

MCGEHEE JUNIOR/SENIOR HIGH SCHOOL HANDBOOK

EQUITY STATEMENT

Assignments of personnel and students to classes, organizations, clubs, and activities, as well as participation therein, are made without regard to sex, race, place of national origin, or socioeconomic status in a nondiscriminatory manner.

HANDBOOK REVISION COMMITTEE

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FOREWARD

The material in this handbook is published to familiarize students with the regulations, organizations, and student activities of our school and to serve as a reference for all students, teachers, and parents. It is prepared for you, and we hope that you will make frequent use of it.

It is our sincere desire that this handbook may be a means of bringing closer understanding among teachers, students, and parents, so that by working together we may accomplish greater things.

To new students who come to Conner Junior High and McGehee High School, this book brings you assurance of welcome and goodwill. May your time here be happy and gainful.

HIGH SCHOOL CODE OF ETHICS

1. To develop a school loyalty and spirit which will be recognized by everyone with whom I come in contact.
2. To be known as one whose honor is trusted and who is capable of accepting responsibility.
3. To be a true sportsman, to be able to lose the game and contest or the argument, but never lose my smile or my courage, and not blame others for my shortcomings.
4. To use my opportunity to get an education to the best of my ability so that I may be better fitted to do service for myself and others.
5. To be able to scorn personal success which I might achieve by unfair advantage of my schoolmates.
6. To make my aim and goal "above the average," realizing that the person who aims low seldom attains success.

7. To act openly and honestly, to search for truth and uphold it, and to respect law and authority shall be my goal and purpose.
8. To strive constantly to control myself in thoughts, words, and actions so that I may acquire the fundamental habits of character formation.
9. To be willing to give some of my time to any worthy cause or activity which may promote the welfare of the school, community, and state.
10. Finally, to strive to achieve these high purposes realizing that the fulfillment of them will aid materially in making me an exemplary student and citizen.

SCHOOL COLORS AND MASCOT

The colors of McGehee High School are red and white. These are used in all letters given by the school and on uniforms worn by athletic teams, cheerleaders, and band. The “red” represents seriousness, courage, dignity and restraint. The “white” represents honesty, friendship, and truth. These colors give rich and full meaning to our school life. The school mascot is the Owl.

ALMA MATER

Our Alma Mater We Proclaim
Her Honor Glory Shall Remain;
Cherished In Our Hearts She'll Be
The Pride Of Youth, Of Memory.
Noble Banner, Red And White,
Is Coupled With Our Owl Of Might;
Alma Mater, Our Success,
We'll Sing Your Praise, Our MHS.

STRIVING FOR EXCELLENCE THROUGH PRIDE MISSION STATEMENTS

Junior High

Our school's mission is to educate all students to their highest level of academic performance while fostering positive growth in social and emotional behaviors and attitudes.

We accept the responsibility to teach all students regardless of their previous academic performance, family background, socioeconomic status, race or gender.

High School

The staff of McGehee High School believes that all students can learn regardless of previous academic performance, family background, socioeconomic status, race or gender.

Our purpose is to develop students who
- strive for individual excellence

- demonstrate respect for the rights of others
- are valuable, healthy, productive members of society
- are life-long learners

We share with our community the responsibility for the education of all students so that they will be prepared to live and work in a rapidly changing world.

SCHOOL DIRECTORY

Superintendent of Schools	222-3670
High School Principal	222-5026
Counselor	222-5103
Athletic Director	222-5026 or
.	222-3883
Band Director	222-4820
Choir	222-3600
Gym	222-3883
High School Office	222-5026
Junior High School Office	222-3600
Junior High Counselor	222-4403

REGISTRATION

The principal will meet with the parent/guardian to approve enrollment of a student. The counselor will register approved students in the counselor's office. No student shall be enrolled at McGehee Junior High or McGehee High School who has been suspended or expelled from another school for the time set forth in the action. Example—Remainder of semester, remainder of year.

TEXTBOOKS

Free textbooks will be issued to students by the following procedures:

1. All books lost or damaged must be paid for before a new book is issued or before grades can be received.
2. When transferring or withdrawing from this school, a student must check in all books including the handbook.
3. The student handbook will be assigned to each student. A student will be charged to replace the handbook.

BOOKS BAGS

Book bags or backpacks must be transparent or mesh.

MEDIA CENTER

The media center is provided for the use of all students. Books, magazines, and other media are not to be removed from the media center unless they have been properly checked out.

CAMPUS VISITORS

Those who wish to visit the school and/or a student should report to the principal's office immediately upon arrival. No students from other schools may visit unless cleared through the office. Loitering on campus by unauthorized visitors is punishable by fine in Municipal Court and will be strictly enforced.

CLOSED CAMPUS

McGehee School operates on a closed campus policy. Students must remain on campus not only for regular class periods but also during lunch and study hall unless a parent comes to the office and checks his/her child out. Students may not leave campus after arriving unless they have gone through the check-out procedure as outlined by the administration. Upon return to campus, students must sign in at the office. Students leaving the campus without going through proper check-out procedures will be considered truant, and disciplinary action will be taken. Food may not be delivered to campus except in the case of a special needs situation. Clearance must be made prior to delivery.

CHECK OUT PROCEDURES

Students may check out of school and leave campus under the following conditions:

1. Must contact a parent, guardian, or other person specified in writing by the parent (not to exceed three) and secure permission verified by the office.
2. Student of parent must sign out in the office on forms provided.
3. No “blanket” check outs.

Consequence:

Students who do not follow this policy shall be considered truant. See Truant Policy. *Principal is authorized to override check-out procedure if deemed necessary.

TELEPHONE

Students may use the office phone for emergency purposes only. Please be responsible and take care of matters that can be taken care of at home. The school phone is a business phone and will be used as such. Approval must be granted through the office for telephone use.

HEALTH SERVICES

The objective of these services is to help students attend school each day. Education, prevention, and

protection are used in an effort to attain this objective. The school nurse serves as liaison between the home, the school, and the community resources for health services. No pupil is to go to the nurse without a pass. Extreme emergencies constitute the exception to this.

The office maintains first aid supplies for use when a student becomes ill or hurt during the school day. A health room is located in Conner Junior High for emergencies during the school day. If a student has a temperature, is noticeably ill, or is injured, parents will be called to pick up the student.

To appraise and identify the health needs of students, the school nurse will perform screening tests such as vision, hearing, height, weight, scoliosis, head lice and blood pressure.

Over-the-counter medicine is not administered at school.

The school district has no-nit policy concerning head lice.

REPORT CARDS

Report cards are given to the student at the end of each nine-week period. Progress slips will be given at the middle of each nine-week period. Two parent/teacher conference days will be scheduled during the school year.

GRADING

Grades assigned to students for performance in a course shall reflect only the extent to which the student has achieved the expressed academic object of the course.

The state mandated grading scale will be used:

	<i>A. P. Courses</i>	<i>Regular Courses</i>
A	90-100 =5 points	=4 points
B	80-89 =4 points	=3 points
C	70-79 =3 points	=2 points
D	60-69 =2 points	=1 point
F	0-59 =0 points	=0 points

Semester grades will be determined as follows:

1. The first nine weeks grade, which will count 2/5 of the total
2. The second nine weeks grade, which will count 2/5 of the total
3. The semester test grade, which will count 1/5 of the total

SPECIAL NOTES FOR HIGH SCHOOL STUDENTS

1. Students may replace a D or F by repeating the same course and earning a higher grade. Courses may be repeated one time to receive a higher grade.
2. Any student who received an "I" from a teacher in any subject shall have no more than two weeks to contact the teacher, determine work to be made

up, and take such action as is necessary to remove the “I” from the record. If the work is not accomplished within two weeks, or an amount of time as determined by the teacher of the class through a contact or written agreement, the “I” shall be registered as an “F”.

3. Anyone who drops a course after three (3) weeks into the semester receives an F in that course. Certain circumstances can allow this to be voided.
4. Students have one (1) week after school starts to change their schedules.
5. Students will receive the following grade classifications with these credits:
 - Sophomore 5 credits
 - Juniors 10 credits
 - Seniors 15 credits*

*Must also be currently enrolled in senior English
6. For parents to obtain a copy of grades, a three (3) day notice must be given.

ADVANCED PLACEMENT

McGehee School District will honor A. P. courses completed by transferring students using the state mandated grading scale.

CONCURRENT CREDIT

Students in 9-12 who choose to take college courses will receive credit at McGehee High School. A committee will review all concurrent courses to determine where credit will be given. The principal and/or counselor will evaluate and recommend students who participate in the concurrent program

HONOR ROLL AND MERIT ROLL

Any student who maintains all A's for the nine weeks will be named to the honor roll. Any student who maintains all A's and B's for the nine weeks will be named to the merit roll.

CURRICULUM

In order to be designated as an honor graduate, students must have accumulated a 3.5 grade point average at the end of the eighth semester and have completed the following curriculum as well as any courses required by the state:

HONORS CURRICULUM CLASSES OF 2005 AND 2006

English (4 credits)	English I
	College Prep English II
	College Prep English III
	College Prep English IV

Science (4 credits)	*Physical Science *Biology *Chemistry Physics Physiology *Required
Social Studies (4 credits)	Civics/Arkansas History World History CP American History Government/Economics
Mathematics (4 credits)	Algebra I Geometry Algebra II Trigonometry *Calculus *Required for students who take algebra I in the eighth grade
Foreign Language (2 credits)	Spanish I Spanish II
Technology (1 credit)	Word Processing I/II or Computer Business Applications
Fine Arts (½ credit)	Art Band Choir Drama

Music Appreciation
Survey of Fine Arts
Oral Communications (½ credit)
Physical Education/Health (1 credit)
Electives (2 credits)

**HONORS CURRICULUM
CLASS OF 2007**

2005

English	Pre AP English II
Mathematics	Algebra II or Geometry
Science	Advanced Biology
Social Studies	Pre AP World History

2006

English	College Prep/ AP English III
Mathematics	Pre Cal/Trig or Algebra II
Science	Chemistry/Physiology/ AP Physics
Social Studies	AP American History

2007

English	College Prep/ AP English IV
Mathematics	AP Calculus or Pr/Cal Trig
Science	Chemistry/Physics
Social Studies	Government/Economics

**HONORS CURRICULUM
CLASS OF 2008**

2005

English	Pre AP English I
Mathematics	Algebra I or Geometry
Science	Physical Science
Social Studies	Pre AP Civics/AR History

2006

English	Pre AP English II
Mathematics	Geometry or Algebra II
Science	Advanced Biology
Social Studies	Pre AP World History

2007

English	College Prep or AP English III
Mathematics	Algebra II or Pre Cal/Trig
Science	Chemistry/Physiology
Social Studies	AP American History

2008

English	College Prep or AP English IV
Mathematics	Pre Cal/Trig or AP Calculus
Science	Chemistry, AP Physics, Physiology
Social Studies	Government/Economics

A total of twenty-three (23) credits are required for honor graduates. For a student to be valedictorian or salutatorian, he/she must be an honor graduate.

Students must be continuously enrolled at McGehee High School the last two semester without

transferring during this time to be considered in class ranking or eligible for valedictorian or salutatorian status.

Core Curriculum

State-mandated requirements:

- 4 units English
- 3 units math
- 3 units science
- 3 units social studies
- .5 unit fine arts (Any music or art class counts as a fine art-band, choir, Art I, music appreciation, survey of fine arts)
- 1 unit health/P.E.
- .5 unit oral communications

Plus electives to equal twenty-two (22) credits. (The state requires twenty-one [21]. Our school board made the local requirement twenty-two [22].)

The following courses, plus a 2.75 GPA, are required for a college prep diploma seal.

- 4 units English
- 3 units science (two (2) units must be biology , chemistry, or physics)
- 3 units math (Algebra I, Algebra II, and geometry)*
- 1 unit CP American history
- 1 unit world history
- 1 unit civics or Arkansas history
- 1 unit government/economics

Plus electives equal to twenty-two (22) credits.

*Beginning with the class of 2004, students must have four (4) years of math for unconditional admission to college.

*Students completing three (3) courses in one Workforce Education area will be considered a completer by Workforce Education.

SPECIAL EXCEPTIONS

Band, Choir and Drama:

Students will receive .5 credit per year. Students must remain enrolled the entire year to receive any credit.

ARKANSAS ACADEMIC CHALLENGE SCHOLARSHIP

Required courses:

Chemistry or physics
Spanish I and II
4 units English
4 units math

COURSE OFFERINGS

HIGH SCHOOL

9th Grade

English

English I

Chapter English I

10th Grade

English

College Prep

English II

General English II

Chapter English II

Math

Algebra I

Geometry

Algebra A**(must be followed by Alg. B)*Algebra B

Science

Physical science

Social Studies

Civics/Arkansas history

Required

Health/P.E.

Math

*Geometry

*AlgebraII

Science

Biology

General Biology

Social Studies

World history

Geography

Required

Oral Communications/Fine Arts

11th Grade**English**

College Prep English III

General English III

Chapter English III

Math

*Algebra II

*Trigonometry

*Geometry

*Investigating Geometry

Science

*Physiology

*Chemistry

*Physics (on odd numbered years)

12th Grade**English**

College Prep English IV

General English IV

Chapter English IV

Math

*Algebra II

*Trigonometry

*Geometry

*Investigating Geometry

*Calculus

*Transition to College Math

Science

*Physiology

*Chemistry

*Physics (on odd numbered years)

Environmental Science	Geology/Astronomy
Social Studies	Social Studies
American History	Government/Economics
CP American History	Geography

*These courses have prerequisites.

ELECTIVES *A slash (/) denotes semester
course

Agriculture

*Agriculture science technology

Courses other than the one listed above change yearly.

Ag Mechanics/Greenhouse

Ag Mechanics B/Intro to Horticultural Science and Ag

Ag Structures/Greenhouse

Athletics

Senior boys; senior girls; cheerleading; dance team

(Register in the fall for athletics if you plan to participate
in spring sports only.)

Business

*Keyboarding/Keyboarding Applications

*Required before any other computer class can be
taken.

Word Processing I and II
Computerized Business Applications
Desktop Publishing/Multimedia
Accounting I
Accounting II
Office Management

Fine Arts

Art I
Art II
Survey of Fine Arts
Semester course—paired with Oral Communications
Drama
Beginner Band (½ credit per year)
Students must own their own instruments.
Music Appreciation
Semester course, paired with Oral Communications
Choir (½ credit per year)

UAM College of Technology

Agriculture Apprenticeship
This course is taught two hours daily. Students are required to work after school at an agriculture related job. Students participating in the summer program will receive a credit. The class is open to students in grades 10-12.

Automotive and welding (11th and 12th grades)

First year students attend classes 1st and 2 periods.

Second year students attend classes 6th and 7th.

Nursing

Introduction to Medical Professions

Journalism

Journalism I (9-12 grades)

Journalism II (10-12 grades)

Language

Spanish I and II

To be eligible for Spanish I, a student must have previously demonstrated success in English, preferably with a grade of A or B. Students with lower English grades may be admitted to Spanish I with the recommendation of their English teacher and the school counselor. Students must have the recommendation of the Spanish teacher to take Spanish II.

Vocational

Family Consumer Science (11th and 12th grade only)

Family Dynamics (9th and 10th grade only)

Food Nutrition/Food Science (11th and 12th grade only)

JUNIOR HIGH

7th Grade

Criteria for 7th grade pre-algebra

In order for a student to take pre-algebra in the 7th grade, he/she must meet two (2) of the three (3) guidelines that follow:

1. Recommendation of 6th grade math teacher.
2. "A" average in math for the 6th grade year.
3. 75 percentile or higher in math on the Stanford 9 Achievement Test.

All other students will take general math in the 7th grade.

7th Grade

Required

English
Math or Pre-Algebra
Life Science
Geography
Health/Physical Education

Reading

Electives

Girls' Athletics -7
Boys' Athletics
Band
Beginning Band
Jr. Choir

8th Grade

Required

English
Pre-Algebra or Algebra I
Earth Science
American History
Keyboarding/Intro to Computers (one semester each)
Career Orientation (one semester)

Electives

Jr. Girls' Athletics
Jr. Boys' Athletics
Band
Beginning Band
Jr. Choir
East Lab

Art
Dance Team
Jr. Cheerleading
Family Life Skills
(semester course)

If a student takes Algebra I in 8th grade, he/she will be required to take four (4) years of math in high school. Algebra I in 8th grade will not count as a math credit; it will count toward the total number of credits required for graduation. For a student to be an honor graduate, he/she will be required to take geometry in 9th grade, and calculus in 12th grade. If a student waits until 9th grade to take algebra I, he/she can still be an honor graduate by taking geometry in 10th grade, Algebra II in 11th grade, and trigonometry in 12th grade.

8th Grade Algebra I Selection and Placement

Students must meet three (3) of the four (4) following guidelines in order to take 8th grade Algebra I:

1. Algebra prognosis test - 75% or better
2. Stanford 9 national percentile in math - 75% or better
3. Yearly math average of A in 6th and 7th grade math
4. Recommendation from 6th and 7th grade math teachers (Teachers will complete rating sheet, and a student must have an average of three [3] or above.) Recommendations will be kept confidential.

Requirements for 9th grade geometry.

1. A student must complete 8th grade Algebra I with at least 85% second semester (any student who scores between 80 and 85 will be considered on an individual basis).

A student not meeting this requirement will retake Algebra I as a 9th grader.

TRANSFER POLICY

Students transferring from a school accredited by the State Department of Education to another school accredited by the State Department of Education shall be placed into the grade according to credit requirements at McGehee High School.

Any student transferring from another school not accredited by the State Department of Education shall have ten (10) working days to produce official records. The student will be assessed to determine grade placement.

Grades will be accepted as they appear on the certified transcript from an accredited school. Courses not offered by McGehee High School will be counted regular elective courses on a 4 point scale.

Students must be continuously enrolled at McGehee High School the last two semesters beginning the first week of school year without transferring during this time to be considered in class ranking or eligible for valedictorian or salutatorian status.

PLACEMENT OF HOME SCHOOL AND/OR STUDENTS FROM NON-ACCREDITED SCHOOLS

When a student enters the McGehee School District from a home school, student placement will be at the discretion of a placement committee. The placement committee will be composed of the principal, counselor, and other appropriate personnel. Placement will be based upon an evaluation by the committee, the administration of placement tests and/or other indicators. Student placement criteria will vary depending on the age of the student, previous courses taken and the type of school he/she has been attending.

Procedures (Grades 9-12)

- a. Any student desiring to enter the McGehee School District claiming to have been in a home school must have proof that his/her application for home school has been filed with the student's previous school district.
- b. Students will be given a general achievement test to determine if the student is eligible for grade level placement. If the student has participated in the SAT 9 or Iowa test, the results can be used in lieu of another test.
- c. Should a student not achieve satisfactorily on the achievement test, grade placement will be determined by the McGehee School District. A placement conference will be held for any student whose scores fall below the 15th percentile on any of the basic battery (reading,

language arts, and mathematics). Conference participants shall include an administrator, counselor, parent(s), and other school personnel deemed necessary. The McGehee School District shall retain the option to reconsider placement at any time during the school year.

- d. If a student's achievement level for a specific subject or subjects in grades 8-12 is in question, a specific test from the appropriate core subject will be given to the student in each subject in which credit is being requested. (For example: If a student requests credit in Algebra I, the student will be given a test that covers the objectives of a year long Algebra I class. Sixty percent (60%) achievement will be required to pass the test for credit.) **NO LETTER GRADE WILL BE GIVEN. ONLY THE NOTATION "CREDIT EARNED" WILL APPEAR ON THE TRANSCRIPT.**
- e. In accordance with state law, the McGehee School District will require a home-schooled student to be in attendance in the McGehee School District for one full year to be considered for graduation. In addition, the student who desires to be a senior must enroll in at least (5) academic classes. Thus, if a home school student enrolls as a senior, the student will be required to take five (5) classes regardless of the number of credits the student has at the time of enrollment. The student

must have earned sufficient credits in order to be considered a senior. All students are required to meet all state and local requirements to be eligible for graduation.

- f. The maximum credits that will be accepted for each year in attendance in a home school cannot exceed the number of credits earned by a student enrolled in the McGehee School District during a regular school year.
- g. A home-school student could be eligible for honor graduate status if he/she has been continuously enrolled at McGehee High School for the last 2 consecutive semesters.
- h. A student who was previously identified as eligible for special education services or a student with limited English proficiency (LEP) will be placed at the appropriate grade level by the student's IEP team (special education) or the language placement committee (LEP). An LEP student may be temporarily placed at the level the student requests until the LEP placement committee has assembled data to make a permanent placement.
- i. Students and parents interested in home school need to be aware that:
 - 1. Some college scholarships are based on the student's grade point average. Students receiving "CR" and not a letter grade will not be eligible for some scholarships.

2. It is the responsibility of the McGehee School District to determine the method by which credits are earned in order to receive a high school diploma. Also, there is no requirement that the school must honor the credits earned from home schooling.

WITHDRAWAL POLICY

When withdrawing from this school, a student must check in all books, including the handbook, and pay fines if any (outstanding).

GRADUATION

All students, regardless of diploma issued, must complete at least twenty-two (22) units of credit to qualify for graduation from McGehee High School.

DIPLOMAS

Only honors and regular diplomas will be issued for graduation from McGehee High School. Students receiving the honors diploma must follow the honors curriculum and meet all GPA and academic requirements in addition to the 23 units of credit. Students receiving the regular diploma must successfully take and pass 22 units of academic courses.

Any student who does not meet the state requirements for graduation will not be allowed to participate in

graduation nor class day activities. If the student attends summer school and receives credit in the course or courses that he/she lacks, the student will be allowed to receive a diploma that is dated the same year of his classmates. If the student does not complete the course work before school starts for the fall semester, he/she will receive a diploma that represents the next graduating class year.

CORRESPONDENCE COURSES

1. The cost of correspondence courses is the responsibility of the student/parent.
2. Each correspondence course equals $\frac{1}{2}$ unit of credit. A limit of four (4) courses, which equals two (2) credits, will be accepted. Students may not take senior English or American history by correspondence unless they have already taken the course and failed to earn the credit.
3. English correspondence courses will not meet the requirement for college preparatory English.
4. Seniors working on correspondence courses must complete the course in time for the grade (s) to be received by the school counselor by the last semester testing day for seniors or they cannot participate in graduation or class day ceremonies.

GRADUATION EXERCISES

Students who have not fulfilled requirements for graduation will not participate in graduation exercises or the Senior Class Day Ceremony. Students must practice with the group in preparing for class day and graduation exercises, or they will not be allowed to participate in the actual ceremonies unless extenuating circumstances occur. For the actual ceremonies, semiformal, business, or dressy attire appropriate for a dignified occasion must be worn in accordance with the school dress code. Athletic shoes, jeans, shorts, T-shirts, and athletic apparel may not be worn. No adornments other than those issued by the school may be worn on caps and gowns.

GRADUATION ALIGNMENT

Honor students who are in the class ranking will be positioned first beginning with the highest grade point to the lowest. Honor graduates who are not in the class ranking (in accordance with policy) will follow immediately after the ranked members by the grade point highest to lowest. The remaining graduates will be positioned alphabetically by their last name beginning with A.

Students must be continuously enrolled at McGehee High School for two semesters without transferring during this time to be considered in class ranking or eligible for valedictorian or salutatorian status.

JUNIOR HIGH PROMOTION AND RETENTION

Junior High promotion to the next grade will be determined by the student's academic progress. A student will be retained if they fail two (2) semester of (2) or more of the same core subjects.

TESTS

General Rules

At the end of the sixth week of the first semester all students at McGehee Junior and Senior High School should be given a test in each class taken. This test shall be in the state standardized format (multiple choice/open response or essay) and shall count no more than 10% of the students (9) weeks grade. Students who score less than 60% on these tests could be subject to mandatory tutoring in addition to any general tutorials provided to all students.

Semester

All students will be required to take a fall semester test.

Students may be exempt from second semester tests if they meet any of the following requirements in class:

1. A with no more than 5 absences that semester
2. B with no more than 4 absences that semester
3. C with no more than 3 absences that semester

In order to be exempt, a student must have returned all text books and paid outstanding fees. Students may not be exempt if they have been assigned in-school suspension or have been suspended from school for any reason during the semester in question. Extenuating circumstances regarding absences do not apply to

semester text exemptions. Teachers may choose to require students to take the semester exam in their class.

Students absent from semester tests must present a verifiable excuse within three (3) days of their return to school to receive credit for the course.

COMPUTER RESOURCES - APPROPRIATE USE

The McGehee School District, through a cooperative venture with the Arkansas Public School Computer Network, makes available to staff and students the global resources of the Internet, as well as the computer resources of our local area network on campus. Through our computer resources, educators and students can communicate with others, share resources, search databases, and retrieve useful information. Activity on the McGehee School District computer system assumes agreement with the conditions of this policy.

General Policy Provisions

1. This system is to be used for educational purposes only. All users should treat this facility with respect and recognize that access to the Internet is a privilege not a right.
2. No illegal activity is permitted.
3. Due to the “open” nature of the Internet, no liability will be assumed by the McGehee School District, any district employee, or any other participant in McGehee’s administration for the use or misuse of this system. It is the

responsibility of each user to make good decisions as to what information is retrieved and what is done with that information. Any student or user under the age of eighteen agrees to make this policy known to his/her parents or guardians and obtain their approval to use the network computer resources of the McGehee Public School District.

4. "Zero tolerance" will be used against any user who chooses to use the system or Internet improperly.

User Responsibilities

1. Use of network resources is recognized by the user as a privilege.
2. The user will cooperate with the certified or designated non-certified professional staff member that is present to monitor the student use of E-mail and electronic online resources.
3. The user is responsible for following local, state, national, and international copyright laws and intellectual property rights and adhering to acceptable network use.
4. The user is responsible for protecting his/her own network accounts and is solely responsible for all actions taken while accessing and using information resources.
5. The user will work in a moral and ethical fashion that supports district educational goals.

6. The user will be responsible for adhering to the policies of other networks accessed.
7. The user will not violate the integrity of a network or computer system, change its performance or intentionally make it malfunction, or add or delete programs or information resources unless acting upon approved authorization from the system administrator.
8. Student E-mail activity may be permitted. Activity within the following guidelines must be conducted.
 - *E-mail should be checked regularly, and unwanted messages should be deleted frequently. Keep messages remaining in your mailbox to a minimum.
 - *Never send or keep anything you would not mind seeing on the evening news.
 - *Obscene, slanderous, libelous, threatening, or harassing language will not be permitted. E-mail will not be used to threaten or intimidate others.
 - *Authorized district personnel reserve the right to occasionally access student E-mail accounts to monitor activity.
9. In general, a user is not authorized to transfer programs to or from the district's local area network.
10. A user's privilege of access to remote electronic information resources shall be temporarily or permanently revoked for inappropriate use or violation of the district's

policy. In each specific case, such action must be initiated by the staff monitoring such activities. Chatrooms and message services are generally prohibited. Educational online chat for education exchange between students under teacher supervision can be permitted. Violations shall be documented.

Internet Filtering and Use

In accordance with Act 912 of 2001, McGehee School System currently employs the use of a filtering system that disallows the entry of students or faculty to web sights that are “harmful” to minor’s. Students who are found attempting to enter such sights shall be punished under the following provisions:

1st attempt - revocation of computer privileges for the remainder of the semester.

2nd attempt - suspension for up to ten days from school.

3rd attempt - ten day suspension with possible recommendation for expulsion.

AWARDS

In an effort to recognize the accomplishments and successes of our students, McGehee High School utilizes a variety of recognition programs, awards, certificates, medals, letters, plaques, pins, and “T” shirts. Included in these activities are band and athletic awards programs.

The pride of our awards programs is the “Wise Owl Academic Awards Program.” Special attention is given to this program for students who excel academically and portray the ideals McGehee High School emphasizes.

AUTOMOBILE PARKING AND RELATED REGULATIONS

1. Students will park in designated parking areas.
2. Students must register in the office if they will be driving to school.
3. No parking will be permitted by students in teacher/visitor reserved area(s) unless special permission is granted.
4. After arriving at school, students must exit their vehicles and may not return to their vehicles until school is dismissed unless special permission has been granted through the office.
5. All drivers on campus must exercise caution, be courteous, and respect all regulations.
6. Students are not to be dropped off in the front High School parking lot without administrative permission.

Note: No student will be allowed to drive to school unless he/she has a valid driver's license. Hardship driving permits must be approved by the principal. Remember: Driving to school is a privilege, not a right. This privilege may be revoked if all rules and regulations are not followed.

DRIVER'S LICENSE

Act 831 of 1991 requires that every application for an instruction permit or for an operator's or chauffeur's license by a person less than eighteen (18) years old on October 1 of any year, shall be accompanied by proof of receipt of enrollment in a public, private, or home school program.

As of July 1, 1993, any student making application for an Arkansas driver's license must show proof of having a semester grade point average of 2.00 (C).

SOLICITATION

Students soliciting as representatives of their school or school organizations must be dressed in an identifiable uniform or be able to present bona fide identification before soliciting in the name of the school or any organization.

Any sales by outside organizations must be approved by the administration.

HALL POLICY

1. All students must carry a hall pass signed by the teacher and show it upon request

2. Students who have work permits, are in off-season, or are finished with their classes before three o'clock for any reason MUST leave the campus or attend study hall.
3. There will be no running, horseplay, or unnecessary noise in the hallway at ANY time for any reason.
4. Students are expected to take care of all business that involves walking the hall (restroom, lockers, etc.) before school, between classes or at lunch.

SEARCH AND SEIZURE

The Board of Education fully recognizes the constitutional law in the area of student privacy. The Board is equally aware that such tangible personal property items as student desks, student lockers and related properties are and remain the property of the Board of Education.

The Board of Education is charged with maintenance of such property items and thus authorizes inspection for any maintenance-related reasons. With respect to opening said student lockers and desks for other reasons, the following shall be considered applicable throughout the district.

A. Locker Searches

1. Students shall be informed of the conditions governing the use of school lockers when locker assignments are made.
2. Searches shall be made only by the principal or an official duly authorized for that purpose by the principal with a

witness present. The search of a particular locker will be made only upon a reasonable assumption that the student is secreting evidence of an illegal act or contraband materials.

3. Blanket searches of every locker shall not be permitted except in unusual circumstances, such as a bomb threat.
4. If practical, the student should be given the opportunity to be present when a search of personal possessions in the locker is conducted and if there is no reason to believe that the student's presence would be a threat to the safety of the student or others.

B. Personal Searches

A search of a student's person shall be limited to a situation in which the administration has reasonable belief that the student is concealing evidence of an illegal act, possesses contraband or has violated a school rule.

Dangerous items (such as firearms, weapons, knives, and controlled substances) defined by Act 590 of 1971 as amended and other items which may be used to disrupt substantially the educational process shall be removed from the student's possession and shall be reported and transmitted to the proper authorities.

1. An adult witness shall be present when a personal search is conducted.
2. Students shall be asked for their consent prior to a personal search. A search warrant shall be obtained if a

student objects to a personal search, unless there is a reasonable cause to believe that a dangerous weapon such as a gun or knife is being concealed.

3. A pat down search of a student's person shall be done by a school official of the same sex and with an adult witness present.

C. Automobile Searches

Automobile searches will be made only when a reasonable suspicion suggests the necessity of such a search. When a student refuses entry into the automobile, a search warrant may be obtained.

HOMEWORK POLICY

Homework-- properly designed, carefully planned, and geared to the development of the individual student--meets a real need and has a definite place in the educational program. It is assigned to help the student become self-reliant, learn to work independently, improve the skills that have been taught, complete certain projects, and aid in the preparation of research papers. Homework assignments also afford a way for parents to acquaint themselves with the school programs and their own child's educational progress. Because of individual differences and needs of pupils, it is unsound to require or expect all pupils to experience the same kind of homework in connection with their school instruction. The teacher must consider the ability of each student in assigning homework.

MISSED SCHOOL WORK

Students in grades 7-12 will be given the opportunity for make-up work for excused absences. They will be given the same number of days to make up the work as the number of days they were absent. The first day the student returns to school will not be counted as one of the make-up days. If a student misses a known test or homework assignment, however, he/she will make it up upon his/her return to school if it is an excused absence. Students must have a note on file in the office excusing them for work missed within three days following the absence. It will be the responsibility of each student to obtain the assignments from each individual teacher. Extenuating circumstances may be considered by the principal for exceptional students.

Parents must call by 11:00 for make-up work.

HOMEBOUND INSTRUCTION

The district may provide homebound instruction for those students who are unable to attend regular school instruction. Need for such programs shall be based on individual student needs and shall be provided in accordance with appropriate rules and regulations. The following procedure will be used in preparing a home student plan:

1. It is the responsibility of the student/parent to notify the school of situations that may necessitate a student being out of school for a prolonged period of time due to injury, illness, or other medically approved reasons. Notification should occur before and during the period of absence before exceeding the allowable nine (9) day absences per semester.
2. If absences extend beyond nine (9) days due to extenuating circumstances, students/parents must sign a contract with the teacher stipulating a deadline for make-up work.
3. The student will meet with the counselor, principal and individual teacher to prepare a home student plan. Coordination with individual classroom instructors is a must to insure that everything possible is being done to allow the student to keep up with classroom assignments.
4. A file will be established in the counselor's office for homework.
5. The teacher will place the assignments in the student's file and remove work to be graded once a week.
6. A visiting time will be set for the student.
7. If the student cannot visit the campus, someone from the district will visit the home and provide this instruction.
8. The school district reserves the right to ask for a doctor's statement for justification of the homebound instruction as well as a second opinion.
9. Video and audio cassettes may be used to support the program.

10. Skill work may have to be made up on returning to the campus for regular instruction (example: computer classes, shop, vocational). Upon returning to school, students will be given the same amount of days to make up the work during the current school year as the number of days they were classified as homebound.
11. Failure to follow these policies will result in the loss of credit.

COMPULSORY ATTENDANCE AGE

Act 292 of 1991 requires that every parent, guardian, or other person living within the state of Arkansas who has custody of any child/children ages five (5) through seventeen (17) years on September 15 of that year, both inclusive, enroll and send that child to a private, public, parochial school or provide a home school for them.

ATTENDANCE

High School

It shall be the policy of the McGehee School Board to provide the opportunity for each child to attend public kindergarten who is five (5) years of age on or before September 15 of the year enrolled. All children between the ages of seven (7) and seventeen (17) both inclusive shall attend school.

Excessive absenteeism may be grounds for loss of credit. After being absent five (5) times in a given semester a student can be denied credit for that course which will result in an F on his/her permanent record.

When a student has missed two (2) days, the school principal or his designee will make a bona fide attempt by mail and/or telephone to contact the parent or guardian of the student in order to make sure that everyone is aware of both the absences and policy. A second letter and/or telephone call will be made on the third (3rd) day of absence. A third letter will be sent on the fifth (5th) day of absence with a loss of credit.

Students having extenuating circumstances which would cause them to be absent ten (10) days (70 class periods) may make this cause known to the principal or his designee for a POSSIBLE extension of time. Reasons will have to be very unusual or extreme to be considered.

Extenuating circumstances will only be granted for severe and/or prolonged illness, severe family emergency, or other situations resulting in extensive absence beyond the control of the student. Granting of extenuating circumstance status will be the responsibility of the principal or his designee after being presented reasons by the student/parent. If the cause for excessive absences is illness, the student or parent must have medical statements to show within three (3) days of the student's return to school.

Students/parents are encouraged to arrange orthodontist appointments and other regularly scheduled appointments so that they may not cause extensive absences the same period since these appointments are not considered extreme or unusual and will not meet extenuating circumstance requirements.

Students returning to school after absences must submit a note from a verifiable, professional source in order for an absence to be excused. (Medical or legal

appointments, funeral services, etc.) (Note: A parent note does not guarantee an excused absence. The reason for an absence will be the determining factor. Also, excused as well as unexcused absences will count toward the nine (9) day maximum accumulation if extenuating circumstances have not been met and granted.)

Seniors are granted one college day per semester. The college day must not be taken on a scheduled test day. No days may be taken after March. When procedures are followed, the day will not count toward absences.

Tardies:

A tardy will be considered not present less than fifty percent (50%) of the class time. An absence will be considered not present more than fifty percent (50%) of the class time.

All tardies will be considered unexcused unless special conditions exist (late bus, extreme weather conditions, etc.).

Consequences: The following procedure will be followed for attendance related discipline at McGehee High School (grades 9-12).

Tardies: After school detention
Excessive tardiness will be cause for further disciplinary action.

Absences: On the sixth (6th) absence that is unexcused the student will be assigned to three (3) morning detentions.
Seventh (7th) - Five (5) morning detentions.

Eighth (8th) - Ten (10) morning
detentions.

Ninth (9th) - Course credit could be
denied

Suspension

Juvenile authorities contacted

Students refusing any of the above consequences will be suspended three (3) days for insubordination. Such a suspension does not excuse a student from any consequence.

Absence from morning detention will lead to the next step of attendance related discipline.

Junior High

1. When a student is absent for the second (2nd) time in a class per semester, the school will notify the parent or guardian of the student by mail and/or telephone in order to make sure that everyone is aware of both the absences and policy. A second letter and/or telephone call will be made on the third (3rd) day of absence. A third letter will be sent on the fifth (5th) day of absence with a loss of credit. Notice shall be by letter contact with the student's parents, guardians, or persons in loco parentis by the end of the school day in which such absence occurred.
2. Upon the sixth (6th) absence, a petition will be filed with the prosecuting attorney or city attorney to take whatever action is necessary to improve student attendance which could lead to a penalty of \$500, unless the school has been notified of extenuating circumstances.

3. Excessive absences may be a basis for denial of promotion.

PHYSICAL EDUCATION EXCUSES

Any student who wishes to be excused from physical education classes for more than three (3) days must have a written statement from a doctor which states the length of time and reason. To be excused for a period of less than three (3) days, a student must bring a written statement from parents. However, if it is determined that students are using excuses to needlessly avoid participation, medical statements for periods shorter than three (3) days may be required.

DRESS CODE

Students should observe customs of good taste in school dress. Students who are dressed inappropriately must make necessary dress changes that are requested by the principal. Attire that will be considered inappropriate school dress is as follows:

1. Halter tops
2. Bare midriffs
3. See-through blouses, or shirts, spaghetti strap blouses or dresses, and tank tops. Any shirt or dress with a strap width less than two (2) inches is unacceptable. Shirts or dresses cannot hang loosely under the arm nor reveal undergarments.
4. Clothing with vulgar language, obscene pictures, drug or alcohol advertisement.
5. Clothing that supports or promotes gang participation or violence

6. Athletic fitting spandex shorts or spandex-like clothing
7. Provocative writing or buttons on clothing
8. Pants not worn fitting around the waist (no sagging)
9. Skirts (dresses) or shorts shorter than fingertip length
10. Clothing with cuts or slashes in them above the knee
11. Headgear, including combs or curlers, worn inside the building
12. No pajamas or house shoes are to be worn without prior approval by the administration
13. Sleeveless apparel for male students is inappropriate for school attire.

Consequences:

1st offense - Sent home for the remainder of the day (unexcused for work missed)

2nd offense - 3 days suspension

3rd offense - 5 days suspension (possible expulsion)

Final decisions of wearing apparel will be at the discretion of the building principal. This decision will be based on whether or not the clothing is disruptive to the educational process.

DISTRIBUTION OF LITERATURE/SCHOOL NEWSPAPER AND OFFICIAL PUBLICATIONS

Students shall have the right to distribute and process any form of literature including, but not limited to, newspapers, magazines, leaflets, and pamphlets, except that the principal may prohibit a specific issue of a specific publication if there is a

substantial, factual basis for believing its possession or distribution will cause or is causing substantial disturbance with school activities. The right of distribution shall extend to school grounds and buildings.

The time, place, and manner of student distribution of literature may be reasonably regulated by the principal provided such regulations

- A. are uniformly applied to all forms of literature,
- B. do not prohibit distribution at times or places either inside or outside the school building for which no factual basis exists to conclude that any interference with school activities would occur,
- C. are specific as to places and times where distribution is prohibited,
- D. do not inhibit a person's right to accept or reject any literature distributed in accordance with the rules.
- E. No petition(s) may be circulated on campus without prior approval of the Superintendent of Schools.

The principal or any member of the school staff shall not require that literature, including school-sponsored publications, be submitted for approval or consent prior to distribution. The principal may require that no literature be distributed unless a copy thereof is submitted to the principal or designee no later than the time distribution commences.

ORGANIZATIONS AND ACTIVITIES

All activities of the clubs and organizations of the McGehee Schools will be considered as extensions of the school and shall fall under the same disciplinary rules as regular school day activities.

Students have the right to join an existing club and should not be restricted for membership on the basis of race, sex, national origin or other arbitrary criteria. Students may, however, be restricted for membership on the basis of their sex, but only if the organization is entitled to Title IX exemption.

The following activities* are offered:

High School

Annual Staff	FTA
Art Club	Golf
Band	Media Aides
Band Auxiliaries	MHS <u>Beak</u>
	<u>Speaks</u>
	Newspaper

Baseball	Mu Alpha Theta
Basketball, boys and girls	National Honor Society
Beta Club	Office Aides
Cheerleaders	Peer Counselors
Chess Club	Science Club
Choir	Softball, girls
Dance Team	Spanish Club
Fire Marshals	Speech Club
Football	Student Council
FBLA	Tennis, boys and girls
FCCLA	Track, boys and girls
FFA	

Junior High

Athletics (boys and girls)	Band
Cheerleaders	Chess Club
Dance Team	FBLA
Fire Marshals	National Junior Beta Club
Hooked on Fishing	
Student Council	

*Some clubs and activities require students to meet certain criteria for membership.

1. Extracurricular activities will be scheduled in such a way that will limit interruptions of the educational process. Students participating in any activity will meet the eligibility requirements set by the Board of Education for participation in

extracurricular activities and those set by the Arkansas Activities Association. Extracurricular activities are an extension of the school and are subject to school discipline, whether a student is participating or observing.

2. Any student missing classes because of extracurricular activities is held accountable for any missed work.
3. Students must make advance arrangements with parents or guardians to pick them up ON TIME for all after-school and evening events. There is no telephone available for students' use at those times.
4. During football games, students are expected to stay on our designated side.
5. Students are expected to be courteous and to display good sportsmanship at all times. BOOING is never appropriate behavior. Students who fail to comply with these rules will be asked to leave.

DANCES

All organizations having dances must follow these rules:

1. A student who comes to the dance must remain inside the building. The student may not return after leaving.
2. No alcoholic drinks or illegal drugs are permitted. Students who fail to follow this

- rule will be disciplined according to board policy.
3. Students must have prior approval from the principal before bringing guests and are also responsible for their guests' conduct.
 4. Other special rules relative to each dance will be announced.
 5. The student council selects the band (DJ) for the prom and pays for the DJ. The junior class pays for the banquet and the decorations.

FIELD TRIPS

School-sponsored field trips, whether educational or recreational, will be supervised by teachers and/or administrators. When students are transported by buses, all sponsoring and/or supervising teachers will be assigned to accompany students on the busses. Each student will be assigned to a bus, and the driver and school personnel will be given a roster of students on their assigned bus. No student who has been assigned to in-school suspension or has been suspended for the current semester may go on any school trips.

DRUG FREE/WEAPON FREE

McGehee High School is a Drug Free/Weapon Free school. It is a federal offense to bring weapons or illegal drugs onto the campus. Violators will be prosecuted to the fullest extent of the law. The regulation is in effect during all school sponsored events and activities on the campus.

ELECTRONIC DEVICES

Cell phones, CD players and headphones will not be allowed in the school building during school hours.

Lasers and pagers will be turned over to the police.

Consequences:

Minimum: verbal warning

Maximum: suspension

SPORTSMANSHIP PHILOSOPHY

The McGehee School District supports good sportsmanship and desire that good sportsmanship be displayed by all concerned at all conference extracurricular activities. It is the desire of the District to have all spectators attending any contest display positive behavior toward all others. Negative behavior in any form directed toward anyone present at the contest is highly discouraged and should not be exhibited. Although the home town administration is in charge of crowd control and enforcing good sportsmanship, it is the incumbent upon any supervisor at any game to assist in discouraging poor sportsmanship in any form. Consequence for a spectator exhibiting poor sportsmanship could result in removal from the gym or contest area. In addition, if the behavior is determined to be severe, consequences could result in removal from all extracurricular activities for a period of up to one calendar year.

CLASSROOM MANAGEMENT

1. Be in your assigned seat ready to work when the tardy bell finishes its ring.
2. Have paper, pencils, and completed homework assignments every day.
3. Assigned homework requires having supplies and books necessary to complete work.
4. Homework Consequences:
 - A. Students who refuse to do homework will receive a check and a zero (0).
 - B. Students who have done their homework but do not have it with them in class will have the option of getting it to the teacher in a timely manner determined by the teacher, receive full credit and a check.
5. Cheating will not be tolerated in any form. Penalty will be a zero (0) and one (1) day alternative school.
6. Keep hands, feet, books, and objects to yourself.
7. No rude gestures, cruel teasing or put downs.
8. All directions must be followed.

CONSEQUENCES:

1 st Offense:	After school detention
2 nd Offense:	After school detention
3 rd Offense:	Morning detention
4 th Offense:	Morning detention

PARENT CONFERENCE

5 th Offense:	Saturday school
6 th Offense:	Two (2) days Alternative environment
7 th Offense:	Suspension

Students progressing beyond the 7th offense will be referred to juvenile authorities.

Students refusing any of the above consequences will be suspended three (3) days for insubordination. Such a suspension does not excuse the student from any consequence.

Blue Card - Student removed immediately from teacher's room. This should be used only in the case of extreme disruptive behavior. A written explanation of the student behavior is required. At the principal's discretion, the student can be sent to in-school suspension, suspended, or recommended for expulsion.

Red card - Administrator to report immediately to the teacher's room to remove a student in a potentially violent situation. Students who are "red carded" can be suspended or recommended for expulsion. Duration of time will be determined by administration.

These offenses will be cumulative by the calendar month. Each student will be responsible for his/her own behavior. Reporting to detention hall and in-school suspension will be the responsibility of the student. When a student reaches the sixth (6th) step for the third time in one semester, the principal will use one of the following: in-school suspension, suspension, or expulsion.

BUS BEHAVIOR

1. Follow directions of the driver the first time they are given.
2. Stay in your seat while the bus is in motion.
3. Keep all parts of your body inside the bus.
4. Keep your hands and feet to yourself.
5. Do not throw any object on or off the bus.
6. Do not litter, write on, or damage the bus in any way.
7. Cursing, swearing, or loud talking is not allowed.

Consequences

1st - The driver warns the student, talks to him/her and may assign the student a seat.

2nd - If the student continues to misbehave, he/she will be referred to the principal.

3rd - Bus privileges are suspended.

Severe Clause

Suspension of bus privileges may be immediate and without warning depending upon the severity of the infraction.

IN-SCHOOL SUSPENSION AND DETENTION HALL

In-school suspension and detention hall will be a supervised study class during the school day or after school. They will be used as a form of punishment for infractions of school rules.

Students assigned to after school detention are responsible for their own transportation at 3:50 p.m.

Principals will make a bona fide attempt to notify parents prior to assignment to in-school suspension.

CONDUCT NOT PERMITTED

Enforcement of the minimum and maximum penalties will be based on the number of times the offense has been committed, the degree of seriousness, and any other condition that may exist related to the case.

1. Physical or verbal abuse or assault of school staff - A student shall not cause or attempt to cause physical injury or behave in such a way as to cause injury to a school employee. Act 1046 of 2001 makes punishable as a Class D felony any person making a death threat involving the use of a firearm or other deadly weapon against a student or school employee purposely engaging in conduct intended to culminate in committing the threatened act.
2. Firearms or other weapons - A student shall not possess, handle, or transmit firearms, dangerous instruments or other objects that reasonably can be considered a weapon.
We consider the first two offenses to be major infractions with the following consequences:
Minimum: Ten (10) days suspension with possible expulsion and prosecution.
3. Disregard of directions or commands (insubordination) - Students shall follow the directions and commands of the persons in supervisory positions. Students will be expected to follow these directions immediately and precisely.
4. Disruption and interference with school - No student shall:

- A. Occupy any school building or properties with intent to deprive others of its use or where the effect thereof is to deprive others of its use.
- B. Block the doorway or corridor of any school building or property so as to deprive others of access thereto.
- C. Prevent or attempt to prevent the convening or continued functioning of any school class, activity, lawful meeting, or assembly on the school campus.
- D. Prevent students from attending a class or school activity.
- E. Block normal pedestrian or vehicular traffic on the school campus or adjacent grounds unless under the direction of a school administrator.
- F. Continuously and intentionally make noise or act in any other manner so as to interfere seriously with the teacher's ability to conduct the class or any other school activity.
- G. In any manner by the use of violence, force, noise, coercion, threat, intimidation, harassment, fear, passive resistance, or any other conduct intentionally cause the disruption of any lawful process or function of the school or engage in any such conduct for the purpose of causing the disruption or obstruction of any such lawful process or function.
- H. Refuse to identify himself/herself on request of any teacher, principal, superintendent, school bus driver, school security officer, or other school personnel at school or any school function.

- I. Encourage other students to violate any rule or school board policy.
- 5. Immorality - Students will not behave in any manner inconsistent with expected student behavior.
- 6. Fireworks - Any type of fireworks is prohibited on school grounds.
- 7. Gambling - No form of gambling will be allowed on school grounds.
- 8. Verbal or non-verbal disrespect to a school employee will not be tolerated.

Consequences for 3-8: Minimum - Two (2) days in-school suspension

Maximum - Recommended Expulsion

- 9. Beer, alcoholic beverages or drugs - A student shall not possess, sell, use, transmit or be under the influence of alcohol or intoxicants of any kind. Controlled substances may be possessed and used by a student who has a prescription for the substance provided the substance remains in the container in which it was obtained from the pharmacist.

A faculty member observing a student displaying unusual behavior and possibly under the influence of drugs shall take the student to the principal's office. After observing and talking with the student, if the principal or his/her designee suspects drug abuse, the parent/guardian shall be notified.

If the school is unable to reach the parent/guardian and the situation warrants, law enforcement or medical authorities may be notified.

Disciplinary action may be taken following a complete investigation, if warranted.

If a faculty member sees what appears to be drugs being transferred from one student to another, the students shall be taken immediately to the principal's office. The principal or his/her designee shall secure from the student the known or suspected contraband in the presence of the faculty member. Evidence obtained shall be placed in an envelope, sealed, and initialed by both staff members.

The principal or his/her designee shall call law enforcement officials if suspected illegal drugs are confiscated. The suspected illegal drugs shall be handed to the law officer personally by the principal or his/her designee for appropriate action. The parent/guardian shall be contacted and notified of the situation concerning his/her child and given an opportunity to appear with the student before school officials.

10. Theft - No person shall steal or attempt to steal property owned by the school or possessions of any person attending school or a public school function.

Consequences for 8 and 9: Minimum: Three (3) to Ten (10) day suspension

Maximum: Recommended expulsion

11. Damage or destruction of school property - No person shall cause or attempt to cause damage or destruction of school property. The school district will attempt to recover damages or replacement costs from the student destroying the property. Parents will be held liable for damages

caused by minors living with the parents as prescribed by law.

Consequences: Minimum: Being held responsible for damages

Maximum: Recommended expulsion

12. Possession of tobacco products - Use of tobacco products by students while on campus will be prohibited. This includes smoking, dipping, or chewing with penalties of three, five, and ten day suspensions for first, second and third offenses.

13. Truancy - A student shall not be absent from school without parents and/or school authorities prior knowledge and consent. After arrival on campus, a student absent from his/her assigned station without permission from school authorities shall be considered as truant. Therefore, it is imperative that a student not leave campus without signing out. The principal may use any of the following as disciplinary action:

1. In-school suspension - if student skipped class but stayed on campus
2. Saturday school (one (1) day)
3. Recommended for suspension or expulsion
If the student arrives at school and then leaves campus without permission (truant) student will be suspended until a parent conference can be arranged. If this behavior continues the student could be suspended indefinitely.

14. Cursing - Cursing will not be tolerated.

Consequences:

Minimum: Verbal reprimand

Maximum: Ten (10) day suspension with possibility of expulsion

Any student who curses a teacher will be immediately suspended for 10 days, plus possible prosecution under Act 1565 of 2001.

Repeat offenders will receive progressively harsher punishment.

15. General conduct

Students are asked to refrain from

1. Loud noises both inside and outside the building.
2. Running and horseplay in the buildings.
3. Marking, cutting, or otherwise defacing the building, its contents and furniture.
4. Pushing, shoving, breaking in lines.
5. Chewing gum and eating candy in the building. (Candies, chips and soft drinks are allowed at noon on campus.)
6. Inappropriate and unbecoming show of affection. (“Petting” in any form will not be tolerated.)

Consequences will be at the discretion of staff members or administration.

Minimum: Verbal warning

Maximum: Suspension - punishments will be progressive in nature.

16. Sexual advances, assaults, or harassment - No student shall make inappropriate/sexual advances, statements, gestures, or physical assaults on any person while under the jurisdiction or on the premises of the McGehee School District.

Penalties for breach of this rule may include, but

not be limited to, any one or any combination of the following consequences, depending on the severity or frequency of the infraction:

1. Suspension
2. Expulsion recommendation
3. Prosecution

17. Bullying

For the purposes of this policy, bullying is defined as any written or verbal expression or physical act or gesture, or a pattern thereof, that is intended to cause distress or fear upon one or more students. A student will be found violating this policy if his or her conduct has been found to have the effect of humiliation or embarrassment on a student, and if sufficiently severe, persistent, or pervasive that it limits the student's ability to participate in, or benefit from, an educational program or activity. Punishment will be according to the degree of harassment and shall range from verbal reprimand to recommended expulsion. The principal shall decide the degree of harassment and punishment. The principal's decision shall be final.

18. Gangs, secret societies, or other similar groups, whether organized in the community or in other settings, are prohibited on the school grounds and campus and at any school-sponsored activity. Gang-related activities include but are not limited to such activities as wearing apparel associated with gangs, displaying gang insignia, "throwing signs" or other gestures or language associated with gangs, intimidation, and threats.

Consequences for gang-related activity—whether genuine or a pretense:

1st offense - Minimum: Five (5) day suspension

Maximum: Possible expulsion for remainder of semester.

2nd offense - Possible expulsion for remainder of semester, school year, one calendar year, or permanently

NOTE: Students who are arrested for gang-related offenses, regardless of where the offense may have occurred, may be expelled for the remainder of the semester, for the remainder of the school year, for one calendar year, or permanently, depending on the circumstances of the arrest.

19. Fighting

Students who engage in a physical exchange of blows shall be suspended unless it can be proven beyond a reasonable doubt that one of the students acted in self-defense. In the event self-defense is proven, the student in question shall not be suspended. In the event self-defense cannot be proven, both students shall be suspended.

Any student who provokes a fight by any means regardless of physical involvement will be subject to suspension as if he or she were a participant.

Consequences:

1st offense - Minimum: Five (5) days suspension
Maximum: Expulsion (in certain situations)

2nd offense - Ten (10) days suspension (maximum expulsion)

3rd offense - Recommended for expulsion (In certain situations the police will be called.)

20. Behavior not covered

McGehee School District reserves the right to punish behavior which is subversive to good order and discipline in the schools, even though such

behavior is not specified in the preceding written rules.

Students at school sponsored events on or off the school campus are governed by school rules and regulations and are subject to the authority of school personnel.

Weapons or any other articles determined to be a threat to the safety or security of others shall be seized by school authorities. Any item which may interfere with the educational process may be removed from the student.

DISCIPLINE OF HANDICAPPED

Handicapped students will follow the same guidelines and procedures as all other students unless the handicapping condition contributes to the problem. In such cases, alternate methods of discipline will be used.

DUE PROCESS

Students have the right to be immediately informed of alleged violations of standards of behavior as established by the McGehee Board of Education and to be informed of appeal procedures.

CORPORAL PUNISHMENT

Reasonable discipline may include the administration of corporal punishment to a student in the exercise of sound discretion by a certified employee, provided that corporal punishment shall not be excessive or unduly severe.

Corporal punishment will be administered according to the following requirements:

1. This method may be used only after other alternatives including, but not limited to, counseling have failed or in unusual circumstances.
2. It will be administered in the presence of at least one certified employee in addition to the person dispensing it.
3. It will not be administered in the presence of other students nor in a spirit of malice or anger nor will it be excessive.
4. Before corporal punishment is administered, the student should be advised of the rule and infraction for which the student is being punished in the presence of the witness. If the student claims innocence, the certified employee will permit the student to state his/her position which shall be considered prior to punishment. School officials are not required to conduct formal . . . hearings prior to corporal punishment.
5. Refusal to take corporal punishment may result in suspension or other disciplinary measures.
6. The principal will be notified when corporal punishment is administered and a written report shall be filed in the principal's office.

DISCIPLINE RECORDS

A student and/or the student's parent may question any part of a student's disciplinary record maintained by the school district on the grounds that it is an inaccurate record or that the conduct did not warrant the discipline assessed. The principal will receive any

evidence tendered on behalf of the student on the issue and will make other necessary investigations. If the record is found to be inaccurate, it will be corrected; or if it is found that the student's conduct did not warrant the discipline assessed, the record will be amended to reflect the finding. Disciplinary actions will not be entered on the student's permanent record card except for expulsions. Individual records shall be treated as confidential and disclosed only with the permission of the student if he or she is an adult or the student's parents if the student is a minor or under court order to public authorities who request information in the course and scope of their legal duties.

SUSPENSIONS

Students may be suspended from school for insubordination or behavior which is detrimental to the learning process and effective operations of an educational institution. Suspension from school may be from one (1) to ten (10) days by the principal or his/her designee without having the student's right to appeal other than to the superintendent. Students that are suspended will receive no credit for work missed.

Students who are suspended will not be permitted on any school campuses nor be allowed to attend or participate in assemblies, athletic contests, or any school sponsored activity.

EMERGENCY SUSPENSION - Notwithstanding the policy concerning suspension and expulsion procedure, students may be suspended indefinitely without notice, hearing, and the other rights provided herein being first given where the school is undergoing a violent upheaval

or where orderly educational processes have otherwise been substantially disrupted. This would apply only in RARE instances such as when riots are taking place and where emergency circumstances make it unreasonable for the administration and board to consider the case under their usual time. In all such cases, notice, hearings, and other rights shall be provided in accordance with the normal provisions at the earliest practical date that the restoration of order permits.

EXPULSION

The Board of Education is authorized to expel a student for the remainder of the year or permanently for behavior it deems to be of such gravity as to make a suspension inappropriate.

The Superintendent shall give written notice to the parent or guardian (mailed to the address reflected on the school district records) that he/she has recommended to the Board of Education a student be expelled, and the notice shall contain a statement of reasons for this recommendation. The notice shall reflect the date, hour, and place where the Board of Education will consider and dispose of the recommendation, and such hearing shall be conducted not earlier than three (3) calendar days nor more than seven (7) calendar days following the date of the notice, except that representatives of the Board and student may agree in writing to a date not conforming to this limitation.

The President of the Board, or in his/her absence another member selected by the Board, shall preside at the hearing which will be a public hearing. (Act 441 of 1979 amends the Freedom of Information Act

to allow school boards to consider pupil suspension matters in executive session if such is requested by the parent or guardian of the student.)

The Superintendent may present any evidence, including statements of those persons having personal knowledge of the events and circumstances giving rise to the expulsion recommendation, at the hearing. The student or his representative, may then present statements of any persons with personal knowledge of events or circumstances relevant to the issues. Normally, formal cross-examination will not be permitted. However, if during the course of the hearing, the Board determines that credibility of any of the witnesses is an issue, then it will permit cross-examination by the student and the Superintendent (or their representative) of those witnesses as to whom credibility has become an issue. Such cross-examination shall be limited to the question or questions as to which the credibility of the witnesses has become an issue.

Written questions may be submitted by the Superintendent or student to any witness presented by the other, and the witness will answer those which the Board deems material and relevant. Members of the Board may question any witness. It is noted that Arkansas law make no provision for the taking of testimony under oath, and no sanctions for perjury, at proceedings such as these.

At the conclusion of the hearing, the Board's decision on the question of expulsion will be read in an open meeting.

SCHOOL AND EDUCATIONAL RECORDS

The Family Education Rights and Privacy Act of 1974 (Public Law 93-380) states in part that “all academic and personal records pertaining to individual students are confidential and can only be inspected by parents and school officials.”

Laws and regulations require McGehee Public Schools to

- A. Provide parents and eligible students the opportunity to inspect education records.
- B. Provide parents and eligible students the opportunity to challenge the contents of the record when they believe it contains information that is inaccurate, misleading, or an invasion of the student’s right to privacy.
- C. Limit disclosure of information from a student’s record to those who have written consent of the parent or eligible student or to officials specifically permitted by law to those of other schools in which the student seeks to enroll, and (under certain conditions and for specific purposes) to local, state and federal officials.
- D. The law also requires the school system to define “directory information” and to inform parents and eligible students what it is and to explain how this can prevent any or all parts of directory information from being released.

Directory Items:

1. Student’s name
2. Grade line
3. Participation in activities
4. Height and weight, if member of athletic teams

5. Dates of attendance
6. Honors or awards received
7. Schools attended
8. Photographs

Parents and eligible students may refuse to allow the release of any of the above items. They must notify the principals of the student's school in writing and identify the specific information to be withheld.

When any student has reached the age of 18 or is attending an institution of post-secondary education, the law states that "the rights accorded to and the consent required of the parent of the student shall thereafter only be accorded to and required of the eligible student."

TITLE IX

In June 1972, Congress passed "Title IX of the Education Amendments, a law which affects virtually every education institution in the country. The law prohibits discrimination by sex in education programs that receive federal funds.

The law states in part that "no person in the United States shall on the basis of sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal assistance..."

Male and female students must be eligible for benefits, services and financial aid without discrimination on the basis of sex.

The superintendent of schools will be the person designated as the grievance officer for Title IX.

SECTION 504/ADA

The McGehee School District ensures that individuals with disabilities associated with the district either as students, school staff, or parents of students, are not discriminated against as a result of a disability. The district abides by the requirements of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA). Mr. Steve Daniels, Assistant Superintendent, is the designated 504 coordinator for McGehee School District. Mr. Williams may be reached at 870-644-3800 between the hours of 8:00 a.m. and 4:00 p.m.

PARENT INVOLVEMENT POLICY

McGehee High School will comply with ACT 603 of 2003. A copy of the Act can be viewed in the office.

NOTE: *This handbook nor any other handbook can be expected to cover all the day to day occurrences or situations that may arise in the operation of a public school. In the event that something may occur that is not specifically mentioned, the administration retains the right to make discretionary decisions in dealing with such matters.*

SCHOOL CALENDAR 2004-2005

Teacher Workshop	August 16-18
Open House - Jr. & Sr. High	August 16
Open House - Elementary	August 17
First Day Students	August 19
Labor Day	September 6
Progress Reports	September 14
Flex Day	September 17
First Nine Weeks End	October 15
Second Nine Weeks Begin	October 18
Professional Day	October 25
Parent/Teacher Conference	October 26
Progress Reports	November 16
Thanksgiving Holiday	November 24-26
Professional Day	November 29
Semester Exams	December 15-17
First Semester Ends	December 17
Christmas Holiday	December 20-31
Second Semester Begins/Professional Day .	January 3
Martin Luther King, Jr. Holiday	January 17
Progress Reports	February 1
Professional Day	February 18
Flex Day	February 21
Third Nine Weeks Ends	March 11
Fourth Nine Weeks Begins	March 14
Parent/Teacher Conference	March 21
Spring Break	March 28-April 1
Progress Reports	April 19
Second Semester Exams	May 25-27
Second Semester Ends	May 27

1st 9 Weeks - 41 Student Days + 3 Professional Days
2nd 9 Weeks - 40 Student Days + 3 Professional Days
(P/T Conf. is a teacher day)
Total 81 Student Days + 6 Professional Days =
87 Teacher Days

3rd 9 Weeks - 47 Student Days + 2 Professional Days
4th 9 Weeks - 50 Student Days + 1 Professional Day
(P/T Conf. is a teacher day)
Total 97 Student Days + 3 Professional Days =
100 Teacher Days

Total Student Days: 178

Total Teacher Days: 187 + 3 Professional Days teachers
must get in the summer or other than school time (these
are paid days) = 190 Days

TABLE OF CONTENTS

EQUITY STATEMENT	1
HANDBOOK REVISION COMMITTEE	1
FORWARD	1
CODE OF ETHICS	2
SCHOOL COLORS AND MASCOT	3
ALMA MATER	4
MISSION STATEMENT	4
SCHOOL DIRECTORY	5
REGISTRATION	5
TEXT BOOKS	6
BOOKS BAGS	6
MEDIA CENTER	6
CAMPUS VISITORS	7
CLOSED CAMPUS	7
CHECK OUT PROCEDURE	8
TELEPHONE	8
HEALTH SERVICES	8
REPORT CARDS	9
GRADING	10
ADVANCED PLACEMENT	11
CONCURRENT CREDIT	12
HONOR ROLL AND MERIT ROLL	12
CURRICULUM	12
SPECIAL EXCEPTIONS	17
ARKANSAS ACADEMIC CHALLENGE SCHOLARSHIP	17
COURSE.OFFERINGS	17
ELECTIVES	19
TRANSFER POLICY	25
PLACEMENT OF HOME SCHOOL AND/OR STUDENTS FROM NON-ACCREDITED SCHOOLS	25

WITHDRAWAL POLICY	28
GRADUATION	28
DIPLOMAS	28
CORRESPONDENCE COURSES	29
GRADUATION EXERCISES	30
GRADUATION ALIGNMENT	30
JUNIOR HIGH PROMOTION AND RETENTION	31
TESTS	31
COMPUTER RESOURCES - APPROPRIATE USE	32
AWARDS	36
AUTOMOBILE PARKING AND RELATED REGULATIONS	36
DRIVER'S LICENSE	37
SOLICITATION	37
HALL POLICY	37
SEARCH AND SEIZURE	38
HOMEWORK POLICY	40
MISSED WORK	41
HOMEBOUND INSTRUCTION	41
COMPULSORY ATTENDANCE AGE	43
ATTENDANCE	43
PHYSICAL EDUCATION EXCUSES	47
DRESS CODE	47
DISTRIBUTION OF LITERATURE/SCHOOL NEWSPAPER AND OFFICIAL PUBLICATIONS	49
ORGANIZATIONS AND ACTIVITIES	50
DANCES	52
FIELD TRIPS	53
DRUG FREE/WEAPON FREE	53
ELECTRONIC DEVICES	54
SPORTSMANSHIP PHILOSOPHY	54

CLASSROOM MANAGEMENT	55
BUS BEHAVIOR	57
IN-SCHOOL SUSPENSION AND DETENTION HALL	57
CONDUCT NOT PERMITTED	58
DISCIPLINE OF HANDICAPPED	66
DUE PROCESS	66
CORPORAL PUNISHMENT	67
DISCIPLINE RECORDS	68
SUSPENSIONS	68
EXPULSION	69
SCHOOL AND EDUCATIONAL RECORDS .	71
TITLE IX	72
SECTION 504/ADA	73
PARENT INVOLVEMENT POLICY	73
NOTE	74
SCHOOL CALENDAR	75