MOUNTAIN VIEW SCHOOL DISTRICT CONTACT INFORMATION

210 High School Drive
Mountain View, AR  72560
(870) 269-3443
http://mountainviewschooldistrict.k12.ar.us

Rowdy Ross, Superintendent
Brent Howard, Assistant Superintendent

SCHOOLS

Mountain View Elementary School
201 Elementary School Drive
Mountain View, AR  72560
(870) 269-3104
http://mves.k12.ar.us
Kay Shipman, Principal
Carrie Futrell, Assistant Principal

Mountain View Middle School
210 High School Drive
Mountain View, AR  72560
(870) 269-4335
http://mvms.k12.ar.us
Robert Ross, Principal
Michelle Moody, Assistant Principal

Mountain View High School
210 High School Drive
Mountain View, AR  72560
(870) 269-3943
http://mvhs.k12.ar.us
Kimberly Cruce, Principal
Matt Sullivan, Assistant Principal

Rural Special Elementary School
13237 Highway 263
Fox, AR  72051
(870) 363-4365
http://ruralspecial.k12.ar.us
Sheila Mitchell, Principal

Rural Special High School
13237 Highway 263
Fox, AR  72051
(870) 363-4365
http://ruralspecial.k12.ar.us
Junior Barham, Principal

Timbo Elementary School
23747 Highway 263 North
Timbo, AR  72680
(870) 746-4303
http://timbotigers.k12.ar.us
Dustin Mitchell, Principal

Timbo High School
23747 Highway 263 North
Timbo, AR  72680
(870) 746-4303
http://timbotigers.k12.ar.us
Dustin Mitchell, Principal
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RECEIPT OF HANDBOOK ACKNOWLEDGEMENT FORM

MOUNTAIN VIEW SCHOOL DISTRICT

Date: ____________________

Student Name: ______________________________

Grade: __________________

THE STATEMENT BELOW MUST BE SIGNED AND RETURNED TO THE SCHOOL WITHIN THREE (3) DAYS AFTER THE STUDENT RECEIVES THIS HANDBOOK.

We have received the Mountain View School District Handbook which includes the District’s discipline policies, attendance policies, home study policies, Smart Core Curriculum Policies, extracurricular activity policies, Academic Improvement Plan policies, computer use policies, bus policies, and a summary of the Parental Involvement Plan. We realize that the student must adhere to these and to the other policies, rules, and procedures contained in the Handbook. In the event that we are not entirely certain of some aspects of school policy, we will contact the principal for clarification.

Visitors to the campus are asked to bring a driver’s license with them and present it to the office personnel upon entering campus. After the ID is presented, visitors will be issued a temporary badge to wear, which identifies them and where they are going on campus.

Student Signature: ______________________________________________________

Parent/Guardian Signature: ______________________________________________

Date: ____________________

In compliance with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 123g; 34 CFR Part 99)

I, ___________________, give permission for my child, ____________________________’s
(Parent/Guardian Name) (First and Last Name)

personally identifiable information/student education records to be disclosed to a Third Party Billing Agent for the purpose of billing Medicaid and/or private insurance.

________________________

Printed Name of Parent/Guardian

________________________  _______________________

Parent/Guardian Signature  Date Signed
OBJECTION TO PUBLICATION OF DIRECTORY INFORMATION FORM
(Not to be filed if the parent/student has no objection)
(Ref. ASBA 4.13F)

I, the undersigned, being a parent of a student, or a student eighteen (18) years of age or older, hereby note my objection to the
disclosure or publication by the Mountain View School District of directory information, as defined in Policy (Privacy of Students’
Records), concerning the student named below. The district is required to continue to honor any signed opt-out form for any student
no longer in attendance at the district.

I understand that the participation by the below-named student in any interscholastic activity, including athletics and school clubs, may
make the publication of some directory information unavoidable, and the publication of such information in other forms, such as
telephone directories, church directories, etc., is not within the control of the District.

I understand that this form must be filed with the office of the appropriate building principal within ten (10) school days from the
beginning of the current school year or the date the student is enrolled for school in order for the District to be bound by this objection.
Failure to file this form within that time is a specific grant of permission to publish such information.

I object and wish to deny the disclosure or publication of directory information as follows:

Deny disclosure to military recruiters ____

Deny disclosure to Institutions of postsecondary education ____

Deny disclosure to Potential employers ____

Deny disclosure to all public and school sources ____
Selecting this option will prohibit the release of directory information to the three categories listed above along with all other public
sources (such as newspapers), AND result in the student’s directory information not being included in the school’s yearbook and
other school publications.

Deny disclosure to all public sources ____
Selecting this option will prohibit the release of directory information to the first three categories listed above along with all other
public sources (such as newspapers), but permit the student’s directory information to be included in the school’s yearbook and other
school publications.

__________________________________________
Name of student (Printed)

__________________________________________
Grade

__________________________________________
Signature of parent (or student, if 18 or older)

Date form was filed (To be filled in by office personnel)
STUDENT ELECTRONIC DEVICE AND INTERNET USE AGREEMENT FORM  
(Ref. ASBA 4.29F) 

(Note: Signatures required on back of this form) 

Student’s Name (Please Print)_______________________________________ Grade Level__________ 

School________________________________________ Date__________ 

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

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

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

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

4. “Misuse of the District’s access to the Internet” includes, but is not limited to, the following:
   a. using the Internet for other than educational purposes;
   b. gaining intentional access or maintaining access to materials which are “harmful to minors” as defined by Arkansas law;
   c. using the Internet for any illegal activity, including computer hacking and copyright or intellectual property law violations;
   d. making unauthorized copies of computer software;
   e. accessing “chat lines” unless authorized by the instructor for a class activity directly supervised by a staff member;
   f. using abusive or profane language in private messages on the system; or using the system to harass, insult, or verbally attack others;
   g. posting anonymous messages on the system;
   h. using encryption software;
   i. wasteful use of limited resources provided by the school including paper;
   j. causing congestion of the network through lengthy downloads of files;
   k. vandalizing data of another user;
   l. obtaining or sending information which could be used to make destructive devices such as guns, weapons, bombs, explosives, or fireworks;
   m. gaining or attempting to gain unauthorized access to resources or files;
   n. identifying oneself with another person’s name or password or using an account or password of another user without proper authorization;
   o. invading the privacy of individuals;
   p. divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email unless it is a necessary and integral part of the student's academic endeavor. Personally identifying information includes full names, address, and phone number.
   q. using the network for financial or commercial gain without district permission;
   r. theft or vandalism of data, equipment, or intellectual property;
   s. attempting to gain access or gaining access to student records, grades, or files;
   t. introducing a virus to, or otherwise improperly tampering with the system;
   u. degrading or disrupting equipment or system performance;
   v. creating a web page or associating a web page with the school or school district without proper authorization;
   w. providing access to the District’s Internet Access to unauthorized individuals;
   x. failing to obey school or classroom Internet use rules; or
   y. taking part in any activity related to Internet use which creates a clear and present danger of the substantial disruption of the orderly operation of the district or any of its schools.
   z. installing or downloading software on district computers without prior approval of the technology director or his/her designee.
5. **Liability for debts**: Students and their cosigners shall be liable for any and all costs (debts) incurred through the student’s use of the computers or access to the Internet including penalties for copyright violations.

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

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

8. **Signatures**: We, the persons who have signed below, have read this agreement and agree to be bound by the terms and conditions of this agreement.

Student’s Signature: ____________________________________________ Date __________________________

Parent/Legal Guardian Signature: ________________________________ Date __________________________
CHEMICAL SCREEN TEST CONSENT FORM
(Grades 7 – 12)

I/we, ________________________________, hereby consent to the policy of the Mountain View School District regarding chemical screen test for participants in the Mountain View School District athletic program and all extracurricular activities and students that drive to school, abide by, and comply with, this policy as a condition to our child’s participation in athletics and extracurricular activities or their being allowed to drive to school at the Mountain View School District.

I, ________________________________, a student at the Mountain View School District who participates in athletics and/or extracurricular activities or drives to school at the Mountain View School District, hereby consent to abide by, and comply with, the chemical screen test policy of the Mountain View School District.

____________________________  _________________  ______________________________  __________________________
Student                     Date               Parent                     Date

____________________________
Grade Level                  

____________________________  __________________________
Parent                     Date
# MOUNTAIN VIEW SCHOOL DISTRICT CALENDAR
## 2018-2019

## FIRST SEMESTER

<table>
<thead>
<tr>
<th>Event</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teacher In-service</td>
<td>4 days in summer required</td>
</tr>
<tr>
<td>Teacher In-service</td>
<td>August 6, 7, 8, 9, 10, 2018 at Mtn. View School District</td>
</tr>
<tr>
<td>Teacher In-service</td>
<td>Six one-hour after school workshops</td>
</tr>
<tr>
<td>Student Beginning Date</td>
<td>August 13, 2018</td>
</tr>
<tr>
<td>Parent/Teacher Conferences</td>
<td>October 18, 2018</td>
</tr>
<tr>
<td>Semester Ends</td>
<td>December 19, 2018</td>
</tr>
</tbody>
</table>

### HOLIDAYS

- Labor Day: September 3, 2018
- Thanksgiving: November 21, 22, 23, 2018
- Christmas: December 20, 2018 through January 2, 2019

**TOTAL 89 SCHOOL DAYS—14 HOLIDAYS—10 IN-SERVICE DAYS**

## SECOND SEMESTER

<table>
<thead>
<tr>
<th>Event</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Begins</td>
<td>January 3, 2019</td>
</tr>
<tr>
<td>Parent/Teacher Conferences</td>
<td>March 14, 2019</td>
</tr>
<tr>
<td>Semester Ends</td>
<td>May 24, 2019</td>
</tr>
</tbody>
</table>

### HOLIDAYS

- Spring Break: March 18 – March 22, 2019

**TOTAL 97 SCHOOL DAYS—5 HOLIDAYS**

**TOTAL 186 DAYS-----178 SCHOOL DAYS-----19 HOLIDAYS-----8 SNOW DAYS**

<table>
<thead>
<tr>
<th>Quarter Begins</th>
<th>Begins</th>
<th>Ends</th>
<th>Ends</th>
<th>Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Quarter Begins</td>
<td><strong>AUGUST 13, 2018</strong></td>
<td><strong>OCTOBER 12, 2018</strong></td>
<td>44 Days</td>
<td></td>
</tr>
<tr>
<td>Second Quarter Begins</td>
<td><strong>OCTOBER 15, 2018</strong></td>
<td><strong>DECEMBER 19, 2018</strong></td>
<td>45 Days</td>
<td></td>
</tr>
<tr>
<td>Third Quarter Begins</td>
<td><strong>JANUARY 3, 2019</strong></td>
<td><strong>MARCH 8, 2019</strong></td>
<td>47 Days</td>
<td></td>
</tr>
<tr>
<td>Fourth Quarter Begins</td>
<td><strong>MARCH 11, 2019</strong></td>
<td><strong>MAY 24, 2019</strong></td>
<td>50 Days</td>
<td></td>
</tr>
</tbody>
</table>
INTRODUCTION

The purpose of this book is to acquaint you with the general policies and procedures which will govern you during your stay at Mountain View School District. This book has been developed by a committee of parents, students, teachers, administrators, and school patrons. We believe these policies will benefit the Mountain View School District community and make your school life more enjoyable and fruitful. Parents and students are asked to familiarize themselves with all school policies and procedures. This book does not set forth all rules and regulations. It does, however, set a tone and direction in which we wish to move. We are striving to provide the youth of this district with a quality education. This can be attained only through the cooperation, support, and effort of all. Enjoy your stay at Mountain View School District. Work diligently and with a purpose as a student.

GENERAL INFORMATION

- Students are not to arrive at school before 7:40 a.m. Students are to leave school upon the last bell of the day.
- Teachers will be supervising students beginning at 7:40 a.m.
- The office phone may be used by students only in case of illness.
- After arriving at school, students are not to re-enter the parking lot except when leaving for the day.
- The Mountain View School District has limited-coverage accident insurance for students during school hours. This insurance is supplementary in nature and should not be expected to pay full costs on an accident. The insurance is provided at no cost to the student, parent and/or guardian.
- In compliance with state regulations, the board policy manual for the Mountain View School District is maintained in the Superintendent’s office.

CHANGE OF ADDRESS AND PHONE NUMBERS

It is extremely important that the schools of Mountain View School District have CORRECT and active telephone numbers and addresses of parents/guardians on file in the school office in case of an emergency. Parents/guardians MUST notify the school if there are changes in your address, home phone number, or your work phone number throughout the school year.

IMMUNIZATION REQUIREMENTS FOR SCHOOL ATTENDANCE IN ARKANSAS

<table>
<thead>
<tr>
<th>VACCINE</th>
<th>MINIMUM NUMBER REQUIRED*</th>
<th>ADDITIONAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Diphtheria/Tetanus/Pertussis-DPT, DT- Pediatric, or TD Adult</td>
<td>3</td>
<td>The last dose of DPT TD must be after the child’s 4th birthday.</td>
</tr>
<tr>
<td>2 Polio</td>
<td>3</td>
<td>The last dose of polio must be after the child is 4.</td>
</tr>
<tr>
<td>3 Measles (M, MR, MMR)</td>
<td>2</td>
<td>The dose must be given on or after the child’s 1st birthday and 6/1/1969.</td>
</tr>
<tr>
<td>4 Hepatitis B</td>
<td>3</td>
<td>Required for Kindergarten, 7th and transfer students.</td>
</tr>
<tr>
<td>5 Varicella</td>
<td>1</td>
<td>Required for new Kindergarten students unless they have had chicken pox.</td>
</tr>
</tbody>
</table>

* Doses of vaccine required for school entry are less than the number of doses required for complete medical immunization. The Arkansas Department of Health recommends that a child receive five (5) doses of DPT, four (4) doses of Oral Polio, and a single dose of Measles/Mumps/Rubella vaccine by school age. This is based on a schedule which should ideally begin at about two months of age.
RESIDENCE REQUIREMENTS
(Ref. ASBA 4.1)

Definitions:

“Reside” means to be physically present and to maintain a permanent place of abode for an average of no fewer than four (4) calendar days and nights per week for a primary purpose other than school attendance.

“Resident” means a student whose parents, legal guardians, persons having legal, lawful control of the student under order of a court, or persons standing in loco parentis reside in the school district.

“Residential address” means the physical location where the student’s parents, legal guardians, persons having legal, lawful control of the student under order of a court, or persons standing in loco parentis reside. A student may use the residential address of a legal guardian, person having legal, lawful control of the student under order of a court, or person standing in loco parentis only if the student resides at the same residential address and if the guardianship or other legal authority is not granted solely for educational needs or school attendance purposes.

The schools of the District shall be open and free through the completion of the secondary program to all persons between the ages of five (5) and twenty one (21) years whose parents, legal guardians, or other persons having lawful control of the person under an order of a court reside within the District and to all persons between those ages who have been legally transferred to the District for educational purposes.

Any person eighteen (18) years of age or older may establish a residence separate and apart from his or her parents or guardians for school attendance purposes.

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

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

Children whose parent or legal guardian relocates within the state due to a mobilization, deployment, or available military housing while on active duty in or serving in the reserve component of a branch of the United States Armed forces or National Guard may continue attending school in the school district the children were attending prior to the relocation or attend school in the school district where the children have relocated. A child may complete all remaining school years at the enrolled school district regardless of mobilization, deployment, or military status of the parent or guardian.


Date Adopted: July 8, 2013

ENTRANCE REQUIREMENTS
(Ref. ASBA 4.2)

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

Students may enter kindergarten if they will attain the age of five (5) on or before August 1 of the year in which they are seeking initial enrollment. Any student who has been enrolled in a state-accredited or state-approved kindergarten program in another state for at least sixty (60) days, who will become five (5) years old during the year in which he/she is enrolled in kindergarten, and who meets the basic residency requirement for school attendance may be enrolled in kindergarten upon written request to the District.
Any child who will be six (6) years of age on or before October 1 of the school year of enrollment and who has not completed a state-accredited kindergarten program shall be evaluated by the district and may be placed in the first grade if the results of the evaluation justify placement in the first grade and the child’s parent or legal guardian agrees with placement in the first grade; otherwise the child shall be placed in kindergarten.

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

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

Students who move into the District from an accredited school shall be assigned to the same grade as they were attending in their previous school (mid-year transfers) or as they would have been assigned in their previous school. Home-schooled and private school students shall be evaluated by the District to determine their appropriate grade placement.

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

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

1. The parent, guardian, or other responsible person shall furnish the child’s social security number, or if they request, the district will assign the child a nine (9) digit number designated by the department of education.

2. The parent, guardian, or other responsible person shall provide the district with one (1) of the following documents indicating the child’s age:
   a. A birth certificate;
   b. A statement by the local registrar or a county recorder certifying the child’s date of birth;
   c. An attested baptismal certificate;
   d. A passport;
   e. An affidavit of the date and place of birth by the child’s parent or guardian;
   f. United States military identification; or
   g. Previous school records.

3. The parent, guardian, or other responsible person shall indicate on school registration forms whether the child has been expelled from school in any other school district or is a party to an expulsion proceeding. The Board of Education reserves the right, after a hearing before the Board, not to allow any person who has been expelled from another school district to enroll as a student until the time of the person's expulsion has expired.

4. In accordance with Policy 4.57 (Immunizations), the child shall be age appropriately immunized or have an exemption issued by the Arkansas Department of Health.

**Uniformed Services Member’s Children**

For the purposes of this policy:
"active duty members of the uniformed services" includes members of the National Guard and Reserve on active duty orders pursuant to 10 U.S.C. Section 1209 and 1211;
"uniformed services" means the Army, Navy, Air Force, Marine Corps, Coast Guard as well as the Commissioned Corps of the National Oceanic and Atmospheric Administration, and Public Health Services; "veteran" means: a person who served in the uniformed services and who was discharged or released there from under conditions other than dishonorable.

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

An eligible child as defined in this policy shall:

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

Legal References:

Date Adopted: July 8, 2013

COMPULSORY ATTENDANCE REQUIREMENTS
(Ref. ASBA 4.3)

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

1. The child is enrolled in private or parochial school.
2. The child is being home-schooled and the conditions of policy (HOME SCHOOLING) have been met.
3. The child will not be age six (6) on or before August 1 of that particular school year and the parent, guardian, or other person having custody or charge of the child elects not to have him/her attend kindergarten. A kindergarten waiver form prescribed by regulation of the Department of Education must be signed and on file with the District administrative office.
4. The child has received a high school diploma or its equivalent as determined by the State Board of Education.
5. The child is age sixteen (16) or above and is enrolled in a post-secondary vocational-technical institution, a community college, or a two-year or four-year institution of higher education.
6. The child is age sixteen (16) or seventeen (17) and has met the requirements to enroll in an adult education program as defined by A.C.A. § 6-18-201 (b).


STUDENT TRANSFERS
(Ref. ASBA 4.4)

The Mountain View School District shall review and accept or reject requests for transfers, both into and out of the district, on a case by case basis at regularly scheduled board meetings.
The District may reject a nonresident’s application for admission if its acceptance would necessitate the addition of staff or classrooms, exceed the capacity of a program, class, grade level, or school building, or cause the District to provide educational services not currently provided in the affected school. The District shall reject applications that would cause it to be out of compliance with applicable laws and regulations regarding desegregation.

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

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

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

Except as otherwise required or permitted by law, the responsibility for transportation of any nonresident student admitted to a school in this District shall be borne by the student or the student’s parents. The District and the resident district may enter into a written agreement with the student or student’s parents to provide transportation to or from the District, or both.

State Board of Education Standards of Accreditation 12.05 Date Adopted: July 11, 2011

SCHOOL CHOICE
RESOLUTION OF MOUNTAIN VIEW SCHOOL DISTRICT BOARD OF DIRECTORS

WHEREAS, the Mountain View School District Board of Directors (Board) met in a regular, open, and properly-called meeting on June 10, 2013, in Fox, Arkansas

WHEREAS, six members were present, a quorum was declared by the chair.

WHEREAS, the Mountain View Board has, pursuant to the Public School Choice Act of 2013, Act 1227 of 2013, and the applicable Arkansas Department of Education School Choice Rules and Guidelines, established the following standards for accepting and rejecting student school choice applications:

1. Mountain View School District will respond in writing no later than August 1 to notify the student’s parent(s) or guardian(s) of whether the application has been accepted or denied. If the application is denied, the superintendent shall state in the notification letter the reason for denial. If the application is accepted, the superintendent shall state in the notification letter:
   a. A reasonable deadline for the student to enroll in the district and after which the acceptance notification is null; and
   b. Instructions for the renewal procedures established by the district.

2. A student’s application may be denied by our School District for any of the following reasons:
   a. The student’s application was not either received or post-marked before or on May 1.
   b. The District lacks the capacity in a program, class, grade level, or school building.
   c. The applicant’s resident district has declared itself exempt due to an existing desegregation order.
   d. The acceptance of an application would cause the applicant’s resident district to exceed the statutory limitation on student transfers out of its district.

3. A student’s application may not be denied based on the student applicant’s athletic or extracurricular abilities, academic achievement, English proficiency level, gender, race, ethnicity, religion, national origin, or disability. An application may not be denied on the basis of previous disciplinary proceedings, except that an expulsion from another district may be considered.

4. Priority will be given to any applicant who has a sibling or stepsibling who resides in the same household and is already enrolled in our School District by choice.

5. The Mountain View School District is not required to accept any application that would cause it to add teachers, staff, or classrooms, or in any way exceed the requirements and standards established by law.

WHEREAS, the Board, upon due consideration and deliberation, hereby approves and adopts the above standards for use in the Mountain View School District immediately.

NOW THEREFORE, this Board hereby authorizes the Superintendent of the Mountain View School District to post this Resolution in the appropriate Board policies, student handbooks, Mountain View School District website, and all other places necessary in order to give notice to the District’s patrons and the general public of the Board’s adoption of this Resolution.
HOME SCHOOLING
(Ref. ASBA 4.6)

Parents or legal guardians desiring to provide a home school for their children must give written notice to the Superintendent of their intent to do so and sign a waiver acknowledging that the State of Arkansas is not liable for the education of their children during the time the parents choose to home school. Notice shall be given:

1. At the beginning of each school year, but no later than August 15;
2. By December 15 for parents who decide to start home schooling at the beginning of the spring semester; or
3. Fourteen (14) calendar days prior to withdrawing the child (provided the student is not currently under disciplinary action for violation of any written school policy, including, but not limited to, excessive absences) and at the beginning of each school year thereafter.

The parents or legal guardians shall deliver written notice in person to the Superintendent the first time such notice is given and the notice must include:

1. The name, date of birth, grade level, and the name and address of the school last attended, if any;
2. The location of the home school;
3. The basic core curriculum to be offered;
4. The proposed schedule of instruction; and
5. The qualifications of the parent-teacher.

To aid the District in providing a free and appropriate public education to students in need of special education services, the parents or legal guardians home-schooling their children shall provide information which might indicate the need for special education services.

Legal References: A.C.A. § 6-15-503, A.C.A. § 6-41-206
Date Adopted: June 11, 2012

ABSENCES
(Ref. ASBA 4.7)

If any student’s Individual Education Program (IEP) or 504 Plan conflicts with this policy, the requirements of the student’s IEP or 504 Plan take precedence.

Education is more than the grades students receive in their courses. Important as that is, students’ regular attendance at school is essential to their social and cultural development and helps prepare them to accept responsibilities they will face as an adult. Interactions with other students and participation in the instruction within the classroom enrich the learning environment and promote a continuity of instruction which results in higher student achievement.

Excused Absences

Excused absences are those where the student was on official school business or when the absence was due to one of the following reasons and the student brings a written statement to the principal or designee upon his/her return to school from the parent or legal guardian stating such reason. A written statement presented for an absence having occurred more than five (5) school days prior to its presentation will not be accepted.

1. The student’s illness or when attendance could jeopardize the health of other students. A maximum of six (6) such days are allowed per semester unless the condition(s) causing such absences is of a chronic or recurring nature, is medically documented, and approved by the principal. Students who are sent home by the school nurse will be excused.
2. Death or serious illness in their immediate family;
3. Observance of recognized holidays observed by the student’s faith;
4. Attendance at an appointment with a government agency;
5. Attendance at a medical appointment;
6. Exceptional circumstances with prior approval of the principal; or
7. Participation in an FFA, FHA (FCCLA), or 4-H sanctioned activity;

8. Participation in the election poll workers program for high school students.

9. Absences granted to allow a student to visit his/her parent or legal guardian who is a member of the military and been called to active duty, is on leave from active duty, or has returned from deployment to a combat zone or combat support posting. The number of additional excused absences shall be at the discretion of the superintendent or designee.

10. Absences granted, at the Superintendent's discretion, to seventeen (17) year-old students who join the Arkansas National Guard while in eleventh grade to complete basic combat training between grades eleven (11) and (12).

11. Absences for students excluded from school by the Arkansas Department of Health during a disease outbreak because the student has an immunization waiver or whose immunizations are not up to date.

Students who serve as pages for a member of the General Assembly shall be considered on instructional assignment and shall not be considered absent from school for the day the student is serving as a page.

It is the Arkansas General Assembly’s intention that students having excessive absences be given assistance in obtaining credit for their courses. Excessive absences may, however, be the basis for the denial of course credit, promotion, or graduation.

**Unexcused Absences**

Absences not defined above or not having an accompanying note from the parent or legal guardian, presented in the timeline required by this policy, shall be considered as unexcused absences. Students with more than six (6) unexcused absences in a course in a semester may not receive credit for that course. At the discretion of the principal after consultation with persons having knowledge of the circumstances of the unexcused absences, the student may be denied promotion or graduation. Excessive absences shall not be a reason for expulsion or dismissal of a student.

When a student has three (3) unexcused absences, his/her parents, guardians, or persons in loco parentis shall be notified. Notification shall be by telephone by the end of the school day in which such absence occurred or by regular mail with a return address sent no later than the following school day.

Whenever a student exceeds six (6) unexcused absences in a semester, the District shall notify the prosecuting authority and the parent, guardian, or persons in loco parentis shall be subject to a civil penalty as prescribed by law.

At any time prior to when a student exceeds the number of unexcused absences permitted by this policy, the student, or his/her parent, guardian, or person in loco parentis may petition the school or district’s administration for special arrangements to address the student’s unexcused absences. If formal arrangements are granted, they shall be formalized into a written agreement which will include the conditions of the agreement and the consequences for failing to fulfill the agreement’s requirements. The agreement shall be signed by the student, the student’s parent, guardian, or person in loco parentis, and the school or district administrator or designee.

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

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

The District shall notify the Department of Finance and Administration whenever a student fourteen (14) years of age or older is no longer in school. The Department of Finance and Administration is required to suspend the former student’s operator’s license unless he/she meets certain requirements specified in the statute.

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

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**Legal References:**


**Date Adopted:**

July 8, 2013
MAKE-UP WORK
(Ref. ASBA 4.8)

Students who miss school shall be allowed to make up the work they missed during their absence under the following rules.

1. Students are responsible for asking the teachers of the classes they missed what assignments they need to make up.
2. Teachers are responsible for providing the missed assignments when asked by a returning student.
3. Students are required to ask for their assignments on their first day back at school or their first class day after their return.
4. Make-up tests are to be rescheduled at the discretion of the teacher, but must be aligned with the schedule of the missed work to be made up.
5. Students shall have one class day to make up their work for each class day they are absent.
6. Make-up work which is not turned in within the make-up schedule for that assignment shall receive a zero.
7. Students are responsible for turning in their make-up work without the teacher having to ask for it.
8. Students who are absent on the day their make-up work is due must turn in their work the day they return to school whether or not the class for which the work is due meets the day of their return.
9. As required/permitted by the student’s Individual Education Program or 504 Plan.

Work may not be made up for credit for unexcused absences after 6 unexcused absences in a semester unless the absences are part of a signed agreement as permitted by policy (ABSENCES).

Students who receive out of school suspension will not be allowed to make up any work missed due to the suspension.

Date Adopted: July 8, 2013

CLOSED CAMPUS
(Ref. ASBA 4.10)

All schools in the District shall operate closed campuses. Students are required to stay on campus from their arrival until dismissal at the end of the regular school day unless given permission to leave the campus by a school official. Students must sign out in the office upon their departure.

High School students will not be allowed to leave campus during lunch unless signed out and signed back in by a parent/guardian. Notes or phone calls will not be accepted.

Date Adopted: June 11, 2012

EQUAL EDUCATIONAL OPPORTUNITY
(Ref. ASBA 4.11)

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

Inquiries on non-discrimination may be directed to the district Equity Coordinator, who may be reached at (870)269-3443.

For further information on notice of non-discrimination or to file a complaint, visit http://wdcr-obcolp01.ed.gov/CFAPPS/OCR/contactus.cfm; for the address and phone number of the office that serves your area, or call 1-800-421-3481.

Mountain View School District’s current policies, procedures, and practices used to identify students for special education are sound and free of bias with regard to a student’s race, ethnicity, or linguistic diversity.

The District will designate a person to serve as Equity Coordinator to deal with any grievances concerning this section.

Legal References: 28 C.F.R. § 35.106, 34 C.F.R. § 100.6, 34 C.F.R. § 104.8, 34 C.F.R. § 106.9, 34 C.F.R. § 108.9, 34 C.F.R. § 110.25

Date Adopted: July 10, 2012

23
STUDENT ORGANIZATIONS/EQUAL ACCESS
(Ref. ASBA 4.12)

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

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

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

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

Date Adopted:        July 11, 2011

PRIVACY OF STUDENTS’ RECORDS/DIRECTORY INFORMATION
(Ref. ASBA 4.13)

Except when a court order regarding a student has been presented to the district to the contrary, all students’ education records are available for inspection and copying by the parent of his/her student who is under the age of eighteen (18). At the age of eighteen (18), the right to inspect and copy a student’s records transfers to the student. A student’s parent or the student, if over the age of 18, requesting to review the student’s education records will be allowed to do so within no more than forty five (45) days of the request. The district forwards education records, including disciplinary records, to schools that have requested them and in which the student seeks or intends to enroll, or is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer.

The district shall receive written permission before releasing education records to any agency or individual not authorized by law to receive and/or view the education records without prior parental permission. The District shall maintain a record of requests by such agencies or individuals for access to, and each disclosure of, personally identifiable information (PII) from the education records of each student. Disclosure of education records is authorized by law to school officials with legitimate educational interests. A personal record kept by a school staff member is not considered an education record if it meets the following tests.

- it is in the sole possession of the individual who made it;
- it is used only as a personal memory aid; and
- information contained in it has never been revealed or made available to any other person, except the maker’s temporary substitute.

For the purposes of this policy a school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

For the purposes of this policy a school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility, contracted duty, or duty of elected office.

In addition to releasing PII to school officials without permission, the District may disclose PII from the education records of students in foster care placement to the student’s caseworker or to the caseworker’s representative without getting prior consent of the parent (or the student if the student is over eighteen (18)). For the District to release the student’s PHI without getting permission:
• The student must be in foster care;
• The individual to whom the PII will be released must have legal access to the student’s case plan; and
• The Arkansas Department of Human Services, or a sub-agency of the Department, must be legally responsible for the care and protection of the student.

The District discloses PII from an education record to appropriate parties, including parents, in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals. The superintendent or designee shall determine who will have access to and the responsibility for disclosing information in emergency situations.

When deciding whether to release PII in a health or safety emergency, the District may take into account the totality of the circumstances pertaining to a threat to the health or safety of a student or other individuals. If the District determines that there is an articulable and significant threat to the health or safety of a student or other individuals, it may disclose information from education records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

For purposes of this policy, the Mountain View School District does not distinguish between a custodial and noncustodial parent, or a non-parent such as a person acting in loco parentis or a foster parent with respect to gaining access to a student’s records. Unless a court order restricting such access has been presented to the district to the contrary, the fact of a person’s status as parent or guardian, alone, enables that parent or guardian to review and copy his child’s records.

If there exists a court order which directs that a parent not have access to a student or his records, the parent, guardian, person acting in loco parentis, or an agent of the Department of Human Services must present a file-marked copy of such order to the building principal and the superintendent. The school will make good-faith efforts to act in accordance with such court order, but the failure to do so does not impose legal liability upon the school. The actual responsibility for enforcement of such court orders rests with the parents or guardians, their attorneys and the court which issued the order.

A parent or guardian does not have the right to remove any material from a student’s records, but such parent or guardian may challenge the accuracy of a record. The right to challenge the accuracy of a record does not include the right to dispute a grade, disciplinary rulings, disability placements, or other such determinations, which must be done only through the appropriate teacher and/or administrator, the decision of whom is final. A challenge to the accuracy of material contained in a student’s file must be initiated with the building principal, with an appeal available to the Superintendent or his designee. The challenge shall clearly identify the part of the student’s record the parent wants changed and specify why he/she believes it is inaccurate or misleading. If the school determines not to amend the record as requested, the school will notify the requesting parent or student of the decision and inform them of their right to a hearing regarding the request for amending the record. The parent or eligible student will be provided information regarding the hearing procedure when notified of the right to a hearing.

Unless the parent or guardian of a student (or student, if above the age of eighteen [18]) objects, "directory information" about a student may be made available to the public, military recruiters, post-secondary educational institutions, prospective employers of those students, as well as school publications such as annual yearbooks and graduation announcements. “Directory information” includes, but is not limited to, a student’s name, address, telephone number, electronic mail address, photograph, date and place of birth, dates of attendance, his/her placement on the honor roll (or the receipt of other types of honors), as well as his/her participation in school clubs and extracurricular activities, among others. If the student participates in inherently public activities (e.g., basketball, football, or other interscholastic activities), the publication of such information will be beyond the control of the District. "Directory information” also includes a student identification (ID) number, user ID, or other unique personal identifier used by a student for purposes of accessing or communicating in electronic systems and a student ID number or other unique personal identifier that is displayed on a student's ID badge, provided the ID cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password or other factor known or possessed only by the authorized user.

A student’s name and photograph will only be displayed on the district or school’s web page(s) after receiving the written permission from the student’s parent or student if over the age of 18.

The form for objecting to making directory information available is located in the front of the student handbook and must be completed and signed by the parent or age-eligible student and filed with the building principal’s office no later than ten (10) school days after the beginning of each school year or the date the student is enrolled for school. Failure to file an objection by that time is considered a specific grant of permission. The district is required to continue to honor any signed-opt out form for any student no longer in attendance at the district.

The right to opt out of the disclosure of directory information under Family Educational Rights and Privacy Act (FERPA) does not prevent the District from disclosing or requiring a student to disclose the student's name, identifier, or institutional email address in a class in which the student is enrolled.
Parents and students over the age of 18 who believe the district has failed to comply with the requirements for the lawful release of student records may file a complaint with the U.S. Department of Education at

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202

Legal References:  

Date Adopted:  
June 11, 2012

STUDENT PUBLICATIONS AND THE DISTRIBUTION OF LITERATURE  
(Ref. ASBA 4.14)

Student Publications

All publications that are supported financially by the school or by use of school facilities, or are produced in conjunction with a class shall be considered school-sponsored publications. School publications do not provide a forum for public expression. Such publications, as well as the content of student expression in school-sponsored activities, shall be subject to the editorial control of the District’s administration whose actions shall be reasonably related to legitimate pedagogical concerns and adhere to the following limitations.

1. Advertising may be accepted for publications that does not condone or promote products that are inappropriate for the age and maturity of the audience or that endorses such things as tobacco, alcohol, or drugs.

2. Publications may be regulated to prohibit writings which are, in the opinion of the appropriate teacher and/or administrator, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.

3. Publications may be regulated to refuse to publish material which might reasonably be perceived to advocate drug or alcohol use, irresponsible sex, or conduct otherwise inconsistent with the shared values of a civilized social order, or to associate the school with any position other than neutrality on matters of political controversy.

4. Prohibited publications include:
   a. Those that are obscene as to minors;
   b. Those that are libelous or slanderous, including material containing defamatory falsehoods about public figures or governmental officials, which are made with knowledge of their falsity or reckless disregard of the truth;
   c. Those that constitute an unwarranted invasion of privacy as defined by state law;
   d. Publications that suggest or urge the commission of unlawful acts on the school premises;
   e. Publications which suggest or urge the violation of lawful school regulations;
   f. Hate literature that scurrilously attacks ethnic, religious, or racial groups.

Student Publications on School Web Pages

Student publications that are displayed on school web pages shall follow the same guidelines as listed above plus they shall

1. Not contain any non-educational advertisements. Additionally, student web publications shall;
2. Adhere to the restrictions regarding use of Directory Information as prescribed in Policy (PRIVACY OF STUDENTS’ RECORDS/DIRECTORY INFORMATION) including not using a student’s photograph when associated with the student’s name unless written permission has been received from the student’s parent or student if over the age of 18.
3. State that the views expressed are not necessarily those of the School Board or the employees of the district.

Student Distribution of Non-school Literature, Publications, and Materials

A student or group of students who distribute ten (10) or fewer copies of the same non-school literature, publications, or materials (hereinafter “non-school materials”), shall do so in a time, place, and manner that does not cause a substantial disruption of the orderly education environment. A student or group of students wishing to distribute more than ten (10) copies of non-school materials shall have school authorities review their non-school materials at least three (3) school days in advance of their desired time of dissemination. School authorities shall review the non-school materials, prior to their distribution and will bar from distribution those non-school materials that are obscene, libelous, pervasively indecent, or advertise unlawful products or services. Material may also be barred from distribution if there is evidence that reasonably supports a forecast that a substantial disruption of the orderly operation of the school or educational environment will likely result from the distribution. Concerns related to any denial of distribution by the principal shall be heard by the superintendent, whose decision shall be final.
The school principal or designee shall establish reasonable regulations governing the time, place, and manner of student distribution of non-school materials.

The regulations shall:

1. Be narrowly drawn to promote orderly administration of school activities by preventing disruption and may not be designed to stifle expression;
2. Be uniformly applied to all forms of non-school materials;
3. Allow no interference with classes or school activities;
4. Specify times, places, and manner where distribution may and may not occur; and
5. Not inhibit a person’s right to accept or reject any literature distributed in accordance with the regulations.
6. Students shall be responsible for the removal of excess literature that is left at the distribution point for more than 3 days.

The Superintendent, along with the student publications advisors, shall develop administrative regulations for the implementation of this policy. The regulations shall include definitions of terms and timelines for the review of materials.

**LEGAL REFERENCES**


**DATE ADOPTED:** July 10, 2012

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**CONTACT WITH STUDENTS WHILE AT SCHOOL**

(Ref. ASBA 4.15)

**CONTACT BY PARENTS**

Parents wishing to speak to their children during the school day shall register first with the office.

**CONTACT BY NON-CUSTODIAL PARENTS**

- If there is any question concerning the legal custody of the student, the custodial parent shall present documentation to the principal or his/her designee establishing the parent’s custody of the student. It shall be the responsibility of the custodial parent to make any court ordered “no contact” or other restrictions regarding the non-custodial parent known to the principal by presenting a copy of a file-marked court order. Without such a court order on file, the school will release the child to either of his/her parents. Non-custodial parents who file with the principal a date-stamped copy of current court orders granting visitation may eat lunch, volunteer in their child’s classroom, or otherwise have contact with their child during school hours and the prior approval of the school’s principal. Such contact is subject to the limitations outlined in Policy (VISITORS) and any other policies that may apply.

- Unless prior arrangements have been made with the school’s principal, Arkansas law provides that the transfer of a child between his/her custodial parent and non-custodial parent, when both parents are present, shall not take place on the school’s property on normal school days during normal hours of school operation.

**CONTACT BY LAW ENFORCEMENT, SOCIAL SERVICES, OR BY COURT ORDER**

State Law requires that Department of Human Services employees, local law enforcement, or agents of the Crimes Against Children Division of the Department of Arkansas State Police, may interview students without a court order for the purpose of investigating suspected child abuse. In instances where the interviewer deems it necessary, they may exercise a “27-hour hold” without first obtaining a court order. Except as provided below, other questioning of students by non-school personnel shall be granted only with a court order directing such questioning, with permission of the parents of a student (or the student if above eighteen [18] years of age), or in response to a subpoena or arrest warrant.

If the District makes a report to any law enforcement agency concerning student misconduct or if access to a student is granted to a law enforcement agency due to a court order, the principal or the principal’s designee shall make a good faith effort to contact the student’s parent, legal guardian, or other person having lawful control by court order, or person acting in loco parentis identified on student enrollment forms. The principal or the principal’s designee shall not attempt to make such contact if presented documentation by the investigator that notification is prohibited because a parent, guardian, custodian, or person standing in loco parentis is named as an alleged offender of the suspected child maltreatment. This exception applies only to interview requests made by a law enforcement officer, an investigator of the Crimes Against Children Division of the Department of Arkansas State Police, or an investigator or employee of the Department of Human Services.

In instances other than those related to cases of suspected child abuse, principals must release a student to either a police officer who presents a subpoena for the student, or a warrant for arrest, or to an agent of state social services or an agent of a court with jurisdiction over a child with a court order signed by a judge. Upon release of the student, the principal or designee shall give the student’s parent, legal guardian, or other person having lawful control by court order, or person acting in loco parentis notice that the student has been taken into custody by law enforcement personnel or a state’s social services agency. If the principal or designee is unable to reach the
parent, he or she shall make a reasonable, good faith effort to get a message to the parent to call the principal or designee, and leave both a day and an after-hours telephone number.

CONTACT BY PROFESSIONAL LICENSURE STANDARDS BOARD INVESTIGATORS

Investigators for the Professional Licensure Standards Board may meet with students during the school day to carry out the investigation of an ethics complaint.

Date Adopted: July 11, 2011

VISITORS

Non-adults are not permitted to visit with school-age students during the school day.

Parents or other adults: Parents are encouraged to visit the school and consult with teachers about the progress of their child. Teachers are available for this purpose, but an appointment should be made through the principal’s office. Parents or adult visitors are asked not to go to classrooms without first checking in through the principal’s office.

Date Adopted: July 10, 2012

STUDENT DISCIPLINE
(Ref. ASBA 4.17)

The Mountain View School District Board of Education has a responsibility to protect the health, safety, and welfare of the District’s students and employees. To help maintain a safe environment conducive to high student achievement, the Board establishes policies necessary to regulate student behavior to promote an orderly school environment that is respectful of the rights of others and ensures the uniform enforcement of student discipline. Students are responsible for their conduct that occurs: at any time on the school grounds; off school grounds at a school sponsored function, activity, or event; going to and from school or a school activity.

The District’s administrators may also take disciplinary action against a student for off-campus conduct occurring at any time that would have a detrimental impact on school discipline, the educational environment, or the welfare of the students and/or staff. The minimum penalty for student misconduct will be a verbal warning from teachers and the maximum penalty will be expulsion by the Board and/or legal action dependent upon the severity and frequency of the misconduct. A student who has committed a criminal act while off campus and whose presence on campus could cause a substantial disruption to school or endanger the welfare of other students or staff is subject to disciplinary action up to and including expulsion. Such acts could include, but are not limited to a felony or an act that would be considered a felony if committed by an adult, an assault or battery, drug law violations, or sexual misconduct of a serious nature. Any disciplinary action pursued by the District shall be in accordance with the student’s appropriate due process rights.

The District’s personnel policy committee shall review the student discipline policies annually and may recommend changes in the policies to the Mountain View School District School Board. The Board shall approve any changes to student discipline policies.

The District’s student discipline policies shall be distributed to each student during the first week of school each year and to new students upon their enrollment. Each student’s parent or legal guardian shall sign and return to the school an acknowledgement form documenting that they have received the policies.

It is required by law that the principal or the person in charge report to the police any incidents the person has personal knowledge of or has received information leading to a reasonable belief that a person has committed or threatened to commit an act of violence or any crime involving a deadly weapon on school property or while under school supervision. If the person making the report is not the Superintendent, that person shall also inform the Superintendent of the incident. Additionally, the principal shall inform any school employee or other person who initially reported the incident that a report has been made to the appropriate law enforcement agency. The Superintendent or designee shall inform the Board of Directors of any such report made to law enforcement.

Legal References: A.C.A. § 6-18-502, A.C.A. § 6-17-113
Date Adopted: June 11, 2012
PROHIBITED CONDUCT
(Ref. ASBA 4.18)

Students and staff require a safe and orderly learning environment that is conducive to high student achievement. Certain student behaviors are unacceptable in such an environment and are hereby prohibited by the Board. Prohibited behaviors include, but shall not be limited to the following.

1. Disrespect for school employees and failing to comply with their reasonable directions or otherwise demonstrating insubordination;
2. Disruptive behavior that interferes with orderly school operations;
3. Willfully and intentionally assaulting or threatening to assault or physically abusing any student or school employee;
4. Possession of any weapon that can reasonably be considered capable of causing bodily harm to another individual;
5. Possession or use of tobacco in any form on any property owned or leased by any public school;
6. Willfully or intentionally damaging, destroying, or stealing school property;
7. Possession of any paging device, beeper, or similar electronic communication devices on the school campus during normal school hours unless specifically exempted by the administration for health or other compelling reasons;
8. Possession, selling, distributing, or being under the influence of an alcoholic beverage, any illegal drug, unauthorized inhalants, or the inappropriate use or sharing of prescription or over the counter drugs, or other intoxicants, or anything represented to be a drug;
9. Sharing, diverting, transferring, applying to others (such as needles or lancets), or in any way misusing medication or any medical supplies in their possession;
10. Inappropriate public displays of affection;
11. Cheating, copying, or claiming another person's work to be his/her own;
12. Gambling;
13. Inappropriate student dress;
14. Use of vulgar, profane, or obscene language or gestures;
15. Truancy;
16. Excessive tardiness;
17. Engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, or disability;
18. Possess, view, distribute or electronically transmit sexually explicit or vulgar images or representations, whether electronically, on a data storage device, or in hard copy form;
19. Hazing, or aiding in the hazing of another student;
20. Gangs or gang-related activities, including belonging to secret societies of any kind, are forbidden on school property. Gang insignias, clothing, “throwing signs” or other gestures associated with gangs are prohibited;
21. Sexual harassment;
22. Bullying; and
23. Operating a vehicle on school grounds while using a wireless communication device.

The Board directs each school in the District to develop implementation regulations for prohibited student conduct consistent with applicable Board policy, State and Federal laws, and judicial decisions.

Date Adopted: June 11, 2012
DISRUPTION OF SCHOOL  
(Ref. ASBA 4.20)

No student shall by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause the disruption of any lawful mission, process, or function of the school, or engage in any such conduct for the purpose of causing disruption or obstruction of any lawful mission, process, or function. Nor shall any student encourage any other student to engage in such activities.

Disorderly activities by any student or group of students that adversely affect the school’s orderly educational environment shall not be tolerated at any time on school grounds. Teachers may remove from class and send to the principal or principal’s designee office a student whose behavior is so unruly, disruptive, or abusive that it seriously interferes with the teacher’s ability to teach the students, the class, or with the ability of the student’s classmates to learn. Students who refuse to leave the classroom voluntarily will be escorted from the classroom by the school administration.

Legal Reference:  A.C.A. § 6-18-511  
Date Adopted:  July 10, 2012

STUDENT ASSAULT OR BATTERY  
(Ref. ASBA 4.21)

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

Furthermore, it is unlawful, during regular school hours, and in a place where a public school employee is required to be in the course of his or her duties, for any person to address a public school employee using language which, in its common understanding, is calculated to: a) cause a breach of the peace; b) materially and substantially interfere with the operation of the school; c) arouse the person to whom it is addressed to anger, to the extent likely to cause imminent retaliation. Students guilty of such an offense may be subject to legal proceedings in addition to student disciplinary measures.

Legal Reference:  A.C.A. § 6-17-106 (a)  
Date Adopted:  July 10, 2012

WEAPONS AND DANGEROUS INSTRUMENTS  
(Ref. ASBA 4.22)

No student shall possess a weapon, display what appears to be a weapon, or threaten to use a weapon while in school, on or about school property, before or after school, in attendance at school or any school sponsored activity, en route to or from school or any school sponsored activity, off the school grounds at any school bus stop, or at any school sponsored activity or event. Military personnel, such as ROTC cadets, acting in the course of their official duties are exempted.

A weapon is defined as any firearm, knife, razor, ice pick, dirk, box cutter, nunchucks, pepper spray or other noxious spray, explosive, Taser or other instrument that uses electrical current to cause neuromuscular incapacitation, or any other instrument or substance capable of causing bodily harm. For the purposes of this policy, "firearm" means any device designed, made, or adapted to expel a projectile by the action of an explosive or any device readily convertible to that use.

Possession means having a weapon, as defined in this policy, on the student’s body or in an area under his/her control. If a student discovers prior to any questioning or search by any school personnel that he/she has accidentally brought a weapon, other than a firearm, to school on his/her person, in a book bag/purse, or in his/her vehicle on school grounds, and the student informs the principal or a staff person immediately, the student will not be considered to be in possession of a weapon unless it is a firearm. The weapon shall be confiscated and held in the office until such time as the student’s parent/legal guardian shall pick up the weapon from the school’s office. Repeated offenses are unacceptable and shall be grounds for disciplinary action against the student as otherwise provided for in this policy.

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

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

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


Date Adopted: July 8, 2013

TOBACCO AND TOBACCO PRODUCTS
(Rev. ASBA 4.23)

Smoking or use of tobacco or products containing tobacco in any form (including, but not limited to, cigarettes, cigars, chewing tobacco, and snuff) in or on any real property owned or leased by a District school, including school buses owned or leased by the District, is prohibited. Students who violate this policy may be subject to legal proceedings in addition to student disciplinary measures.

With the exception of recognized tobacco cessation products, this policy’s prohibition includes any tobacco or nicotine delivery system or product. Specifically, the prohibition includes any product that is manufactured, distributed, marketed, or sold as e-cigarettes, e-cigs, e-pipes, or under any other name or descriptor.

Legal Reference: A.C.A. § 6-21-609

Date Adopted: July 8, 2013

DRUGS AND ALCOHOL
(Ref. ASBA 4.24)

An orderly and safe school environment that is conducive to promoting student achievement requires a student population free from the deleterious effects of alcohol and drugs. Their use is illegal, disruptive to the educational environment, and diminishes the capacity of students to learn and function properly in our schools.

Therefore, no student in the Mountain View School District shall possess, attempt to possess, consume, use, distribute, sell, buy, attempt to sell, attempt to buy, give to any person, or be under the influence of any substance as defined in this policy, or what the student represents or believes to be any substance as defined in this policy. This policy applies to any student who; is on or about school property; is in attendance at school or any school sponsored activity; has left the school campus for any reason and returns to the campus; is en route to or from school or any school sponsored activity.

Prohibited substances shall include, but are not limited to, alcohol, or any alcoholic beverage, inhalants or any ingestible matter that alter a student’s ability to act, think, or respond, LSD, or any other hallucinogen, marijuana, cocaine, heroin, or any other narcotic drug, PCP, amphetamines, steroids, “designer drugs,” look-alike drugs, or any controlled substance.

Selling, distributing, or attempting to sell or distribute, or using over-the-counter or prescription drugs not in accordance with the recommended dosage is prohibited.

Date Adopted: June 11, 2012
STUDENT DRESS AND GROOMING
(Ref. ASBA 4.25)

The Mountain View School District Board of Education recognizes that dress can be a matter of personal taste and preference. At the same time, the District has a responsibility to promote an environment conducive to student learning. This requires limitations to student dress and grooming that could be disruptive to the educational process because they are immodest, disruptive, unsanitary, unsafe, could cause property damage, or are offensive to common standards of decency.

Students are prohibited from wearing, while on the school grounds during the school day and at school-sponsored events, clothing that exposes underwear, buttocks, or the breast of a female. This prohibition does not apply, however to a costume or uniform worn by a student while participating in a school-sponsored activity or event.

The Superintendent shall establish student dress codes for the District’s schools, to be included in the student handbook, and are consistent with the above criteria.

Legal References: A.C.A. § 6-18-502(c)(1), A.C.A. § 6-18-503(c)
Date Adopted: July 10, 2012

GANGS AND GANG ACTIVITY
(Ref. ASBA 4.26)

The Board is committed to ensuring a safe school environment conducive to promoting a learning environment where students and staff can excel. An orderly environment cannot exist where unlawful acts occur causing fear, intimidation, or physical harm to students or school staff. Gangs and their activities create such an atmosphere and shall not be allowed on school grounds or at school functions.

The following actions are prohibited by students on school property or at school functions:

1. Wearing or possessing any clothing, bandanas, jewelry, symbol, or other sign associated with membership in, or representative of, any gang;
2. Engaging in any verbal or nonverbal act such as throwing signs, gestures, or handshakes representative of membership in any gang;
3. Recruiting, soliciting, or encouraging any person through duress or intimidation to become or remain a member of any gang; and/or
4. Extorting payment from any individual in return for protection from harm from any gang.

Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion.

Students arrested for gang related activities occurring off school grounds shall be subject to the same disciplinary actions as if they had occurred on school grounds.

Legal References: A.C.A. § 6-15-1005(b)(2), A.C.A. § 5-74-201
Date Adopted: July 10, 2012
The Mountain View School District is committed to having an academic environment in which all students are treated with respect and dignity. Student achievement is best attained in an atmosphere of equal educational opportunity that is free of discrimination. Sexual harassment is a form of discrimination that undermines the integrity of the educational environment and will not be tolerated.

Believing that prevention is the best policy, the District will periodically inform students and employees about the nature of sexual harassment, the procedures for registering a complaint, and the possible redress that is available. The information will stress that the district does not tolerate sexual harassment and that students can report inappropriate behavior of a sexual nature without fear of adverse consequences. The information will take into account and be appropriate to the age of the students.

It shall be a violation of this policy for any student to be subjected to, or to subject another person to, sexual harassment as defined in this policy. Any student found, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action up to, and including, expulsion.

Sexual harassment refers to unwelcome sexual advances, requests for sexual favors, or other personally offensive verbal, visual, or physical conduct of a sexual nature made by someone under any of the following conditions:

1. Submission to the conduct is made, either explicitly or implicitly, a term or condition of an individual’s education;
2. Submission to, or rejection of, such conduct by an individual is used as the basis for academic decisions affecting that individual; and/or
3. Such conduct has the purpose or effect of substantially interfering with an individual’s academic performance or creates an intimidating, hostile, or offensive academic environment.

The terms “intimidating,” “hostile,” and “offensive” include conduct of a sexual nature which has the effect of humiliation or embarrassment and is sufficiently severe, persistent, or pervasive that it limits the student’s ability to participate in, or benefit from, an educational program or activity.

Actionable sexual harassment is generally established when an individual is exposed to a pattern of objectionable behaviors or when a single, serious act is committed. What is, or is not, sexual harassment will depend upon all of the surrounding circumstances. Depending upon such circumstances, examples of sexual harassment include, but are not limited to: unwelcome touching; crude jokes or pictures; discussions of sexual experiences; pressure for sexual activity; intimidation by words, actions, insults, or name calling; teasing related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct or is homosexual, regardless of whether or not the student self-identifies as homosexual; and spreading rumors related to a person’s alleged sexual activities.

Students who believe they have been subjected to sexual harassment, or parents of a student who believes their child has been subjected to sexual harassment, are encouraged to file a complaint by contacting a counselor, teacher, Title IX coordinator, or administrator who will assist them in the complaint process. Under no circumstances shall a student be required to first report allegations of sexual harassment to a school contact person if that person is the individual who is accused of the harassment.

To the extent possible, complaints will be treated in a confidential manner. Limited disclosure may be necessary in order to complete a thorough investigation. Students who file a complaint of sexual harassment will not be subject to retaliation or reprisal in any form.

Students who knowingly fabricate allegations of sexual harassment shall be subject to disciplinary action up to and including expulsion.

Individuals who withhold information, purposely provide inaccurate facts, or otherwise hinder an investigation of sexual harassment shall be subject to disciplinary action up to and including expulsion.
Laser Pointers
(Ref. ASBA 4.28)

Students shall not possess any hand held laser pointer while in school; on or about school property, before or after school; in attendance at school or any school-sponsored activity, en route to or from school or any school-sponsored activity; off the school grounds at any school bus stop or at any school-sponsored activity or event. School personnel shall seize any laser pointer from the student possessing it and the student may reclaim it at the close of the school year, or when the student is no longer enrolled in the District.

Legal References: A.C.A. § 6-18-512, A.C.A. § 5-60-122
Date Adopted: July 10, 2012

Internet Safety and Electronic Device Use Policy
(Ref. ASBA 4.29)

Definition

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

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

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

Technology Protection Measures

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

(A) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
(B) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
(C) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Internet Use and Safety

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

- interacting with other individuals on social networking websites and in chat rooms;
- Cyberbullying awareness; and
- Cyberbullying response.
Misuse of Internet

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

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


Date Adopted: July 14, 2014
SUSPENSION FROM SCHOOL  
(Ref. ASBA 4.30)

Students who are not present at school cannot benefit from the educational opportunities the school environment affords. Administrators, therefore, shall strive to find ways to keep students in school as participants in the educational process. There are instances, however, when the needs of the other students or the interests of the orderly learning environment require the removal of a student from school. The Board authorizes school principals or their designees to suspend students for disciplinary reasons for a period of time not to exceed ten (10) school days, including the day upon which the suspension is imposed. The suspension may be in school or out of school. Students are responsible for their conduct that occurs: at any time on the school grounds; off school grounds at a school-sponsored function, activity, or event; going to and from school or a school activity. A student may be suspended for behavior including, but not limited to that:

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

Out-of-school suspension (OSS) shall not be used to discipline a student in kindergarten through fifth (5th) grade unless the student’s behavior:
   a) Poses a physical risk to himself or herself or to others;
   b) Causes a serious disruption that cannot be addressed through other means; or
   c) Is the act of bringing a firearm on school campus.

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

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

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

When possible, notice of the suspension, its duration, and any stipulations for the student’s re-admittance to class will be given to the parent(s), legal guardian(s), or to the student if age 18 or older prior to the suspension. Such notice shall be handed to the parent(s), legal guardian(s), or to the student if age 18 or older or mailed to the last address reflected in the records of the school district.

Generally, notice and hearing should precede the student's removal from school, but if prior notice and hearing are not feasible, as where the student's presence endangers persons or property or threatens disruption of the academic process, thus justifying immediate removal from school, the necessary notice and hearing should follow as soon as practicable.

It is the parents’ or legal guardians’ responsibility to provide current contact information to the district which the school shall use to immediately notify the parent or legal guardian upon the suspension of a student. The notification shall be by one of the following means, listed in order of priority:
   - A primary call number
     o The contact may be by voice, voice mail, or text message
   - An email address
   - A regular first class letter to the last known mailing address

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

During the period of their suspension, students serving out-of-school suspensions shall not be permitted on campus except to attend a student/parent/administrator conference.

During the period of their suspension, students serving in-school suspension shall not attend any school-sponsored activities during the imposed suspension nor shall the student participate in any school-sponsored activities.

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

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

Legal References:  
Date Adopted: June 11, 2012
EXPULSION  
(Ref. ASBA 4.31)

The Board of Education may expel a student for a period longer than ten (10) school days for violation of the District’s written discipline policies. The Superintendent may make a recommendation of expulsion to the Board of Education for student conduct:

- Deemed to be of such gravity that suspension would be inappropriate;
- Where the student’s continued attendance at school would disrupt the orderly learning environment; or
- Would pose an unreasonable danger to the welfare of the other students or staff.

Expulsion shall not be used to discipline a student in kindergarten through fifth (5th) grade unless the student’s behavior:

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

The Superintendent or his/her designee shall give written notice to the parents or legal guardians (mailed to the address reflected on the District’s records) that he/she will recommend to the Board of Education that the student be expelled for the specified length of time and state the reasons for the recommendation to expel. The notice shall give the date, hour, and place where the Board of Education will consider and dispose of the recommendation.

The hearing shall be conducted not later than ten (10) school days following the date of the notice, except that representatives of the Board and student may agree in writing to a date not conforming to this limitation.

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

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

Except as permitted by policy (WEAPONS AND DANGEROUS INSTRUMENTS), the Superintendent shall recommend the expulsion of any student for a period of not less than one (1) year for possession of any firearm prohibited on school campus by law. The Superintendent shall, however, have the discretion to modify the expulsion recommendation for a student on a case-by-case basis. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a weapons policy violation shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

The Superintendent and the Board of Education shall complete the expulsion process of any student that was initiated because the student possessed a firearm or other prohibited weapon on school property regardless of the enrollment status of the student.

Legal Reference: A.C.A. § 6-18-507
Date Adopted: July 10, 2012
THE DISTRICT RESPECTS THE RIGHTS OF ITS STUDENTS AGAINST ARBITRARY INTRUSION OF THEIR PERSON AND PROPERTY. AT THE SAME TIME, IT IS THE RESPONSIBILITY OF SCHOOL OFFICIALS TO PROTECT THE HEALTH, SAFETY, AND WELFARE OF ALL STUDENTS ENROLLED IN THE DISTRICT IN ORDER TO PROMOTE AN ENVIRONMENT CONducIVE TO STUDENT LEARNING. THE SUPERINTENDENT, PRINCIPALS, AND THEIR DESIGNEES HAVE THE RIGHT TO INSPECT AND SEARCH SCHOOL PROPERTY AND EQUIPMENT. THEY MAY ALSO SEARCH STUDENTS AND THEIR PERSONAL PROPERTY IN WHICH THE STUDENT HAS A REASONABLE expectation of privacy, when there is reasonable and individualized suspicion to believe such student or property contains illegal items or other items in violation of Board policy or dangerous to the school community. SCHOOL AUTHORITIES MAY SEIZE EVIDENCE FOUND IN THE SEARCH AND DISCIPLINARY ACTION MAY BE TAKEN. EVIDENCE FOUND WHICH APPEARS TO BE IN VIOLATION OF THE LAW SHALL BE REPORTED TO THE APPROPRIATE AUTHORITY.

SCHOOL PROPERTY SHALL INCLUDE, BUT NOT BE LIMITED TO, LOCKERS, DESKS, AND PARKING LOTS, AS WELL AS PERSONAL EFFECTS LEFT THERE BY STUDENTS. WHEN POSSIBLE, PRIOR NOTICE WILL BE GIVEN AND THE STUDENT WILL BE ALLOWED TO BE PRESENT ALONG WITH AN ADULT WITNESS, HOWEVER, SEARCHES MAY BE DONE AT ANY TIME WITH OR WITHOUT NOTICE OR THE STUDENT’S CONSENT. A PERSONAL SEARCH MUST NOT BE EXCESSIVELY INTRUSIVE IN LIGHT OF THE AGE AND SEX OF THE STUDENT AND THE NATURE OF THE INFRACTION.

THE SUPERINTENDENT, PRINCIPALS, AND THEIR DESIGNEES MAY REQUEST THE ASSISTANCE OF LAW ENFORCEMENT OFFICIALS TO HELP CONDUCT SEARCHES. SUCH SEARCHES MAY INCLUDE THE USE OF SPECIALLY TRAINED DOGS.

A SCHOOL OFFICIAL OF THE SAME SEX SHALL CONDUCT PERSONAL SEARCHES WITH AN ADULT WITNESS OF THE SAME SEX PRESENT.

STATE LAW REQUIRES THAT DEPARTMENT OF HUMAN SERVICES EMPLOYEES, LOCAL LAW ENFORCEMENT, OR AGENTS OF THE CRIMES AGAINST CHILDREN DIVISION OF THE DEPARTMENT OF ARKANSAS STATE POLICE, MAY INTERVIEW STUDENTS WITHOUT A COURT ORDER FOR THE PURPOSE OF INVESTIGATING SUSPECTED CHILD ABUSE. IN INSTANCES WHERE THE INTERVIEWERS DEEM IT NECESSARY, THEY MAY EXERCISE A “72-HOUR HOLD” WITHOUT FIRST OBTAINING A COURT ORDER. OTHER QUESTIONING OF STUDENTS BY NON-SCHOOL PERSONNEL SHALL BE GRANTED ONLY WITH A COURT ORDER DIRECTING SUCH QUESTIONING, WITH PERMISSION OF THE PARENTS OF A STUDENT (OR THE STUDENT IF ABOVE EIGHTEEN [18] YEARS OF AGE), OR IN RESPONSE TO A SUBPOENA OR ARREST WARRANT.

IF THE DISTRICT MAKES A REPORT TO ANY LAW ENFORCEMENT AGENCY CONCERNING STUDENT MISCONDUCT OR IF ACCESS TO A STUDENT IS GRANTED TO A LAW ENFORCEMENT AGENCY DUE TO A COURT ORDER, THE PRINCIPAL OR THE PRINCIPAL’S DESIGNEE SHALL MAKE A GOOD FAITH EFFORT TO CONTACT THE STUDENT’S PARENT, LEGAL GUARDIAN, OR OTHER PERSON HAVING LAWFUL CONTROL BY COURT ORDER, OR PERSON ACTING IN LOCO PARENTIS ON STUDENT ENROLLMENT FORMS. THE PRINCIPAL OR THE PRINCIPAL’S DESIGNEE SHALL NOT ATTEMPT TO MAKE SUCH CONTACT IF PRESENTED DOCUMENTATION BY THE INVESTIGATOR THAT NOTIFICATION IS PROHIBITED BECAUSE A PARENT, GUARDIAN, CUSTODIAN, OR PERSON STANDING IN LOCO PARENTIS IS NAMED AS AN ALLEGED OFFENDER OF THE SUSPECTED CHILD MALTREATMENT. THIS EXCEPTION APPLIES ONLY TO INTERVIEW REQUESTS MADE BY A LAW ENFORCEMENT OFFICER, AN INVESTIGATOR OF THE CRIMES AGAINST CHILDREN DIVISION OF THE DEPARTMENT OF ARKANSAS STATE POLICE, OR AN INVESTIGATOR OR EMPLOYEE OF THE DEPARTMENT OF HUMAN SERVICES.

IN INSTANCES OTHER THAN THOSE RELATED TO CASES OF SUSPECTED CHILD ABUSE, PRINCIPALS MUST RELEASE A STUDENT TO EITHER A POLICE OFFICER WHO PRESENTS A SUBPOENA FOR THE STUDENT, OR A WARRANT FOR ARREST, OR TO AN AGENT OF STATE SOCIAL SERVICES OR AN AGENT OF A COURT WITH JURISDICTION OVER A CHILD WITH A COURT ORDER SIGNED BY A JUDGE. UPON RELEASE OF THE STUDENT, THE PRINCIPAL OR DESIGNEE SHALL GIVE THE STUDENT’S PARENT, LEGAL GUARDIAN, OR OTHER PERSON HAVING LAWFUL CONTROL BY COURT ORDER, OR PERSON ACTING IN LOCO PARENTIS NOTICE THAT THE STUDENT HAS BEEN TAKEN INTO CUSTODY BY LAW ENFORCEMENT PERSONNEL OR A STATE’S SOCIAL SERVICES AGENCY. IF THE PRINCIPAL OR DESIGNEE IS UNABLE TO REACH THE PARENT, HE OR SHE SHALL MAKE A REASONABLE, GOOD FAITH EFFORT TO GET A MESSAGE TO THE PARENT TO CALL THE PRINCIPAL OR DESIGNEE, AND LEAVE BOTH A DAY AND AN AFTER-HOURS TELEPHONE NUMBER.

LEGAL REFERENCES:

DATE ADOPTED: July 11, 2011
STUDENTS’ VEHICLES  
(Ref. ASBA 4.33)

A student, who has presented a valid driver’s license and proof of insurance to the appropriate office personnel, may drive his/her vehicle to school. Vehicles driven to school shall be parked in the area designated for student parking. Parking on school property is a privilege which may be denied to a student for any disciplinary violation, at the discretion of the student's building principal.

Students are not permitted to loiter in parking areas and are not to return to their vehicles during the school day for any reason unless given permission to do so by school personnel.

It is understood that there is no expectation of privacy in vehicles in parking areas. Drivers of vehicles parked on a school campus will be held accountable for illegal substances or any other item prohibited by District policy found in their vehicle. The act of a student parking a vehicle on campus is a grant of permission for school or law enforcement authorities to search that vehicle.

Date Adopted: June 11, 2012

COMMUNICABLE DISEASES AND PARASITES  
(Ref. ASBA 4.34)

Students with communicable diseases or with human host parasites that are transmittable in a school environment shall demonstrate respect for other students by not attending school while they are capable of transmitting their condition to others. Students whom the school nurse determines are unwell or unfit for school attendance or who are believed to have a communicable disease or condition will be required to be picked up by their parent or guardian. Specific examples include, but are not limited to: chicken pox, measles, scabies, conjunctivitis (Pink Eye), impetigo/MRSA (Methicillin-resistant Staphylococcus aureus), streptococcal and staphylococcal infections, ringworm, mononucleosis, Hepatitis B or C, mumps, vomiting, diarrhea, and fever (100.4 F when taken orally). A student who has been sent home by the school nurse will be subsequently readmitted, at the discretion of the school nurse, when the student is no longer a transmission risk. In some instances, a letter from a health care provider may be required prior to the student being readmitted to the school.

To help control the possible spread of communicable diseases, school personnel shall follow the District’s exposure control plan when dealing with any blood borne, foodborne, and airborne pathogens exposures. Standard precautions shall be followed relating to the handling, disposal, and cleanup of blood and other potentially infectious materials such as all body fluids, secretions and excretions (except sweat).

The District shall maintain a copy of each student's immunization record and a list of individuals with exemptions from immunization which shall be education records as defined in policy (PRIVACY OF STUDENTS’ RECORDS /DIRECTORY INFORMATION). That policy provides that an education record may be disclosed to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.

A student enrolled in the District who has an immunization exemption may be removed from school at the discretion of the Arkansas Department of Health during an outbreak of the disease for which the student is not vaccinated. The student may not return to the school until the outbreak has been resolved and the student's return to school is approved by the Arkansas Department of Health.

The parents or legal guardians of students found to have human host parasites that are transmittable in a school environment will be asked to come to the school to pick their child up. The parents or legal guardians will be given information concerning the eradication and control of human host parasites. The school nurse will excuse 2 days per semester for the eradication and control of human host parasites, i.e. head lice. A student may be readmitted after the school nurse or designee has determined the student is free of lice or nits.

Each school may conduct screenings of students for human host parasites that are transmittable in a school environment as needed. The screenings shall be conducted in a manner that respects the privacy and confidentiality of each student.

Legal References: A.C.A. § 6-18-702, Arkansas State Board of Health Rules And Regulations Pertaining To Immunization Requirements

Date Adopted: June 11, 2012
STUDENT MEDICATIONS
(Ref. ASBA 4.35)

Prior to the administration of any medication to any student under the age of eighteen (18), written parental consent is required. The consent form shall include authorization to administer the medication and relieve the Board and its employees of civil liability for damages or injuries resulting from the administration of medication to students in accordance with this policy.

Unless authorized to self-administer, students are not allowed to carry any medications, including over-the-counter medications or any perceived health remedy not regulated by the US Food and Drug Administration, while at school. The parent or legal guardian shall bring the student’s medication to the school nurse. Elementary students may not bring any medication to school. Middle and high school students may bring the medication if accompanied by a written authorization from the parent or legal guardian. When medications are brought to the school nurse, the nurse shall document, in the presence of the parent, the quantity and type of the medication(s). If the medications are brought by a student, the school nurse shall ask another school employee to verify, in the presence of the student the quantity of the medication(s). Each person present shall sign a form verifying the quantity and type of the medication(s).

Medications, including those for self-medication, must be in the original container and be properly labeled with the student’s name, the ordering health care provider’s name, the name of the medication, the dosage, frequency, and instructions for the administration of the medication (including times). Additional information accompanying the medication shall state the purpose for the medication, its possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings.

Students with an individualized health plan (IHP) may be given over-the-counter medications to the extent giving such medications are included in the student's IHP.

The only Schedule II medications that shall be allowed to be brought to the school are methylphenidate (e.g. Ritalin or closely related medications as determined by the school nurse), dextroamphetamine (Dexedrine), and amphetamine sulfate (e.g. Adderall or closely related medications as determined by the school nurse). To help ensure their safe keeping, any such medications brought to the school nurse shall be stored in a double locked cabinet.

For the student's safety, no student will be allowed to attend school if the student is currently taking any other Schedule II medication than permitted by this policy. Students who are taking Schedule II medications which are not allowed to be brought to school shall be eligible for homebound instruction if provided for in their IEP and 504 plans.

The district's supervising registered nurse shall be responsible for creating both on campus and off campus procedures for administering medications.

Students who have written permission from their parent or guardian and a licensed health care provider to self-administer either an rescue inhaler or auto-injectable epinephrine, or both and who have a current consent form on file shall be allowed to carry and self-administer such medication while in school, at an on-site school sponsored activity, while traveling to or from school, or at an off-site school sponsored activity. Students are prohibited from sharing, transferring, or in any way diverting his/her medications to any other person. The fact that a student with a completed consent form on file is allowed to carry an rescue inhaler or auto-injectable epinephrine, or both does not require him/her to have such on his/her person. The parent or guardian of a student who qualifies under this policy to self-carry a rescue inhaler or auto-injectable epinephrine, or both on his/her person shall provide the school with the appropriate medication which shall be immediately available to the student in an emergency.

Students may be administered Glucagon in emergency situations by the school nurse or, in the absence of the school nurse, a trained volunteer school employee designated as a care provider, provided the student has:

1. an IHP developed under Section 504 of the Rehabilitation Act of 1973 which provides for the administration of Glucagon in emergency situations; and
2. a current, valid consent form on file from their parent or guardian.

Emergency Administration of Epinephrine

The school nurse or other school employees designated by the school nurse as a care provider who have been trained and certified by a licensed physician may administer an epinephrine auto-injector in emergency situations to students who have an IHP developed under Section 504 of the Rehabilitation Act of 1973 which provides for the administration of an epinephrine auto-injector in emergency situations.

The parent of a student who has an authorizing IHP, or the student if over the age of eighteen (18), shall annually complete and sign a written consent form provided by the student's school nurse authorizing the nurse or other school employee certified to administer auto-injector epinephrine to the student when the employee believes the student is having a life-threatening anaphylactic reaction.
Students with an order from and a licensed health care provider to self-administer auto-injectable epinephrine and who have written permission from their parent or guardian shall provide the school nurse an epinephrine auto-injector. This epinephrine will be used in the event the school nurse, or other school employee certified to administer auto-injector epinephrine, in good faith professionally believes the student is having a life-threatening anaphylactic reaction and the student is either not self-carrying his/her epinephrine auto-injector or the nurse is unable to locate it.

The school nurse for each District school shall keep epinephrine auto-injectors on hand that are suitable for the students the school serves. The school nurse or other school employee designated by the school nurse as a care provider who has been trained and certified by a licensed physician may administer auto-injector epinephrine to those students who the school nurse, or other school employee certified to administer auto-injector epinephrine, in good faith professionally believes is having a life-threatening anaphylactic reaction. The school shall not keep outdated medications or any medications past the end of the school year. By this policy, parents are notified that ten (10) days after the last day of school, all medications will be disposed of that are left at the school. Medications not picked up by the parents or legal guardians within the ten (10) day period shall be disposed of by the school nurse in accordance with current law and regulations.

Legal References: Ark. State Board of Nursing: School Nurse Roles and Responsibilities, Arkansas Department of Education and Arkansas State Board of Nursing Rules Governing the Administration of Glucagon to Arkansas Public School Students Suffering from Type I Diabetes, A.C.A. § 6-18-707, A.C.A. § 6-18-1005a(6), A.C.A. § 17-87-103 (11)

Date Adopted: July 8, 2013

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**STUDENT ILLNESS/ACCIDENT**
(Ref. ASBA 4.36)

If a student becomes too ill to remain in class and/or could be contagious to other students, the principal or designee will attempt to notify the student’s parent or legal guardian. The student will remain in the school’s health room or a place where he/she can be supervised until the end of the school day or until the parent/legal guardian can check the student out of school.

If a student becomes seriously ill or is injured while at school and the parent/legal guardian cannot be contacted, the failure to make such contact shall not unreasonably delay the school’s expeditious transport of the student to an appropriate medical care facility. The school assumes no responsibility for treatment of the student. When available, current, and applicable, the student’s emergency contact numbers and medical information will be utilized. Parents are strongly encouraged to keep this information up to date.

Date Adopted: July 10, 2012

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**EMERGENCY DRILLS**
(Ref. ASBA 4.37)

All schools in the District shall conduct fire drills at least monthly. Tornado drills shall also be conducted not fewer than three (3) times per year with at least one each in the months of September, January, and February. Students who ride school buses, shall also participate in emergency evacuation drills at least twice each school year.

The District shall annually conduct an active shooter drill and school safety assessment for all District schools in collaboration with local law enforcement and emergency management personnel. Students will be included in the drills to the extent that is appropriate to the age of the student and grade configuration of the school and the drills may be conducted during the instructional day or during non-instructional time periods.

Drills may be conducted during the instructional day or during non-instructional time periods.

Other types of emergency drills may also be conducted to test the implementation of the District's emergency plans in the event of an earthquake or terrorist attack that might include the use of biological or chemical agents. Students shall be included in the drills to the extent practicable.


Date Adopted: July 14, 2014
PERMANENT RECORDS
(Ref. ASBA 4.38)

Permanent school records, as required by the Arkansas Department of Education, shall be maintained for each student enrolled in the District until the student receives a high school diploma or its equivalent or is beyond the age of compulsory school attendance. A copy of the student’s permanent record shall be provided to the receiving school district within ten (10) school days after the date a request from the receiving school district is received.

Legal References: A.C.A. § 6-18-901, ADE Rule Student Permanent Records
Date Adopted: July 10, 2012

CORPORAL PUNISHMENT
(Ref. ASBA 4.39)

The Mountain View School District School Board authorizes the use of corporal punishment to be administered in accordance with this policy by the Superintendent or his/her designated staff members who are required to have a state-issued license as a condition of their employment.

Prior to the administration of corporal punishment, the student receiving the corporal punishment shall be given an explanation of the reasons for the punishment and be given an opportunity to refute the charges.

All corporal punishment shall be administered privately, i.e. out of the sight and hearing of other students, shall not be excessive, or administered with malice, and shall be administered in the presence of another school administrator or designee who shall be a licensed staff member employed by the District.

Legal Reference: A.C.A. § 6-18-503 (b), A.C.A. § 6-18-505 (c) (1)
Date Adopted: June 11, 2012

HOMELESS STUDENTS
(Ref. ASBA 4.40)

The Mountain View School District will afford the same services and educational opportunities to homeless children as are afforded to non-homeless children. The Superintendent or his/her designee shall appoint an appropriate staff person to be the local educational liaison for homeless children and youth whose responsibilities shall include coordinating with the state educational liaison for homeless children and youth to ensure that homeless children are not stigmatized or segregated on the basis of their status as homeless and such other duties as are prescribed by law and this policy.

Notwithstanding Policy (RESIDENCE REQUIREMENTS), homeless students living in the district are entitled to enroll in the district’s school that non-homeless students who live in the same attendance area are eligible to attend. If there is a question concerning the enrollment of a homeless child due to a conflict with Policy (RESIDENCE REQUIREMENTS) or Policy (ENTRANCE REQUIREMENTS), the child shall be immediately admitted to the school in which enrollment is sought pending resolution of the dispute. It is the responsibility of the District’s local educational liaison for homeless children and youth to carry out the dispute resolution process.

To the extent feasible, the District shall do one of the following according to what is in the best interests of a homeless child. (For the purposes of this policy “school of origin” means the school the child attended when permanently housed or the school in which the child was last enrolled.)

1. continue educating the child who becomes homeless between academic years or during an academic year in their school of origin for the duration of their homelessness;
2. continue educating the child in his/her school of origin who becomes permanently housed during an academic year for the remainder of the academic year; or
3. enroll the homeless child in the school appropriate for the attendance zone where the child lives.

If the District elects to enroll a homeless child in a school other than their school of origin and such action is against the wishes of the child’s parent or guardian, the District shall provide the parent or guardian with a written explanation of their reason for so doing which shall include a statement of the parent/guardian’s right to appeal.

In any instance where the child is unaccompanied by a parent or guardian, the District’s local educational liaison for homeless children and youth shall assist the child in determining his/her place of enrollment. The Liaison shall provide the child with a notice of his/her right to appeal the enrollment decision.
The District shall be responsible for providing transportation for a homeless child, at the request of the parent or guardian (or in the case of an unaccompanied youth, the Liaison), to and from the child’s school of origin.

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

a. are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement;

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

c. are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and includes
d. are migratory children who are living in circumstances described in clauses (a) through (c).

Legal References:


Date Adopted: June 11, 2012

PHYSICAL EXAMINATIONS OR SCREENINGS
(Ref. ASBA 4.41)

The district conducts routine health screenings such as hearing, vision, and scoliosis due to the importance these health factors play in the ability of a student to succeed in school. The intent of the exams or screenings is to detect defects in hearing, vision, or other elements of health that would adversely affect the student’s ability to achieve to his/her full potential.

The rights provided to parents under this policy transfer to the student when he/she turns 18 years old.

Except in instances where a student is suspected of having a contagious or infectious disease, parents shall have the right to opt their student out of the exams or screenings by using a form providing certification from a physician that he/she has recently examined the student.

Legal References: A.C.A. § 6-18-701 (b), (c), (f)

Date Adopted: July 10, 2012

STUDENT HANDBOOK
(Ref. ASBA 4.42)

It shall be the policy of the Mountain View School District that the most recently adopted version of the Student Handbook be incorporated by reference into the policies of this district. In the event that there is a conflict between the student handbook and a general board policy or policies, the more recently adopted language will be considered binding and controlling on the matter provided the parent(s) of the student, or the student if 18 years of age or older have acknowledged receipt of the controlling language.

Date Adopted: July 10, 2012

COMPLAINT RESOLUTION

Any parent or guardian is encouraged to seek a resolution to any problem involving school personnel. The following procedure has been established to provide a means of addressing problems and seeking a solution. The steps are:

1. Seek a resolution with the teacher involved.
2. If the problem is not resolved in step #1, contact the principal.
3. If the problem is not resolved in step #2, contact the superintendent.
4. If the superintendent is unable to resolve the problem the parent may refer the problem to the board of education.
Respect for the dignity of others is a cornerstone of civil society. Bullying creates an atmosphere of fear and intimidation, robs a person of his/her dignity, detracts from the safe environment necessary to promote student learning, and will not be tolerated by the Board of Directors. Students who bully another person shall be held accountable for their actions whether they occur on school equipment or property; off school property at a school sponsored or approved function, activity, or event; going to or from school or a school activity in a school vehicle or school bus; or at designated school bus stops.

A school principal or his or her designee who receives a credible report or complaint of bullying shall promptly investigate the complaint or report and make a record of the investigation and any action taken as a result of the investigation.

**Definitions:**

**Attribute** means an actual or perceived personal characteristic including without limitation race, color, religion, ancestry, national origin, socioeconomic status, academic status, disability, gender, gender identity, physical appearance, health condition, or sexual orientation;

**Bullying** means the intentional harassment, intimidation, humiliation, ridicule, defamation, or threat or incitement of violence by a student against another student or public school employee by a written, verbal, electronic, or physical act that may address an attribute of the other student, public school employee, or person with whom the other student or public school employee is associated and that causes or creates actual or reasonably foreseeable:

- Physical harm to a public school employee or student or damage to the public school employee's or student's property;
- Substantial interference with a student's education or with a public school employee's role in education;
- A hostile educational environment for one (1) or more students or public school employees due to the severity, persistence, or pervasiveness of the act; or
- Substantial disruption of the orderly operation of the school or educational environment;

**Electronic act** means without limitation a communication or image transmitted by means of an electronic device, including without limitation a telephone, wireless phone or other wireless communications device, computer, or pager that results in the substantial disruption of the orderly operation of the school or educational environment. Electronic acts of bullying are prohibited whether or not the electronic act originated on school property or with school equipment, if the electronic act is directed specifically at students or school personnel and maliciously intended for the purpose of disrupting school, and has a high likelihood of succeeding in that purpose;

**Harassment** means a pattern of unwelcome verbal or physical conduct relating to another person's constitutionally or statutorily protected status that causes, or reasonably should be expected to cause, substantial interference with the other's performance in the school environment; and

**Substantial disruption** means without limitation that any one or more of the following occur as a result of the bullying:

- Necessary cessation of instruction or educational activities;
- Inability of students or educational staff to focus on learning or function as an educational unit because of a hostile environment;
- Severe or repetitive disciplinary measures are needed in the classroom or during educational activities; or
- Exhibition of other behaviors by students or educational staff that substantially interfere with the learning environment.

**Cyberbullying of School Employees** is expressly prohibited and includes, but is not limited to:

1. Building a fake profile or website of the employee;
2. Posting or encouraging others to post on the Internet private, personal, or sexual information pertaining to a school employee;
3. Posting an original or edited image of the school employee on the Internet;
4. Accessing, altering, or erasing any computer network, computer data program, or computer software, including breaking into a password-protected account or stealing or otherwise accessing passwords of a school employee; making repeated, continuing, or sustained electronic communications, including electronic mail or transmission, to a school employee;
5. Making, or causing to be made, and disseminating an unauthorized copy of data pertaining to a school employee in any form, including without limitation the printed or electronic form of computer data, computer programs, or computer software residing in, communicated by, or produced by a computer or computer network;

6. Signing up a school employee for a pornographic Internet site; or

7. Without authorization of the school employee, signing up a school employee for electronic mailing lists or to receive junk electronic messages and instant messages.

Examples of "Bullying” may also include but are not limited to a pattern of behavior involving one or more of the following:

1. Sarcastic comments "compliments" about another student’s personal appearance or actual or perceived attributes,

2. Pointed questions intended to embarrass or humiliate,

3. Mocking, taunting or belittling,

4. Non-verbal threats and/or intimidation such as “fronting” or “chesting” a person,

5. Demeaning humor relating to a student’s race, gender, ethnicity or actual or perceived attributes,

6. Blackmail, extortion, demands for protection money or other involuntary donations or loans,

7. Blocking access to school property or facilities,

8. Deliberate physical contact or injury to person or property,

9. Stealing or hiding books or belongings,

10. Threats of harm to student(s), possessions, or others,

11. Sexual harassment, as governed by policy (STUDENT SEXUAL HARASSMENT), is also a form of bullying, and/or

12. Teasing or name-calling based on the belief or perception that an individual is not conforming to expected gender roles (Example: “Slut”) or conduct or is homosexual, regardless of whether the student self-identifies as homosexual (Examples: “You are so gay.” “Fag” “Queer”).

Students are encouraged to report behavior they consider to be bullying, including a single action which if allowed to continue would constitute bullying, to their teacher or the building principal. The report may be made anonymously. Teachers and other school employees who have witnessed, or are reliably informed that, a student has been a victim of behavior they consider to be bullying, including a single action which if allowed to continue would constitute bullying, shall report the incident(s) to the principal. Parents or legal guardians may submit written reports of incidents they feel constitute bullying, or if allowed to continue would constitute bullying, to the principal. The principal shall be responsible for investigating the incident(s) to determine if disciplinary action is warranted.

The person or persons reporting behavior they consider to be bullying shall not be subject to retaliation or reprisal in any form.

Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion. In determining the appropriate disciplinary action, consideration may be given to other violations of the student handbook which may have simultaneously occurred.

Notice of what constitutes bullying, the District’s prohibition against bullying, and the consequences for students who bully shall be conspicuously posted in every classroom, cafeteria, restroom, gymnasium, auditorium, and school bus. Parents, students, school volunteers, and employees shall be given copies of the notice.

Copies of this policy shall be available upon request.

Legal Reference: A.C.A. § 6-18-514, A.C.A. § 5-71-217
Date Adopted: July 8, 2013
ATTENDANCE FOR STUDENTS IN GRADES 9 - 12  
(Ref. ASBA 4.44)

Students in grades nine through twelve (9-12) are required to schedule and attend classes. Part of this requirement may be met by students taking post-secondary courses. Eligible students’ enrollment and attendance at a post-secondary institution shall count toward time of school attendance. Each credit hour shall count as three (3) hours of attendance time. This means a three (3) credit hour course shall count as nine (9) hours of weekly attendance.

Study Halls
Students may be assigned to no more than one (1) class period each day for a study hall that the student shall be required to attend and participate in for the full period. Such study halls are to be used for the purposes of self-study or for organized tutoring which is to take place in the school building.

Extracurricular Classes
Students may be assigned to no more than one (1) class period each day for organized and scheduled student extracurricular classes that the student shall be required to attend and participate in for the full class period. Extracurricular classes related to a seasonal activity shall meet for an entire semester whether or not the season ends prior to the end of the semester. Students must attend and participate in the class for the entire semester in order to receive credit for the course. For the purpose of this policy, extracurricular classes is defined as school sponsored activities which are not an Arkansas Department of Education approved course counting toward graduation requirements or classes that have not been approved by the Arkansas Department of Education for academic credit. Such classes may include special interest, fine arts, technical, scholastic, intramural, and interscholastic opportunities.

Course Enrollment Outside of District
Enrollment and attendance in vocational-educational training courses, college courses, school work programs, and other department-sanctioned educational programs may be used to satisfy the student attendance requirement even if the programs are not located at the public schools. Attendance in such alternative programs must be pre-approved by the school’s administration. The district shall strive to assign students who have been dropped from a course of study or removed from a school work program job during the semester into another placement or course of study. In the instances where a subsequent placement is unable to be made, the district may grant a waiver for the student for the duration of the semester in which the placement is unable to be made.

In any instance where a provision of a student’s Individual Education Plan (IEP) conflicts with a portion(s) of this policy, the IEP shall prevail.

Computer Science Course Prerequisites and Progression

**Traditional Progression:** A student who has not previously received a computer science credit may elect to take an introductory level computer science course. A student who passes a computer science course level is eligible to take the next level computer science course in the same computer science course emphasis.

**Alternative Progression:** A student who does not have credit for any computer science course, the introductory level computer science course for the particular computer science emphasis, or the preceding level course for the computer science emphasis may be placed in a computer science course based on any combination of the following factors: the student's grade point average, recommendation from the student's teacher(s), completion of computer science internships or independent studies, demonstration of previous computer science work by the student, or proficiency report from a computer science proficiency evaluation tool.
SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS
FOR THE CLASSES OF 2019 and 2020

All students are required to participate in the Smart Core curriculum unless their parents or guardians, or the students if they are eighteen (18) years of age or older, sign a Smart Core Waiver Form to not participate. While Smart Core is the default option, both a Smart Core Informed Consent Form and a Smart Core Waiver Form will be sent home with students prior to their enrolling in seventh (7th) grade, or when a grade student seventh (7th) through twelfth (12th) enrolls in the district for the first time and there is not a signed form in the student’s permanent record. Parents must sign one of the forms and return it to the school so it can be placed in the students’ permanent records. This policy is to be included in student handbooks for grades six (6) through twelve (12th) and both students and parents must sign an acknowledgement they have received the policy. Those students not participating in the Smart Core curriculum will be required to fulfill the Core curriculum or the requirements of their IEP (when applicable) to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians prior to the time they are required to sign the consent forms.

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

This policy, the Smart Core curriculum, and the courses necessary for graduation shall be reviewed by staff, students, and parents as part of annual school district support plan development process to determine if changes need to be made to better serve the needs of the district’s students. The superintendent, or his/her designee, shall select the composition of the review panel.

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

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

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

GRADUATION REQUIREMENTS

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

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

All students must receive a passing score on the Arkansas Civics Exam order to graduate.

Digital Learning Courses

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

SMART CORE: Sixteen (16) units

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

Oral Communications: one-half (1/2) unit
Mathematics: four (4) units (all students under Smart Core must take a mathematics course in grade 11 or 12 and complete Algebra II.)
1) Algebra I or Algebra A & B* which may be taken in grades 7-8 or 8-9;
2) Geometry or Geometry A & B* which may be taken in grades 8-9 or 9-10;
*A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four-unit requirement for the purpose of meeting the graduation requirement, but only serve as one unit each toward fulfilling the Smart Core requirement.
3) Algebra II; and
4) The fourth unit may be either:
   • A math unit beyond Algebra II approved by ADE; or
   • A computer science flex credit may be taken in the place of a fourth math credit.

Natural Science: a total of three (3) units with lab experience chosen from
One unit of Biology; and
Two units chosen from the following three categories (there are acceptable options listed by the ADE for each)
   • Physical Science
   • Chemistry
   • Physics; or
One unit from the three categories above and a computer science flex credit may be taken in place of a third science credit.

Social Studies: three (3) units
• Civics one-half (½) unit & Other Social Studies- one-half (½) Unit
• World History - one unit
• American History - one unit

Physical Education: one-half (1/2) unit

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

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

Economics – one half (½) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.

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

CAREER FOCUS: - Six (6) units
All career focus unit requirements shall be established through guidance and counseling based on the student’s contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.

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

CORE: Sixteen (16) units
English: four (4) units – 9, 10, 11, and 12
Oral Communications: one-half (1/2) unit

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

Science: three (3) units
• at least one (1) unit of biology or its equivalent; and
Two units chosen from the following three categories:
• Physical Science;
• Chemistry;
• Physics; or
One unit from the three categories above and a computer science flex credit may be taken in the place of a third science unit
Social Studies: three (3) units
• Civics one-half (1/2) unit & Other Social Studies- one-half (½) Unit
• World history, one (1) unit
• American History, one (1) unit
Physical Education: one-half (1/2) unit
Note: While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.
Health and Safety: one-half (1/2) unit
Economics – one half (½) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.
Fine Arts: one-half (1/2) unit

CAREER FOCUS: - Six (6) units
All career focus unit requirements shall be established through guidance and counseling based on the student’s contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.

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

Legal References: Standards of Accreditation 1-C.2.1, 1-C.2.2, 1-C.2.3, ADE Guidelines for the Development of Smart Core Curriculum Policy, ADE Rules Governing Distance and Digital Learning, Smart Core Informed Consent Form 2017, Smart Core Waiver Form 2017, A.C.A. § 6-4-302, A.C.A. § 6-16-149, A.C.A. § 6-16-150, A.C.A. § 6-16-140

Date Adopted: July 2018

SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASSES OF 2021 AND THEREAFTER

All students are required to participate in the Smart Core curriculum unless their parents or guardians, or the students if they are eighteen (18) years of age or older, sign a Smart Core Waiver Form to not participate. While Smart Core is the default option, both a Smart Core Informed Consent Form and a Smart Core Waiver Form will be sent home with students prior to their enrolling in seventh (7th) grade, or when a seventh (7th) through twelfth (12th) grade student enrolls in the district for the first time and there is not a signed form in the student’s permanent record. Parents must sign one of the forms and return it to the school so it can be placed in the students’ permanent record. This policy is to be included in student handbooks for grades six (6) through twelve (12) and both students and parents must sign an acknowledgement they have received the policy. Those students not participating in the Smart Core curriculum will be required to fulfill the Core curriculum or the requirements of their IEP (when applicable) to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians prior to the time they are required to sign the consent forms.

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

This policy, the Smart Core curriculum, and the courses necessary for graduation shall be reviewed by staff, students, and parents as part of the annual school district support plan development to determine if changes need to be made to better serve the needs of the district’s students. The superintendent, or his/her designee, shall select the composition of the review panel.

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

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

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

The number of units students must earn to be eligible for high school graduation is to be earned from the categories listed below. A minimum of twenty-two (22) units is required for graduation for a student participating in either the Smart Core or Core curriculum. There are some distinctions made between Smart Core units and Graduation units. Not all units earned toward graduation necessarily apply to Smart Core requirements.

All students must pass receive a passing score on the Arkansas Civics Exam in order to graduate.

Digital Learning Courses

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

Personal and Family Finance

In tenth (10th), eleventh (11th), or twelfth (12th) grade, all students shall receive credit in a course covering the Personal and Family Finance Standards.

SMART CORE: Sixteen (16) units

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

Oral Communications: one-half (½) unit

Mathematics: four (4) units (all students under Smart Core must take a mathematics course in grade 11 or 12 and complete Algebra II.)

1) Algebra I or Algebra A & B* which may be taken in grades 7-8 or 8-9;
2) Geometry or Geometry A & B* which may be taken in grades 8-9 or 9-10;

*A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four-unit requirement for the purpose of meeting the graduation requirement, but only serve as one unit each toward fulfilling the Smart Core requirement.

3) Algebra II; and
4) The fourth unit may be either:
   • A math unit approved by ADE beyond Algebra II or
   • A computer science flex credit may be taken in the place of a fourth math credit.

Natural Science: a total of three (3) units with lab experience chosen from

One unit of Biology; and either:

Two units chosen from the following three categories (there are acceptable options listed by the ADE for each):

• Physical Science;
• Chemistry;
• Physics or Principles of Technology I & II or PIC Physics; or
• One unit from the three categories above and a computer science flex credit may be taken in the place of a third science credit.

Social Studies: three (3) units

• Civics one-half (½) unit & Other Social Studies- one-half (½) Unit
• World History - one unit
• American History - one unit

Physical Education: one-half (½) unit

Note: While one-half (½) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (½) unit

Economics – one half (½) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.

Fine Arts: one-half (½) unit

CAREER FOCUS: - Six (6) units

All career focus unit requirements shall be established through guidance and counseling based on the student’s contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.
A student who enlists in a branch of the United States Armed Forces or the National Guard through the military delayed entry program, the National Guard Split Training Option, or other similar early entry program and completes basic training before graduating from high school shall receive two (2) units of the Career Focus graduation requirements.

**CORE: Sixteen (16) units**

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

Oral Communications: one-half (½) unit

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

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

Science: three (3) units
- at least one (1) unit of biology or its equivalent; and

Two units chosen from the following three categories:
- Physical Science;
- Chemistry;
- Physics;

One unit from the three categories above and a computer science flex credit may be taken in the place of a third science credit.

Social Studies: three (3) units
- Civics one-half (½) unit & Other Social Studies- one-half (½) Unit
- World history, one (1) unit
- American History, one (1) unit

Physical Education: one-half (½) unit

**Note:** While one-half (½) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (½) unit

Economics – one half (½) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.9

Fine Arts: one-half (½) unit

**CAREER FOCUS: - Six (6) units**

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

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

Legal References: Standards for Accreditation 1-C.2, 1-C.2.1,1-C.2.2,1-C.2.3, ADE Guidelines for the Development of Smart Core Curriculum Policy, ADE Rules Governing Distance and Digital Learning, Smart Core Informed Consent Form 2018, Smart Core Waiver Form 2016, Commissioner’s Memo LS-18-082, A.C.A. § 6-4-302, A.C.A. § 6-16-149, A.C.A. § 6-16-150, A.C.A. § 6-16-146 Date Adopted: July 2018

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**PERIOD OF SILENCE**

All schools in Mountain View School District shall observe a one (1) minute period of silence at the beginning of school each school day. During the period of silence a student may, without interfering with or distracting another student:

(1) Reflect;
(2) Pray;
(3) Engage in a silent activity.

Legal Reference: A.C.A. § 6-10-115, Act 576 of 2013
Date Adopted: July 8, 2013
PLEDGE OF ALLEGIANCE
(Ref. ASBA 4.46)
The Pledge of Allegiance shall be recited during the first class period of each school day. Those students choosing to participate shall do so by facing the flag with their right hands over their hearts, or in an appropriate salute if in uniform, while reciting the Pledge. Students choosing not to participate shall be quiet while either standing or sitting at their desks.

Students shall not be compelled to recite the Pledge, but students who choose not to recite the Pledge shall not disrupt those students choosing to recite the Pledge.

Students choosing not to recite the Pledge shall not be subject to any comments, retaliation, or disciplinary action.

Legal Reference:     A.C.A. § 6-16-108    Date Adopted:    July 10, 2012

POSESSION AND USE OF CELL PHONES AND OTHER ELECTRONIC DEVICES
(Ref. ASBA 4.47)
Students are responsible for conducting themselves in a manner that respects the rights of others. Possession and use of any electronic device, whether district or student owned, that interferes with a positive, orderly classroom environment does not respect the rights of others and is expressly forbidden. The school district is not responsible for the loss, damage, or theft of students’ personal electronic devices.

To protect the security of statewide assessments, no electronic devices, as defined in this policy, shall be accessible by a student at any time during assessment administration unless specifically permitted by a student’s individualized educational program (IEP) or individual health plan; this means that when a student is taking an AESAA assessment, the student shall not have his/her electronic device in his/her possession. Any student violating this provision shall be subject to this policy’s disciplinary provisions.

Please note that violations of the electronic device policy during testing situations is a much more serious infraction and will have consequences that reflect the seriousness of the infraction.

As used in this policy, “electronic devices” means anything that can be used to transmit or capture images, sound, or data. Misuse of electronic devices includes, but is not limited to:

1. Using electronic devices during class time in any manner other than specifically permitted by the classroom instructor;
2. Permitting any audible sound to come from the device when not being used for reason #1 above;
3. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, or wrongfully obtaining test copies or scores;
4. Using the device to take photographs in locker rooms or bathrooms;
5. Creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person.

Use of an electronic device is permitted to the extent it is approved in a student’s IEP or it is needed in an emergency that threatens the safety of students, staff, or other individuals.

Elementary School Students: Electronic devices must remain in off position during school hours unless allowed by the classroom teacher for instructional purposes.

Students at Mountain View Middle School, Mountain View High School, Rural Special High School, and Timbo High School: Electronic devices must remain in off position during school hours with the exception of the 30 minute lunch break. Students may use phones during lunch. At the end of the lunch break, phones should be turned off until the end of the school day. Teachers may allow students to use electronic devices for instructional purposes.

Before and after normal school hours, possession of electronic devices is permitted on the school campus. The use of such devices at school sponsored functions outside the regular school day is permitted to the extent and within the limitations allowed by the event or activity the student is attending.

The student and/or the student’s parents or guardians expressly assume any risk associated with students owning or possessing electronic devices. Students misusing electronic devices shall have them confiscated. Confiscated devices may be picked up at the school’s administration office by the student’s parents or guardians. Students have no right of privacy as to the content contained on any electronic devices that have been confiscated.

Students who use a school issued electronic devices and/or computers for non-school purposes, except as permitted by the district’s Internet/computer use policy, shall be subject to discipline, up to and including suspension or expulsion. Students are forbidden from using school issued electronic devices while driving any vehicle at any time. Violation may result in disciplinary action up to and including expulsion.
No student shall use any wireless communication device for the purposes of browsing the internet; composing or reading emails and text messages; or making or answering phone calls while driving a motor vehicle that is in motion and on school property. Violation may result in disciplinary action up to and including suspension.


**VIDEO SURVEILLANCE AND OTHER STUDENT MONITORING**

(Ref. ASBA 4.48)

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

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

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

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

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

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

Legal References: 20 USC 1232(g), 34 CFR 99.3, 4, 5, 7, 8, 10, 12, 31
Date Adopted: July 10, 2012

**SPECIAL EDUCATION**

(Ref. ASBA 4.49)

The district shall provide a free appropriate public education and necessary related services to all children with disabilities residing within the district, as required under the Individuals With Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973, the Americans With Disabilities Act, and Arkansas Statutes.

It is the intent of the district to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated and provided with appropriate educational services. Students may be disabled within the meaning of Section 504 of the Rehabilitation Act even though they do not require services pursuant to the IDEA.

For students eligible for services under IDEA, the District shall follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities provided in the state and federal statutes governing special education. Implementation of an Individualized Education Program (IEP) in accordance with the IDEA satisfies the district’s obligation to provide a free and appropriate education under Section 504.

The Board directs the superintendent to ensure procedures are in place for the implementation of special education services and that programs are developed to conform to the requirements of state and federal legislation. The superintendent is responsible for appointing a district coordinator for overseeing district fulfillment of its responsibilities regarding students with disabilities. Among the coordinator’s responsibilities shall be ensuring district enforcement of the due process rights of students with disabilities and their parents.

SCHOOL LUNCH SUBSTITUTIONS
(Ref. ASBA 4.50)

The district only provides substitute meal components on menus to accommodate students with handicapping conditions meeting the definition of a disability as defined in USDA regulations. A parent/guardian wishing to request such a dietary accommodation must submit a Certification of Disability for Special Dietary Needs Form completed by a licensed physician to the school’s Food Service Director/Manager.

The district will not prepare meals outside the normal menu to accommodate a family’s religious or personal health beliefs.

Legal References: Commissioner’s Memo FIN-09-044, 7 CFR 210.10(g)
Date Adopted: July 10, 2012

SCHOOL MEALS

Each school in the Mountain View School District offers students the opportunity to purchase meals (breakfast and lunch).

Each school also offers free and reduced price meals to students who qualify. This program not only helps your child, but it also helps your school. The school receives additional federal funding ($600) for each child that participates in the program. This money is used to fund the Title I program in your school. In order to continue to improve our Title I program, we need to increase enrollment in our free meal program. In the past, this program has been very successful and beneficial to many students. We are hoping that, with cooperation, it can even be better in the future.

Your child is not required to eat free meals just because they qualify. It is your choice whether or not to take advantage of the program, but we do need all the free/reduced meal applications filled out, signed and returned, regardless of your income.

Pre-payment for school meals is preferred, but, if necessary, students who must pay for either full price or reduced price meals may charge up to $25.00 for breakfasts and lunches combined. After a student surpasses the $25.00 limit, the student will be served an alternative meal (i.e. peanut butter sandwich, fruit, and milk) until such time as the student’s account has been settled.

Meal prices are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Breakfast</th>
<th>Lunch</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Full Price</td>
<td>Reduced Price</td>
</tr>
<tr>
<td>Elementary Students</td>
<td>$0.75</td>
<td>$0.30</td>
</tr>
<tr>
<td>Middle School Students</td>
<td>$0.75</td>
<td>$0.30</td>
</tr>
<tr>
<td>High School Students</td>
<td>$0.75</td>
<td>$0.30</td>
</tr>
</tbody>
</table>

Thank you for your help and cooperation. If you have any questions or need assistance, please call:

For Mountain View Schools  Tammy Stewart  269-3443
For Rural Special Schools  Jeanne Stone  363-4365
For Timbo Schools  Liz Mealer  746-4303

Date Adopted: July 8, 2013
The District will afford the same services and educational opportunities to foster children that are afforded other children and youth. The District shall work with the Department of Human Services (“DHS”), the ADE, and individuals involved with each foster child to ensure that the foster child is able to maintain his/her continuity of educational services to the fullest extent that is practical and reasonable.

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

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

Upon notification to the District’s foster care liaison by a foster child’s caseworker that a foster child’s school enrollment is being changed to one of the District’s schools, the school receiving the child must immediately enroll him/her. Immediate enrollment is required even if a child lacks the required clothing, academic or medical records, or proof of residency.

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

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

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

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

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

The District shall only reject a Foster Child School Choice application if:
1. The public school or District has reached the maximum student-to-teacher ratio allowed under federal law, state law, rules for standards of accreditation, or other applicable rule or regulation; or
2. Approving the transfer would conflict with a provision of an enforceable desegregation court order or a public school district’s court-approved desegregation plan regarding the effects of past racial segregation in student assignment.

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

A Foster Child School Choice transfer shall remain in effect until the foster child:
- Graduates from high school; or
- Transfers to another school or school district under:
  - The Foster Child School Choice Act;
  - Opportunity Public School Choice Act of 2004;
  - The Public School Choice Act of 2015; or
  - Any other law that allows a transfer.

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

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

Legal Reference: A.C.A. § 9-28-113
Date Adopted: July 11, 2011

**PLACEMENT OF MULTIPLE BIRTH SIBLINGS**
(Ref. ASBA 4.53)

The parent, guardian or other person having charge or custody of multiple birth siblings in grades pre-K through 6 may request that the multiple birth siblings are placed in either the same or separate classrooms. The request shall be in writing not later than the 14th calendar day prior to the first day of classes at the beginning of the academic year. The school shall honor the request unless it would require the school to add an additional class to the sibling’s grade level. If one parent of multiple birth siblings requests a placement that differs from that of the other parent of the same multiple birth siblings, the school shall determine the appropriate placement of the siblings.

- The school may change the classroom placement of one or more of the multiple birth siblings if:
  - There have been a minimum of 30 instructional days since the start of the school year; and
  - After consulting with each classroom teacher in which the siblings were placed, the school determines the parent’s classroom placement request is:
    - Detrimental to the educational achievement of one or more of the siblings;
    - Disruptive to the siblings’ assigned classroom learning environment; or
    - Disruptive to the school’s educational or disciplinary environment.

If a parent believes the school has not followed the requirements of this policy, the parent may appeal the multiple birth siblings’ classroom placement to the Superintendent. The Superintendent’s decision regarding the appeal shall be final.

Legal Reference: A.C.A. § 6-18-106
Date Adopted: July 11, 2011

**STUDENT PROMOTION AND RETENTION/COURSE CREDIT**
(Ref. ASBA 4.55)

A disservice is done to students through social promotion and is prohibited by state law. The District shall, at a minimum, evaluate each student annually in an effort to help each student who is not performing at grade level. Parents or guardians shall be kept informed concerning the progress of their student(s). Notice of a student’s possible retention or required retaking of a course shall be included with the student’s grades sent home to each parent/guardian or the student if 18 or older. Parent-teacher conferences are encouraged and may be held as necessary in an effort to improve a student’s academic success.

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

Any grades, course credits, and/or promotions received by a student while enrolled in the Division of Youth Services system of education shall be considered transferable in the same manner as those grades, course credits, and promotions from other accredited Arkansas public educational entities.

If there is doubt concerning the promotion or retention of a student or his/her required retaking of a course, a conference between the building principal, the student’s teacher(s), counselor, a 504/special education representative (if applicable), and the student’s parents shall be held before a final decision is made. The conference shall be held at a time and place that best accommodates those participating in the conference. The school shall document participation or non-participation in required conferences. If the conference attendees fail to agree concerning the student’s placement or receipt of course credit, the final decision shall rest with the principal or the principal’s designee.

Beginning with the 2018-2019 school year, each student shall have a student success plan (SSP) developed by school personnel in collaboration with the student’s parents and the student that is reviewed and updated annually. A student’s SSP shall use multiple academic measures to personalize learning in order for students to achieve their grade-level expectations and individual growth. The SSP will identify if the student is in need of additional support or acceleration. Academic measures to be used in creating and updating a student’s SSP shall include, but are not limited to:

- Statewide student assessment results;
- Subject grades;
- Student work samples; and
• Local assessment scores.

By the end of grade eight (8), the student’s SSP shall:
• Guide the student along pathways to graduation;
• Address accelerated learning opportunities;
• Address academic deficits and interventions; and
• Include college and career planning components.

Based on a student’s score on the college and career assessment:
• The student’s SSP will be updated in order to assist the student with college and career readiness skills, course selection in high school, and improved academic achievement; and
• Provide a basis for counseling concerning postsecondary preparatory programs.

A SSP shall be created:
1. By no later than the end of the school year for a student in grade eight (8) or below who enrolls in the District during the school year; or
2. As soon as reasonable possible for a student in grade nine (9) or above who enrolls in the District at the beginning or during the school year.

A student’s individualized education program (IEP) may act in the place of the student’s SSP if the IEP addresses academic deficits and interventions for the student’s failure to meet the standards-based academic goals at an expected rate or level and includes a transition plan that addresses college and career planning components. Promotion/retention or graduation of students with an IEP shall be based on their successful attainment of the goals set forth in their IEP.

Students who either refuse to sit for a Statewide assessment or attempt to boycott a Statewide assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are originally administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular activity, including school dances, prom, homecoming, senior events, and may be prevented from walking or participating in graduation exercises. The student shall remain ineligible to participate until the student takes the same or a following Statewide assessment, as applicable. The Superintendent or designee may wave this paragraph’s provisions when the student’s failure was due to exceptional or extraordinary circumstances. Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.

GRADERS K - 6

In order to be promoted a student must score proficient (satisfactory or outstanding) in Literacy and Math in the following areas:

<table>
<thead>
<tr>
<th>Kindergarten</th>
<th>First Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Literacy</strong></td>
<td><strong>Literacy</strong></td>
</tr>
<tr>
<td>• Alphabet Recognition (100%)</td>
<td>• Retell stories including key details and main topic</td>
</tr>
<tr>
<td>• Letter Sounds 100%</td>
<td>• Describes characters, settings and major events using key details</td>
</tr>
<tr>
<td>• High Frequency Word Recognition 100% (minimum 25 words)</td>
<td>• Reads at grade level according to the first grade assessment tool</td>
</tr>
<tr>
<td>• Reads at grade level according to the kindergarten assessment tool</td>
<td>• Produce and write a complete sentence</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Math</th>
<th>Math</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Match numbers to sets 100%</td>
<td>• Understand and apply the properties of addition</td>
</tr>
<tr>
<td>• Counts to 100, at 100% mastery</td>
<td>• Understand and apply the properties of subtraction</td>
</tr>
<tr>
<td>• Writes and recognizes numbers 1-10, at 100% mastery</td>
<td>• Can count up to 120</td>
</tr>
<tr>
<td>• Writes and recognizes numbers 11-20, at 80% mastery</td>
<td></td>
</tr>
</tbody>
</table>

AND SCORE AN AVERAGE OF 70% OVERALL IN LITERACY AND MATH AS INDICATED ON THE KINDERGARTEN OR FIRST GRADE REPORT CARD

In grades two and three, in order to be promoted, a student must be proficient in writing and maintain seventy percent (70%) average in reading and seventy percent (70%) average in math. Retention will be considered if the student’s writing proficiency, reading, or math is not on grade level.

In grades four through six, in order to be promoted, a student must be proficient in writing and maintain a sixty percent (60%) average or a 1.5 grade point average in math, reading, writing, English, social studies, and science. Any student who fails more than one of the above listed courses will be considered for retention.

Students with grade point averages between 1.5 and 2.0 may be considered for retention if the teacher feels there are factors involved that retention could help remedy (such as lack of effort, poor work habits, etc.)
A student may be exempt from these rules if a committee composed of the student’s present teacher, counselor, previous teacher or Title I teacher or Special Education teacher, and administrator feels no purpose would be served by retention of that student.

**GRADES 7-8**

The district shall, at a minimum, evaluate each student annually in an effort to help each student who is not performing at grade level. Notice of student’s possible retention shall be sent to parents as early as possible. Promotion/retention of a student will be based primarily on the following criteria. Any student failing 3 of the 4 core subjects for a yearly average shall be considered for retention. Core subjects are defined as English, mathematics, science, and social studies. A yearly average will be computed by taking the final first semester average after semester exams and the second semester average after semester exams, adding them and dividing by 2. A final yearly average below 60 will result in failure for that particular subject. Students successfully completing IEP or 504 plans may be excluded from this by administrative approval. The decision will be made by a retention committee comprised of the Principal, counselor, parents, and teachers of the core subjects in which the student is enrolled. If the conference attendees fail to agree concerning the student’s placement, the final decision to promote or retain shall rest with the principal or his/her designee.

Legal References:  
A.C.A. § 6-15-2001  
A.C.A. § 6-15-2005  
A.C.A. § 6-15-2006  
A.C.A. § 6-15-2907  
A.C.A. § 6-15-2911  
A.C.A. § 9-28-205  
ADE Rules Governing the Arkansas Educational Support and Accountability Act  
Murphy v. State of Ark., 852 F.2d 1039 (8th Cir. 1988)

**IMMUNIZATIONS**  
(Ref. ASBA 4.57)

**Definitions**

"In process" means the student has received at least one dose of the required immunizations and is waiting the minimum time interval to receive the additional dose(s).

“Serologic testing” refers to a medical procedure used to determine an individual’s immunity to Hepatitis B, Measles, Mumps, Rubella and Varicella.

**General Requirements**

Unless otherwise provided by law or this policy, no student shall be admitted to attend classes in the District who has not been age appropriately immunized against:

- Poliomyelitis;
- Diphtheria;
- Tetanus;
- Pertussis;
- Red (rubeola) measles;
- Rubella;
- Mumps;
- Hepatitis A;
- Hepatitis B;
- Meningococcal disease;
- Varicella (chickenpox); and
- Any other immunization required by the Arkansas Department of Health (ADH).

The District administration has the responsibility to evaluate the immunization status of District students. The District shall maintain a list of all students who are not fully age appropriately immunized or who have an exemption provided by ADH to the immunization requirements based on medical, religious, or philosophical grounds. Students who are not fully age appropriately immunized when seeking admittance shall be referred to a medical authority for consultation.

The only types of proof of immunization the District will accept are immunization records provided by a:

A. Licensed physician;
B. Health department;
C. Military service; or
D. Official record from another educational institution in Arkansas.
The proof of immunization must include the vaccine type and dates of vaccine administration. Documents stating “up-to-date”, “complete”, “adequate”, and the like will not be accepted as proof of immunization. No self or parental history of varicella disease will be accepted. Valid proof of immunization and of immunity based on serological testing shall be entered into the student’s record.

In order to continue attending classes in the District, the student must have submitted:

1) Proof of immunization showing the student to be fully age appropriately vaccinated;

2) Written documentation by a public health nurse or private physician of proof the student is in process of being age appropriately immunized, which includes a schedule of the student’s next immunization;

3) A copy of a letter from ADH indicating immunity based on serologic testing; and/or

4) A copy of the letter from ADH exempting the student from the immunization requirements for the current school year, or a copy of the application for an exemption for the current school year if the exemption letter has not yet arrived.

Students whose immunization records or serology results are lost or unavailable are required to receive all age appropriate vaccinations or submit number 4 above.

Temporary Admittance
While students who are not fully age appropriately immunized or have not yet submitted an immunization waver may be enrolled to attend school, such students shall be allowed to attend school on a temporary basis only. Students admitted on a temporary basis may be admitted for a maximum of thirty (30) days (or until October 1st of the current school year for the tetanus, diphtheria, pertussis, and meningococcal vaccinations required at ages eleven (11) and sixteen (16) respectively if October 1st is later in the current school year than the thirty (30) days following the student’s admittance). No student shall be withdrawn and readmitted in order to extend the thirty (30) day period. Students may be allowed to continue attending beyond the thirty (30) day period if the student submits a copy of either number 2 or number 4 above.

Students who are in process shall be required to adhere to the submitted schedule. Failure of the student to submit written documentation from a public health nurse or private physician demonstrating the student received the vaccinations set forth in the schedule may lead to the revocation of the student’s temporary admittance; such students shall be excluded from school until the documentation is provided.

The District will not accept copies of applications requesting an exemption for the current school year that are older than two (2) weeks based on the date on the application. Students who submit a copy of an application to receive an exemption from the immunization requirements for the current year to gain temporary admittance have thirty (30) days from the admission date to submit either a letter from ADH granting the exemption or documentation demonstrating the student is in process and a copy of the immunization schedule. Failure to submit the necessary documentation by the close of the thirty (30) days will result in the student being excluded until the documentation is submitted.

Exclusion From School
In the event of an outbreak, students who are not fully age appropriately immunized, are in process, or are exempt from the immunization requirements may be required to be excluded from school in order to protect the student. ADH shall determine if it is necessary for students to be excluded in the event of an outbreak. Students may be excluded for twenty-one (21) days or longer depending on the outbreak. No student excluded due to an outbreak shall be allowed to return to school until the District receives approval from ADH.

Students who are excluded from school are not eligible to receive homebound instruction unless the excluded student had a pre-existing IEP or 504 Plan and the IEP/504 team determines homebound instruction to be in the best interest of the student. To the extent possible, the student’s teacher(s) shall place in the principal’s office a copy of the student’s assignments:

• for the remainder of the week by the end of the initial school day of the student's exclusion; and

• by the end of each school’s calendar week for the upcoming week until the student returns to school.

It is the responsibility of the student or the student’s parent/legal guardian to make sure that the student’s assignments are collected.

Students excluded from school shall have five (5) school days from the day the student returns to school to submit any homework and to make up any examinations. State mandated assessments are not included in “examinations” and the District has no control over administering state mandated make-up assessments outside of the state’s schedule. Students shall receive a grade of zero for any assignment or examination not completed or submitted on time.

Legal References:
- A.C.A. § 6-18-702
- ADE Rules Governing Kindergarten Through 12th Grade Immunization Requirements In Arkansas Public Schools
- ADH Rules and Regulations Pertaining to Immunization Requirements
ACHIEVEMENT DAYS

Students who participated in the previous year’s state mandated assessments during the school day (11th Grade Arkansas ACT, ACT Aspire, and the Alternative Assessments) will be rewarded Achievement Days based on scores. **No Achievement Days may be taken after May 10.** For students in 3rd – 10th grades, students will be awarded two days for a score of Ready in ELA, two days for a score of Exceeding for each area of math and science, and one day for a score of Ready in each area of math and science. A maximum of 6 Achievement Days may be earned. For 11th grade students, for each score of 19 or above in each of the areas (math, English, reading, science) one achievement day will be awarded. In addition, for a composite score of 24 or above, an additional achievement day for a total of 5 possible achievement days will be awarded. Students taking required alternative assessments will be awarded achievement days based on performance that is comparable to days awarded for the other assessments. Students will be responsible for any work missed during these days. **No Achievement Days may be taken during state assessments.**

STUDENT TRANSPORATION (on busses)

1. Be ready when the bus comes to pick you up.
2. When you get on the bus go immediately to a seat and sit down.
3. Do not move around on the bus while it is in motion; stay seated.
4. Do not throw things and do not be loud while riding in a school bus. Talk in conversational tone only. Never use bad language.
5. Always pass in front of the bus if you must cross the road.
6. Do not put your hands and arms outside the windows of the school bus.
7. Never hit other students
8. If you notice an unusual incident on the bus, please notify the driver immediately.
9. Ride facing the front.

Your cooperation in obeying all the rules on the bus will make your trip to and from school much more enjoyable.

*Riding the bus is a privilege. If you fail to follow the rules, you may be suspended from riding the bus.*
Parents or guardians shall be kept informed concerning the progress of their student. Parent-teacher conferences are encouraged and may be requested by parents, guardians, or teachers. If the progress of a student is unsatisfactory in a subject, the teacher shall attempt to schedule a parent-teacher conference. In the conference, the teacher shall explain the reasons for difficulties and shall develop, cooperatively with the parents, a plan for remediation which may enhance the probability of the student succeeding. The school shall also send timely progress reports and issue grades for each nine-week grading period to keep parents/guardians informed of their student’s progress.

The evaluation of each student’s performance on a regular basis serves to give the parents/guardians, students, and the school necessary information to help effect academic improvement. **Students’ grades shall reflect only the extent to which a student has achieved the expressed educational objectives of the course.**

The grading scale for all schools in the district shall be as follows:

- A = 100 – 90
- B = 89 – 80
- C = 79 – 70
- D = 69-60
- F = 59 and below

In grades K-6, the following symbols may also be used to designate student performance in a class if approved by the building principal:

- O = Outstanding
- S = Satisfactory
- N = Needs Improvement
- U = Unsatisfactory

For the purpose of determining grade point averages, the numeric value of each letter grade shall be:

- A = 4 points
- B = 3 points
- C = 2 points
- D = 1 point
- F = 0 points

The grade point values for Advanced Placement (AP), International Baccalaureate (IB), and approved honor courses shall be one point greater than for regular courses with the exception that an F shall still be worth 0 points.

The final grades of students who transfer in for part of a semester will be determined by blending the grades earned in the district with those earned outside the district. Each final grade will be the sum of the percentage of days in the grading period transferred from outside the district times the transferred grade from outside the district plus the percentage of days in the grading period while in the district times the grade earned in the district.

For example: The grading period had 40 days. A student transferred in with a grade of 83% earned in 10 days at the previous school. The student had a grade of 75% in our district’s school earned in the remaining 30 days of the grading period. 10 days is 25% of 40 days while 30 days is 75% of 40 days. Thus the final grade would be .25 (83) + .75 (73) = 75.5%.

**Legal References:**
- A.C.A. § 6-15-902, State Board of Education: Standards of Accreditation 12.02,
- Arkansas Department of Education Rules and Regulations Governing Uniform Grading Scales for Public Secondary Schools

**Date Adopted:**
July 8, 2013
CONCURRENT COLLEGE AND HIGH SCHOOL CREDIT

1. In accordance with the Arkansas Department of Education Director Memo #91-92 and Act 1097 of 1991, Arkansas Code Annotated 6-18-223, any student who is enrolled in grades 9 – 12 in Mountain View School District shall be eligible to enroll in a publicly supported community college or four college or university in accordance with the rules and regulations adopted by the college or university.

2. Students must comply with enrollment and graduation requirements of Mountain View School District.

3. Any Mountain View School District student in grades 9 – 12 who enrolls in and successfully completes a course or courses offered by such a college or university shall be entitled to receive both college and high school credit toward graduation, as outlined in Arkansas Department of Education regulations. This includes credit earned during summer terms prior to graduation.

4. Three semester hours of college credit taken by a student in grades 9 – 12 shall be equivalent to one unit of high school credit.

5. All costs of higher education courses taken for concurrent college credit are the student’s responsibility.

6. It is the responsibility of the student to notify the counselor and complete the proper form(s) before this credit is recorded. An official transcript or grade report from the college must be presented at the time of this request.

7. College course credit may be used as high school elective credit, or a student may receive credit for a course required for high school graduation under the following conditions:
   a. The student requests substitution for a course required for high school graduation;
   b. Credit is granted prior to graduation from high school

8. Any grades earned in college courses accepted for high school credit will be applied in the calculation of grade point average and class rank.

Date Adopted: July 8, 2013

PARENT-TEACHER COMMUNICATION
(Ref. ASBA 3.30)

The district recognizes the importance of communication between teachers and parents/legal guardians. To help promote positive communication, parent/teacher conferences shall be held once each semester. Parent-teacher conferences are encouraged and may be requested by parents or guardians when they feel they need to discuss their child’s progress with his/her teacher.

Teachers are required to communicate during the school year with the parent(s) or legal guardian(s) of each of their students to discuss their academic progress. More frequent communication is required with the parent(s) or legal guardian(s) of students who are performing below grade level.

All parent/teacher conferences shall be scheduled at a time and place to best accommodate those participating in the conference. Each teacher shall document the participation or non-participation of parent(s)/legal guardian(s) for each scheduled conference.

If a student is to be retained at any grade level, notice of, and the reasons for retention shall be communicated promptly in a personal conference.


Date Adopted: April 12, 2004
ADVANCED PLACEMENT, IB, and HONORS COURSES WEIGHTED CREDIT
(Ref. ASBA 5.21)

Students who take advanced placement courses, International Baccalaureate courses, or honors courses approved for weighted credit by the Arkansas Department of Education shall be graded according to the following schedule.

A = 100 – 90
B = 89 – 80
C = 79 – 70
D = 69-60
F = 59 and below

For the purpose of determining grade point averages, the numeric value of each letter grade shall be

A = 5 points
B = 4 points
C = 3 points
D = 2 points
F = 0 points

Students taking AP or International Baccalaureate courses, contingent upon teacher training and student testing, shall receive weighted credit as described in this policy. Credit shall be given for each grading period during the course of the year, but shall be retroactively removed from a student’s grade for any course in which the student fails to take the applicable AP exam. Students who do not take the AP exam shall receive the same numeric value for the grade he/she receives in the course as if it were a non-AP course.

Students who transfer into the district will be given weighted credit for the Advanced Placement courses, International Baccalaureate courses, honors courses approved by the Arkansas Department of Education, and concurrent college courses taken for weighted credit at his/her previous school(s) according to the preceding scale.

Legal References:
Arkansas Department of Education Rules and Regulations Governing Uniform Grading Scales for Public Secondary Schools
ADE Rules Governing Advanced Placement Courses in the Four Core Areas in High School
A.C.A. § 6-15-902(c)(1), A.C.A. § 6-16-806

Date Adopted: October 13, 2008

INTERRUPTION OF INSTRUCTION

Interruption of instructional activities due to school announcements, assemblies, visitors on campus, or other activities shall occur only during those rare instances deemed necessary by the school’s administration.
HOMEWORK POLICY

The Mountain View School District maintains the following policy regarding homework:

DEFINITION
Homework is a specific activity or series of activities designed for the reinforcement or extension of school activities. Study of this variety occurs outside of regularly scheduled class periods. Homework assignments are an integral part of the teaching-learning process. Teachers within this district are expected to use homework assignments as a means of enhancing student learning experiences. Homework assignments must be educationally relevant to be acceptable as a means of complementing in-class learning experiences. A homework assignment is educationally relevant if it:
1. Reinforces a topic introduced during class by providing additional background information or promotes skill development through prescribed practice.
2. Introduces a topic that will be covered more extensively during class.
3. Meets the learning needs of individual students by encouraging the investigation of topics in which student interest has been expressed.
4. Provides opportunities for independent and shared research efforts.
5. Provides experiences utilizing varied instructional materials as a response to the differences in ability existing among individual learners.

GOALS
Homework should be directed toward attainment of the following goals:
1. It should encourage development of independent study habits, skills, and responsibilities.
2. It should reinforce, enrich, and extend learning by providing additional educational opportunities outside the classroom.
3. It should provide for students a smooth gradual transition in the required amounts of homework necessary for academic success between elementary and intermediate grades and between intermediate and high school grades.

GRADES
Homework assignments shall be evaluated in a manner similar to the evaluation of in-class assignments. Students are expected to complete all homework assignments and submit them for evaluation as they become due. At the discretion of the teacher, a student’s homework assignment grade may be lowered proportionately for each assignment turned in after the specified due date. Provisions, without grading penalties, shall be made for students who, because of documented illness or extenuating circumstances, (1) fail to complete homework assignments, or (2) submit such assignments after the specified due dates.

ROLES AND RESPONSIBILITIES
The school principal has the responsibility to coordinate a homework plan among staff members, which implements this district policy. The principal shall communicate this plan to all parents at the beginning of each school year. The teacher has the responsibility to define and communicate expectances regarding homework to students and parents. Parents have the responsibility to cooperatively support this portion of the educational process by encouraging and becoming involved in the student’s learning experiences.
Each student has the responsibility to complete tasks upon the specified due dates.

LIMITATIONS
The following limitations shall be followed regarding homework assignments:
1. Homework assignments shall not be used as a means of punishing inappropriate student behavior.
2. Homework assignments shall not require more time than specified for each grade level.
3. “Busywork” is not an acceptable class of homework assignment and shall not be required by any teacher.
4. Weekend homework should be limited to minimal use.
### Extracurricular Activities - Elementary

(Ref. ASBA 4.56.1)

**Definitions**

“Extracurricular activities” are defined as: any school sponsored program where students from one or more schools meet, work, perform, practice under supervision outside of regular class time, or are competing for the purpose of receiving an award, rating, recognition, or criticism, or qualification for additional competition. Examples include, but are not limited to, inter/intrascholastic athletics, cheerleading, band, choral, math, or science competitions, field trips, and club activities.

“Field Trips” are when individual students or groups of students are invited to programs or events when there is no competition and the students are not interacting with each other for the purpose of planning, qualifying, or arranging for future programs or for the purpose of receiving recognition.

“Interscholastic Activities” means athletic or non-athletic/academic activities where students compete on a school vs. school basis.

“Intrascholastic Activities” means athletic or non-athletic/academic activities where students compete with students from within the same school.

### Extracurricular Eligibility

The Board believes in providing opportunities for students to participate in extracurricular activities that can help enrich the student’s educational experience. At the same time, the Board believes that a student’s participation in extracurricular activities cannot come at the expense of his/her classroom academic achievement. Interruptions of instructional time in the classroom are to be minimal and absences from class to participate in extracurricular activities shall be limited (tournaments or other similar events excepted with approval of the building principal.) All students are eligible for extracurricular activities unless specifically denied eligibility on the basis of criteria outlined in this policy.

A student may lose his/her eligibility to participate in extracurricular activities when, in the opinion of the school’s administration, the student’s participation in such an activity may adversely jeopardize his/her academic achievement. Students may also be denied permission to participate in extracurricular activities as a consequence of disciplinary action taken by the administration for inappropriate behavior.
Any student who refuses to sit for a Statewide assessment or attempts to boycott a Statewide assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular activity. The student shall remain ineligible to participate until the student takes the same or a following statewide assessment, as applicable. The superintendent or designee may waive this paragraph’s provisions when the student’s failure was due to exceptional or extraordinary circumstances. Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.

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

Legal References:  
State Board of Education Standards for Accreditation 10.05 and 10.06  
A.C.A. § 6-4-302  
A.C.A. § 6-15-2907  
A.C.A. § 6-18-712

Date Adopted:  
July 14, 2014

EXTRACURRICULAR ACTIVITIES – SECONDARY SCHOOLS
(Ref. ASBA 4.56)

Definitions:

“Academic Courses” are those courses for which class time is scheduled, which can be credited to meet the minimum requirements for graduation, which is taught by a teacher required to have State licensure in the course or is otherwise qualified under Arkansas statute, and has a course content guide which has been approved by the Arkansas Department of Education (ADE). Any of the courses for which concurrent high school credit is earned may be from an institution of higher education recognized by ADE. If a student passes an academic course offered on a block schedule, the course can be counted twice toward meeting the requirement for students to pass four (4) academic courses per semester as required by this policy.

“Extracurricular activities” are defined as: any school sponsored program where students from one or more schools meet, work, perform, practice under supervision outside of regular class time, or are competing for the purpose of receiving an award, rating, recognition, or criticism, or qualification for additional competition. Examples include, but are not limited to, inter/intrascholastic athletics, cheerleading, band, choral, math, or science competitions, field trips, and club activities.

“Field Trips” are when individual students or groups of students are invited to programs or events when there is no competition and the students are not interacting with each other for the purpose of planning, qualifying, or arranging for future programs or for the purpose of receiving recognition.

“Interscholastic Activities” means athletic or non-athletic/academic activities where students compete on a school vs. school basis.

“Intrascholastic Activities” means athletic or non-athletic/academic activities where students compete with students from within the same school.

Extracurricular Eligibility

The Board believes in providing opportunities for students to participate in extracurricular activities that can help enrich the student’s educational experience. At the same time, the Board believes that a student’s participation in extracurricular activities cannot come at the expense of his/her classroom academic achievement. Interruptions of instructional time in the classroom are to be minimal and absences from class to participate in extracurricular activities shall not exceed two per week per extracurricular activity (tournaments excepted). Additionally, a student’s participation in, and the District’s operation of, extracurricular activities shall be subject to the following policy. All students are eligible for extracurricular activities unless specifically denied eligibility on the basis of criteria outlined in this policy.

Any student who refuses to sit for a Statewide assessment or attempts to boycott a Statewide assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do not send their student to school on the dates the assessments are administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular activity. The student shall remain ineligible to participate until the student takes the same or a following statewide assessment, as applicable. The superintendent or designee may waive this paragraph’s provisions when the
student’s failure was due to exceptional or extraordinary circumstances. Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.

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

**Interscholastic Activities**

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

**ACADEMIC REQUIREMENTS: Junior High**

A student promoted from the sixth to the seventh grade automatically meets scholarship requirements. A student promoted from the seventh to the eighth grade automatically meets scholarship requirements for the first semester. The second semester eighth-grade student meets the scholarship requirements for junior high if he/she has successfully passed four (4) academic courses the previous semester, three (3) of which shall be in the core curriculum areas specified by ADE’s Standards for Accreditation of Arkansas Public Schools.

The first semester ninth-grade student meets the scholarship requirements for junior high if he/she has successfully passed four (4) academic courses the previous semester, three (3) of which shall be in the core curriculum areas specified by ADE’s Standards for Accreditation of Arkansas Public Schools.

The second semester ninth-grade student meets the scholarship requirements for junior high if he/she has successfully passed (4) academic courses the previous semester which count toward his/her high school graduation requirements.

Ninth-grade students must meet the requirements of the senior high scholarship rule by the end of the second semester in the ninth grade in order to be eligible to participate the fall semester of their tenth-grade year.

**ACADEMIC REQUIREMENTS: Senior High**

In order to remain eligible for competitive interscholastic activity, a student must have passed (4) academic courses the previous semester and must have earned a minimum Grade Point Average (GPA) of 2.0 from all academic courses the previous semester; or

**STUDENTS WITH AN INDIVIDUAL EDUCATION PROGRAM**

In order to be considered eligible to participate in competitive interscholastic activities, students with disabilities must pass at least four (4) courses per semester as required by their individual education program (IEP).

**ARKANSAS ACTIVITIES ASSOCIATION**

In addition to the foregoing rules, the district shall abide by the rules and regulations of AAA governing interscholastic activities. AAA provides catastrophic insurance coverage for students participating in AAA governed extracurricular activities who are enrolled in school. As a matter of District policy, no student may participate in a AAA governed extracurricular activity unless he or she is enrolled in a district school, to ensure all students are eligible for AAA catastrophic insurance.

**Intrascholastic Activities**

**AAA Governed Activities**

Students participating in intrascholastic extracurricular activities that would be governed by AAA if they were to occur between students of different schools shall meet all interscholastic activity eligibility requirements to be eligible to participate in the comparable intrascholastic activity. The District will abide by the AAA Handbook for such activities to ensure District students are not disqualified from participating in interscholastic activities.

**Non-AAA Governed Activities**

Unless made ineligible by District policies, all students shall be eligible to participate in non-AAA governed intrascholastic extracurricular activities. Intrascholastic activities designed for a particular grade(s) or course(s) shall require the student to be enrolled in the grade(s) or course(s).

Legal References: State Board of Education Standards for Accreditation 10.05 and 10.06, Arkansas Activities Association Handbook
A.C.A. § 6-4-302  A.C.A. § 6-18-712  A.C.A. § 6-15-2907

Date Adopted: July 14, 2014
VOLUNTARY DRUG TESTING POLICY
(for Middle School and High School Students)

Parents may sign a form, available from their child’s building principal, allowing for voluntary drug testing of their children. This form will acknowledge the right of the school or parent to ask for the student to submit to a drug test upon request. Failure to submit to the test will be interpreted as the same as failing a drug test and will result in the enforcement of disciplinary action. The cost of the test is $15 and will be paid by the party making the request for testing.

MOUNTAIN VIEW SCHOOL DISTRICT
STUDENT CHEMICAL SCREEN TEST

PHILOSOPHY
It is the philosophy of the Mountain View School District that students enrolled in extracurricular activities and that drive to school should be encouraged and supported to develop and maintain a chemical-free lifestyle.

The sponsors of all the extracurricular activities recognize the use of mood-altering chemicals as a significant health problem resulting in negative effects on behavior, learning, performance, and over-all development. Others are affected by the misuse and abuse by family, teammates, schoolmates, or other significant persons in their lives.

One of the most tragic of all consequences of substance misuse or abuse is the legacy it could leave for the younger students of the Mountain View School District. If students are going to be involved in extracurricular activities or drive to school, we feel their standards, or principals of living, should be one a younger student could morally and ethically admire.

PURPOSE
The purpose of Chemical Screen Test of the Mountain View School District is to:

1. Emphasize concerns for the health of students in the areas of safety while participating in activities, and the long-term physical and emotional effects of chemical use on their health.
2. Promote a sense of order and discipline among students.
3. Confirm and support exiting state laws, which restrict the use of such mood-altering chemicals.
4. Establish standards of conduct for those students who are leaders and standard-bearers among their peers.
5. Assist students who desire to resist peer pressure, which directs them toward the use of mood-altering chemicals.
6. Assist students who should be referred for assistance or evaluation regarding their use of mood-altering chemicals.
7. To work with the parents to assist in keeping their children free of mood-altering chemicals.

PROCEDURES FOR TESTING
1. Each student must have a signed parental/guardian consent form for the purpose of drug screening in order to be eligible to participate in any extracurricular activity or drive to school. Failure to produce the signed consent form will result in the student being prohibited from participating or driving until a form is signed and submitted to the school.
2. All student test results and test correspondence will be completely confidential between the high school principal, superintendent, coach, sponsor, testing program, and the student and their parents/guardians.
3. All students entering grades 7-12 who wish to participate in any extracurricular activity or drive to school will be subject to urinalysis testing. 17% of the total number of students at each campus involved in the extracurricular programs or driving to school will be randomly selected for testing at intervals during the school year. If a selected student is absent on the day of testing, that student will be on the list for the next cycle of testing.
4. Reasonable suspicion testing may be conducted. The use or possession of illegal drugs, or alcohol by a student on property under the control of the District, or prior to entering property controlled by the District, or at a District-sponsored event where the illegal drugs or alcohol, has the possibility of impairing the student is a violation of this Policy. The presence of an illegal drug or its metabolites or alcohol in a student’s body is considered possession.

Reasonable Suspicion is defined as a reasonable suspicion by an administrator or other district employee that a student has used, possessed, or sold illegal drugs on District property or has used illegal drugs off of District property, but is on District property or at a District-sponsored event while under the influence of the illegal drugs; or that a student has used or possessed alcohol on District property, but is on District property or at District-sponsored event while under the influence of alcohol; or that a student is abusing or misusing prescription medications on District property or at a District-sponsored event while under the influence of the prescribed medication. Examples
of reasonable suspicion include, but are not limited to: Eyewitness evidence by a District official, administrator, or employee; eyewitness evidence of another person plus additional evidence; individualized suspicion possessed by an employee of the District that is based upon a reasonable suspicion and/or reasonably reliable evidence.

5. Analysis testing will be administered pursuant to guidelines and standards prescribed by National MedTest Inc.

6. All medications prescribed by a physician should be brought to the School District or testing agency’s attention prior to testing. By doing this, the testing agency may be able to pinpoint a certain drug found in the medication and avoid reporting a needless positive test result. This however, does not include using someone else’s prescribed medication. This is considered drug misuse. It is the responsibility of the student being tested, to inform the District or testing agency of their ingestion of a prescribed medication whether it be their own or someone else’s. If a student does not supply this necessary information, he/she could be subjected to the penalties outlined for a positive drug test.

**CONSEQUENCES OF A POSITIVE TEST**

1. The parent/guardian and student will be notified of the positive test. The administrator and/or coach/sponsor will not inform anyone but the parent and student.

2. Upon receipt of a positive test result for any student: A student may request a confirmation test at his/her own expense within a 24 hour period of a positive result. The specimen must be given at an approved collection site.

3. The student will be on probation for thirty days. The student will be encouraged to complete a drug counseling program. After thirty days the student will be tested again at his/her own expense and a written copy of the results will be given to the principal or superintendent. If the result is negative, probation will be lifted. If the test is positive, the student will not be allowed to continue in all extracurricular activities or drive to school for one calendar year.

4. Should a student test positive for any drug test throughout the year, he/she will be tested on every occasion a random test is administered during that school year.

5. If any student refuses to submit to a drug test, he/she will not be allowed to participate in any extracurricular activities or drive to school for one calendar year.

6. Two positive tests in a school year will result in a student not being allowed to participate in any extracurricular activities or drive to school for one calendar year.

Date Adopted: July 10, 2012

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**TITLE I PROGRAM POLICY STATEMENT FOR INVOLVEMENT OF PARENTS AND TEACHERS**

Schools of the Mountain View School District shall convene annually at a flexible number of public meetings in which all parents, teachers, and other interested parties shall be invited, to explain the programs and activities provided with funds made available through the Improving America’s Schools Act of 1994 – Title I. The purpose of the meeting will be to:

- Encourage parents to consult in the design and implementation of the LEA’s Title I projects
- Solicit parent input, and
- Provide opportunity for ongoing communication among parents, teachers, and agency officials.

Activities to develop policies for consultation with parents and teachers will include the following:

- Provide a number of annual meetings in which parents and teachers will be involved in an organized, ongoing, and timely way, in the planning review, and improvement of programs including the school’s parental involvement policy and joint development of the Title I plan.

- The school will provide parents of participating children the following:
  - eSchool access
  - Timely information about the programs
  - Regular progress reports
    - Progress reports at the end of each nine weeks
    - Interim progress reports sent in the middle (five weeks) of each nine weeks
    - Two parent/teacher conferences (one each semester)
  - A description and explanation of criteria used to measure student progress and proficiency levels that students are expected to meet.

- Provide additional opportunities through our Parent Involvement in Education (PIE) Center for parent meetings to formulate suggestions, share ideas and experiences with other parents, and participate in decisions relating to the education of their children.

- Provide a timely response to parents’ suggestions.
- Provide opportunities for parents to become involved and help as a volunteer through our PIE resource center.
- Provide parenting classes with informative materials and training.
- Provide educational materials through our parent resource center in the form of books, videos, etc., to help parents with skills and training in positive discipline techniques.
- Provide the facility for parents to come and “make and take” educational materials (i.e., flash cards, letters, numbers, games, etc.) to help their children at home.
- A School/Parent Compact that outlines how parents, school staff, and students share responsibility for improving student achievement will be made available as part of this policy.

Date Adopted: July 10, 2012

PARENT INVOLVEMENT PLAN SUMMARY

The district shall provide coordination, technical assistance and other support necessary to assist participating schools in building the capacity for strong parent involvement to improve student academic achievement and school performance. This shall include:

- Designation of a Parent Involvement Coordinator;
- Using existing Parent/Teacher groups, School Improvement Teams, surveys, and interviews to provide feedback on all matters related to parent involvement in Title I funded programs;
- Provision of technical assistance and other support necessary to assist Title I schools in planning and implementing effective parent involvement activities to improve student academic achievement; and
- Distributing a copy of the Parent Involvement Policy to parents. A copy of the district’s Parent Involvement Plan may be found on the District website (http://mountainviewschooldistrict.k12.ar.us).

Copies of individual school plans are also available on the district website, and on individual school websites (see page 2 for school website addresses). The District contact is Brent Howard (870)269-3443.

504/STUDENTS WITH SPECIAL HEALTH CARE NEEDS

It is the policy of the Mountain View School District to provide students with special health care needs individualized health care intervention to enable participation in the educational placement. These students include those:

1. Who may require administration and/or special procedures during the school day
2. Who may use a particular health care device that compensates for the loss of a vital body function
3. Who may have a chronic medical condition that is currently stable but may require routine or emergency health care procedures
4. Who may require the provision of substantial, special or frequent health care to avert death or further disability.

Individualized health care intervention shall be determined through a process of referral and identification culminating in the development of an individualized health care plan (IHCP).

MOUNTAIN VIEW SCHOOL DISTRICT
GIFTED AND TALENTED PROGRAM
IDENTIFICATION PROCESS

For the purposes of identification, special programming, and intervention, the Mountain View School District’s definition of gifted and talented is consistent with the state of Arkansas’ Department of Education’s definition:

“Gifted and talented children and youth are those of high potential or ability whose learning characteristics and educational needs require qualitatively differentiated educational experiences and/or services.

Possession of these talents and gifts, or the potential for their development, will be evidenced through an interaction of above average intellectual ability, task commitment and/or motivation, and creative ability.”

Identification of gifted and talented students in the Mountain View School District is an ongoing process extending from grades K-12. Written identification and placement procedures are available to all stakeholders. As pursuant with state rules and regulations, a public announcement is made to notify stakeholders of the nomination process.

The Arkansas Department of Education Gifted and Talented Guidelines require students to be formally evaluated and identified by an appointed placement committee before they can be placed in a gifted and talented program. Procedures for the Mountain View School District Gifted and Talented Program are as follows:
GIFTED/TALENTED PROGRAM IDENTIFICATION PROCESS

**NOMINATION PROCESS:** Students may be nominated by parents, teachers, peers, or by themselves at any time during the school year. Any nomination places the student in the talent pool. Being placed in the talent pool does not mean that the student will be placed in the G/T program. Being placed in the talent pool means that further information will be collected to determine if the student is eligible for placement in the G/T program. As there is no cut-off score pertaining to the acceptance of a student in the talent pool, data will be gathered on all nominations regardless of test scores.

A student may also be placed in the talent pool (nominated) if he/she scores at the 90th percentile on certain areas of the norm referenced test required by the state of Arkansas, or scores “Advanced” on any area of the state benchmark exam. After parent/guardian permission for GT screening is received, further information will then be obtained from parents and teachers of any student who is in the talent pool.

**INFORMATION USED IN IDENTIFICATION:** Information and scores used for identification may come from, but is not limited to, the following sources: Norm referenced test required by the state of Arkansas, Arkansas Benchmark Exams, Naglieri Nonverbal Ability Test, STAR, Williams Creativity Test, Parent Nominations, Teacher Nominations, Peer Nominations, Self Nominations, Parent Ratings, and Teacher Ratings.

NO STUDENT WILL BE INDIVIDUALLY TESTED WITHOUT PARENTAL CONSENT.

NO STUDENT MAY BE PLACED IN THE G/T PROGRAM WITHOUT HAVING TAKEN A TEST FOR CREATIVITY.

**IDENTIFICATION:** Selection of students for the G/T program is the task of the Identification Committee which consists of at least five members chaired by a trained specialist in gifted education and including administrators, teachers, and/or counselors. Mountain View School District uses a blind screening process in determining eligibility for its G/T program. The G/T building teacher assigns a number to each child in the talent pool. That number will go on the child’s profile instead of their name. When the identification committee reviews the profiles, the members of the committee will not know whose it is. This gives each child the same opportunity, reduces any perceived teacher biases, and should increase the public’s trust in the selection process. However, an advocacy component in the blind screen selection process will be utilized to reexamine students who may need special services but were not identified in the initial selection process. (See Advocacy)

After all information is collected, the committee will review the collected data and determine whether the student’s needs are being met in the regular classroom, or if services through the G/T program are necessary to meet that student’s needs. Parents of students will be notified of the committee’s decision. If the committee’s decision is that a student is in need of G/T program services, then written parental consent for placement will be requested. If parental consent is granted, the student will be placed in an appropriate program.

NO STUDENT WILL BE PLACED IN THE G/T PROGRAM WITHOUT PARENTAL CONSENT.

**ADVOCACY:** If there is a student who is talented in an area which will not be measured by achievement or school ability tests (i.e. art or music), a person qualified to determine the extent of that student’s abilities may be asked to give an opinion as to whether or not that student needs special services.

**APPEALS PROCESS:** The parent of a non-identified student has the right to appeal the Identification Committee's decision in writing within 10 days of receiving notification of the committee's decision.

1) The parent must submit a signed written appeal to the GT building administrator that contains specific reasons for the appeal and any additional information which might be helpful in a review of the placement decision.
2) The GT building administrator will present any new information to the Placement Committee for evaluation along with the data used during the initial placement meeting.
3) The Identification Committee will come to a consensus as to whether the student should or should not receive GT services.
4) The parent will be notified of the committee's decision.
5) The decision of the Identification Committee will be final with the understanding that future data (e.g. test scores, work samples, grades, etc.) may provide reason to reconsider student placement.

**FOR INFORMATION:** For more information about the G/T program, contact your local school.
Information for

Elementary School Students
ELEMENTARY SCHOOL GENERAL INFORMATION
(ALL CAMPUSES)

INCENTIVE DAYS

We will be recognizing students having good attendance with certificates and incentive days. Start NOW with perfect attendance. Each year we have disappointed children who do not get certificates for perfect attendance because of tardiness. Tardiness and early checkouts count against perfect attendance regardless of whether the tardiness or the absences are excused or not. Good attendance is a good habit to develop early.

Based upon a student’s attendance and grades, students who are exempt from semester tests do not have to report to school on semester test days or review days.

If a student receives for a semester average: Then per semester the child may have accumulated NO more than the following number of absences:

- All A’s: 5 days
- A’s and B’s: 4 days
- A’s, B’s, and C’s: 3 days
- Any grade below a C: 2 days

Students who do not meet the grade and attendance criteria to earn incentive days are required to attend school on the designated incentive days.

Absent:  
Arrive after 9:30-1/2 day absent  
Leave before 2:00-1/2 day absent

Tardy:  
Arrive after 8:05  
Leave after 2:00, before dismissal

A child is expected to be in the classroom by 8:00 a.m. After 8:05, parents should sign the student in at the principal’s office and the student will be counted as tardy.

(Three days tardy will count as one day absence.)

School Visits

We always welcome parents! Children of interested parents are a joy to teach! The objective of Mountain View Elementary School is to have children engaged in meaningful learning at all times. BUT – a well-planned lesson can be destroyed for the entire class when a well-meaning parent “just drops by for a visit.” PLEASE call ahead and schedule a conference with your child’s teacher. This applies to before drop-in conferences as well. Your cooperation in following this procedure to protect class time from interruptions is appreciated.

Parent Involvement

We encourage parent involvement. If you would like to participate in school activities, please contact your child’s teacher or the office directly. We have many activities that would not be successful without participation of our parents.

Volunteer Program

We have an active volunteer program. Anyone interested in volunteering may come by the Parent Involvement in Education (PIE) Center or call the school. You don’t have to be a parent to volunteer. All volunteers are needed and welcome. There is something everyone can do to help.

Marking Personal Items

All personal belongings such as: lunch boxes, backpacks, notebooks coats, and hats should be clearly marked with the student’s name. School personnel are not responsible for lost items, but will assist in locating lost or misplaced items.
Toys and Other Items

Students are not to bring such things as toys, extra money, magazines, or electronic devices to school. Toy guns and knives are expressively prohibited.

Flowers & Balloon Deliveries

Flowers, balloons or other deliveries to the school for special occasions will be held in the office until the end of the school day in order not to interrupt classroom instruction.

Elementary School Trips

Any student who has received out-of-school suspension, in-school suspension, bus suspension, three documented office discipline reports, or ten or more lunch detention assignments will lose trip privilege. (Kindergarten students will be based on a per semester trip.) All textbooks and library books must be returned or accounted for by trip date.

MOUNTAIN VIEW ELEMENTARY SCHOOL HANDBOOK COMMITTEE 2018 - 2019

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>Kay Shipman</td>
<td>Principal</td>
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<tr>
<td>Carrie Futrell</td>
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<td>Sherry Johnson</td>
<td>Counselor</td>
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<td>Lori Sullivan</td>
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<td>Holly Sutton</td>
<td>Teacher</td>
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<td>Kelly Akins</td>
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<tr>
<td>Brad Taylor</td>
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<td>Tucker Taylor</td>
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RURAL SPECIAL ELEMENTARY SCHOOL HANDBOOK COMMITTEE 2018 - 2019

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<tbody>
<tr>
<td>Shelia Mitchell</td>
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<tr>
<td>Kara McBroom</td>
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<td>Heather Berry</td>
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<td>Judy Rodgers</td>
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<td>Emma Callahan</td>
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TIMBO ELEMENTARY SCHOOL HANDBOOK COMMITTEE 2018 - 2019

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<tr>
<td>Dustin Mitchell</td>
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<td>Virginia Rink</td>
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<td>Nancy Ridling</td>
<td>Teacher</td>
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<tr>
<td>Aaron Wilkins</td>
<td>Parent</td>
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ELEMENTARY SCHOOL STUDENT DISCIPLINE
(ALL CAMPUSES)

Class I Infractions

1. Student Dress and Grooming
   a. Student dress and grooming should be clean and in keeping with health and sanitary practices
   b. Students may not wear clothing or hairstyles that can be hazardous to them in their educational activities.
   c. Dress and grooming should not substantially disrupt the education process. Students are prohibited from wearing, while on school grounds during the school day and at school sponsored events, clothing that exposes underwear, buttocks, or the breast of a female. This prohibition does not apply however to a costume or uniform worn by a student while participating in a school sponsored activity or event.
   d. A student will not wear or use emblems, insignia, badges or other symbols which cause substantial disruption or interference with the operation of the school.
   e. Shoes are required to be worn on campus at all times.
   f. Caps and hats must be removed upon entering a building.
   g. Students are not permitted to wear halters, midriffs, word or symbol pornographic T-shirts, cut-off T-shirts or similar dress. Students are prohibited from wearing clothing promoting tobacco, alcohol, or other drugs. Holiday costumes may be worn when approved by the staff.
   h. Students will be allowed to wear shorts of an appropriate length.

2. Disorderly Conduct
3. Use of Profanity (verbal, written, or obscene gestures)
4. Repeated failure to do homework or class work or return written correspondence
5. Use of cell phones and other electronic devices (electronic devices are to remain off and unseen, preferably in a backpack or purse during the school day)
6. Lying

The following consequences will be taken in regard to Class I Infractions.
Steps and order of disciplinary action taken will be subject to Principal’s discretion.

<table>
<thead>
<tr>
<th>K - 2nd Grade</th>
<th>Disciplinary Action</th>
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<tbody>
<tr>
<td>Referral</td>
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<tr>
<td>1</td>
<td>Warning &amp; Attempt to contact parents</td>
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<td>2</td>
<td>1-3 days detention or corporal punishment</td>
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<tr>
<td>3</td>
<td>½ day in-school suspension or corporal punishment</td>
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<td>4</td>
<td>1 day in-school suspension</td>
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<tr>
<td>5</td>
<td>2 days in-school suspension</td>
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<tr>
<td>6</td>
<td>Out of school suspension with possible recommendation for expulsion</td>
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<tr>
<th>3rd – 6th Grade</th>
<th>Disciplinary Action</th>
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<tbody>
<tr>
<td>Referral</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>1-3 days detention &amp; Attempt to contact parents</td>
</tr>
<tr>
<td>2</td>
<td>1 day in-school suspension or corporal punishment</td>
</tr>
<tr>
<td>3</td>
<td>2 days in-school suspension or corporal punishment</td>
</tr>
<tr>
<td>4</td>
<td>3 days in-school suspension</td>
</tr>
<tr>
<td>5</td>
<td>5 days in-school suspension</td>
</tr>
<tr>
<td>6</td>
<td>Out of school suspension with possible recommendation for expulsion</td>
</tr>
</tbody>
</table>

75
Class II Infractions

1. Lack of Cooperation
2. Truancy (skipping school or class)
3. Fighting
4. Committing an act of defiance, either in language or action, against a teacher or employee of the school district
5. Physical abuse or assault by a student on another student
6. Indecent exposure
7. Vandalism/Theft
8. The use or possession of tobacco products, e-cigarettes, vaporizers, or any type of incendiary device.
9. Cheating or academic dishonesty
10. Forgery of notes or signature and/or falsification of general information
11. Immoral or sexual behavior or sexual harassment in any form (administration reserves the right to elevate to a class III infraction depending on the seriousness of the situation)
12. Failure to attend detention
13. Transmission of any media electronically from school or school related activities without approval of administration

The following consequences will be taken in regard to Class II Infractions.
Steps and order of disciplinary action taken will be subject to Principal’s discretion.

<table>
<thead>
<tr>
<th>Referral</th>
<th>Disciplinary Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>½ day in-school suspension or corporal punishment &amp; attempt to contact parents</td>
</tr>
<tr>
<td>2</td>
<td>1 day in-school suspension or corporal punishment</td>
</tr>
<tr>
<td>3</td>
<td>3 days in-school suspension or corporal punishment</td>
</tr>
<tr>
<td>4</td>
<td>5 days in-school suspension or corporal punishment</td>
</tr>
<tr>
<td>5</td>
<td>Out of school suspension</td>
</tr>
</tbody>
</table>

Class III Infractions

1. Weapons, dangerous instruments
2. Physical or verbal abuse or assault by a student on a school employee
3. Drugs/Alcohol (Possession, use, sale, delivery or transmission of a drug or a look-alike and/or alcoholic beverages)

The following consequences will be taken in regard to Class III Infractions.
Steps and order of disciplinary action taken will be subject to Principal’s discretion.

<table>
<thead>
<tr>
<th>Referral</th>
<th>Disciplinary Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2 days in-school suspension and parent conference</td>
</tr>
<tr>
<td>2</td>
<td>Possible 9 days suspension and/or recommendation for expulsion</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Referral</th>
<th>Disciplinary Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>3 days in-school suspension and parent conference</td>
</tr>
<tr>
<td>2</td>
<td>Possible 9 day suspension and/or recommendation for expulsion</td>
</tr>
</tbody>
</table>
School Bus Transportation

While riding the bus, students are under the supervision of the driver and must obey the driver at all times. Disciplinary action for more serious offenses (cutting seats, insubordination, as well as other offenses) will be at the discretion of the principal.

### K – 6th Grade

<table>
<thead>
<tr>
<th>Referral</th>
<th>Disciplinary Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Warning and parent notification</td>
</tr>
<tr>
<td>2</td>
<td>Corporal punishment (refusal to take corporal punishment will result in 1-day suspension from riding the bus)</td>
</tr>
<tr>
<td>3</td>
<td>2 days suspension from riding the bus</td>
</tr>
</tbody>
</table>

Each additional offense will result in suspension from riding the bus, adding a day each time. The administration reserves the right to add additional days to the suspension in cases of extreme misconduct.

### Bullying

**K - 2nd Grade**

<table>
<thead>
<tr>
<th>Referral</th>
<th>Disciplinary Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2 days in-school suspension or corporal punishment</td>
</tr>
<tr>
<td>2</td>
<td>3 days out of school suspension</td>
</tr>
<tr>
<td>3</td>
<td>5 days out of school suspension</td>
</tr>
<tr>
<td>4</td>
<td>9 days out of school suspension</td>
</tr>
<tr>
<td>5</td>
<td>Recommend expulsion</td>
</tr>
</tbody>
</table>

**3rd – 6th Grade**

<table>
<thead>
<tr>
<th>Referral</th>
<th>Disciplinary Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>3 days out of school suspension</td>
</tr>
<tr>
<td>2</td>
<td>5 days out of school suspension</td>
</tr>
<tr>
<td>3</td>
<td>9 days out of school suspension</td>
</tr>
<tr>
<td>4</td>
<td>Recommend expulsion</td>
</tr>
</tbody>
</table>
STAFF

<table>
<thead>
<tr>
<th>PRINCIPAL</th>
<th>ASSISTANT PRINCIPAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kay Shipman</td>
<td>Carrie Futrell</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>KINDERGARTEN</th>
<th>FIRST GRADE</th>
<th>SECOND GRADE</th>
<th>THIRD GRADE</th>
<th>FOURTH GRADE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daphne Goodwin</td>
<td>Jessie Crymes</td>
<td>Kassie Robinson</td>
<td>Lilly Boren</td>
<td>Tearsa Callahan</td>
</tr>
<tr>
<td>Francis Idogo</td>
<td>Valerie Downs</td>
<td>Morgan Masters</td>
<td>Renia Butler</td>
<td>Kasie Cox</td>
</tr>
<tr>
<td>Tonya Long</td>
<td>Jessika Gammill</td>
<td>Julia Ragsdale</td>
<td>Tonya Gower</td>
<td>Amanda Gillam</td>
</tr>
<tr>
<td>Crystal McCool</td>
<td>Lisa Goodman</td>
<td>Melissa Thurman</td>
<td>Marianne Smith</td>
<td>Emma Lancaster</td>
</tr>
<tr>
<td>Amanda Stewart</td>
<td>Amanda Hearn</td>
<td>Helen Turner</td>
<td>Lori Sullivan</td>
<td>Holly Sutton</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PRE-K</th>
<th>SPECIAL EDUCATION</th>
<th>SPEECH</th>
<th>PHYSICAL EDUCATION</th>
<th>READING INTERVENTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kadie Branscum</td>
<td>Sarah Brewer</td>
<td>Connie McMurray</td>
<td>Sarah Halk</td>
<td>Angelique Gray</td>
</tr>
<tr>
<td>Julie Duncan</td>
<td>Debbie White</td>
<td>Kelly Akins</td>
<td>Stephanie Kendrick</td>
<td>Teena Trammell</td>
</tr>
<tr>
<td>Stacie Taylor</td>
<td>Sharon Wilson</td>
<td></td>
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</tr>
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</table>

<table>
<thead>
<tr>
<th>GIFTED/TALENTED</th>
<th>LIBRARY</th>
<th>COUNSELOR</th>
<th>ART</th>
<th>MUSIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elizabeth Hughes</td>
<td>April Prince</td>
<td>Sherry Johnson</td>
<td>Kelsey Sutterfield</td>
<td>Terina Mitchell</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COMPUTER LAB</th>
<th>NURSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heather Goins</td>
<td>Hollie Gibson</td>
</tr>
</tbody>
</table>

School Hours

The Regular Day for Students

The school hours are 8:00-3:00. The school day for children begins at 8:00 a.m. It is important that your child arrives on time and remains at school the entire day. Teachers are not expected to be at school before 7:50 a.m. Students are not permitted to enter the building until 7:50 a.m. unless they participate in the breakfast program. Students who come early for breakfast are admitted by the teacher on duty starting at 7:40 a.m.

If you bring your child to school, please have him/her enter at the Elementary School. For safety reasons, DO NOT drop children off in the teachers’ parking area. For purposes of insuring that children are supervised, no child is to be at school before 7:40 a.m.

School is dismissed at 3:00 p.m. If you arrive early to pick up your child, please wait in your car, NOT outside your child’s room. Students who do not ride the bus must be picked up by 3:30 p.m. or the student will be considered abandoned and the proper authorities will be notified. Changes may be made in an emergency by phoning the school no later than 2:30 p.m.

Students riding the bus are placed on their regular bus unless a note indicating change is received. The note should include the driver’s name, destination (including address), and the number of days for the change. If the child is to be picked up, the note should indicate who will pick up the child and the number of days to be picked up. When emergencies make it necessary for you to check your child out of school before the dismissal bell at 3:00 p.m., you will need to sign him/her out in the office.
## RURAL SPECIAL ELEMENTARY SCHOOL

### STAFF

<table>
<thead>
<tr>
<th>PRINCIPAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shelia Mitchell</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>KINDERGARTEN</th>
<th>FIRST GRADE</th>
<th>SECOND GRADE</th>
<th>THIRD GRADE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kim Linville</td>
<td>Jamie Brown</td>
<td>Abby Lay</td>
<td>Kara McBroom</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>GRADES 4-6 SCIENCE</th>
<th>GRADES 4-6 LANGUAGE ARTS</th>
<th>GRADES 4-6 MATH &amp; SOCIAL STUDIES</th>
<th>TITLE I</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shelia Mitchell</td>
<td>Jennifer Linville</td>
<td>Heather Berry</td>
<td>Cindy Osburn</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SPECIAL EDUCATION</th>
<th>SPEECH THERAPIST</th>
<th>COUNSELOR</th>
<th>ART</th>
<th>MUSIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carla Barnett</td>
<td>Regina Passmore</td>
<td>Kayla Knapp</td>
<td>Shelley Smith</td>
<td>Daniel Fullerton</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIBRARY</th>
<th>GIFTED/TALENTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dewyn Avey</td>
<td>Kayla Knapp</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SPECIAL EDUCATION AIDE</th>
<th>COMPUTER LAB</th>
<th>NURSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kathy Kocher</td>
<td>Robert Case</td>
<td>Crystal Nesseth</td>
</tr>
</tbody>
</table>

## TIMBO ELEMENTARY SCHOOL

### STAFF

<table>
<thead>
<tr>
<th>PRINCIPAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dustin Mitchell</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PRE-K</th>
<th>KINDERGARTEN</th>
<th>FIRST GRADE</th>
<th>SECOND GRADE</th>
<th>THIRD GRADE</th>
</tr>
</thead>
<tbody>
<tr>
<td>TBD</td>
<td>Kim Treadway</td>
<td>Melanie Gilbert</td>
<td>Melissa Shipp</td>
<td>Aaron Wilkins</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FOURTH GRADE</th>
<th>FIFTH GRADE</th>
<th>SIXTH GRADE</th>
<th>SPEECH</th>
<th>SPECIAL EDUCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Destiny Roth</td>
<td>Michelle Hughes</td>
<td>Jamie Moore Holly Schrock</td>
<td>Regina Passmore</td>
<td>Ashleigh Gatewood</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>GIFTED/TALENTED</th>
<th>LIBRARY</th>
<th>COUNSELOR</th>
<th>ART</th>
<th>MUSIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michelle Hughes</td>
<td>Stephanie Labert</td>
<td>Nancy Lowery</td>
<td>Lane Berg</td>
<td>Daniel Fullerton</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INSTRUCTIONAL ASSISTANT</th>
<th>NURSE</th>
<th>RESOURCE AIDE</th>
<th>TITLE I AIDE</th>
<th>READING INTERVENTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Randy Roth</td>
<td>Samantha Callahan</td>
<td>Avis Farris</td>
<td>Marie Vines</td>
<td>Zowey Anderson</td>
</tr>
</tbody>
</table>
Information for

Middle School Students
REQUEST FOR SCHEDULE CHANGE – GENERAL INSTRUCTIONS

Schedule changes for first semester classes should be requested within the first 5 days of the first semester. Second semester class changes should be requested before Christmas break. After the first 5 days of a semester, schedule changes will not be permitted except for administrative reasons. Schedule changes may be allowed at other times for extracurricular or non-academic activities such as athletics or study hall, if approved by the administration.

PROCEDURES WHEN ABSENCES OCCUR

1. After being absent, students MUST bring in a PARENT or MEDICAL note to the office within 5 DAYS of returning to school in order for the day to count as an EXCUSED ABSENCE. Parent signature on the office sign out sheet will count as a note from the parent.
2. When a student exceeds six (6) unexcused absences in a semester, the District shall notify the prosecuting authority and the parent, guardian, or persons in loco parentis shall be subject to a civil penalty as prescribed by the law.
3. Please refer to ABSENCES in the handbook for more specific details.
4. Students who miss more than 15 minutes of a class will be counted absent for that class period.

PROCEDURES FOR CHECKING IN AND OUT

1. Parent note
2. Parent phone call
3. Nurse’s note
4. If a parent is physically present to sign the student out, the student will be excused by the signature on the check-out sheet.
5. Administrator’s consent
   • Students will not be allowed to call parents to check out of school without administrative approval.

SEMESTER TEST EXEMPTION

1. Students with an “A” and no more than 5 absences will be exempt from semester tests. Students with a “B” and no more than 4 absences will be exempt from semester tests. Students with a “C” and no more than 3 absences will be exempt from semester tests.
2. Absences for school sponsored or sanctioned activities will not be counted in determining a student’s test exemption eligibility.
3. A student who is exempt from testing in a class may take a semester test in an effort to raise their letter grade in that class; however, that student’s grade may not be lowered as a result of taking the test.
4. In-school suspension assignments will count against semester test exemption.
5. Students who are exempt from semester tests do not have to report to school on semester test days or review days. Students may leave school after their last semester test of the day if they have parental permission and have signed out in the office.
6. Occasionally, extreme and unusual circumstances cause a student with an exemplary attendance record to exceed the number of days allowed for exemption. In such rare cases, when unavoidable absences occur due to the death of an immediate family member, hospitalization of a student, subpoena, or other documented emergencies, the student may apply for a waiver of the exemption policy. The student must provide the principal with a brief written narrative detailing the situation. The student must also furnish valid documentation to prove such circumstances existed. Visits to the doctor for cuts, bruises, or common illnesses are considered normal occurrences and are included in the test exemption policy. A committee will determine if the waiver should be granted based on the documentation provided and on the student’s past and current attendance record.
MIDDLE SCHOOL STUDENT DISCIPLINE

Class I Infractions

1. Failure to follow the student driving policy
2. Use of profanity, obscene or vulgar language
3. Disorderly, abnormal or irrational behavior or behavior that in any way disrupts or interferes with the learning process or the ability for other students access to the class or activity
4. Public display of affection
5. Possession of laser devices on school grounds
6. Gambling in any form
7. Failure to bring proper materials to class (books, pencils, paper, etc.)
8. Any infraction which the school principal or his designee considers serious enough to warrant disciplinary actions
9. Away from assigned area
10. 3rd unexcused tardy
11. Use of electronic device or other unauthorized smart devices (Electronic devices must remain in off position during school hours with the exception of the 30 minute lunch break. Students may use phones during lunch. When the first bell rings, signaling the end of lunch break, phones must be turned off. Phones must remain OFF unless allowed by the classroom teacher for instructional purposes.) When a student has their phone taken during the day due to this infraction, a parent will have to come to the office to pick up the phone at the end of the day.
12. Violation of dress code (see list below)
   - Items with vulgar, objectionable or provocative words, symbols or pictures (This includes any advertisement or representations of anything illegal for a minor)
   - Any clothing ensemble that would expose the midriff, underwear, buttocks, or breast
   - Skirts or shorts more than six inches above the top of the kneecap (fringing or other see through material does not count toward the six inches)
   - Shorts, jeans, or skirts that do not fit snugly at the waist (no underwear should be seen above the waistband)
   - Hats, caps or any other type of head covering
   - Loose tops
   - See through clothing or backless without tank underneath
   - Pajamas
   - House shoes
   - No shirts with straps that are less than 2 inches in width
   - No undergarment should be seen at any time (State mandate)
   - Clothing with holes more than six inches above the knee must have skin covered
13. Failure to attend detention

The following consequences will be taken in regard to Class I Infractions (Subject to Principal’s Discretion)

<table>
<thead>
<tr>
<th>Office Referral</th>
<th>Disciplinary Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Warning</td>
</tr>
<tr>
<td>2</td>
<td>Attempt to contact parent and 3 days lunch detention</td>
</tr>
<tr>
<td>3</td>
<td>Corporal punishment or 1 day in-school suspension</td>
</tr>
<tr>
<td>4</td>
<td>In-school suspension – 3 days</td>
</tr>
<tr>
<td>5</td>
<td>In-school suspension – 5 days</td>
</tr>
<tr>
<td>6</td>
<td>In-school suspension – 9 days</td>
</tr>
<tr>
<td>7</td>
<td>Out of school suspension – 9 days with possible recommendation for expulsion</td>
</tr>
</tbody>
</table>

(Note: Students who misbehave while assigned to In-School Suspension will be sent home.)
Disciplinary Action for Misconduct on the Bus

Students who violate school bus regulations will be subject to the following bus disciplinary actions. Disciplinary action for more serious offenses (cutting seats, insubordination, as well as other offenses) will be at the discretion of the principal.

<table>
<thead>
<tr>
<th>Office Referral</th>
<th>Disciplinary Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Warning</td>
</tr>
<tr>
<td>2</td>
<td>Corporal punishment or 3 days bus suspension</td>
</tr>
<tr>
<td>3</td>
<td>3 days bus suspension</td>
</tr>
<tr>
<td>4</td>
<td>5 days bus suspension</td>
</tr>
<tr>
<td>5</td>
<td>Recommendation for expulsion from the bus</td>
</tr>
</tbody>
</table>

Repeated Disruptions to the Educational Learning Environment

Students who are repeatedly disruptive to the educational and learning environment as evidenced by seven (7) assignments to detention hall during a semester will be placed in In-School Suspension for 1 day. A student who is assigned to detention hall nine (9) times during a semester will be placed in In-School Suspension for 3 days. Continued abuse of detention may result in a student being recommended for expulsion.

Class II Infractions

1. The use or possession of tobacco products, e-cigarettes, vaporizers, or any type of incendiary device during school
2. Fighting—all parties participating in the fight, including bystanders who are urging them on will be subject to disciplinary action and possible criminal charges. Depending on the actions of the students involved, the principal or supervising staff may classify the fight as a Class III Infraction. (Refer to Class III Infractions, #3).
3. Tampering with fire-fighting equipment or emergency alarm systems (Act 567)
4. Second failure to follow the student driving policy
5. Truancy (includes leaving campus without proper authorization)
6. Any act of disrespect toward school personnel or fellow students
7. Theft, destruction, defacement, or vandalism of school or other person’s property (students will also pay the damage and may face criminal charges)
8. Insubordination to teachers or other school personnel
9. Forging, falsifying, altering, or illegally possessing school forms or using forged notes or excuses
10. Committing an act of defiance, either in language or action, against a teacher or employee of the school District
11. Academic dishonesty (Consequences depending on individual circumstances may include other disciplinary action(s) including loss of credit.)
12. Being in any parking lot during school hours without proper authorization
13. Bullying or threatening in any way of another person
14. Immoral or sexual behavior or sexual harassment in any form (Administration reserves right to elevate to Class III offense depending on the seriousness of the situation.)
15. Lying
16. Transmission of and/or recording of any media electronically from school or school related activities without approval from administration

The following consequences will be taken in regard to Class II Infractions (Subject to Principal’s discretion)

<table>
<thead>
<tr>
<th>Office Referral</th>
<th>Disciplinary Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Corporal punishment or 5 days lunch detention</td>
</tr>
<tr>
<td>2</td>
<td>Corporal punishment or 1 day In-school suspension</td>
</tr>
<tr>
<td>3</td>
<td>In-school suspension -- 3 days</td>
</tr>
<tr>
<td>4</td>
<td>In-school suspension -- 5 days</td>
</tr>
<tr>
<td>5</td>
<td>In-school suspension -- 9 days</td>
</tr>
<tr>
<td>6</td>
<td>Out of school suspension with possible recommendation for expulsion</td>
</tr>
</tbody>
</table>

(Note: Students who misbehave while assigned to In-School Suspension will be sent home.)
Class III Infractions

1. Possession of fireworks
2. An attempt to cause physical injury, threaten, or behave in such a way that could cause physical injury to a school employee or student may result in the filing of criminal charges (Act 706), as well as other school disciplinary procedures.
3. Flagrant insubordination (persistent disregard for school rules or employee directives)
4. Loitering by suspended students
5. Repeated disruptions to the Educational and Learning Environment
6. Purposeful misuse of computers or other technology in order to cause destruction or impede usage

The following consequences will be taken in regard to Class III Infractions (Subject to Principal’s discretion)

Mandatory suspension (9 days) and may be recommended for expulsion.

Any students who are suspended on two occasions during the same school year may be recommended for expulsion.

Any student being suspended during the school year shall not attend any school activity during the term of the suspension.

Class IV Infractions

1. Possession, use, sale, delivery, or transmission of a drug or a look-alike and/or alcoholic beverages. Other actions construed as disruptive by the principal or his designee. Principal’s discretion may apply when deemed appropriate.
2. Possession of a weapon such as a knife, razor, ice pick, explosive, rifle, shotgun, pellet gun, pepper spray or any other object or substance that reasonably can be considered a weapon or dangerous instrument result in criminal charges.

The following consequences will be taken in regard to Class IV Infractions (Subject to Principal’s discretion)

Mandatory suspension (9 days) and may be recommended for expulsion.

MIDDLE SCHOOL REWARD TRIP

Students who have exhibited proper conduct and work ethic during the school year will be rewarded with a field trip in the spring semester. The following guidelines will be used to determine eligibility:

1. No ISS, OSS, or bus suspensions.
2. Detention assignments: No more than nine assignments.
3. Students who have missed more than 10% of attendance days at the time of the trip will NOT be eligible to attend. Missing 5 or more periods will be considered a day. Students may request an absentee waiver citing the extenuating circumstances clause of the Semester Test Exemption Policy.
4. All textbooks and library books must be returned or accounted for.
5. Failing grades: Students cannot have failing grades in ½ or more of the core subjects.

MOUNTAIN VIEW MIDDLE SCHOOL HANDBOOK COMMITTEE
2018 - 2019

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
</tr>
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<tr>
<td>Robert Ross</td>
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<tr>
<td>Michelle Moody</td>
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<tr>
<td>Leigh Ann Morrison</td>
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<td>Tanya Stewart</td>
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<td>Laura Smith</td>
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<td>Telisha Tinkle</td>
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<td>Jake Newton</td>
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Information for

High School Students
HIGH SCHOOL GENERAL INFORMATION
(ALL CAMPUSES)

STUDENT CLASSIFICATION

Freshman – Student with less than 4 credits
Sophomore – Student with at least 4 credits
Junior – Student with at least 8 credits
Senior – Student with at least 15 credits.

Student classification shall be determined at the beginning of the school year.

REQUEST FOR SCHEDULE CHANGE – GENERAL INSTRUCTIONS

Schedule changes for first semester classes should be requested within the first 5 days of the first semester. Second semester class changes should be requested before Christmas break. After the first 5 days of a semester, schedule changes will not be permitted except for administrative reasons. Schedule changes may be allowed at other times for extracurricular or non-academic activities such as athletics or study hall, if approved by the administration.

ELIGIBILITY FOR GRADUATION

Only students who are enrolled in a high school of the Mountain View School District and have successfully completed the required credits by the date of graduation shall be allowed to participate in the graduation exercises. Students who attended a high school of the Mountain View School District prior to acceptance to the Arkansas School for Mathematics and Science may elect to participate in graduation activities at that high school. Students should contact the counselor prior to October 1 of the year they intend to graduate. Arkansas School for Mathematics and Science students are not eligible for valedictorian or salutatorian honors.

SELECTION OF VALEDICTORIAN, SALUTATORIAN, AND HONOR GRADUATES

Valedictorian, salutatorian, and honor graduates will be determined by class rank and cumulative grade point average. Class rank will be determined by cumulative GPA in grade nine through the first semester of grade twelve. All semester grades in all courses counting toward graduation, including concurrent credit college and high school credits, will be used in determining GPA.

Only a student who has successfully completed a minimum core of high school courses recommended for preparation for post-secondary education or a more rigorous program of vocational study shall be eligible for the honor of serving as a valedictorian, salutatorian, or honor graduate of his or her graduating class.

Only semester grades will be used to determine GPA. No student may accumulate a GPA greater than 4.00. Pluses and minuses will not be recorded on the permanent records sheet nor used in determining class rank or honor roll, but may be used by teachers as motivational tools at report card time.

GPA’s will be computed to the nearest one hundredth. For example, a GPA of 2.565 would round to 2.57; 2.564 would round to 2.56.

GPA’s for students with an IEP will be computed based upon grades received in the regular classroom only.

Only students with a GPA of 3.5 or above will be designated as honor graduates.

In case of a tie in GPA’s, students will be designated as co-valedictorians, co-salutatorians, rank of ____ of ____ etc.

A student transferring into the district at any time up to the end of the first semester of grade twelve will be eligible for valedictorian, salutatorian, or honor graduate based on grades received at his or her previous school(s).

A student who has been granted permission for early graduation (senior status) will be eligible for honors based on cumulative GPS through the first semester of his or her senior year.

In order for a student to be eligible for valedictorian, salutatorian, or honor graduate, the student must have attended an accredited school for the previous five semesters.
EARLY GRADUATION

A candidate for early graduation must:
1. Have a minimum of 15 credits at the beginning of their final year
2. Have parental consent
3. Exhibit the ability and aptitude to be successful in college work and plan to enter college upon graduation from high school.
4. Have a cumulative grade point average of 3.00 or above on a 4.00 scale.
5. Notify the counselor of their intent before April 1 of the previous school year.

SEMESTER TEST EXEMPTION

1. Students with an “A” and no more than 5 absences will be exempt from semester tests. Students with a “B” and no more than 4 absences will be exempt from semester tests. Students with a “C” and no more than 3 absences will be exempt from semester tests. Students with a “D” and no more than 2 absences will be exempt from semester tests.
2. Absences for school sponsored or sanctioned activities (including college days, military service, job shadowing, and achievement days) will not be counted in determining a student’s test exemption eligibility.
3. A student who is exempt from testing in a class may take a semester test in an effort to raise their letter grade in that class; however, that student’s grade may not be lowered as a result of taking the test.
4. Students who are exempt from semester tests do not have to report to school on semester test days or review days. Students may leave school after their last semester test of the day if they have parental permission and have signed out in the office.
5. **Any and all absences (not for school related activity) will be counted against Semester Test Exemption status.**
6. Achievement Days earned by a qualifying test score will not count as absences. **NO ACHIEVEMENT DAYS MAY BE TAKEN AFTER MAY 10.**

ATTENDANCE POLICIES FOR SPECIAL CIRCUMSTANCES

**College Visitations**—When seniors are required to visit a college or university to interview for a scholarship or for job consideration, they may do so provided the principal or designee verifies the reason and approves the absence in advance. Students will be required to provide documentation of college visits. Three (3) days are considered adequate for seniors and juniors making college visitations. Forms must be picked up from office prior to visit and returned to office in order to be considered a college visitation day. No days will be allowed after May 10 unless required for enrollment, scholarship, etc. purposes by the institution of higher learning.

**Job Shadowing**—Juniors and Seniors will be allowed one day per year to shadow possible career employers. Absences must be pre-approved one day in advance by school administration and documentation from the professional shadowed must be returned. No days will be allowed after May 10.

**Personal Days**—Students will have two personal leave days each school year. Students will receive an absence for these days, and these days will count toward test exemptions and excessive absenteeism. Personal days must be requested by the parents and have prior approval from the principal’s office.

**Achievement Days**—Achievement days must be approved one (1) day in advance or may be credited retroactively if requested within 24 hours. **No Achievement days may be taken after May 10. No Achievement days may be taken during state assessments.**

PUPIL ACTIVITY PROGRAM AND ORGANIZATIONS

1. Programs should develop desirable social traits in situations providing opportunity for individual, small groups, and entire school participation.
2. It should provide experience designed to help meet the leisure, recreational and social interests and needs of pupils.
3. It should provide opportunities for self-directed specialization in areas of the curriculum of particular interest to individual pupils.
4. Class officers must have a 2.0 GPA and not have served any school suspension the previous two semesters. Some school organizations may have additional requirements.
DRIVING PRIVILEGES TO SCHOOL

1. A student must possess a valid driver’s license to operate a motorized vehicle on campus.
2. Students must obtain a parking permit from the office within the first two weeks of school.
   A. Permits are to be hung from the inside mirror with identification number facing the window.
   B. Permits can be transferred to another vehicle in which you drive to school but must be the driver’s permit.
   C. A temporary parking permit must be obtained from the office if for any reason a student must drive a car to school without a permit.
      i. These permits must be returned to the office at the end of the day unless cleared through the office.
      ii. Students parking or driving on campus will be subject to drug test according to policy established by the Mountain View School District.

CHECK-IN AND CHECK-OUT PROCEDURES

- No student will be allowed to check out at lunch unless a parent/guardian physically signs the student out and back in.
- All students must report to the high school office to check in if arriving at school late.
- All students must also check out in the high school office if leaving the school campus before his/her school day is complete. Parents may call to check out students if the student is leaving campus for the rest of the school day.
- A note must be turned in to the office within five (5) days of the absence to excuse the absence when student is absent or a call is received to check the student out or in.
- If a parent is physically present to sign the student out, the student will be excused by the signature on the check-out sheet.
- Any student who arrives more that fifteen (15) minutes after the start of a class or checks out more than fifteen (15) minutes before the end of a class period will be counted absent.

PROM

Currently enrolled juniors and seniors and their approved guests are eligible to attend prom. Guests must be either enrolled in high school in grades 9 – 12 or between the ages of 14 – 20.
HIGH SCHOOL STUDENT DISCIPLINE
(ALL CAMPUSES)

Class I Infractions

1. Failure to follow the student driving policy
2. Use of profanity, obscene or vulgar language
3. Disorderly, abnormal or irrational behavior or behavior that in any way disrupts or interferes with the learning process or the ability for other students to access the class or activity
4. Public display of affection
5. Possession of laser devices on school grounds
6. Gambling in any form
7. Failure to bring proper materials to class (books, pencils, paper, etc.)
8. Any infraction which the school principal or his designee considers serious enough to warrant disciplinary actions
9. Away from assigned area
10. 3rd unexcused tardy (per class)
11. Use of electronic device or other unauthorized smart devices (Electronic devices must remain in off position during school hours with the exception of the 30 minute lunch break. Students may use phones during lunch. At the end of the lunch break, phones should be turned off until the end of the school day. Teachers may allow students to use electronic devices for instructional purposes. Please note that violations of the electronic device policy in testing situations is a much more serious infraction and will have consequences that reflect the seriousness of the infraction.)
12. Violation of dress code (see list below)
   - Items with vulgar, objectionable or provocative words, symbols or pictures (This includes any advertisement or representations of anything illegal for a minor)
   - Any clothing ensemble that would expose the midriff, underwear, buttocks, or breast
   - Skirts or shorts more than six inches above the top of the kneecap (fringing or other see through material does not count toward the six inches)
   - Shorts, jeans, or skirts that do not fit snugly at the waist (no underwear should be seen above the waistband)
   - Clothing with holes more than six inches above the knee must have skin covered
   - Hats, caps or any other type of head covering
   - Loose tops
   - See through clothing or backless without tank underneath
   - Pajamas
   - House shoes
   - No shirts with straps that are less than 2 inches in width
   - No undergarment should be seen at any time (State mandate)

The following consequences will be taken in regard to Class I Infractions (Subject to Principal’s Discretion)

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<td>Corporal punishment or 1 day in-school suspension</td>
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<td>In-school suspension – 3 days</td>
</tr>
<tr>
<td>In-school suspension – 5 days</td>
</tr>
<tr>
<td>Out of school suspension – 3 days</td>
</tr>
<tr>
<td>Out of school suspension – 5 days</td>
</tr>
<tr>
<td>Out of school suspension – 9 days</td>
</tr>
<tr>
<td>Out of school suspension – 9 days with possible recommendation for expulsion</td>
</tr>
</tbody>
</table>

(Mountain View High School Students……See additional information regarding dress code violations on page 94)
Disciplinary Action for Misconduct on the Bus

Students who violate school bus regulations will be subject to the following bus disciplinary actions. Disciplinary action for more serious offenses (cutting seats, insubordination, as well as other offenses) will be at the discretion of the principal.

<table>
<thead>
<tr>
<th>Disciplinary Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warning</td>
</tr>
<tr>
<td>Corporal punishment or 3 days bus suspension</td>
</tr>
<tr>
<td>3 days bus suspension</td>
</tr>
<tr>
<td>5 days bus suspension</td>
</tr>
<tr>
<td>Recommendation for expulsion from the bus</td>
</tr>
</tbody>
</table>

Class II Infractions

1. The use or possession of tobacco products, e-cigarettes, vaporizers, or any type of incendiary device during school
2. Fighting—all parties participating in the fight, including bystanders who are urging them on will be subject to disciplinary action and possible criminal charges. Depending on the actions of the
   a. students involved, the principal or supervising staff may classify the fight as a Class III Infraction.
   b. (Refer to Class III Infractions, #3).
3. Tampering with fire-fighting equipment or emergency alarm systems (Act 567)
4. Second failure to follow the student driving policy
5. Truancy (includes leaving campus without proper authorization)
6. Any act of disrespect toward school personnel or fellow students
7. Theft, destruction, defacement, or vandalism of school or other person’s property (students will also pay the damage and may face criminal charges)
8. Insubordination to teachers or other school personnel
9. Forging, falsifying, altering, or illegally possessing school forms or using forged notes or excuses
10. Committing an act of defiance, either in language or action, against a teacher or employee of the school District
11. Academic dishonesty (Consequences depending on individual circumstances may include other disciplinary action(s) including loss of credit.)
12. Being in any parking lot during school hours without proper authorization
13. Bullying or threatening in any way of another person
14. Immoral or sexual behavior or sexual harassment in any form (Administration reserves right to elevate to Class III offense)
15. Failure to attend detention
16. Lying
17. The recording and/or transmission of any media electronically from school or school related activities without approval from administration

The following consequences will be taken in regard to Class II Infractions (Subject to Principal’s discretion)

<table>
<thead>
<tr>
<th>Disciplinary Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corporal punishment or 5 days of d-hall</td>
</tr>
<tr>
<td>Corporal punishment or 1 day In-school suspension</td>
</tr>
<tr>
<td>In-school suspension – 3 days</td>
</tr>
<tr>
<td>In-school suspension – 5 days</td>
</tr>
<tr>
<td>Out of school suspension – 9 days</td>
</tr>
<tr>
<td>Out of school suspension – 9 days with possible recommendation for expulsion</td>
</tr>
<tr>
<td>Possible recommendation for expulsion</td>
</tr>
</tbody>
</table>
Class III Infractions

1. Possession of fireworks
2. An attempt to cause physical injury, threaten, or behave in such a way that could cause physical injury to a school employee or student may result in the filing of criminal charges (Act 706), as well as other school disciplinary procedures.
3. Flagrant insubordination (persistent disregard for school rules or employee directives)
4. Loitering by suspended students
5. Repeated disruptions to the Educational and Learning Environment
6. Purposeful misuse of computers or other technology in order to cause destruction or impede usage

The following consequences will be taken in regard to Class III Infractions (Subject to Principal’s discretion)
Mandatory suspension (9 days) and may be recommended for expulsion.
Any students who are suspended on two occasions during the same school year may be recommended for expulsion.
Any student being suspended during the school year shall not attend any school activity during the term of the suspension.

Class IV Infractions

1. Possession, use, sale, delivery, or transmission of a drug or a look-alike and/or alcoholic beverages. Other actions construed as disruptive by the principal or his designee. Principal’s discretion may apply when deemed appropriate.
2. Possession of a weapon such as a knife, razor, ice pick, explosive, rifle, shotgun, pellet gun, pepper spray or any other object or substance that reasonably can be considered a weapon or dangerous instrument result in criminal charges.

The following consequences will be taken in regard to Class IV Infractions (Subject to Principal’s discretion)
Mandatory suspension (9 days) and may be recommended for expulsion.

NCAA DIVISIONS I AND II ELIGIBILITY REQUIREMENTS

Core Courses

- NCAA Division I requires 16 core courses. NCAA Division II currently requires 16 core courses.
- NCAA Division I will require 10 core courses to be completed prior to the seventh semester (seven of the 10 must be a combination of English, math or natural or physical science that meet the distribution requirements below). These 10 courses become “locked in” at the seventh semester and cannot be retaken for grade improvement.

Test Scores

- Division I uses a sliding scale to match test scores and core grade point averages (GPA).
- Division II requires a minimum SAT score of 920 or an ACT sum score of 70 & above.
  - Beginning August 1, 2018, Division II will require the ACT/SAT score that matches your core-course GPA on the Division II full qualifier sliding scale.
- The SAT score used for NCAA purposes includes only the critical reading and math sections. The writing section of the SAT is not used.
- The ACT score used for NCAA purposes is a sum of the following four sections: English, mathematics, reading and science.
- When you register for the SAT or ACT, use the NCAA Eligibility Center code of 9999 to ensure all SAT and ACT scores are reported directly to the NCAA Eligibility Center from the testing agency. Test scores that appear on transcripts will not be used.

Grade-Point Average

- Be sure to look at your high school’s list of NCAA Courses on the NCAA Eligibility Center’s website (www.eligibilitycenter.org). Only courses that appear on your school’s list of NCAA Courses will be used in the calculation of the core GPA. Use the list as a guide.
- Division I GPA required to receive athletics aid and practice on or after August 1, 2016, is 2.000 (corresponding test score requirements are listed on Sliding Scale B).
- Division I GPA required to be eligible for competition on or after August 1, 2016, is 2.300 (corresponding test score requirements are listed on Sliding Scale B).
- The Division II Core GPA requirement is a minimum of 2.000.
• Remember, the NCAA GPA is calculated using NCAA core courses only.

<table>
<thead>
<tr>
<th>Division I 16 Core Courses</th>
<th>Division II 16 Core Courses (2013 and After)</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 years of English</td>
<td>3 years of English</td>
</tr>
<tr>
<td>3 years of mathematics (Algebra I or higher)</td>
<td>2 years of mathematics (Algebra I or higher)</td>
</tr>
<tr>
<td>2 years of natural/physical science (1 year of lab if offered by high school)</td>
<td>2 years of natural/physical science (1 year of lab if offered by high school)</td>
</tr>
<tr>
<td>1 year of additional English, mathematics or natural/physical science</td>
<td>3 years of additional English, mathematics or natural/physical science</td>
</tr>
<tr>
<td>2 years of social science</td>
<td>2 years of social science</td>
</tr>
<tr>
<td>4 years of additional courses (from any area above, foreign language or comparative religion/philosophy)</td>
<td>4 years of additional courses (from any area above, foreign language or comparative religion/philosophy)</td>
</tr>
</tbody>
</table>

(STUDENTS: You are responsible for achieving and protecting your eligibility status!)

For More Information
• See web3.ncaa.org/ecwr3/

TIMBO HIGH SCHOOL
HANDBOOK COMMITTEE
2018 - 2019

| Dustin Mitchell | Principal |
| Virginia Rink  | Student |
| Nancy Ridling  | Teacher |
| Aaron Wilkins  | Parent |

RURAL SPECIAL HIGH SCHOOL
HANDBOOK COMMITTEE
2018 - 2019

| Junior Barham | Principal |
| Kayla Knapp   | Teacher |
| Roger Hipp    | Teacher |
| Carrie Callahan | Parent |
| Luke Dunaway  | Student |
| Samuel Blake  | Student |
Dress Code Violations

The following consequences will be taken in regard to violation of Dress Code (Subject to Principal’s Discretion)

In addition to other Class I Infraction consequences, students violating the dress code must change into school provided t-shirt and/or sweat pants. If a student chooses to go home or wait for items to be brought from home rather than wear the school provided attire, that loss of class time will be treated as an unexcused absence.

THE SENIOR CLASS REWARD TRIP

The senior class will receive a reward trip for those students who will be graduating. This trip will be taken toward the end of the second semester. Students who have received ISS during the current year will not be eligible to attend. Seniors must also meet extracurricular trip requirements listed below.

FIELD TRIP REQUIREMENT

Trips are scheduled and taken by clubs, groups, or specific classes. The trips are designed to be fun and educational for students who are eligible to attend. In order to attend a trip, excluding sports teams, students must meet the following attendance and behavior requirements:

- Students with a failing grade in ½ or more of credit bearing classes will NOT be eligible to attend.
- Students that have missed more than 10% of attendance days at the time of the trip will NOT be eligible to attend. Any student with more than the required number of absences due to extenuating circumstances may petition to have the absences waived; waiver must be approved by sponsor and administration at least one week prior to the trip.
- Students who have received ISS, OSS, or bus suspension during the current year will NOT be eligible to attend.
- Students who have received more than 9 lunch detention assignments will NOT be eligible to attend.

FOOD DELIVERIES

Food deliveries will be limited to special occasions and cleared through the office prior to placement of order.
## Mountain View High School Curriculum

<table>
<thead>
<tr>
<th>English</th>
<th>Mathematics</th>
<th>Science</th>
<th>Social Studies</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I</td>
<td>Algebra I</td>
<td>Biology</td>
<td>Civics</td>
</tr>
<tr>
<td>English II</td>
<td>Algebra II</td>
<td>Chemistry</td>
<td>U.S. History</td>
</tr>
<tr>
<td>English III</td>
<td>Calculus</td>
<td>Human Anatomy and Physiology</td>
<td>World History</td>
</tr>
<tr>
<td>English IV</td>
<td>Pre-Calculus and Trig</td>
<td>Physical Science</td>
<td>College/AP World History</td>
</tr>
<tr>
<td>Journalism</td>
<td>Geometry</td>
<td>Physics</td>
<td>Economics</td>
</tr>
<tr>
<td>Oral Communications</td>
<td>Statistics</td>
<td>Environmental Science</td>
<td>Psychology</td>
</tr>
<tr>
<td>Drama</td>
<td>College Algebra (Ozarka)</td>
<td>AP Environmental Science</td>
<td>Sociology</td>
</tr>
<tr>
<td>AP Literature and Composition</td>
<td>College Trig (Ozarka)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AP Language and Composition</td>
<td>AP Calculus AB</td>
<td></td>
<td></td>
</tr>
<tr>
<td>College English</td>
<td>Transitional Mathematics</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transitional English</td>
<td>Bridges to Algebra II</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Vocational

<table>
<thead>
<tr>
<th>Agriculture</th>
<th>Family and Consumer Science</th>
<th>Business Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agri. Mechanics</td>
<td>Family and Consumer Sciences</td>
<td>CT: Business Applications</td>
</tr>
<tr>
<td>Animal Science I and II</td>
<td>Food Production Management</td>
<td>Financial Literacy</td>
</tr>
<tr>
<td>Vet Science</td>
<td>Food and Nutrition</td>
<td>Computerized Accounting</td>
</tr>
<tr>
<td>Survey of Agricultural Systems</td>
<td>Food Nutrition and Safety</td>
<td>Advanced Database Applications</td>
</tr>
<tr>
<td>Agri. Structures</td>
<td>Clothing Management I &amp; II</td>
<td>Advanced Spreadsheet Applications</td>
</tr>
</tbody>
</table>

### Fine Arts

<table>
<thead>
<tr>
<th>Fine Arts</th>
<th>Foreign Language</th>
<th>Miscellaneous</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instrumental Music (Band) I, II, III, &amp; IV</td>
<td>Spanish I</td>
<td>Health Education</td>
</tr>
<tr>
<td>Vocal Music (Choir) I, II, III, &amp; IV</td>
<td>Spanish II</td>
<td>Physical Education</td>
</tr>
<tr>
<td>Art I</td>
<td>Spanish III</td>
<td>EAST I, II, III, and IV</td>
</tr>
<tr>
<td>Art II</td>
<td>Spanish IV</td>
<td>Introduction to Criminal Justice</td>
</tr>
<tr>
<td>Art III</td>
<td></td>
<td>Law Enforcement</td>
</tr>
<tr>
<td>Music Appreciation</td>
<td></td>
<td>Crime Scene Investigations</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Computer Science with Programming</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Computer Science with Security</td>
</tr>
</tbody>
</table>

Non-credit courses: Athletics—Football, basketball, track, golf, baseball, girls’ softball, wrestling, soccer, chess, tennis, dance, cheerleading

AP and Pre-AP classes available in 4 core areas.

Virtual Arkansas provides: AP Calculus AB & Health (content only)

During the regular school year, students may not substitute a virtual high school class for a course being offered on campus unless a scheduling conflict occurs. Scheduling conflicts must be approved by the building administration on an individual basis.
<table>
<thead>
<tr>
<th>Teacher</th>
<th>Room</th>
<th>Period 1 8:00-8:52</th>
<th>Period 2 8:56-9:48</th>
<th>Period 3 9:52-10:44</th>
<th>Period 4 10:48-11:40</th>
<th>Period 5 11:44-12:36</th>
<th>Period 6 1:12-2:04</th>
<th>Period 7 2:08-3:00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bernies, E.</td>
<td>19</td>
<td>Spanish I</td>
<td>Spanish II</td>
<td>Spanish I</td>
<td>Spanish II</td>
<td>Sp. III/IV</td>
<td>Spanish I</td>
<td></td>
</tr>
<tr>
<td>Bishop, A.</td>
<td>122</td>
<td>Prep.</td>
<td>Art I</td>
<td>Art III</td>
<td>Art II</td>
<td>Art I</td>
<td>Art II</td>
<td>Art I</td>
</tr>
<tr>
<td>Clayborn, N.</td>
<td>23</td>
<td>English III</td>
<td>English III</td>
<td>AP English Lit</td>
<td>AP English Lit</td>
<td>Trans. Eng</td>
<td>Prep.</td>
<td>English III</td>
</tr>
<tr>
<td>Cole, B.</td>
<td>130</td>
<td>F&amp;N/Food Safe</td>
<td>Clothing I &amp; II</td>
<td>FACS</td>
<td>Food Pro</td>
<td>Prep.</td>
<td>F&amp;N/Food Safe</td>
<td>FACS</td>
</tr>
<tr>
<td>Dearien, A.</td>
<td>129</td>
<td>CBA</td>
<td>Fin Lit/Fin. Lit</td>
<td>Sp.Sh./Data-YB</td>
<td>Comp. Acct.</td>
<td>Prep.</td>
<td>FinLit/Fin. Lit</td>
<td>CBA</td>
</tr>
<tr>
<td>Glenn, K.</td>
<td>VC</td>
<td>CSI</td>
<td>Intro Cr. Just</td>
<td>Law Enforce</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gray, M.</td>
<td>123</td>
<td>Jr. Football</td>
<td>Health - 9</td>
<td>7th Football</td>
<td>Health - 9</td>
<td>Lunch Duty</td>
<td>Prep.</td>
<td>Sr. Football</td>
</tr>
<tr>
<td>Henley, B.</td>
<td>131</td>
<td>Band - 7 &amp; 8</td>
<td>Music - 8</td>
<td>MVMS - SH</td>
<td>Prep.</td>
<td>HS Band</td>
<td>Music - 6</td>
<td>Band - 6</td>
</tr>
<tr>
<td>Hershberger, G.</td>
<td>123</td>
<td>MVHS Library</td>
<td>MVHS Library</td>
<td>AR Vr/Comp.Sc.</td>
<td>MVHS Library</td>
<td>Lunch Duty</td>
<td>MV Cor/Sci.</td>
<td>AP Calculus</td>
</tr>
<tr>
<td>Knapp, K.</td>
<td>21</td>
<td>English II</td>
<td>Prep.</td>
<td>Journalism</td>
<td>PAP English II</td>
<td>English II</td>
<td>English II</td>
<td>PAP English II</td>
</tr>
<tr>
<td>McElroy, M.</td>
<td>119</td>
<td>Econ/Civics</td>
<td>Econ/Civics</td>
<td>PAP Econ/Civ</td>
<td>Prep.</td>
<td>PAP Econ/Civ</td>
<td>Econ/ Civics</td>
<td>Econ/Civics</td>
</tr>
<tr>
<td>Morrow, J.</td>
<td>Gym</td>
<td>Health - 7</td>
<td>PE - 8</td>
<td>7th Gr BB</td>
<td>Prep.</td>
<td>Track</td>
<td>MVMS - SH</td>
<td>BB - Sr. Boy</td>
</tr>
<tr>
<td>Ozarka CC</td>
<td>123</td>
<td>C.Alg/Trig Med Pro</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sims, C.</td>
<td>123</td>
<td>Jr. Football</td>
<td>MVMS</td>
<td>7th Football</td>
<td>MVMS SH</td>
<td>Health - 9</td>
<td>Prep.</td>
<td>Sr. Football</td>
</tr>
<tr>
<td>Waddles, D.</td>
<td>117</td>
<td>Prep.</td>
<td>MVMS - Art</td>
<td>EAST I/II/III/IV</td>
<td>EAST I/II/III/IV</td>
<td>EAST I/II/III/IV</td>
<td>MVMS - Art</td>
<td>MVMS - Art</td>
</tr>
<tr>
<td>Turner, C.</td>
<td>Study Hall</td>
<td>Study Hall</td>
<td>Study Hall</td>
<td>Study Hall</td>
<td>Study Hall</td>
<td>Study Hall</td>
<td>Office</td>
<td></td>
</tr>
</tbody>
</table>
RURAL SPECIAL HIGH SCHOOL CURRICULUM

<table>
<thead>
<tr>
<th>ENGLISH</th>
<th>MATHEMATICS</th>
<th>SCIENCE</th>
<th>SOCIAL STUDIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>College/AP English</td>
<td>Algebra I</td>
<td>Biology</td>
<td>Civics</td>
</tr>
<tr>
<td>English I</td>
<td>Transitional Math</td>
<td>Chemistry</td>
<td>U. S. History</td>
</tr>
<tr>
<td>English II</td>
<td>Algebra II</td>
<td>Physical Science</td>
<td>World History</td>
</tr>
<tr>
<td>English III</td>
<td>Geometry</td>
<td>Physics</td>
<td>College/AP World History</td>
</tr>
<tr>
<td>English IV</td>
<td>Pre-Calculus and Trig</td>
<td>Environmental Science</td>
<td>U. S. Government</td>
</tr>
<tr>
<td>Journalism</td>
<td>Bridges to Algebra II</td>
<td>AP Environmental Science</td>
<td>Economics</td>
</tr>
<tr>
<td>Oral Communications</td>
<td>AP Calculus AB</td>
<td>Human Anatomy &amp; Physiology</td>
<td>World Geography</td>
</tr>
<tr>
<td>Transitional English</td>
<td></td>
<td></td>
<td>Psychology/Sociology</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>VOCATIONAL</th>
<th>FAMILY AND CONSUMER SCIENCE</th>
<th>BUSINESS EDUCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agri. Mechanics</td>
<td>Family and Consumer Sciences</td>
<td>CT: Business Applications</td>
</tr>
<tr>
<td>Animal Science</td>
<td>Food Safety &amp; Nutrition</td>
<td></td>
</tr>
<tr>
<td>Agri. Structures</td>
<td>Housing/Clothing</td>
<td>Financial Literacy</td>
</tr>
<tr>
<td>Survey of Agricultural Systems</td>
<td>Parenting/Child Development</td>
<td>Computerized Accounting I</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Advanced Database Applications</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Advanced Spreadsheet Applications</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FINE ARTS</th>
<th>FOREIGN LANGUAGE</th>
<th>MISCELLANEOUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instrumental Music (Band)</td>
<td>Spanish I</td>
<td>Health Education</td>
</tr>
<tr>
<td>Vocal Music (Choir)</td>
<td>Spanish II</td>
<td>Physical Education</td>
</tr>
<tr>
<td>Art I</td>
<td></td>
<td>Computer Science with Prog/Coding</td>
</tr>
<tr>
<td>Studio Art 2D/3D</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

AP and Pre-AP classes available in 4 core areas.

Virtual Arkansas provides: Computer Science with Programming/Coding, Psychology, Sociology, Physics, AP English, AP Environmental Science, AP World History, AP Calculus AB, Health (content only), and Criminal Justice. During the regular school year, students may not substitute a virtual high school class for a course being offered on campus unless a scheduling conflict occurs. Scheduling conflicts must be approved by the building administration on an individual basis.

RURAL SPECIAL HIGH SCHOOL REWARD TRIP

Students who have exhibited proper conduct and work ethic during the school year will be rewarded with a field trip in the spring semester. The following guidelines will be used to determine eligibility:
1. Students with a failing grade in ½ or more of credit bearing classes will NOT be eligible to attend.
2. Students that have missed more than 10% of attendance days at the time of the trip will NOT be eligible to attend. Any student with more than the required number of absences due to extenuating circumstances may petition to have the absences waived: Waiver must be approved by sponsor and administration at least one week prior to the trip.
3. Students who have received ISS, OSS, or bus suspension during the current year will NOT be eligible to attend.
4. Students who have received more than 9 lunch detention assignments will NOT be eligible to attend.
5. All textbooks and library books must be returned or accounted for.
<table>
<thead>
<tr>
<th>TEACHER/Grade/sponsor</th>
<th>1ST PER 8:00-8:47</th>
<th>2ND PER 8:50-9:37</th>
<th>3RD PER 9:40-10:27</th>
<th>4TH PER 10:30-11:17</th>
<th>5TH PER 11:20-12:07</th>
<th>6TH PER 12:33-1:20</th>
<th>7TH PER 1:23-2:10</th>
<th>8TH PER 2:13-3:00</th>
</tr>
</thead>
<tbody>
<tr>
<td>GANUS 12th 7th English</td>
<td>8th English 11th English 12th English /Trans Literacy</td>
<td>Speech</td>
<td></td>
<td></td>
<td></td>
<td>10th English</td>
<td>9th English</td>
<td>Prep</td>
</tr>
<tr>
<td>CASE Study hall</td>
<td>Study Hall Coding 8th</td>
<td>Study Hall ELEM</td>
<td></td>
<td></td>
<td></td>
<td>ELEM ELEM ELEM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ROSEBROOK 8th 8th Math</td>
<td>Geometry 7th Math</td>
<td>Bridges Algebra I</td>
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*Courses offered through Arkansas Virtual 1-4 and 8th period: AP World History, AP English Language and Composition, AP Environmental Science, AP Calculus, Computer Science with Program/Coding, and Psychology 1st Semester/ Sociology 2nd semester, Physics*
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