, Quaaludes, Valium, etc.) Slows down the central nervous system which can cause decreased heart and breathing rates, lower blood pressure, slowed reactions, confusion, distortion of reality, convulsions, and respiratory depression, coma and death. Depressants combined with alcohol can be lethal.

Cocaine/Crack - Stimulates the central nervous system and is extremely addictive, both psychologically and physically. Effects include dilated pupils, increased heart rate, elevated blood pressure, insomnia, appetite loss, hallucinations, paranoia, seizures, and death due to cardiac arrest or respiratory failure.

Hallucinogens - (PCP, angel dust, LSD, etc.) Interrupt the functions of the part of the brain which controls the intellect and instincts. May result in self-inflicted injuries, impaired coordination, dulled senses, incoherent speech, depression, anxiety, violent behavior, paranoia, hallucinations, increased heart rate and blood pressure, convulsions, coma, and heart and lung failure.

Cannabis - (marijuana, hashish, hash, etc.) Impairs short term memory, comprehension, concentration, coordination, and motivation. May also cause paranoia and psychosis. Marijuana smoke contains more cancer-causing agents than tobacco smoke. The way in which marijuana is smoked - deeply inhaled and held in the lungs for a long period - enhances the risk of getting cancer. Combined with alcohol, marijuana can produce a dangerous multiplied effect.

Narcotics - (smack, horse, Demerol, Percodan, etc.) Initially produce feelings of euphoria often followed by drowsiness, nausea, and vomiting. An overdose may result in convulsions, coma, and death. Tolerance develops rapidly and dependence is likely. Using contaminated syringes to inject such drugs may result in AIDS.

Tobacco/Nicotine - Some 170,000 people in the United States die each year from smoking-related coronary heart diseases. Some 30% of the 130,000 cancer deaths each year are linked to smoking. Lung, larynx, esophagus, bladder, pancreas, and kidney cancers strike smokers at an increased rate. Emphysema and chronic bronchitis are ten times more likely among smokers.

MODEL SCHOOL WELLNESS POLICY

Purpose: The link between nutrition, physical activity, and learning is well documented. Healthy eating and activity are essential for students to achieve their full academic potential, full physical and mental growth, and lifelong health and well-being. Healthy eating and physical activity, essential for a healthy weight, are also linked to reduced risk for many chronic diseases. Schools have responsibility to help students learn, establish, and maintain lifelong healthy eating and activity patterns. Well-planned and effectively implemented school nutrition and fitness programs have been shown to enhance students' overall health, as well as their behavior and academic achievement in school. Staff wellness also is an integral part of a healthy school environment since school staff can be daily role models for healthy behaviors.

Overall Goal: All students in the Wynnewood School District shall possess the knowledge and skills necessary to make nutritious food choices and enjoyable physical activity choices for a lifetime. All staff in the Wynnewood School District are encouraged to model healthful eating and physical activity as a valuable part of daily life.

To meet this goal, the Wynnewood School District adopts this school wellness policy with the following commitments to nutrition education, physical activity, and other school-based activities that support student and staff wellness.

NUTRITION GUIDELINES/STANDARDS

School Meals

- Per USDA Regulations 210.10 and 220.8, school lunches and breakfasts will meet menu-planning system guidelines as required by USDA.
- Per USDA Regulation 210.10, School lunches will provide $\frac{1}{3}$ of the recommended dietary allowance (FDA) for calories, protein, calcium, iron, vitamin A, and vitamin C as required by USDA.
- Per USDA Regulation 220.8, school breakfasts will provide $\frac{1}{4}$ of the RDA for calories, protein, calcium, iron, vitamin A, and vitamin C as required by USDA.
- Per USDA Regulations &210.10 and &220.8, the total calories from fat in school meals will be limited to 30 percent when averaged over one week.
- Per USDA Regulations &210.10 and &220.8, the total calories from saturated fat in school meals will be less than 10 percent when averaged over one week.
- Per USDA Regulations &210.10 and &220.8, school meals will meet the Dietary Guidelines for Americans.

Other Food Items Sold on School Campuses

- Per USDA Regulations &210, Appendix B, foods of minimal nutritional value (FMNV) are prohibited from being sold or served during student meal services in the food service area where USDA reimbursable meals are served or eaten.
- Per the Child Nutrition and WIC Reauthorization Act of 2004, beverage contracts will not restrict the sale of fluid milk products at any time during the school day or at any place on the school premises.
- Per Oklahoma Senate Bill 265 (effective school year 2007-2008), students in elementary schools will not have access to FMNV except on special occasions.
- Per Oklahoma Senate Bill 265 (effective school year 2007-2008), students in middle and junior high schools will not have access to FMNV except after school, at events which take place in the evening, and on special occasions.
- Per Oklahoma Senate Bill 265 (effective school year 2007-2008), diet soda, an FMNV will be available for sale at the junior high only in vending areas outside the cafeteria.
- Per Oklahoma Senate Bill 265 (effective school year 2007-2008), healthy food options will be provided at the high school and priced lower than FMNV in order to encourage students and staff to make healthier food choices.

NUTRITION EDUCATION

- Per USDA Regulations & 210.12 and & 227, nutrition education is offered in the school cafeteria as well as the classroom.

- Per Oklahoma Senate Bill 1627, the Healthy and Fit School Advisory Committee at each school site will study and make recommendations regarding health education, nutrition, and health services.

PHYSICAL ACTIVITY

- Per Oklahoma Senate Bill 1627, the Healthy and Fit School Advisory Committee at each school site will study and make recommendations regarding physical education and physical activity.
- Per Oklahoma Senate Bill 312 (effective school year 2006-2007), students in Grades K through 5 will participate in 60 minutes of physical activity each week.

SCHOOL BASED ACTIVITIES

- Per Oklahoma Senate Bill 1627, each school site will establish a healthy and fit school advisory committee that meets and makes recommendations to the school principal. The School principal shall consider recommendations made by the healthy and fit school advisory committee.
- Per the school district's child nutrition programs agreement, school meals may not be used as a reward or punishment.
- Per USDA Regulations &210.12 and &227, students and parents will be involved in the NSLP. Parent and student involvement will include menu planning suggestions, cafeteria enhancement, program promotion, and other related student community support activities.

This school Wellness Policy was adopted by the Board of Education of the Wynnewood School District at the regularly scheduled meeting on this, the 14th day of August in the year 2006.

SANCTIONS

Local, state, and federal laws provide for a variety of legal sanctions and penalties for the unlawful possession or distribution of illicit drugs and alcohol. These sanctions include, but are not limited to, incarceration and monetary fines.

Federal law provides rather severe penalties for distributing or dispensing, or possessing with the intent to distribute or dispense, a controlled substance, and penalties of a less severe nature for simple possession of a controlled substance. The type and quantity of the drug, whether the convicted person has any prior convictions, and whether death or serious injury resulted from use of the drug in question (this, however, is not a factor in a case of simple possession) all effect the sentence. For example, if it is your first offense (no prior convictions) and if less than 50 kilograms of marijuana involved, then you are subject to imprisonment of no more than 5 years, a fine of \$250,000 or both. If, however, all other factors are the same as in the previous example, but 50-100 kilograms of marijuana are involved instead of 50, you are subject to imprisonment of not more than 20 years, unless death or serious injury results from marijuana use, then you are subject to not less than 20 years to life, a fine of \$1,000,000, or both. While the penalties for simple possession are less severe, the first conviction still carries a sentence of up to a year imprisonment, a fine of at least \$100.00 but not more than \$1000, or both. With regard to simple possession, the number of convictions make both the minimum period of imprisonment and fines greater. Under special provision for possessions of crack, a

person may be sentenced to a mandatory term of at least 5 years in prison and not more than 20 years, a fine of \$250,000, or both.

State law provides similar penalties with regard to the simple possession, distribution, or possession with the intent to distribute a controlled dangerous substance. Simple possession of marijuana is a misdemeanor and carries a punishment of up to 1 year in the county jail. A second or subsequent conviction for simple possession of marijuana carries 2-10 years in the state penitentiary. Possession of marijuana with the intent to distribute is a felony and carries a punishment of 2 years to life in the penitentiary and a fine of up to \$20,000 for the conviction. A second or subsequent conviction carries a punishment of 4 years to life in prison and a fine of up to \$40,000. Depending on the quantity involved, a convicted individual could be sentenced under the Oklahoma "Trafficking in Illegal Drug Acts" which provides for much harsher penalties.

In addition, state law provides that possession or possession with the intent to consume 3.2 beer by someone under 21 years old in a public place is a misdemeanor punishable by fine not to exceed \$100.00 or by appropriate community service not to exceed 20 hours. Possession of other alcoholic/intoxicating beverages by someone under 21 years old in a public place is a misdemeanor punishable by imprisonment in the county jail for not more than 30 days, a fine not to exceed \$100.00 or both. There are also state laws concerning driving under the influence of alcohol and using a false driver's license to obtain 3.2 beer or other alcoholic beverages. Depending upon the number of previous convictions, or gravity of the circumstances, you may be convicted of a felony or misdemeanor for such an offense. It is most likely that you will also forfeit your driving privileges in the event you are convicted of such an offense.

Following are several local ordinances pertaining to narcotics, public intoxication, possession and transportation of intoxicating beverages:

(Narcotics)

Public Intoxication - Drinking in Public:

It shall be unlawful for any person who is drunk or in a state of intoxication to appear or be upon any street, alley, place of business or other public place, or for any person to drink intoxicating liquor or beverage in any street, alley, place of business or other public places within the city.

Possessions by Minors:

It shall be unlawful for any person under the age of twenty-one (21) years to consume or to be in possession of any intoxicating beverage while such person is upon any public street, road, or highway, or any public building or place.

Transporting in Opened Containers:

It shall be unlawful for any person to knowingly transport in any moving vehicle upon a public highway, street, or alley any intoxicating beverage, except in the original container which shall not have been opened and from which the original cap or seal shall not have been removed, unless the opened container is in the trunk or rear compartment which shall include the spare tire compartment in a station wagon or panel truck, or any outside compartment which is not accessible to the driver or any other person in the vehicle while it is in motion. If drugs are involved, the city will most likely defer to the state or federal authorities because their penalties are more severe. If alcohol is involved, the person may be convicted of violating both local and state law and punished according to both laws. Further information regarding these local, state, and federal laws may be found in the Principal's office and is available to students and

employees. Students and employees are encouraged to review this information. The above references, examples of penalties, and sanctions are based on relevant laws at the time of adoption of this policy statement. Such laws are, of course, subject to revision or amendment by way of the legislative process.

SOFTWARE POLICY

The Wynnewood Public Schools has established a computer software contract. This contract was created in order to protect the student as well as the school from copyright laws and from spreading viruses. This contract is valid for every classroom in the school. **Therefore, students will not be allowed to bring diskettes to school or take diskettes home.** Each student must sign this contract and also have it signed by a parent/guardian. Any student signing this contract agrees that they WILL NOT bring any software (diskettes or CD's) into the Wynnewood Public Schools. Also, a student MAY NOT take any software home. This contract is protecting the student, the school and the district by adhering to copyright laws and from spreading any viruses. Should any student commit any violation, access privileges may be revoked and school disciplinary and/or appropriate action may be taken.

INTERNET ACCEPTABLE USE POLICY

Definition and Purpose

The Internet is an electronic communications network which provides vast, diverse and unique resources. The goal of the Board of Education in providing this service to teachers, staff, and ultimately students, is to promote educational excellence in schools by facilitating resource sharing, innovation and communications. With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. There may be some material or individual communications which are not suitable for school-aged children. The Wynnewood School District views information gathered from the Internet in the same manner as reference materials identified by the schools. Specifically, the district supports resources that will enhance the learning environment with directed guidance from the faculty and staff. Exploration and manipulation of resources is encouraged. Ultimately the school staff, parents and guardians of minors are responsible for setting and conveying the standards that students should follow when using media and information sources. Wynnewood Schools support and respect each family's right to decide whether or not to allow their child to apply for access to the Wynnewood Net.

RIGHTS

Internet access is coordinated through a complex association of government agencies and regional networks. The operation of the internet relies heavily on the proper conduct of the users, who must adhere to strict guidelines. **Internet access is a privilege, not a right.** If a district user violates any of the acceptable use provisions outlined in this policy, his/her account will be terminated and future access will be denied.

1. ACCEPTABLE USE

A teacher must monitor the students using the internet.
Internet usage is restricted to use in school assignments.
Must be in accordance with district policy.
Must be consistent with the rules appropriate to any network being used/accessed.
Unauthorized use of copyrighted material is prohibited.
Threatening or obscene material is prohibited.
Distribution of material protected by trade secrets is prohibited.
Use for commercial activities is not acceptable.
Product advertisement or political lobbying is prohibited.
Chat room usage is prohibited.

2. PRIVILEGES

Access to the internet is not a right, but a privilege.
Unacceptable usage will result in termination and future access will be denied.

3. ETIQUETTE

Be polite.
Do not use vulgar or obscene language.
Do not reveal your address or phone number (or those of others).
Electronic mail is not private.
Abide by generally accepted rules of network etiquette and in accordance with the laws of the State of Oklahoma and the United States of America.

4. SECURITY

If you identify a security problem, notify a system administrator immediately.
Do not show or identify a security problem to others.
Attempts to log-in on another user will result in cancellation of privileges.
All log-in attempts by user must be signed on in-out sheet by user and teacher or supervisor.

5. VANDALISM/HARASSMENT

Vandalism - any malicious attempt to harm or destroy data of another user will not be tolerated. Any questionable action will result in the cancellation of user privileges.
Harassment - the persistent annoyance of another user or the interference in another user's work, or the sending of unwanted mail will result in the cancellation of user privileges.

6. PENALTIES

Any user violating these provisions, applicable state and federal laws, or posted classroom and district rules is subject to loss of network privileges and any other district disciplinary options, including criminal prosecution.
School and district administrators will make the determination as to what constitutes unacceptable use. The Wynnewood Board of Education will make the final determination as to what constitutes unacceptable use. Their decision is final.

INTERNET ACCESS CONDUCT AGREEMENT

The Wynnewood School District makes no warranties of any kind, expressed or implied, for the service it is providing. The Wynnewood School District will not be responsible for any damages a user may suffer, including loss of data. The district will not be responsible for the accuracy or quality of information obtained through this internet connection.

All terms and conditions as stated in board policy are applicable to all users of the network. These provisions reflect an agreement of the parties and shall be governed and interpreted in accordance with the law of the State of Oklahoma and the United States of America.

I understand and will abide by the Wynnewood School District Internet Acceptable Use Policy. I further understand that any violation of this Internet Acceptable Use Policy is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary and/or appropriate legal action may be taken.

E-MAIL POLICY

1. All email will be received or sent on service provided by the school. Hot-mail, Yahoo, etc. services are expressly forbidden for student use.
2. All e-mail is subject to review by school personnel. Students violating e-mail or Internet policy will subject themselves to disciplinary procedures. This will include but not be limited to suspension of e-mail privileges
3. Use of e-mail by students will be limited by school personnel at designated times set by such personnel.
4. This policy is in force for any and all computers in the Wynnewood Public School district.
5. This policy will not negate any previous policy set by the Wynnewood Board of Education.

FLOWER DELIVERIES

It is the policy of the Wynnewood Public Schools that flowers, candies, balloons, etc., may be delivered to schools with the approval of the administrator. The administrator will determine exceptions to policy.

NO CHILD LEFT BEHIND

Section 1111 (6) (A)-QUALIFICATIONS - At the beginning of each school year, a local educational agency that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following:

- (i) Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
 - (ii) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
 - (iii) The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
 - (iv) Whether the child is provided services by paraprofessionals and, if so their qualifications.
- According to the Act the information listed above must only be provided to parents, who request

the information. The LEA/school site must notify parents that they have the right to request the information.

Schools must however provide the following information to parents.

- Information on the level of achievement of the parent's child in each of the State academic assessments.
- Timely notice that the parent's child has been assigned, or has been taught for 4 or more consecutive weeks by, a teacher who is not highly qualified.

The Act also requires that this information be provided to parents, to the extent practicable, in an understandable format and in a language that parents can understand.

WYNNEWOOD HIGH SCHOOL ATHLETIC LETTERING POLICY

To letter in Athletics at Wynnewood High School, each student must make a commitment to the sports in which they participate. This commitment consists of having the desire, attitude, and the time necessary to be part of Wynnewood Athletics.

The following will be expected of each athlete to letter in the sport they are playing:

1. Since practice is essential in each sport, consistent attendance at practice will be expected from each athlete.
2. The athlete must attend all games/meets/matches unless injuries, sickness, or emergency situations approved by the coach keep the participant from competing.
3. The state play-off system is the final exam for all sports. Each participant will be expected to compete unless injury and/or sickness as determined by a doctor, or extreme emergency situation approved by the coach keeps the participant from attending.

If at any time the participant quits or is dismissed from a sport, he/she will not letter in that sport.

ATHLETE ACCOUNTABILITY

Athletes will be graded according to the following areas: Preparedness, Willingness to Work, Cooperation, Dependability and Improvement. The athlete can score 0-20 points in each area, there will be a 2-point deduction for each violation within an area. The areas will be totaled: 100 being the best and 0 being the worst.

Dear parent:

The school system assumes no financial responsibility for medical cost of an accident occurring to a student while participating in a sport or other school activities. An accident insurance program is offered for your convenience. Neither the school nor any school official is compensated by the Insurance Company. We have selected an insurance company that provides student accident insurance through approximately 400 school districts in Oklahoma.

WYNNEWOOD BOARD OF EDUCATION	EHDF
<p style="text-align: center;">ONLINE INSTRUCTION</p> <p>Online instructional programs offered for instructional purposes and/or high school credit shall be approved by and under the supervision of the Wynnewood Board of Education. The proposed course(s) may be evaluated by the State Department of Education.</p> <p>Definitions</p> <p>Synchronous instruction occurs when the instructor and student's primary interactions are in real-time. Regular classroom instruction is synchronous instruction, as well as two-way interactive video. Web-based instruction that requires real-time interaction between student(s) and instructor as the primary format of instruction is also synchronous instruction.</p> <p>Asynchronous instruction is not dependent on instructor and student interaction in real time. Asynchronous instruction allows the student to engage in learning activities anywhere at any time. For instruction to be considered asynchronous, the primary format of instruction does not depend on real-time interaction of the participants.</p> <p>Supplemental online course is an online program that allows students who are enrolled in a public school to supplement their education by enrolling part time in online courses that are educationally appropriate for the student, which are equal to the equivalent of classroom instruction time required by student attendance and participation in the district.</p> <p>Educationally appropriate means an instructional delivery method best suited for an individual student to advance the student's academic standing toward meeting the learning expectations of the district and State graduation requirements for the student. The determination of educationally appropriate will be made at the local school district level.</p> <p>Web-based instruction uses the World Wide Web as the primary medium of instruction, with a computer serving as the primary tool of instruction. Web-based instruction may be synchronous or asynchronous.</p> <p>Two-way interactive video instruction provides for real-time (synchronous) interaction between student(s) and instructor by means of an electronic medium that provides for both audio (sound) and video (sight) signal. Students and instructors participating in two-way interactive video instruction may both see and hear each other in an approximation of real-time.</p> <p>Guidelines</p> <p>Prior to offering an online instructional course, the board of education shall comply with the following guidelines recommend by the State Department of Education:</p> <ol style="list-style-type: none"> 1. Web-based and two-way interactive video instruction shall be viewed as methods by which the school district can expand the course offerings and access to instructional resources. These technologies should not be viewed solely as substitutes for direct, face-to-face student and teacher interactions, but as a means of expanding the ability of the district to bring the world of knowledge to the students. 2. The board of education will grant students credit for completion of courses offered by means of online instruction. School district policies governing grading scales and credits earned shall be applied to Oklahoma Supplemental Online Course Program courses under the same criteria as courses offered by the school district. A grade assigned for course credit that was completed through the supplemental online program shall be treated the same as any other course offered by the district. 	
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ONLINE INSTRUCTION (Cont.)

3. Only students who are enrolled in this district will be granted access to supplemental online courses.
4. Requests for enrollment in supplemental online courses shall be as follows:
 - a. Interested students shall be required to fill out a request for enrollment in supplemental online course(s) form.
 - b. The principal or designee shall evaluate the application and determine whether the supplemental online course is educationally appropriate for the student.
 - c. If the supplemental online course is not deemed to be educationally appropriate, notification shall be provided to the student in writing as to the reasons in support of the principal's recommendation and the student shall be afforded the opportunity to appeal the principal's decision to the local school board. The decision of the local board with regard to whether a course is educationally appropriate is final and nonappealable. A copy of the notification shall be provided to the Director of Instructional Technology at the State Department of Education.
5. If enrollment in the supplemental online course is allowed, the principal shall appoint a certified staff member to serve as the building level contact person to assist students enrolling in on-line courses and to serve as a liaison to the on-line teachers and provider(s). Students shall have a grace period for withdrawal from a supplemental online course of fifteen (15) calendar days from the first day of a supplemental online course enrollment without academic penalty. A written request for withdrawal should be provided to the principal from the student prior to the expiration of the fifteen (15) day period.
6. Students earning credit by means of online instruction shall participate in require state-level academic assessments in the same manner as other regularly enrolled students within the district. No student shall be allowed to participate in these assessments at a place other than the school site at which the student is enrolled.
7. Courses offered for credit by means of online instruction shall be aligned with the Priority Academic Student Skills (PASS).
8. Student progress shall be monitored on a weekly basis by the supplemental online course provider. Attendance/participation in a supplemental online course shall be monitored in accordance with local district policy and determined by documented student/teacher/course interaction that may include, but is not limited to, online chats, emails, posting/submission of lessons. The student may be counted "present" or "in attendance" when the supplemental online course provider provides evidence of student/teacher/ course interaction that demonstrates student progress toward learning objectives and demonstrates regular student engagement in course activity. Supplemental online course providers shall make available to students, parents, and the school district reports that reflect daily attendance/participation, progress reports, and grades. Such attendance/participation reports, progress reports, and grades shall be provided on a regular weekly basis to parents and the school district via electronic format. The district will review progress reports and grades twice per month.
9. The security of individual student data and records shall be maintained and receive the same protection afforded students under state and federal laws. No individual student data obtained through participation in online instruction courses shall be used for any purposes other than those that support the instruction of the individual student.

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<p>ONLINE INSTRUCTION (Cont.)</p> <ol style="list-style-type: none"> 10. District level aggregated data obtained through participation in online instruction courses shall be utilized for education purposes only and shall not be provided to commercial entities. 11. All federal and state statutes pertaining to student privacy, the posting of images on the World Wide Web, copyright of materials, Federal Communications Commission rules pertaining to the public broadcasting of audio and video, and other such issues shall be adhered to by the district. (See cross-referenced policies concerning these issues.) 12. Prior to the beginning of instruction, cooperating school districts sharing courses by means of two-way interactive video technology shall, by means of contractual agreement, address such issues as the instruction costs, bell schedules, school calendars, student behavior, teacher evaluation, textbooks, class periods, student grades and grading policies, teacher load, and instructor employment. 13. Contractual agreements shall be established between the school district and parent(s), or legal guardian, of students participating in alternative instructional delivery system courses prior to the beginning of instruction. These contracts may address such issues as grading criteria, time allotted for course completion, student attendance, and the responsibility for course costs and equipment. 14. Instructors of online courses shall be: (a) certified in Oklahoma or another state to teach in the content area of the course offered, or (b) a faculty member at an accredited institution of higher education, possessing the specific content expertise necessary to teach the course. 15. Students at remote sites who participate in the online courses offered by the district will be responsible for providing their own equipment and Internet access. 16. Annually, the board of education shall establish fees or charges for the provision of alternative instructional delivery system courses. The district shall not be liable for payment of any fees or charges for any online course for a student who has not complied with district policies and procedures. <p>REFERENCE: 70 O.S. §1-111</p> <p><i>A POLICY ON THIS SUBJECT IS REQUIRED BY LAW.</i></p>	
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<p style="text-align: center;">STUDENT/PARENT (GUARDIAN) CONTRACT DISTANCE LEARNING CLASSES</p> <p>On-line Internet-based courses and interactive two-way video courses (distance learning) offer methods for school districts to provide courses that normally would not be offered to students. Because of the uniqueness of these distance-learning classes, students enrolled in these courses are expected to demonstrate high standards for behavior. The purpose of this form is to make both students and parents/guardians aware of the standards and guidelines for distance learning classes.</p> <p><u>On-line Internet-based Courses</u></p> <p>Students participating in on-line Internet-based courses will be accessing course material through logging onto a secure website on the Internet. These courses are equivalent to courses that would be delivered by a teacher in a classroom and have the same requirements as any other class.</p> <p>Students are expected to attend and participate in on-line courses as fully as they would attend and participate in a traditional classroom course. All assigned work should be completed in a timely fashion, and students must actively participate in any scheduled on-line discussions.</p> <p>Students may communicate with their on-line teacher by using e-mail, instant messaging, or telephone.</p> <p>Students are required to log in and perform work in their on-line course(s) as directed by the school district. The district has the ability to monitor the number of hours spent in the course and lessons completed.</p> <p>Requirements regarding a specific schedule to which the student should adhere will be discussed with the student upon enrollment in the on-line course(s).</p> <p>If a student fails to log in and participate in the student's on-line course(s) for 72 hours, the school will contact the student's parent or guardian. If the student isn't progressing successfully by the end of the first 30 days, the student may be dropped from the course.</p> <p>Grades assigned represent the student's accomplishments and the degree to which the student has met the course requirements. Course requirements include such aspects as participation and effort; homework; responsibility, as reflected in timely preparation for on-line coursework; and growth and achievement in content, skills, and knowledge, as reflected in assignments and projects. The final grade for the semester will reflect overall performance in the course.</p> <p><u>Interactive Two-way Video Courses</u></p> <p>Students at remote (non-teacher) sites are expected to demonstrate a high level of self-discipline. Students are expected to maintain exemplary behavior while in the distance learning classroom.</p> <p>Electronic monitoring and recording are a part of the distance-learning classroom. Students and parents must sign the Telecommunications Release Form. Any recorded data is subject to all copyright laws.</p> <p>Special classroom rules include:</p> <ol style="list-style-type: none"> 1. Students at remote sites must be within the camera's view at all times. 	
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<p>STUDENT/PARENT (GUARDIAN) CONTRACT, DISTANCE LEARNING CLASSES (Cont.)</p> <ol style="list-style-type: none"> 2. Students must follow the classroom rules of the teacher from the sending site. 3. Students may operate classroom equipment only with the instructor's permission. 4. The teacher at the sending site will establish the attendance and grading practices and assign grades for all students enrolled in the course in accordance with the policies of the sending district. 5. The distance learning classroom teacher will have the same rights of access to student records as other teachers of record. 6. Violation of these rules may, depending on the act, result in any of the following: <ol style="list-style-type: none"> A. Student's parent/guardians and principal will be informed of the violation. B. Student may be removed from class, with possible loss of credit. C. Student is subject to disciplinary action according to the local school's student handbook and policies. <p>I have read, understand, and agree to the above:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 45%; text-align: center;"> <hr/> Student's Signature </td> <td style="width: 10%; text-align: center;"> <hr/> Date </td> <td style="width: 45%; text-align: center;"> <hr/> Parent/Guardian's Signature </td> <td style="width: 10%; text-align: center;"> <hr/> Date </td> </tr> </table>			<hr/> Student's Signature	<hr/> Date	<hr/> Parent/Guardian's Signature	<hr/> Date
<hr/> Student's Signature	<hr/> Date	<hr/> Parent/Guardian's Signature	<hr/> Date			
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