

**Wyandotte Public
Schools**

Student Handbook

2018-2019

PREFACE

This handbook is for students, patrons, and faculty members. It has been written to serve as a guide for a more efficient organization. Feel free to contact us if you have questions or concerns regarding the material contained within.

Have a great school year!

**FAMILY EDUCATION RIGHTS & PRIVACY ACT
OF 1974, 20 USC 1232G (FERPA)**

The Wyandotte School District meets the requirements of FERPA by providing for the following:

Records are kept at the student's school. The parent or eligible student has a right to inspect and review student records; request the amendment of records to ensure they are not inaccurate, misleading or in violation of other rights; consent to the disclosure of personally identifiable information contained in the student's records, except for those specific situations in which consent is not required by the act; file a complaint with the U.S. Department of Education about alleged failure of compliance by the district; and obtain a copy of the policy. Requests to correct parts of the records should be made to the student's principal. A copy fee of 10 cents per page will be charged for any records released to parents or eligible students. A search fee of 10 dollars per hour will be charged for any commercial request.

Pursuant to the federal "No Child Left Behind Act," P.L. 107-110, Wyandotte Public Schools must disclose to military recruiters and institutions of higher learning, upon request, the names, addresses, and telephone numbers of high school students.

The following information is designated as directory information: student's name, class designation, extracurricular participation, achievement awards or honors, weight and height if a member of an athletic team and student photograph. This list will be published within the first three weeks of each school year. All students enrolling after the notice is published receive a student handbook where the designated directory information is listed. Parents will have two weeks to advise the school district in writing (a letter to the school superintendent's office) of any or all of the items they refuse to permit the district to designate as directory information about the student. At the end of the two-week period, each student's record will be appropriately marked by the record custodian to indicate the items the district will designate as directory information about the student. This designation will remain in effect until it is modified by the

written direction of the student's parent or the eligible student.

All rights and protection given parents under FERPA transfer to the student when he/she reaches age 18 or enrolls in a post-secondary school. The student then becomes an eligible student. Discretion remains with the District to let the parent of an 18 year old who is a dependent of the parent under IRS regulations to review the student's educational records without any prior notice to the student. Personally identifiable information will not be released from an educational record without the prior written consent of the parent or eligible student.

The district may utilize any means that are reasonable to annually inform the parents or eligible students of their rights regarding FERPA. The district shall use the Miami News Record, student handbooks, and/or district newsletter. The district will ensure that translations of this notice are available to non-English speaking parents.

- (1) The right to inspect and review the student's education records within 45 days of the day the district receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the records they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

- (2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask the district to amend a record that they believe is inaccurate or misleading. They should write the school principal clearly identifying the part of the record they want changed and specify why it is inaccurate or misleading.

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

- (3) The right to consent to disclosures of personally identifiable information contained in the student's education records except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person

employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement personnel): A person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, an 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.

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.

Upon request, the district discloses education records without consent to official of another school district in which a student seeks or intends to enroll (note: FERPA requires a school district to make a reasonable attempt to notify the student of records requested unless it states in its annual notification that it intends to forward records on request).

- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office which administers FERPA are:

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

A copy of the policy, which is available for parent or eligible student review, is located at the office of the superintendent of schools.

ACCREDITATION

Wyandotte Schools are fully accredited with the State Department of Education.

SCHOOL SPIRIT

School spirit is many things. We can't see or touch it. We can hardly define it. Yet it is the most powerful force we feel in our school. It is:

- The satisfaction you feel when you have met with success.
- The desire to put honest effort into your school years.
- The loyalty and courtesy you feel toward your classmates, teachers, and students.
- The thrill you feel when the Bears score.
- The hurt you suffer when you see a fellow student cheapen the standards of your school.

- That is school spirit – respect it, guard it, and hold it high.

SCHOOL COLORS –
“BLACK & WHITE”

SCHOOL MASCOT –
“BEARS”

WYANDOTTE HIGH MARCH

SONG

(From “Repaz Band” March)

March Wyandotte High with our colors on high
And shout loudly for dear old school we love so well;
Sing to our dear banner of black and white,
So we will be true and we'll march onward and yell.

The Bears will fight!
The Bears will fight!
The Bears will
Fight, fight, fight,
Fight, fight, fight,
Fight, (repeat above)

Here's to the school that we love best of all,
We march with her colors of black and white on high
Loyal and true we will come to her call
And prove that her spirit and pep will never die.
Rah! Rah!

SCHOOL TERM

The length of the school term as provided by law is a minimum of 180 six hour days in the classroom or 1,080 hours of instruction. Five of these days may be used for professional meetings. A school calendar will be provided to each student at the beginning of the school year.

CLASSIFICATION

Students who are registered as regular high school students are classified as follows:

- Freshman – until 5 units are acquired.
- Sophomore – until 11 units are acquired.
- Juniors – until 17 units are acquired.
- Seniors – those who have 17 units or more.

Middle School students must pass five of seven classes of which three must be core classes in order to advance to the next grade with the approval of parent and administration. Core classes are English, History, Math, Science, and/or Reading.

GRADES AND GRADING SCALE

Grades shall be recorded as A, B, C, D, F, and I. All incomplete work must be completed within 2 weeks after the close of the semester or the incomplete becomes failure.

Work Study, Life Skills, Study Skills, and other courses as deemed appropriate by the principal shall receive a grade of S for satisfactory, N for needs improvement, or U for unsatisfactory. These grades will not be used for calculation of a student's grade point average.

The following grading system will be used for all other subjects in grades 7-12, including special education.

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

High school and middle school students will have at least three grades recorded per week for evaluation purposes. Elementary Students will have at least two grades recorded per week for evaluation purposes. Tests will be given at the discretion of the teacher. Teachers will have all grades recorded by Monday of the week following assigned work except for large projects/assignments which might require extra time to grade.

EXAMINATIONS

Examinations are given at the discretion of the teacher in their respective areas. They will give 9 weeks and semester tests. Although grades do not mean everything, they are an indication of the student's educational progress.

If a student is doing failing or unsatisfactory work, a special report will be sent to the parent at least 4 weeks before the end of the 9 week period. If a student falls behind during the last two weeks of the semester or fails a semester test, time may not allow for parent notification but every attempt will be made. Grades will be reported to parents at the close of each 9 weeks.

Grades are based on the students' scholastic work and in NO CASE will be LOWERED because of BEHAVIOR OR DISCIPLINE PROBLEMS.

TUTORING

High School- To insure the academic success of all Wyandotte High School students, there will be mandatory tutoring for any student who has a grade of 69% or less in any core subject area. Tutoring will be provided by a certified teacher from 7:40 am until 7:55 am on the following mornings. Monday and Wednesday will be for the areas of Math and Science and Tuesday and Thursday for English and Social Studies. If a student fails to show-

up for tutoring they will be given a noon detention for that day. If eating in the cafeteria the student shall pick up a to-go tray from the cafeteria and report immediately to detention. Students that skip detention(s) will be referred to the office for further disciplinary action. It is our goal that all students are successful in their core classes. If further tutoring is needed, it will be provided to students on an individual basis.

Middle School-The purpose of Wyandotte Middle School is to prepare our students for academic success for high school. Therefore, we will have mandatory tutoring for middle school students. Any student with a minimum of 69% or less will receive tutoring at lunch with a certified teacher. If eating in the cafeteria the student shall pick up a to-go tray from the cafeteria and report immediately to that teacher for the lunch period. Monday and Wednesday will be for the areas of English/Reading and Social Studies. Tuesday and Thursday will be for the areas of Math and Science. If the student fails to show-up for tutoring, the teacher will contact parents. If the student fails to show-up the second time a referral will be sent to the office. If further tutoring is needed, it will be provided to students on an individual basis.

TEST REWARDS

To promote good attendance and good study habits, student who are seldom absent and have earned good grades may be exempt from semester tests. To qualify for exemptions students may have an A in class and no more than three absences; a B and no more than two absences; or a C and no more than one absence. All absences count toward exemption except school activities. For test exemption purposes three tardies equal one absence.

Students who are exempt but wish to take the test in an attempt to raise their grade may do so with the test only counting towards the grade if it would improve it. All students will be notified of their exemption with a minimum of 2 days prior to finals.

REPORT CARDS

Reports cards will be issued following the 9-week period. No report will be issued to a student who owes fees or excessive lunch money.

PARENT-TEACHER CONFERENCES

Parent-Teacher conferences are scheduled during the 1st and 3rd nine weeks periods. Parents are to feel free to schedule conferences when needed with the faculty through the principal’s office.

HIGH SCHOOL GRADUATION REQUIREMENTS

A student must earn 24 credits following the guidelines listed below to graduate from Wyandotte High School.

<p>Language Arts</p> <p>4 units or sets of competencies 1 unit of Grammar & Composition</p> <p>And</p> <p>3 units which may include American Literature English Literature World Literature Advanced English Courses</p> <hr/> <p>Science</p> <p>3 units or sets of competencies 1 unit of Biology I¹ AND 2 units which may include: Chemistry I Physics Biology II Chemistry II Physical Science Earth Science Botany Zoology Physiology</p> <hr/> <p><u>Computer/Foreign Language Education</u></p> <p>2 units of Computer Applications or Foreign Language.</p>	<p>Social Studies</p> <p>3 units or sets of competencies 1 unit of United States History ½ to 1 unit of United States Government ½ unit of Oklahoma History ½ unit to 1 unit which may include: World History Geography</p> <hr/> <p>Mathematics</p> <p>3 units or sets of competencies 1 unit of Algebra I¹ AND 2 units which may include: Algebra II Geometry¹ Trigonometry Statistics and/or Probability Calculus Intermediate Algebra</p> <hr/> <p>Additional</p> <p>1 additional unit from any of the subjects above.</p> <hr/> <p>The Arts</p> <p>1 unit or set of competencies & ½ unit of Personal Finance</p> <hr/> <p>Electives</p> <p>7 units or sets of competencies</p>
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¹These courses may be taught in a contextual methodology

All 9-12 students must have CPR training with proper documentation on file before graduation.

All students are encouraged to take 1 or 2 foreign language classes. All students who wish to complete coursework for a college preparatory diploma must have

either two computer classes or two foreign language credits.

Credits may be given for the above classes when the courses are taken in the seventh or eighth grades if the teachers are certified or authorized by law to teach the subjects for high school credit and the required course rigor is maintained. These classes will be recorded on the high school transcript and the grade earned will count towards the high school GPA.

No student will be allowed to receive more than one credit for same unit or sets of competencies. The district may not offer all the above classes. Sufficient courses shall be offered to allow students to meet the graduation requirements during the secondary grade years.

Students who take concurrent classes at a college or university may have those courses and grades placed on their high school transcript if needed to meet graduation requirements or if they are in a core area.

Students grade nine through twelve are required to enroll in a minimum of six periods, or equivalent in block scheduling, of rigorous academic and/or vocational courses each day. All middle school and high school students are required to enroll in class each period. Seniors may be teacher or office aides one hour per day with prior approval by the principal. No class credit is given for this hour.

*****DIPLOMA OF HONOR*****

Wyandotte Public Schools will issue a diploma of honor to students who meet or exceed the following criteria by the end of their senior year in high school.

1. Earn at least a 3.0 grade average on a 4.0 scale;
2. BEGINNING WITH THE CLASS OF 2016. The student also must have completed eight upper level academic courses of those listed here to be considered for a diploma of honor: Zoology, Anatomy and Physiology, Chemistry, Physics, Algebra II, Algebra III, Calculus, Advanced Computers, Web Design, Spanish I, Spanish II, Spanish III, ChemistryII, Honors English I, Honors English II, Honors English III, Trigonometry, any advanced placement classes, and any concurrent enrollment class taken at a college or university (core area) as long as the class is 3 or more college credit hours and has been approved by the principal and counselor.

VALEDICTORIAN & SALUTATORIAN

The valedictorian and salutatorian are to be determined by the student’s rank in his/her class based on grade point average. In considering honors for valedictorian and

salutatorian, a student must have attended Wyandotte High School for three consecutive semesters beginning with the 11th grade. The GPA is based on classes taken in high school – grades 9, 10, 11, and 12. The grades are averaged at the end of the second semester of the senior year. The grade point average will be calculated to three decimal places.

The student also must have completed eight upper level academic courses of those listed here to be considered for valedictorian or salutatorian honors: Zoology, Anatomy and Physiology, Chemistry, Physics, Algebra II, Algebra III, Calculus, Advanced Computers, Web Design, Spanish I, Spanish II, Spanish III, any advanced placement classes, and any concurrent enrollment class taken at a college or university (core area) as long as the class is 3 or more college credit hours and has been approved by the principal and counselor.

HONOR ROLL

An honor roll will be published at the end of each nine weeks. Students who have all A and B grades will be listed on the Principal's Honor Roll, and students who have all A's will be listed on the Superintendent's Honor Roll.

The annual Oklahoma High School Honor Society and the Oklahoma Middle School Honor Society is made up of students making the highest 10% of grades of all students enrolled in high school or middle school during the last semester of the previous year and the first semester of the current year. State Honor Society membership will be limited to students enrolled in Wyandotte Public Schools during those two semesters.

The National Honor Society may be joined by those students who meet the criteria and apply. Wyandotte Schools has both a Middle School and a High School chapter.

STUDENT ADMISSION

A child must be four (4) by September 1 if he/she attends Pre-kindergarten. A child must be five (5) years of age by September 1 if he/she attends kindergarten. He/she must be six (6) years of age by September 1 to enroll in the first grade. A child entering pre-kindergarten, kindergarten or first grade must present his/her birth certificate and health record before enrollment can be completed.

LOCKERS

School lockers are assigned at the beginning of each year. We understand many students desire to secure their personal belongings through the usage of a lock. Only combination locks will be allowed on student lockers.

Students must provide the office with the combination in the event an emergency should occur. They are to be kept clean and never defaced in any manner. This applies to the inside as well as the outside. Stickers will not be allowed on lockers. Lockers are not changed without the principal's permission. Lockers are school property for placement of books and personal supplies. Any locker malfunction should be reported to the office. Students are cautioned not to keep money or other valuables in their lockers.

Students have no expectation of privacy concerning lockers, desks, or other school property. All student lockers, desks, and other school property are subject to periodic inspection. When such inspections are announced, each student shall open his or her locker and remain present during the inspection. All lockers are subject to random search by the principals without warning.

ATTENDANCE POLICY (REGULATION)

Each student is required to attend each class a minimum of 90% of the time in order to receive credit for that class. A maximum of 10 days a semester may be missed for excused absences, absence by arrangement, unexcused absences, or truancy in any one class.

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

ABSENCES

Excused absence will be granted for the following reasons:

1. Personal or family illnesses – Maximum of 10 absences per semester for illness will be excused with phone call from parents. Absences above this number will require a doctor's statement or be unexcused.
2. Medical or dental appointments;
3. Legal matters, including service on a grand, multi-county grand, or petit jury *
4. Extenuating circumstances deemed necessary by the principal.
5. Observance of holidays required by student's religious affiliation.
6. Participating in school-sponsored activities. (Not counted as an absence in registers.)

It is the responsibility of the parent to notify the school if a child is to be absent for one of the above reasons. The school will contact those students' parents who do not call by 10:00 am. If no contact is made, the parent must send

a note or call the day the child returns before the student can be excused. The student may promptly make up all work missed without penalty. It is the responsibility of the student, on the day of return, to make arrangements to see that their work is made up.

ABSENCE BY ARRANGEMENT

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

1. A student may take up to 10 days of absences by arrangement per semester but total absences for the semester for any reason may not exceed 10. (Activity absences and professional appointments are exceptions.)
2. A student may make up all work missed without penalty provided arrangements were made.
3. In order to take an absence by arrangement, the parent or guardian must submit, at least two days prior to the absence, a written request for the student to be absent. If the request is not made as required, the absence will be treated as an unexcused absence.

TEN DAY RULE

The maximum number of absences for activities, whether sponsored by the school or outside agency/organization, shall be 10 for any one class period of each school year. Excluded from this number are state and national levels of school sponsored contests. State and national contests are those which a student must earn the right to compete. Students must be in attendance 90% of the time to be eligible to participate in extra curricular activities and will be allowed to make up any work missed while participating.

TARDIES

1. A student is tardy when they are not in their classroom seat when the bell rings to begin the period. Any student who misses more than 15 minutes of class will be counted absent to that period class.

TARDY POLICY

- Step 0 1st and 2nd unexcused tardy handled by teacher.
- Step 1 3rd unexcused tardy - 1 school detention.
Parent will be notified.
- Step 2 4th unexcused tardy - 2 school detentions
Parent will be notified.
- Step 3 5th unexcused tardy - 3 school detentions
Parents will be notified.
- Step 4 6th unexcused tardy - 1 day of ISS. Parent will be notified.

- Step 5 7th unexcused tardy
Parent will be brought in for conference.
Student will be suspended for 1 day.
 - Step 6 8th unexcused tardy
Student will be suspended for 3 days.
- Students and parents should be aware that any students with more than 4 (four) tardies first period will be reported to the district attorney.

TRUANCY

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

TRUANCY POLICY

- Step 1 Parents will be notified; students will serve 1 session of In-school suspension.
- Step 2 Parents will be notified; students will serve 2 sessions of In-school suspension; juvenile authorities will be notified.
- Step 3 Parents will be notified; students will be suspended for 2 days; juvenile authorities will be notified.
- Step 4 Parents will be notified; students will be suspended for 3 days; juvenile authorities will be notified.
- Step 5 Students may be suspended for the remainder of the semester or school year; juvenile authorities shall be notified.

By law, a pupil who has (4) four unexcused absences per semester for a full day or part of a day will be deemed truant and his/her parents and the District Attorney's office will be notified.

LEAVING SCHOOL GROUNDS/CLOSED CAMPUS

It is the policy of the Wyandotte Board of Education that the schools will have a closed campus. Students are not permitted to drive from the campus at noon. Students will remain on campus from the time they arrive in the morning until the completion of the school day.

When a student arrives at school in the morning (whether walking, riding a bus, or driving a vehicle), the school day starts for that student. Each student should plan to arrive at school before the bell, allowing time to get books, organize for the morning, and be ready to attend the first class. Upon arrival on campus, the student is to go to an approved area to wait for the first bell. Sitting in a vehicle is not permitted.

Students having arrived at school may not leave the school premises at any time during the day without first receiving permission from the principal's office.

Telephone requests for excuse of pupils from school shall be referred to the principal and honored with caution.

Before permission can be granted for a student to leave:

1. The principal's office must have received a note or a phone call from the student's parent/guardian stating the reason why the student needs to leave school (a note must be brought in soon enough to be verified).
2. The principal or office personnel must talk personally with the parent/guardian.
3. The student must then sign the sign-out sheet (and must sign back in if returning before school is out).

Any student who fails to abide by these policies will be considered truant and could be subject to discipline or loss of parking privileges or driving privileges.

WITHDRAWAL FROM SCHOOL

Students may need to withdraw from school because of residence relocation or other valid reason. In such a case the student's parent/guardian must notify the principal who will assist the student with out-processing. All district-owned books, supplies, equipment, etc. must be returned to the teachers who distributed them. A clearance slip with the appropriate teachers' signatures must be returned to the principal's office.

On a quarterly basis the principals will notify the State Department of Education of the name, address, race, and age of any student dropping out of school during the preceding quarter. A dropout is any student who is under the age of 19 and has not graduated from high school and is not attending any public or private school or is not otherwise receiving an education pursuant to law for the full term the schools of the district in which the student resides are in session.

Whenever a student over 14 years of age and under 18 years of age withdraws from school, the attendance officer shall notify the Department of Public Safety (DPS) of the withdrawal through a documentation of enrollment status form and students may lose their license

GUIDANCE & COUNSELING

A certified school counselor is assigned to the secondary school. The purpose of the counselor is the same as other school personnel; to help students learn and grow. Different techniques, including individual and group conferences are used.

All pupils need guidance in academic, social, emotional growth, and vocational planning. Many pupils need to visit the counselor for more specific help in one of these areas.

When you enter the counselor's office, you will be accepted as a person of worth and dignity, and respected for differences as well as similarities to others. Any serious subject of concern is okay to share and be kept confidential. Information relating to serious harm to another person or property will be reported to administration as required by law and counselor ethics. Any pupil seeking help from the counselor for a drug or alcohol problem will receive support and encouragement to develop a healthier lifestyle and will not be subject to punishment by school authorities for revealing this need.

STUDENT DISCIPLINE

The school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. When the behavior of an individual student comes into conflict with the rights of others, corrective actions are necessary for the benefit of the individual and the school. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child while the child is in attendance, in transit to or from the school, or participating in any authorized school function.

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

- The seriousness of the offense;
- The effect of the offense on other students;
- Whether the offense is physically or mentally injurious to others;
- Whether the incident is isolated or habitual;
- The manifestation of a disability;
- Any other circumstances which may be appropriately considered.

General Discipline Violations

These will result in a student receiving one or more of the general discipline actions. The board of education will rely on the judgment and discretion of administration to determine appropriate disciplinary action in each instance.

Violations

Excessive tardiness – refer to attendance policy
Uncooperative behavior
Sleeping in class
Bus/playground misbehavior (refer to bus misconduct policy)

Lunchroom misconduct
Disruption of class or assembly
Inadequate class preparation
Dress code violation
Excessive talking
Disrespect
Cheating
Pushing/shoving/rough play
Arguing
Ridicule (staff or others)
Inappropriate usage of cellphone or other prohibited device(s)
Going to parking lot/vehicle without permission during school day
Personal display of affection (PDA) in excess of holding hands.

This list is not intended to include all possible infractions. Therefore, behavior that is not included in the list may warrant appropriate disciplinary action.

General Disciplinary Actions

Verbal warning (office conference)
Parental conference
Removal from class or activity
Corporal punishment
Detention
In-school suspension
Refer to counselor and/or social agency
Other disciplinary action deemed appropriate under the circumstances

Any student who has been assigned eight (8) detentions or other equivalent consequences under this policy will be considered to have a major behavior problem and will be disciplined under the severe violations actions.

When student behavior interferes with rights of others or the ability of the school to have orderly operation, and when that behavior is to such an extent to be considered a major problem, more severe disciplinary action may be taken.

Severe Violations

Leaving school grounds without permission
Cutting class
Inappropriate language or gestures
Misuse of computers
Stealing/Theft/Burglary
Vandalism or destruction of property
Assault on staff member or student (physical or verbal)
False signature
Dangerous act (to self or others)
Possession, use, sale or distribution of tobacco – see tobacco policy

Possession, use, sale or distribution of alcohol – see drugs and alcohol policy
Possession, use, sale or distribution of drugs – see drugs and alcohol policy
Possession/use of dangerous weapon or other item with the potential to cause harm
Bomb threat
Gang related incident
Fighting
Making threat/Threatening behavior – see policy on threatening behavior
Bullying (staff or student)
Harassment (staff or student) – see harassment policy
Hate crime
Extortion
Truancy – see truancy policy
Gambling
Excessive number of detentions – (8) under general disciplinary violations
Repeated violation of cell phone policy

Severe Violation Disciplinary Actions

In-school suspension
Restitution
Removal from class or activity
Probation
Involve Law enforcement
Refer to counselor/social agencies
Suspension
Expulsion
Placement in alternative setting
Denial of privileges (driving, off-campus, etc)
Confiscation of materials involved
Corporal Punishment
Parental conference

*Fighting is mutual combat in which both parties have contributed to the conflict either verbally or by physical action. *Assault is attempting to cause injury to another person, intentionally placing a person in reasonable apprehension of imminent physical injury. The school is not limited to these disciplinary actions nor do these lists reflect any order or sequence of events to follow the disciplinary action(s). Repeated violation of a severe nature will result in more severe disciplinary action(s) each time.

**STUDENT DISCIPLINE
DETENTION POLICY**

A student in this district may be detained at lunch for disciplinary reasons if, in the judgement of a school administrator or the student's teacher, such disciplinary measures are warranted. If a student is to be detained the parent must be notified of the planned detention.

Students who are detained at lunch must not be left alone during their detentions. Supervision of students in detention must be provided or arranged for by the teacher or administrator who detains them. Detention is limited to 15 minutes on any one school day.

Detentions are assigned to student as the first deterrent in the general discipline procedure. Detentions are served at lunch in an assigned classroom. Failures to serve an assigned detention will double the number of detentions served. If a student fails to serve after the fourth (4) detentions, one (1) in school suspension sessions is assigned in lieu of the original detention.

If detention is not working, other methods of discipline will be employed to improve behavior. This could include corporal punishment (paddling), short- or long-term suspension, and, as a last resort, permanent dismissal from school.

**STUDENT DISCIPLINE FOR
OUT-OF-SCHOOL ACTIONS**

Out-of-school conduct of students attending school within this district is not normally a concern of the board. However, disciplinary action for conduct occurring off school property and not involving a school activity is proper if the conduct has an adverse effect upon the school.

Any student attending school within this district will be subject to disciplinary action including, but not limited to, suspension from school for any conduct, which, in the opinion of the school administrators, has an adverse impact upon the school.

Such activity includes, but is not limited to, the following:

1. Damaging school property, e.g. a school bus;
2. Engaging in activity which causes physical or emotional harm to other students, teachers, or other school personnel;
3. Engaging in activity which directly impedes discipline at school or the general welfare of school activities.

**STUDENT DISCIPLINE
THREATENING BEHAVIOR**

Threatening behavior is defined as activity, which portrays that another person, persons or property may or will be harmed or killed. As used in the School Bullying Prevention Act, harassment, intimidation and bullying means any gesture, written or verbal expression, or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to his property, or insult or

demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Harassment, intimidation and bullying include, but are not limited to, a gesture or written, verbal or physical act. Such behavior is specifically prohibited by board policy.

Any student exhibiting threatening behavior either verbally, in written form, or by gesture toward another student or school personnel or others while under school supervision shall be subject to the following:

1. The student will be referred immediately to a site administrator or his/her designee for intervention.
2. The administrator will gather and evaluate incident information and either (a) document the incident and place the student on a five day probationary period, or (b) implement the following intervention procedure:
 - A. The student will be subject to an immediate suspension from school for a minimum of three days.
 - B. The student's parent(s)/guardian will be notified.
 - C. The Wyandotte Police Department shall be notified.
 - D. A mandatory conference will be held with parent(s)/guardian, student, school officials, and others deemed necessary. ("Others") may include, but not be limited to, the following: police, Multi-County Youth Services, Office of Juvenile Affairs, Department of Human Services, and Child Welfare.) The conference shall take place as soon as possible.
 - E. The student must attend mandatory counseling with an appropriate counseling agency as determined by the school. The counseling agency will make a recommendation to the school concerning student's re-entry to school.
 - F. A conference shall be held with the site school counselor, an administrator and the student prior to the student's re-entry to school. If it is determined that the student may not return, further counseling and/or alternative placement will be implemented. The student will be re-evaluated at a later date as determined by the school.

Any student who has been previously disciplined for threatening behavior is subject to alternative placement or suspension if the offense is repeated. The alternative placement or suspension shall not exceed the remainder of the current semester and the succeeding semester.

A site administrator shall file a report on any student disciplined under this policy and send the report to the superintendent.

PRE-PLANNED DISRUPTIVE ACTS

It is the policy of the Board of Education to encourage the prosecution of any person who commits assault, battery, or assault and battery upon the person of a school employee or student or threatens and places an employee or student of the public schools in immediate fear of bodily harm while the employee or student is in the performance of his/her duties as a school employee or student.

Students are encouraged to report threats or planned acts of violence to teachers, counselors, or administration immediately.

**RULES FOR STUDENTS REGARDING
DRUGS AND ALCOHOL**

- A. Illegal and Illicit Drugs and Alcohol
 1. Use of illicit drugs and unlawful possession and use of alcohol is wrong and harmful.
 2. Students are prohibited from using, being under the influence of, possessing, furnishing, or selling alcoholic beverages, non-intoxicating beverages (as defined by law) illegal or illicit drugs or other mood altering substances at school, while in school vehicles or at any school sponsored event.
 3. "Illicit drugs" includes steroids and prescription and over-the-counter medications being used for an abusive purpose, i.e., when they are not used in compliance with the prescription or directions for use and are not being used to treat a current health condition of the student. "Mood-altering substances" include paint, glue, aerosol sprays and similar substances.
 4. Violation of this rule will result in imposing of disciplinary measures, which may include suspension for the remainder of the current semester and the following semester.
 5. Student violation of this rule, which also constitutes illegal conduct, will be reported to law enforcement authorities.
- B. Necessary Medications
 1. Students may not retain possession of and self-administer any medication at school for any reason
 2. Students who have a legitimate health need for over-the-counter or prescription medication at school shall deliver such medication to the school nurse or principal with a parental authorization, in compliance with Oklahoma law

and school policy and procedures regarding administering medicine to students.

3. Violations of this rule will be reported to the student's parents by the principal and may result in discipline, which can include suspension.

C. Distribution of Information

1. Information for students and their parents about drug and alcohol counseling and rehabilitation and reentry programs in this geographic area is available from the principal (counselor) at each student's school.
2. Copies of these Rules shall be provided to all students and their parents at the beginning of each school year.

Reporting Students Under the Influence

Any administrator, teacher, or counselor who has reasonable suspicion that a student may be under the influence of, or that a student has in his/her possession in alcoholic beverages – including the legally non-intoxicating beverage commonly referred to as 3.2 beer (low – point beer) – or a controlled dangerous substance as defined by law, shall immediately notify the principal of such suspicions and shall not be subject to civil liability unless such referral was made in bad faith or with malicious purpose. The principal shall immediately notify the superintendent and a parent or legal guardian of the student's possession of a controlled or counterfeit substance.

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

**24/7 SMOKE FREE/TOBACCO FREE
ENVIRONMENT POLICY**

Smoking, distribution, and the use or possession of tobacco or tobacco products or paraphernalia used with tobacco and tobacco products is prohibited on school property, in school vehicles, or at or going to or from any school-sponsored or authorized function.

It is specifically directed that this ban on the use of tobacco products will be in effect 24 hours a day, seven days a week, and will apply to all students, employees, visitors, and anyone providing service to the schools with the exception of training provided by North Eastern Technology Center as required by government contract. When required by a government contract, the designated smoking area must be away from general traffic areas and completely out of sight of children under eighteen

(18) years of age and can be used only by adults attending those training sessions.

Additionally, students are prohibited from possessing or distributing tobacco products or simulated tobacco products in school buildings, on school grounds, in school-owned vehicles, and at all school affiliated functions on or off school campus.

Employees are prohibited from use or distribution of, tobacco products or simulated tobacco products in school buildings, on school grounds, in school-owned vehicles, and at all school affiliated functions on or off school campus.

Definitions:

1. "School Property" is defined as all property owned, leased, rented or otherwise used by any school in this district, including but not limited to the following:
 - a. All interior portions of any building or other structure used for instruction, administration, support services, maintenance or storage.
 - b. All school grounds over which the school exercises control including areas surrounding any building, playgrounds, athletic fields, recreation areas and parking areas.
 - c. All vehicles used by the district for transporting students, staff, visitors, or other persons.
2. "Tobacco" is defined as cigarettes, cigars, pipe tobacco, snuff, chewing tobacco and all other kinds and forms of tobacco prepared in such manner to be suitable for chewing, smoking, or both.
3. "Simulated Tobacco Products" are defined as products that imitate or mimic tobacco products, including, but not limited to cloves, bidis, kreteks, and vapor smoking with/without nicotine.
4. "Use" is defined as lighting, chewing, dipping, inhaling, or smoking any tobacco as defined within this policy.

Advertising of tobacco products on school property, school publications, and video-TV productions is prohibited. This prohibition also

includes gear, paraphernalia, clothing, etc. that display and/or promote tobacco products.

Signs will be posted in prominent places on school property to notify the public that smoking or other use of tobacco products is prohibited. The success of this policy will depend on the cooperation and consideration of smokers/tobacco users and non-smokers/tobacco users. All individuals on school property share in the responsibility for adhering to and enforcing this policy. Those found in violation will be informed that they are in violation of board policy, and in the case of tobacco and/or tobacco products, state law. Any individual who observes a violation on school property may report it in accordance with the procedures listed below:

Students - Any violation of this policy by students will be referred to the site administrator. Site administrators shall inform both students and parents that failure to comply with the policy may result in confiscation of paraphernalia and/or suspension from classes and school activities.

Employees - Any violation of this policy by staff will be referred to the appropriate supervisor. Continued violations will constitute willful neglect of duty and will be dealt with accordingly based on established policies and procedures for suspension, demotion, dismissal, and non-renewal of employee.

Visitors and General Public - Visitors who are observed smoking or using tobacco products on school district property will be asked to refrain from smoking or using tobacco on school property. If the individual fails to comply with the request, such violation of policy may be referred to the site administrator or other school district supervisory personnel responsible for the area or program during which the violation occurred. The site administrator or supervisor shall make a decision on further action that may include a directive to leave school property. Repeated violations may result in a recommendation to the Superintendent to prohibit the individual from entering school district property for a specified period of time. If deemed necessary by the school administration, local law enforcement officials may be called upon to assist with enforcement of this policy with regard to removal of violators of this policy.

HAZING

No student or employee of the district shall participate in or be members of any secret fraternity or secret organization that is in any degree related to the school or

to a school activity. No student organization or any person associated with any organization sanctioned or authorized by the board of education shall engage or participate in hazing.

For the purposes of this policy, hazing is defined as an activity, which recklessly or intentionally endangers the mental health or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned or authorized by the board of education.

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

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

This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action, which may include expulsion for students and employment termination for employees.

HARASSMENT/BULLYING

Harassment of students by another student, personnel or the public will not be tolerated. This policy is in effect while the students are on school grounds. In school transportation, attending school sponsored activities and while away from school grounds if the misconduct affects the good order, efficient management and welfare of the school district.

Harassment is intimidation by threats of or actual physical violence; the creation of whatever means of a climate of hostility or intimidation; the use of language, conduct or symbols in such a manner as to be commonly understood to convey hatred, contempt, prejudice or to have the effect of insulting or stigmatizing an individual. This also includes bullying/harassment using electronic devices, e-mail, websites, etc. (cyberbullying). Harassment includes, but is not limited to, harassment on basis of race, sex, creed, color, national origin, religion marital status or disability.

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

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

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

Any incidents of harassment should be promptly reported to administration so that appropriate actions can be taken.

SEXUAL HARASSMENT OF STUDENTS

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

1. Sexual harassment
 - B
 - a. Sexual harassment includes verbal or physical sexual advances, including subtle pressure for sexual activity; touching, pinching, patting, or brushing against; comments regarding physical or personality characteristics of a sexual nature; and sexually-oriented “kidding”, “teasing”, double meanings, and jokes.
 - b. Demeaning comments about a girl’s ability to excel in a class historically considered a boy’s subject, privately talking to a student about sexual matters, hugging or touching a student inappropriately may constitute sexual harassment.
 - c. Writing graffiti, which names a student or otherwise identifies a student is potentially slanderous and constitutes sexual harassment. Graffiti of any kind will not be tolerated on

school property. The superintendent is directed to cause any graffiti or unauthorized writings to be removed immediately

- d. Any of the aforementioned conduct which effectively deprives a student of access to educational opportunities or benefits provided by the school.

2. Specific prohibitions

a. Administrators and supervisors

- i. It is sexual harassment for an administrator, supervisor, support employee, or teacher to use his or her authority to solicit sexual favors or attention from students.
- ii. Administrators, supervisors, support personnel, or teachers who either engage in sexual harassment of students or tolerate such conduct by other employees shall be subject to sanctions, as described below.
- iii. The school district is not concerned with the “off-duty” conduct of school personnel unless the conduct has or will have a negative impact on the educational process of the school. Any romantic or sexual affiliation between school personnel and students, including students who have reached the age of maturity (18) during school hours will have a negative impact on the educational process and shall constitute a violation of school policy. Such violations may result in suspension of the student and suspension or termination for the employee. Any sexual affiliation between teachers and students under the age of 18 may constitute a crime under state or federal law.

3. Report, Investigation, and Sanctions

- a. It is the express policy of the board of education to encourage student victims of sexual harassment to come forward with such claims. This may be done through the Sexual Discrimination Grievance policy. The Office of Civil Rights relies on school administrators’ judgment and common sense in meeting the requirements of the federal law.
 - i. Students who feel that administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions to the appropriate administrator or teacher is the alleged offending person, the report will be made to the next higher level of administration or supervision or to any responsible adult person.
 - ii. Every attempt will be made to maintain confidentiality; however, absolute confidentiality cannot be guaranteed because of due process concerns which

arise in sexual harassment investigations. No reprisals or retaliation will be allowed to occur as a result of the good faith reporting of charges of sexual harassment.

- b. In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The superintendent has the responsibility of investigating and resolving complaints of sexual harassment.
- c. Any employee found to have engaged in sexual harassment of students shall be subject to sanctions, including, but not limited to warning, suspension, or termination subject to applicable procedural and due process requirements.
- d. Any student found to have engaged in sexual harassment of other students shall be subject to sanctions, including, but not limited to warning, suspension or other appropriate punishment subject to applicable procedural and due process requirements.
- e. Special effort will be made to apprise district administrators, teachers, and counselors of their obligation to receive student complaints of sexual harassment, document such complaints, and forward them to the grievance committee.

STUDENT COMPLAINTS AND GRIEVANCES

Any student of Wyandotte Schools may file a complaint against any school employee or any school rule or regulation. The complaint must be in writing. A complaint against an employee must be filed within 20 days following the act or event about which the complaint arose. The complaint must be specific and in reasonable detail as to who, what, where and when. Complaints or grievances not filed within 20 days shall be deemed to have been waived. Complaints or grievances concerning a board rule or regulation may be filed at any time and shall be filed on the board complaint form. Complaints or grievances concerning a principal’s rule or regulation shall be filed with the principal.

**GRIEVANCE PROCEDURES SEX
DISCRIMINATION/HARASSMENT
(REGULATION)**

In accordance with the policy of the board of education, the following regulation governs the processing of student sexual harassment grievances in this school district.

- 1. Any student of this school district who wishes to file a sexual harassment grievance against another student or employee of the district may file a written or oral (recorded, if possible) complaint with the

superintendent, principal or counselor. The administrator taking the complaint will document the time, place, complainant, and incident and immediately forward the complaint to the grievance committee. The committee will appoint a senior administrator to investigate the grievance. The grievance shall set forth the circumstances of the incident and the identity of the student(s) or employee(s) involved.

2. The superintendent, or appointed administrator, shall initiate the investigation of the incident and shall protect the confidentiality of the grievant.
3. The investigation shall be completed within ten days of the filing of grievance. Results of the investigation, along with recommendations and suggestions shall be shared with the grievant, unless it violates another student's confidentiality.
4. If the grievant believes the issues are not resolved after considering the recommendations and suggestions of the superintendent or investigating administrator, the grievant may request a hearing by the grievance committee.
5. Upon receiving a request for a hearing, the grievance committee shall schedule the hearing to occur within twenty days from date of request.
6. Both grievant and person against the complaint was made may be represented by legal counsel at the hearing.
7. Within ten days of the hearing, the grievance committee shall furnish a written report of the findings and recommend to both grievant and respondent while maintaining confidentiality.
8. The superintendent shall, within five days of the receipt of report from grievance committee, act upon the recommendations of the committee or furnish a written report to the grievant explaining why the recommendations will not be implemented.
9. Upon receipt of superintendent's report, the grievant may file a written appeal with the board of education. The board shall, within thirty days from date the appeal was received, review the report and affirm, overrule, or modify the decision of the grievance committee.

**PROCEDURES FOR FILING AND RESOLVING
DISCRIMINATION COMPLAINTS**

In the event a student wishes to file a complaint, the following procedures shall apply:

Definitions

1. Discrimination complaint: A complaint alleging any policy, procedure or practice which discriminates on the basis of race, color national origin, sex or qualified handicap.
2. Student: A student of this school district who submits a complaint alleging discrimination based on race, color, national origin, sex or qualified handicap.
3. Equal Education Opportunity Officer: The EEO officer is the person designated to coordinate efforts to comply with and carry out its responsibilities under Title IV of the Civil Rights Act of 1964, Title 1X of the Education Amendments of 1972. Section 504 of the Rehabilitation Act of 1973 and other state and federal laws addressing equal educational opportunity. The EEO officer is responsible for processing complaints and serves as moderator and recorder during hearings.
4. Respondent: The person alleged to be responsible for the violation alleged in a complaint. The term may be used to designate persons with responsibility for a particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the complaint.
5. Day: Day means working day: the calculation of days in complaint processing shall exclude Saturdays, Sundays and holidays.

Pre-Filing

Prior to the filing of a written complaint, the student is encouraged to visit with the school building principal and reasonable effort should be made to resolve the problem or complaint.

Filing and Processing Discrimination Complaints

1. Student: Submits written complaint to EEO officer stating name, nature and date of alleged violation: names of persons responsible (when known): and requested action. Complaint must be submitted within 30 days of alleged violation. Complaint forms are available in office of superintendent.
2. EEO Officer: Notifies respondent within 10 days and asks respondent to (a) confirm or deny facts; (b) indicate acceptance of rejection of student's complaints; (c) outline alternatives.
3. Respondent: Submits answer within 10 days to EEO Officer.
4. EEO Officer: Within 10 days after receiving respondent's answer. EEO officer refers the written complaint and respondent's answer to the building principal. The EEO officer also schedules a hearing with the student, the respondent and the principal.
5. Principal: Within 10 days after the hearing, issues a written decision to the student, respondent and EEO officer.
6. Student/Respondent: If the student or respondent is not satisfied with the decision, they must notify EEO

officer within 20 days and request a hearing with the grievance committee.

7. EEO Officer: Within 10 days of request, schedules a hearing with the student, respondent and grievance committee.

8. Grievance Committee: Within 10 days of the hearing, submits a written report to the superintendent. The report shall include the committee's determination regarding the validity of the complaint and its recommendation as well as a statement of the reasons on which the findings have been based. All findings of the committee shall be determined by majority vote.

9. Superintendent: Shall consider recommendation of grievance committee and issue a final decision within 10 days after receipt of the committee report.

10. The person designated to coordinate compliance activities and act as EEO officer shall be the superintendent.

General Provisions

1. Extension of Time: Any time limits set by these procedures may be extended by mutual consent of the parties involved. The total number of days from the date that the complaint is filed until the complaint is resolved shall be no more than 80 days.

2. Access to Regulations: The school district shall provide copies of all regulations prohibiting discrimination on the basis of race, color, national origin, sex or qualified handicap upon request.

3. Confidentiality of Records: Complaint records shall remain confidential unless permission is given by the parties involved to release such information. No complaint record shall be entered in the personal file. Complaint records shall be maintained on file for three years after complaint resolution.

SUSPENSION OF STUDENTS

It is the policy of the Board of Education that the superintendent or designee may suspend a student for:

- Violations of policy or regulations
- Possession of an intoxicating beverage, low-point beer (See policy FNCE)
- Possession of missing or stolen property if the property is reasonably suspected to have been taken from a student, a school employee, or the school during school activities
- Possession of a dangerous weapon or a controlled dangerous substance while on or within two thousand (2,000) feet of public school property, or at a school event (Uniform Controlled Dangerous Substances Act) (See policies FNCE and FNCGA)

- Possession of a firearm shall result in out-of-school suspension of not less than one year (See policy FNCGA)
- Any act which disrupts the academic atmosphere of the school, endangers or threatens fellow students, teachers, or officials or damages property
- Students in grades six through twelve found to have assaulted, attempted to cause physical bodily injury, or acted in a manner that could reasonably cause bodily injury to a school employee or person volunteering for a school shall be suspended for the remainder of the current semester and the next consecutive semester. The term of the suspension may be modified by the school district superintendent on a case-by-case basis.

Before a student is suspended out-of-school, the principal shall consider and apply, if appropriate, alternative in-school placement options that are not to be considered suspension, such as placement in an alternative school setting, reassignment to another classroom, or in-school detention. A student suspended out-of-school shall be placed in a supervised, structured environment in either a home-based school work assignment setting or another appropriate setting in accordance with a plan prescribed by the school administration that provides education in accordance with the supporting regulations. Parents or guardians will be provided a copy of the education plan and will bear the responsibility of monitoring the student's educational progress until the student is readmitted to school. Students suspended from school shall be ineligible to participate in extracurricular activities. Additionally, any student serving suspension during the time of graduation activities shall not be allowed to participate in or attend ceremonies or programs honoring graduates.

No school board member, administrator, or teacher may be held civilly liable for any action taken in good faith, which is authorized by law under the provisions of this policy.

The superintendent is directed to establish regulations, subject to board approval, which support this policy. Such regulations shall include provisions for appeal of suspension to a suspension appeals committee and/or the board of education. The superintendent may delegate authority for suspensions of students to building principals.

SUSPENSION OF STUDENTS

The authority to suspend a student from a school in the school district is delegated to the respective building principals.

1. Any student may be suspended for:
 - Violations of policy or regulations
 - Possession of an intoxicating beverage, low-point beer (37 O.S. §163.2) (See policy FNCE)
 - Possession of missing or stolen property if the property is reasonably suspected to have been taken from a student, a school employee, or the school during school activities
 - Possession of a dangerous weapon or a controlled dangerous substance while or within two thousand (2,000) feet of public school property, or at a school event (Uniform Controlled Dangerous Substances Act) (See policies FNCE and FNCGA)
 - Possession of a firearm may result in out-of-school suspension of not less than one year (See policy FNCGA)
 - Any act which disrupts the academic atmosphere of the school, endangers or threatens fellow students, teachers, or officials, or damages property
 - Students in grades six through twelve found to have assaulted, attempted to cause physical bodily injury, or acted in a manner that could reasonably cause bodily injury to a school employee or person volunteering for a school shall be suspended for the remainder of the current semester and the next consecutive semester. The term of the suspension may be modified by the school district superintendent on a case-by-case basis.
2. A full suspension shall not extend beyond the present semester and the succeeding semester except for violations of the Gun-Free Schools Act which provides suspensions for up to one calendar year or longer. (See policy FNCGA.)
3. Except under circumstances that require the immediate removal of a student or students, the parent(s) or legal guardian(s)

shall be informed before a student is released from school.

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

PROCEDURAL STEPS TO SUSPENSION

Before a student is suspended from school, the principal of that school shall consider and apply, if appropriate, alternative in-school placement options that are not to be considered suspensions. Such placements can include an alternative school setting, reassignment to another classroom, or in-school detention. If such alternate placement is rejected, written justification must be placed in the student's permanent record.

1. Probation. A student may be placed on probation with or without additional disciplinary action. If probation is elected by the principal as a suitable alternative to suspension, both the student and the parent(s) shall be notified of the probation and the reasons therefor.
2. In-school placement. In-school placement is an alternative to out-of-school suspension. In-school placement will be imposed by the student's principal, and the student will be placed in a supervised, structured environment. This placement will not be considered suspension and may include an alternative school setting, reassignment to another classroom, or in-

school detention. Both the student and the parent(s) shall be notified of the placement, the reasons therefor, and the right to appeal the placement to the suspension appeals committee.

3. Out-of-school suspension.
 - A. Both the student and the parent(s) shall be notified of the suspension, the grounds therefor, and the right to appeal the suspension to the board of education. A student suspended out-of-school will be placed in a supervised, structured environment in either a home-based school work assignment setting or another appropriate setting.
 - B. If a student is suspended out-of-school for five (5) days or less, the district may provide an education plan. If a student is suspended for more than five (5) days and is found guilty of acts as described above, the school administration shall provide the student with an education plan designed for the eventual reintegration of the student into school which provides for the core units in which the student is enrolled. The minimum core units shall consist of English, mathematics, science, social studies, and art. The plan shall set out the procedure for education and shall address academic credit for work satisfactorily completed. A copy of the plan shall be provided to the student's parents or guardian, and the parents or guardian shall be responsible for the provision of a supervised, structured environment in which the parent or guardian shall place the student and bear responsibility for monitoring the student's educational progress until the student is readmitted to school.

APPELLATE PROCEDURE

Suspension Appeals Committee

A suspension appeals committee is hereby established which will consist of 5 (five) administrators or teachers or a combination thereof. The members of the committee shall be appointed by the superintendent and may include

the superintendent. However, any member of the committee who initiated a suspension in a case shall be excused from the committee during any appeal of that particular case.

1. Any student, who has been suspended for ten (10) days or less under the steps listed above, or the student's parent(s), may appeal the suspension to the suspension appeals committee. The following procedures shall govern the appellate process:
 - A. The student, or the student's parent(s), shall notify the superintendent within ten (10) days following the suspension or the notice of the intent to suspend of their intent to appeal the suspension.
 - B. Upon receiving notice of a student's intent to appeal, the superintendent shall advise the suspension appeals committee. The suspension appeals committee shall hear the appeal within ten (10) days from the date the notice of intent is filed with the superintendent. The superintendent, at his/her discretion, may permit the suspended student to attend classes pending the outcome of the appeal.
 - C. During the hearing of the appeal before the suspension appeals committee, the student or the student's parent(s) shall have the right to provide evidence as to why the suspension, or the duration thereof, is inappropriate. The student shall not have the right to be represented by legal counsel, unless the school district is represented by legal counsel.
 - D. The suspension appeals committee shall determine the guilt or innocence of the student, and the reasonableness of the term of the suspension. The suspension appeals committee may uphold, overrule, or modify the suspension. The student and the student's parent(s) shall be notified within five (5) days of the decision.
 - E. Decisions of the suspension appeals committee may not be appealed to the board of education. The decision of the suspension appeals committee shall be final.

2. Any student, who has been suspended for greater than ten (10) days under the steps listed above, or the student's parent(s), may request a review of the suspension with the administration. If the administration does not withdraw the suspension, the student shall have the right to appeal the decision to the board of education. The following procedures shall govern the appellate process:
 - A. The student, or the student's parent(s), shall notify the superintendent within ten (10) days following the suspension or the notice of the intent to suspend of their intent to appeal the suspension.
 - B. Upon receiving notice of a student's intent to appeal, the superintendent shall advise the board of education. The board of education may conduct the hearing or may appoint a hearing officer to conduct the hearing. The board of education or hearing officer shall hear the appeal within ten (10) days from the date the notice of intent is filed with the superintendent. The superintendent, at his/her discretion, may permit the suspended student to attend classes pending the outcome of the appeal.
 - C. During the hearing of the appeal before the board of education or hearing officer, the student or the student's parent(s) shall have the right to provide evidence as to why the suspension, or the duration thereof, is inappropriate. The student shall not have the right to be represented by legal counsel, unless the school district is represented by legal counsel.
 - D. The board of education or hearing officer shall determine the guilt or innocence of the student, and the reasonableness of the term of the suspension. The board of education or hearing officer may uphold, overrule, or modify the suspension. The student and the student's parent(s) shall be notified within five (5) days of the decision. The decision of the board of education or hearing officer shall be final.

REFUSAL OF DISCIPLINE

Any student who refuses to receive discipline as prescribed by the principal shall be suspended or placed in in-school suspension for a period of 2 days. For any second offense of this nature, the student shall be suspended or placed in in-school suspension for 5 days. If the student misses assigned tests or work, he/she will not be allowed to make up that work and will receive a zero for the work missed. This discipline is in addition to and not in lieu of the initial discipline. At the discretion of the administration, the first 2 days of suspension may be waived if the parent accompanies the student back to school for a conference and a suitable solution is reached.

CONDUCT AT SCHOOL & SCHOOL ACTIVITIES

Student relationships at school and school activities are expected to be in good taste. Physical contact should be kept to a minimum. Only hand holding will be allowed. No public displays of affection.

STUDENT CONDUCT/ DRESS CODE

Generally, dress and grooming standards as determined by the students and their parents will not be questioned. The only requirements the board of education insists upon are that students' dress and grooming shall not lead school officials to reasonably believe that such dress or grooming will disrupt, interfere with, or detract from school activities, or create a health or other hazard to the student's safety or to the safety of others. Additionally, any clothing that interferes with the education function entrusted to the board of education is prohibited.

STUDENT CONDUCT/ DRESS CODE (REGULATION)

Generally, students should regard neatness and cleanliness in grooming and clothing as important. Dress or grooming which is in any way disruptive to the operation of the school will not be permitted.

Revealing or sexually provocative clothing, or clothing of extreme style may not be worn.

Principals, in conjunction with sponsors, coaches, or other persons in charge of extracurricular activities, may regulate dress and grooming of students who participate in a particular activity.

If a student's dress or grooming is objectionable under the above provisions, the principal shall request the student to make appropriate corrections. If the student declines, the

principal shall notify the student's parents or legal guardian and request that person to make the necessary correction. If both the student and parent or legal guardians refuse, the principal shall take appropriate disciplinary action.

The following are specific rules:

1. All undergarments or anything worn as an undergarment should remain unseen.
2. Young men and women should wear shirts that cover their entire torso and chest area.
3. Administrator or designated staff discretion will be used as needed on the length of shorts, dresses, skirts, etc.
4. Short and pant waistband must be worn at hips or above and have no holes, rips, or tears above the fingertip line. Excessively baggy clothing must be worn with belt or suspenders.
5. Students wearing leggings, yoga pants, or similar fitting clothing must wear a shirt long enough to completely cover the buttocks, reaching the same length in front while in motion.
6. No clothing that displays or infers, including but not limited to, themes of tobacco, drugs, alcohol, obscene language or gestures, violence, or racial, ethnic, sexual or other disparaging slurs.
7. All students are required to wear shoes. (No bare feet.)
8. Hats, caps, bandannas, or head covering will not to be worn in any school building. (Exceptions may be made for students with religious beliefs requiring head covering, medical reasons, or dedicated hat days approved by administrators.)

This dress code will exclude extra-curricular activities where the dress code for each sport/activity will be determined by the sponsor. But students may be excluded from an activity/sport for failing follow the sponsor's or coaches' guidelines/rules for appropriate dress for the activity.

Final determination of what is appropriate is to be made by the building principal.

TRANSPORTATION

SCHOOL BUS PROGRAM

The purpose of maintaining and operating school bus transportation, as a part of the general school program is

to provide transportation to and from school for students and to attend approved trips.

The provision of school bus transportation is not a right of the students, but is a privilege extended by the board of education. Because the potential for property damage and personal injury is great, there are rules governing the conduct of school bus passengers.

Students who ride the bus to and from home and on school trips should be careful about loading and unloading. Always wait for the bus to STOP before leaving their seat. After the pupil gets on the bus, he/she is under the supervision of the driver. The driver is a school official and has the same authority over students as a teacher. No student is to depart from the bus until it reaches school. No student shall be discharged from a bus at any point other than where the pupil was picked up without written permission from the parent or guardian being on file in the superintendent's office. No student is permitted to ride the bus unless he/she lives on the bus route without prior approval.

Bus drivers shall report all discipline problems to the student's principal. Students who do not follow the rules and regulations will not be permitted to ride the bus. Bus drivers will stop at each place along the route and if students are not in sight, will honk the horn. If students do not appear immediately, the bus driver will proceed.

SCHOOL BUS REGULATIONS

The following rules and regulations shall govern the conduct of school bus passengers:

1. Students and other passengers shall conduct themselves in a manner consistent with good classroom behavior while waiting for and traveling on school buses. The school bus driver will bring misconduct to the attention of parents and principal.
2. The noise level on school buses must remain at a low level to enable the driver to hear emergency and train signals. Therefore, passengers must not shout, sing, or otherwise cause any disturbance that may distract the driver.
3. Smoking or the consumption of food or beverage is not permitted on school buses.
4. Windows must remain closed unless the driver permits them to be opened. When windows are open, passengers must not throw objects from the window or extend any part of the body through the window.
5. Any passenger who defaces or vandalizes a school bus in any way shall be immediately suspended from riding the bus. The first suspension shall be for five days; the second suspension shall be for the remainder of the school year. No suspended student shall be permitted to resume the school bus privilege

until all damages for which the student was responsible is paid.

6. For misconduct other than vandalism, the student's parents/guardian and the principal shall be notified of a first occurrence. The principal shall take whatever reasonable action he/she deems necessary. For a second occurrence, the student shall be placed on probation in addition to the above notification and privileges shall be withdrawn for five days. For a third and subsequent offense, a student's privileges shall be withdrawn for the equivalent of one semester.
7. Students must board the bus at designated stops, if any, and at school bus boarding areas on school premises. Students must remain orderly until the bus comes to a complete stop and the driver gives boarding permission. Seats may be assigned at the driver's discretion. Passengers must be seated immediately. Seats may not be held for later passengers, and must be shared when necessary.
8. After the bus is en route, passengers will remain seated until the bus is stopped. Upon exiting the bus, passengers must move away from the bus. The bus will not move until the driver can observe passenger. If a passenger must cross the street to cross the residence, the passenger will advise the driver.
9. Elementary school students waiting at the high school until school dismissal must remain in the bus.
10. If a student is denied transportation for any reason, parents will be notified as soon as possible. The bus driver shall not put a child off the bus other than at student's regular stop without written parental permission.

SCHOOL BUS SAFETY PROGRAM

The safety and welfare of student riders will be the first consideration in matters pertaining to transportation. Children will be instructed as to the proper and safe conduct while aboard transportation vehicles. Emergency evacuation drills will be conducted regularly to acquaint students thoroughly with appropriate procedures for emergency situations.

School bus drivers will always bring the bus to a full stop with caution lights flashing before loading or unloading passengers.

When unloading passengers the driver will stay in place with caution lights on until exiting passengers are a safe distance away from the bus and/or clear of the street.

STUDENT VEHICLES AND PARKING

Students driving a motor vehicle must park in areas designated by administration. The parking lot in the back of the high school is designated for administrators,

teachers, and cafeteria workers. Students will not park vehicles in driveways, private property, or in parking lot located in front of the school. The vehicle will not be used during the school day unless permission is granted by administration.

Students repeatedly failing to observe speed limits and proper safety measures within the school zone will not be permitted to bring their cars to school. After students park their vehicles, they shall not return to the vehicle at all, until the end of the school day, without consent from principals. Students are permitted to park on school premises as a matter of privilege, not of right. The school retains authority to conduct routine patrols of student parking lots and inspection of student automobiles when on school property. The interior of student vehicles may be inspected whenever a school authority has a reasonable suspicion that illegal or unauthorized materials may be contained inside. Such patrols and inspections may be conducted without notice, without consent, and without a search warrant.

STUDENT AUTOMOBILE USE (REGULATIONS)

The following rules and regulations shall govern student parking at the public schools:

1. Students who drive to school park at their own risk and must understand that the school will not be held responsible for damage to a vehicle. Although the parking areas are monitored, students are encouraged to keep vehicles locked.
2. Students who wish to park a motor vehicle in any school parking area must possess a valid Oklahoma operator's permit or license.
3. Once parked student vehicles may not be driven until school is dismissed for the day unless the student is excused to leave.
4. Students may not sit in, upon, or congregate around vehicles at any time.
5. Vehicles shall not be driven on any grass area, around the junior high school, or upon or into any area not designed as a driveway or parking area.
6. Tags, bumper stickers, signs, or flags that suggest profanity, advertise tobacco or drugs, or are inflammatory or degrade another person because of race, gender, creed, or culture are prohibited.
7. All state laws, city laws, ordinances, and school rules and regulations will be strictly enforced.
8. Stereos should be used in a manner, which does not disturb school operations or neighbors. Failure to observe this rule will be cause enough to have the student barred from driving to school.
9. Violation of any of these rules shall, on the first offense, be suspended from operating a vehicle on school premises for two weeks. A second violation shall result in the permanent suspension of driving privileges on school premises. The student may also

be suspended from school for extreme or repeated violations of the regulations. The suspension could be for up to a semester of school.

10. As students' cars are in no sense of the word approved by, sponsored by, or encouraged by the board, no liability should be or will be assumed by the school district in the event of student accidents.
11. Students repeatedly failing to observe speed limits and proper safety measures within the school zone will not be permitted to bring their cars to school
12. Any violation of these rules may result in suspension for three days. After the third suspension for any offense, the principals may have it at their discretion to recommend the student be suspended for the remainder of the current semester.

SEARCH OF STUDENTS

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

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

1. When any authorized person has reasonable suspicion that a student may have on his/her person or property alcohol, dangerous weapons, unauthorized electronic paging devices, controlled dangerous substances as defined by law, stolen property if the property in question is reasonably suspected to have been taken from a student, a school employee, or the school during school activities, or any other items which have been or may reasonably be disruptive of school operations or in violation of student discipline rules. **Specific items that should never be brought to school besides those already mentioned are pocket-knives, lighters, razor blades, fireworks, noise-makers, and others deemed disruptive or dangerous to the school environment.**
2. School lockers and school desks are the property of the school, not the student. Students have no expectation of privacy concerning locker, desks or other school property. The user of lockers, desks and other storage areas or compartments have no reasonable expectation of privacy as to the contents of those areas. They may be subject to search at any time with or without reasonable suspicion. Students shall not exchange lockers or desks or use any lockers or desks other than those assigned to him.
3. Authorized personnel may search a student whenever the student consents to search. However, consent obtained through threats or coercion is not considered to be freely and voluntarily given.

4. Authorized personnel conducting a search shall have authority to detain student or students and to preserve any contraband seized.

5. Any search of students will be conducted by an authorized person and shall be witnessed by at least one other authorized person who is of the same sex as person being searched.

6. Strip searches are forbidden. No clothing except cold weather outer garments will be removed before or during search.

7. Items that may be seized during lawful search – in addition to those mentioned in paragraph 1 above – shall include, but not limited to, any item, object, instrument, or material commonly recognized as unlawful or prohibited. For example: prescription or non-prescription medicines, switchblade knives, brass knuckles, billy clubs, and pornographic literature are commonly recognizable as unlawful or prohibited items. Such items, or any other items which may pose a threat to a student, the student body, or other school personnel shall be seized, identified as to ownership if possible, and held for release to proper authority.

8. Any student found to be in possession of dangerous weapons, controlled dangerous substances, or other unlawful or prohibited items may be suspended by the superintendent for a period not to exceed the current school semester and the succeeding semester. Such suspension may be in addition to any civil or criminal liability.

ASSEMBLIES

Assembly programs are presented at various times during the school year. The programs are for student benefit and entertainment. Treat those in the program as courteously as you would like to be treated. Students who fail to conduct themselves accordingly in assemblies may face possible disciplinary action, which would include the privilege to attend future assemblies being taken away.

SCHOOL INSURANCE

School insurance is available to all students. A packet will be available for each student on the first day of classes. Purchase of this program is optional.

TELEPHONE

Students will not be called to the telephone during class periods unless it is an emergency. Messages will be taken by the office and delivered to them before they leave school. Students will not be allowed to use the telephone except in a case of emergency.

ONE-TO-ONE DEVICE

Wyandotte Public School District's technology and electronic services exists for the purpose of enhancing the

educational opportunities and achievement of students. It is not possible to cover every situation, and this document should not be considered all-inclusive. Rather, it expresses the District's philosophy and sets forth general principles that all users should apply when using these electronic services. Electronic services are assets provided through taxes and other funding. The District is the custodian of that property and must ensure use of electronic resources serves to facilitate and support the District's educational goals.

The device is legally the property of Wyandotte Public Schools. A yearly device fee must be paid for each device before it is distributed to the student. This fee is nonrefundable. Additional financial obligation will be assumed by student/parent/guardian if loss or damage is a result of handling, transport, storage, use, or if reporting of loss/damage is not in complete compliance with the Device User Agreement. Failure to meet financial obligation will result in repossession of the device. Once a student is no longer attending Wyandotte Public Schools, the device must be immediately returned. All devices must be returned no later than the last day of school for that student. Any device not returned by the designated deadline will be considered stolen property.

A copy of the full policy will be distributed to all high school students and additional copies may be obtained in the Wyandotte High School office.

CELL PHONES, I-PODS, AND OTHER DISTRACTING DEVICES

Students enrolled in Wyandotte Schools are allowed to carry electronic devices as long as they are on silent and do not disrupt the learning process in the classroom. **All electronic devices are allowed to be used in classrooms only with specific teacher approval.**

Students who violate keeping their phone on silent or are caught using a device during classroom time, without the permission of the teacher, shall have their device confiscated and turned into the principal's office for disciplinary action.

Discipline for this violation of the policy will be as follows:

First offense: Parent contacted, device kept in the office until end of the school day, and 1 day of ISS

Second offense: Parent contacted, device kept in office until the parent can come for it, and 2 days of ISS

Third offense: Parent contacted, device kept in office until the parent can come for it, and 3 days of out of school suspension.

In addition, students must be aware that any video or tape recording of a class or teacher is illegal unless express permission is granted by school administration. Violations of this policy will result in students receiving discipline.

TEXTBOOKS

The board of education shall issue such textbooks as are furnished by the State Textbook Division of the State Department of Education. All students are responsible for and will be asked to pay for unnecessary damage or loss of books. If you find a book that has been misplaced, please turn it in to the office so it can be returned to the owner.

MEDIA CENTER

The Media Center is operated with the purpose of helping the student in his/her efforts to improve the quality of his/her class work. Reference books are located so they will be convenient to the student. They may be checked out to the student for the day; being due at the end of the last hour. Students must have a pass from their teacher to come to the library on their own.

Any gift of a book or cash is accepted, with the condition that the book must be on the required recommendation list.

CAFETERIA

A hot lunch and breakfast are provided at the school cafeteria for the benefit of all students. Students are not allowed to charge lunches - all must pre-pay. Students who qualify may receive a free or reduced rate lunch breakfast and lunch. For additional information, contact your building principal.

CLASS ACTIVITIES

Class activities are to be scheduled by the sponsor and be cleared through the principal's office at least two weeks in advance. Class sponsors shall be appointed each year. The administration will appoint additional sponsors to help the regular sponsors.

HOMECOMING CORONATIONS

Wyandotte High School shall sponsor a fall and a spring homecoming coronation each school year with a homecoming king and queen crowned each time. The fall coronation will occur during a home football game and the spring coronation will occur during a home basketball game. The dates will be announced by the athletic

director and/or principal. The following organizations may participate in the coronation:

Fall- Football, Softball, FFA, NHS, Choir, Yearbook/Newspaper, FCA, Band, Cross Country

Spring – Basketball, Baseball, FCCLA, Student Council, Cheerleading, TSA, Track, Academic Team

Organizations may be added or deleted according to number of members each school year. This decision will be made by the principal, athletic director, and student council sponsor.

The following rules/regulations will apply:

1. A \$10.00 entry fee is required from the participating organization to have candidates for the homecoming. The fee will be used for homecoming expenses: flowers, crowns, decorations, etc. All fees will be paid before the homecoming coronation.

2. A king and queen candidate will be selected by their respective organization but may only participate in one homecoming coronation per school year. Advisors will hold meetings with their organizations and vote to decide on a candidate.

3. Attendants and escorts must be seniors and active members of the organization they represent and meet all academic eligibility requirements. If no senior is available the organization may opt to not participate in the homecoming or may choose an underclassman as an attendant/escort but that person may not be eligible to be crowned king or queen. The attendant/escort must be no younger than 10th grade.

4. If an organization is made up of one gender, the queen or king candidate of the organization will be chosen by the members. For example football will choose a senior girl to represent the team as their queen candidate but the king candidate would have to be a football team member.

5. King and queen candidates' names must be submitted to the principal and athletic director two weeks prior to the homecoming. The principal and/or athletic director will notify the organization(s) of any duplication or eligibility problems. The principal will then notify all candidates directly.

6. The flower girl and crown bearer will be selected from the first grade class. Queen candidates will choose the flower girl and king candidates will choose the crown bearer.

7. All students in grades 9-12 will be eligible to vote for king and queen of the homecoming. All voting will take place during lunch on the day before the homecoming

ceremony. The high school student council will be in charge of the voting process.

8. Homecoming decorating will be coordinated by the high school student council and sponsor but the king and queen candidates will be expected to help and give input on the decorating.

JR/SR PROM AND OTHER SOCIAL EVENTS

School rules and regulations still apply at school sponsored social events whether on or off campus. There must be at least three sets of parents and/or sponsors at student activities such as dances, parties, prom, etc. During school nights parties, dances, etc. should end by 10:00 pm; on weekends, 11:00 pm. These may be ended earlier or later at the discretion of the principal.

Sunday mornings and Sunday and Wednesday evenings are reserved for church activities and no required school activities or practices should be scheduled during that time. No activity practices should be scheduled after 9:00 pm.

Junior/senior prom attendees may bring dates following these guidelines: the date must be at least a tenth grader, the date can be no older than 21 years of age (unless specific permission is granted by the principal for a fiancé or other special situation), the date must agree to abide by Wyandotte School's rules regarding conduct.

MARRIED STUDENTS

Married students shall be enrolled on the same basis as other students. A student's marital status does not reduce or diminish the requirements of the educational system in the district. Married students are entitled to the same (extra-curricular and other) privileges other students have. Married students should not expect and will not receive special considerations or privileges.

FIRE, BAD WEATHER AND LOCKDOWN DRILLS

Fire, bad weather drills and lockdown drills will be held according to state law and school policy. The bells, fire alarms and intercom will be used.

SCHOLASTIC ELIGIBILITY- ATHLETIC & NON-ATHLETIC ACTIVITIES

Section 1. Semester Grades

A. A student must have received a passing grade in any five (5) subjects counted for graduation that he/she was enrolled in during the last semester he/she

attended fifteen or more days. (This requirement would be five (5) school credits for the 7th and 8th grade students).

- B. If a student does not meet the minimum scholastic standard, he/she will not be eligible to participate during the first SIX (6) WEEKS of the next semester he/she attends.
- C. A student who does not meet the above minimum scholastic standard may regain his/her eligibility receiving passing grades in ALL SUBJECTS he/she is enrolled in the end of the six (6) week period.

Section 2. Student Eligibility During a Semester

- A. Scholastic eligibility for students will be checked at the end of the third week of a semester and each succeeding week thereafter.
- B. A student must be passing in all subjects he/she is enrolled in during a semester. If a student is not passing all subjects enrolled in at the end of a week he/she will be placed on probation for the next one week period he/she will be ineligible to participate during the one week period. The ineligibility periods will begin on Monday and end on Sunday.
- C. A student who has lost eligibility under this provision must achieve the minimum scholastic standard in order to regain eligibility. A student regains eligibility under Rule 3 with the first class of the new one week period (Monday through Sunday).

Section 3. Special Provisions

- A. A 12th grade student may maintain eligibility if he/she is passing the classes required for graduation. The number of classes can be no less than four. A 12th grade student who is concurrently enrolled in high school and college may use the college courses to meet the minimum number of four subjects needed to maintain eligibility. These may be a combination of high school and college subjects equivalent to four high school units, which are accepted by the Oklahoma State Department of Education (physical education and athletics cannot be included in the four requirements).
- B. An ineligible student who changes school during a semester will not be eligible at the new school for a minimum of three (3) weeks. A student may regain his/her eligibility by achieving the scholastic standard in Rule 3. Section 2-b at the end of a three (3) week period.
- C. Incomplete grades will be considered to be the same as failing grades in determining scholastic eligibility. School administrators are authorized to make an exception to this provision (Rule 3. Section 3-c) if the incomplete grade was caused by an unavoidable hardship. (Examples of such hardship would be illness, injury, death in family, and natural disaster.)

(OSSAA policy allows a maximum of two (2) weeks to apply this exception.)

- D. One summer school credit earned in Oklahoma State Department of Education accredited program may be used to meet the requirements of Rule 3. Section 1-a for the end of spring semester.
- E. School may choose to run eligibility checks on any day of the week. The period of eligibility will always begin the Monday following the day eligibility is checked.

Section 4. Other Requirements

- A. A student on probation for failing a class one week and if the student passes this class but fails a different course is ineligible to compete the second week.
- B. A student cannot be on probation two consecutive weeks.
- C. Wyandotte reserves the right to apply this scholastic eligibility rule to any athletic or non-athletic activity that requires school sponsorship.
- D. The weekly grade check does not apply to the grades a student made during a one week period of time. The weekly grade check is for the cumulative grade a student has earned for all of the time he/she has been in school during the semester. Semester grades consist of accumulated points earned by the student for the entire semester. A nine-week report card will be provided to serve as mid-term grade check for students/parent(s).
- E. Students are not permitted to make up assignments or tests during the week they are ineligible for the purpose of participation.

ACTIVITY ELIGIBILITY

In order to encourage students to make school work a first priority, students in grades 6-12 who are on the ineligible list will not be allowed to attend home sporting events, dances, concerts, etc.

ATHLETICS

Introduction

Students will be supplied with adequate athletic and activity equipment. All athletic and activity equipment is the property of the Wyandotte School District and as such is not to be disposed of, given away or abused.

All athletic and activity participants are under rules and regulations of the Oklahoma Secondary School Activities Association and the Wyandotte Schools. Injured athletes hospitalization and medical expenses cannot be paid by the school district.

Athletic and activity events interfering with regularly scheduled class will be held to a minimum.

Students must be in attendance at least ½ day of school to be eligible to participate in either an activity practice or event. Exceptions will be granted by the principal for extenuating circumstances. A student who has an unexcused absence the day of event will not be eligible to participate until he/she has attended a full day of classes.

Student participation in athletics is an important part of the educational process. Participation will be encouraged. However, athletic education is an adjunct to the regular curriculum and all academic eligibility rules must be met as well as those of conduct and sportsmanship.

It is the duty of all persons concerned with the Wyandotte Public Schools athletics program to:

1. Emphasize the proper ideals of sportsmanship, ethical conduct, and fair play.
2. Eliminate all possibilities, which tend to destroy the best values of the game.
3. Stress the values derived from playing the game fairly.
4. Show cordial courtesy to visiting teams and officials.
5. Establish a happy relationship between visitors and hosts.
6. Respect the integrity and judgment of sports officials.
7. Achieve a thorough understanding and acceptance of the rules of the game and the standards of eligibility.
8. Encourage leadership, use of initiative, and good judgment by players on the team.
9. Recognize that the purpose of athletics is to promote the physical, mental, moral, social, and emotional well-being of the individual players.
10. Remember that an athletic contest is only a game – not a matter of life or death for player, coach, school, official, fan, community, state, or nation.

REQUIREMENTS FOR A “W”

1. A student must participate during the entire season.
2. A student must finish the season in good standing with the school and coaching staff. If a player quits a team or is let go from a squad, the letter will be forfeited.

Award letters and/or certificates will be presented to each individual each year he/she letters in any of the following: cheerleading, band, and/or athletics. Letter jackets with the appropriate letter and certificate will be presented to the seniors in any of the following: cheerleading, band, and/or athletics.

Examples of How Jackets Will Be Paid

1. A student participating in good standing each year for 4 years would receive his/her jacket at no cost.

2. A student participating in good standing each year for 3 years would get ¾ of his/her jacket paid for.
3. A student participating in good standing each year for 2 years would be ½ of his/her jacket paid for.
4. A student participating in good standing for 1 year would get ¼ of his/her jacket paid for.

Note: The jacket will only be given after completing the senior year in good standing in the activity the student was participating in. Only one jacket will be given to a student. Exception: Should a student become unable to participate his/her senior year because of illness or injury, the coach, sponsor, director, and administrator in charge may recommend an exception so the student may receive credit. Also, the school official may request and receive a statement from a qualified doctor before granting the exception.

Any student moving in to Wyandotte School and participating will only receive credit for years participated at Wyandotte toward the cost of a jacket their senior year.

If a team represents the school in the state play-offs, patches will be presented by the school.

Letterman’s Club membership shall consist of all students of Wyandotte High School who have earned a letter in any sport sponsored by the Athletic Department of the school.

ORGANIZATIONS

CLASS & ORGANIZATION OFFICERS

Students must have a grade of “C” or better in all classes at Wyandotte Public Schools the year preceding to be eligible for office. Students must also not owe the class or organization any money from fundraisers or dues.

CLASS ORGANIZATION

The junior and senior class will elect the following officers by majority vote: president, vice-president, secretary, treasurer, and class reporter. Class officers will be elected the second Tuesday in September.

CHEERLEADERS AND SPIRIT GROUPS

Cheerleading and spirit group activities are important at sporting events. The board encourages students to participate in these activities.

The general public will recognize cheerleaders and spirit groups as representatives of this school system. Students who are chosen for these positions will conduct themselves with dignity and decorum. The selection and

general activity of cheerleaders and spirit groups shall be governed by the respective groups' constitution. Each member is expected to adhere to and abide by the rules therein.

The cheerleaders and spirit groups will be available to support the athletic teams on an equitable basis. Teams supported will be scheduled in accordance with OSSAA regulations and in compliance with Title IX.

STUDENT COUNCIL QUALIFICATIONS

The Wyandotte Board of Education believes that the student council is one of the most important organizations in the high school. A laboratory of citizenship, the student council is a cooperative group to working with the principal to promote better understanding between students and faculty. The council provides students with an opportunity to have a voice in the management of school affairs. Wyandotte Schools sponsors both a Middle School and High School Student Council.

Student council members shall have at least 2.5 (C+) average in citizenship and scholarship. The president, vice-president, secretary, treasurer, and reporter shall constitute the officers of the student council. The officers shall be elected by a majority vote of the student body on the first Tuesday of May, and shall serve during the following school year.

If a member of the student council becomes ineligible because of citizenship and/or scholarship, he/she may be removed from office at the recommendation of the council advisor. If a vacancy should occur in the student council, that vacancy shall be filled from applicants received by the advisor at the beginning of the school year.

Two elected members of each class and other at-large members shall constitute the membership of the council. To be eligible to be elected, a student must apply to the sponsor during the designated time prior to elections.

ELECTED OFFICERS

No officer shall succeed himself/herself to the office to which he/she has been elected. No major officer is eligible as a candidate for another major office. No student may hold more than one major office and two minor offices.

The following offices are major offices:

- a. Student council president
- b. Student council vice-president
- c. President of any organization
- d. Senior class president

- e. Junior class president

NATIONAL FFA ORGANIZATION

The students enrolled in Ag-Ed classes are encouraged to be members of the National FFA Organization. Ag-Ed classes are offered to students in Grades 8 – 12. FFA makes a positive difference in the lives of students by developing their potential for premier leadership, personal growth, and career success through agricultural education.

FAMILY, CAREER, AND COMMUNITY LEADERS OF AMERICA

The Wyandotte Chapter of Family, Career, and Community Leaders of America is an affiliate of the Oklahoma and National Associations of Family, Career, and Community Leaders of America. The mission of Family, Career, and Community Leaders of America is to promote personal growth and leadership development through family and consumer science education. Any student who is enrolled in or has completed a course in family and consumer sciences is eligible for active membership in FCCLA.

FELLOWSHIP OF CHRISTIAN ATHLETES

The Wyandotte FCA Huddle is a member of the National Fellowship of Christian Athletes. FCA is a student-led, strictly voluntary organization. Wyandotte Huddle meetings are held during students' free time, not during class time. Membership is open to any student in Grades 6 – 12.

ACADEMIC TEAM

Academic Team is an activity for students in Grades 6 – 12. Students who wish to be on the academic team just sign up in the fall and attend an organizational meeting. Early practices are used to determine skill and ability for team selection. Once team selections are made, team members must attend all practices and academic meets unless prior arrangements are made with the coach.

TECHNOLOGY STUDENT ASSOCIATION

TSA is a Technology Student Association. Members compete on the state and national levels in competitive events that vary from woodworking exhibits to public speaking. TSA is an organization for students enrolled or previously enrolled in a technology education course.

NATIONAL HONOR SOCIETY

Students who exhibit outstanding leadership, scholarship, service, and character, and who have met the gpa criteria are eligible to apply for membership to the Wyandotte Chapter of National Honor Society. Wyandotte has both a Middle School and High School chapter. As prescribed by the national charter, a three member faculty council evaluates written applications, as submitted by the applicants, based on overall characteristics of the student as they relate to academic performance, community involvement, moral integrity, and self-worth.

Applications for membership are accepted each fall by the chapter advisor. Students selected for membership are inducted in a fall ceremony and must adhere to the strict code of leadership, responsibility, and participation in order to maintain their status as a member in good standing. For a written copy of the guidelines for membership as prescribed by the national charter, contact the chapter advisor.

MEDICAL

Student Health:

The Wyandotte Board of Education believes that the goals of education should include training, which helps our children to grow into productive and responsible adults.

If a teacher or an administrator becomes aware of a health problem involving a student, the parents or legal guardian of the student shall be notified and a conference will be scheduled. If efforts to resolve the problem through consultation with the parents are not successful, the administrator shall consider referring the matter to the Department of Human Services.

Any child who is determined to be afflicted with a contagious disease, as currently defined by the Oklahoma Department of Health, or with head lice shall be prohibited from attending school until a health officer has determined that the child is free of head lice or the contagious disease or that the disease is no longer contagious.

Certain health services, such as hearing and vision tests, are offered through the county nurse. At various times other special health services are added. The student and his/her parents will be notified if further examinations and treatment are considered necessary.

IMMUNIZATIONS

No child be admitted to this school unless and until certification from a licensed physician or authorized representative of the State Department of Health is presented to the school administrators that such a child

has received or is in the process of receiving the immunization required by the State Department of Public Health unless an exemption has been granted from the immunizations on medical, religious or personal grounds.

If a parent or guardian is unable to pay for the required immunizations, the school will refer the student to the State Department of Public Health for assistance.

Children may be allowed to attend school if they have received the first dose in the series of any multi-dose vaccine but must complete the series on schedule.

ADMINISTERING MEDICATION TO STUDENTS

If a student is required to take medication during school hours and the parent or guardian cannot be at school to administer the medication or if circumstances exist that indicate it is in the best interest of the student that a non-prescribed medication be dispensed to that student, the principal or principal's designee may administer the medication.

1. Prescription medication must be in container that indicates the following:
 - A. Student's name
 - B. Name and strength of medication
 - C. Dosage and directions for administering
 - D. Name of physician or dentist
 - E. Date and name of pharmacy
 - F. Whether child has asthma or other disability which may require immediate dispensation of medication.

The medication must be delivered to the principal's office in person by a parent or guardian of the student unless medication must be retained by student for emergency administration. The medication will be accompanied by written authorization from parent or guardian or person having legal custody that indicates the following:

- A. Purpose of medication
 - B. Time to be administered
 - C. Whether medication must be retained by student for self-administration
 - D. Termination date for administering medication
 - E. Other appropriate information requested by principal or principal's designee
2. Nonprescription medication may be administered only with written request and permission of a parent, guardian, or person having legal custody when other alternatives, such as resting or changing activities, are inappropriate or ineffective. The medication will be administered in accordance with label directions or written instructions from physician.

The administrator or administrator's designee will:

- A. Inform appropriate personnel of the medication being administered

- B. Keep an accurate record of the administration of medication
- C. Keep all medication in a locked cabinet except medication retained by student per physician orders
- D. Return unused prescription to parent or guardian only

No student visitors are allowed to remain in the classrooms during class periods. Visitors must report to the office and receive a visitor badge before going to any other part of the school. Visits should be kept brief.

The parent, guardian, or person having legal custody of the student is responsible for informing the designated official of any change in the student's health or change in medication.

FIRST AID TO STUDENTS

In order to obtain emergency medical care, a medical release form signed by parent/guardian must be on file. If a medical release is not on file, emergency medical care will be provided in life-threatening situations only. Pupils injured in accidents on the school grounds or while under supervision of the school will be taken to their family physician or an emergency facility for treatment, after making every effort to contact parents of the injured student. The board of education shall not be responsible for any accidents. Accidents shall be reported to the office.

MOMENT OF SILENCE

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

Each school site within the district shall observe one minute of silence each day for the purpose of allowing each student to meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their choice. The moment of silence will be held at the start of the school day.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the United States of America will be recited at the beginning of each school day. Students who do not wish to participate are not required to do so but must remain respectfully quiet during the pledge.

VISITORS