



DREW CENTRAL
HIGH SCHOOL

STUDENT HANDBOOK

2009-2010

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PRINCIPAL

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Monticello, Arkansas

71655

Telephone: 870-367-6076

This agenda belongs to:

NAME _____ GRADE _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

The Student Handbook policies were approved by the Drew Central School Board on July 9, 2009

NOTICE TO PARENTS

Act 104 of 1983 requires that school districts develop district-wide policies. Parents, students and school district personnel were involved in the formulation of our current policies. These policies were approved by the Drew Central School Board.

The Act requires that parents and/or guardians be advised of the policies. Your child has been given a copy of the policies. Please review the policies with your child so that both of you will be aware of the provisions. The parent/guardian must sign the form below and return it to school as soon as possible. Signing this form indicates that you and your student have reviewed the policies in this handbook.

My child has received a copy of the discipline policies of Drew Central High School.

Student's Signature _____

Parent/Guardian Signature _____

Date _____

Remove this form from the handbook and return to the school as soon as possible.

Drew Central High School
Petition to Withhold Administration of Corporal Punishment

As the parent or legal guardian of (student name) _____

I do not want corporal punishment administered to my child at school. I understand that by making this request school personnel may assess alternative forms of discipline for my child which could include suspension from school or other disciplinary actions.

Parent Signature _____ Date _____

Drew Central High School
Petition to Withhold Directory Information or Photographs

As the parent or legal guardian of (student name) _____

____ I do not want directory information, including name, address, or telephone numbers of my child released by the school. I understand that by making this request my child may be denied certain public recognitions of achievement.

____ I do not want photographs of my child published by the school in newspapers, the yearbook, or on the school website. I understand that by making this request my child may be denied certain public recognitions of achievement.

Parent/Signature _____ Date _____

Drew Central Schools
Objection to Screenings or Physical Examinations

I, the undersigned, being a parent or guardian of a student, or a student eighteen years of age or older, hereby note my objection to the physical examination or screening of the student named below.

Physical examination or screening being objected to:

_____ Scoliosis Test

_____ BMI (height & weight)

_____ Other (please specify): _____

** This is only valid for the current school year. **

Name of Student (printed) _____ Grade _____

Signature of Parent or Student (if over 18 years) _____

Date _____ School Year _____

To: Parents and Guardians of Drew Central School District

From: Wayne Fawcett, Superintendent

Date: August 1, 2009

RE: Accident Insurance for Students

The following facts should be fully understood by the parents and guardians of all Drew Central School District athletes and students who participate in school sponsored activities in grades PK-12.

1. Drew Central School District has entered into a contractual agreement with United HealthCare StudentResources for athletic and extracurricular insurance underwritten by United HealthCare Insurance Company for all students in grades PK-12. This coverage is for AAA sponsored activities, including all AAA athletic events. Your child will be covered while participating in, practicing for, and traveling to and from such an activity in a school furnished vehicle.
2. Drew Central School District assumes no responsibility as a result of injuries that occur at school or during a school sponsored event including athletic events, however this insurance is provided at school expense. This is a **SECONDARY INSURANCE** to whatever health insurance the parent or guardian has for their children and all claims should be filed with the primary health insurance company and with United HealthCare. You will need to indicate on the claim form the name and address of your regular insurance carrier.
3. If the student has no other insurance coverage, United HealthCare will become the primary carrier and will pay accordingly. The parent or guardian should indicate on the claim form if they have no other health insurance.
4. All policies have limitations. United HealthCare will pay up to the amounts that are listed on the student brochure. The brochure will be sent out in the Parent Kits. Parents will be responsible for any amounts remaining after both the primary health insurance and United HealthCare limitations have been reached.
5. The Drew Central School District and its employees are **NOT** responsible for any costs for treatment to your child by any doctor.
6. In case of an injury, it is the responsibility of the parent to file a claim form. These forms are available in the Superintendent's office. They can also be printed from United HealthCare StudentResources' website at www.k12studentinsurance.com. The coaches, sponsors, and administrative personnel will be happy to assist you in completing the form; however no Drew Central School District employee is responsible for filing your claim.
7. As with any policy, there are policy exclusions. Please review the Policy Limitations that are listed in the brochure.
8. Treatment must begin within 30 days from the injury and claims must be filed within 90 days of the injury. Benefits will be paid for covered expenses incurred within 52 weeks from the date of the accident.
9. The At School Coverage is provided for your child by the district at no cost to the parent or guardian. It provides coverage for injuries that occur at school or during school-sponsored activities during the regular school year. You are eligible to purchase the 24 hour coverage if you wish from the Student Brochure.

I have read and understand that the coverage provided by the Drew Central School has certain limitations and is considered primary coverage only if I have no other coverage for my child(ren). I further understand that Drew Central School District is NOT responsible for payment of any medical expenses not paid by United HealthCare. If you have any questions please feel free to call Cristy Dunnahoe at 367-5369.

Drew Central High School Health Policies

COMMUNICABLE DISEASES AND PARASITES

Students with communicable diseases or with parasites shall demonstrate respect for other students by not attending school while they are contagious. In some instances, a letter from a health care provider may be required prior to the student being readmitted to the school.

The parents or legal guardians of students found to have live lice or nits will be asked to pick their child up at school. They will be given information concerning the eradication and control of head lice at that time. Before students may be readmitted following an absence due to head lice, the school nurse or designee shall examine the student to make sure appropriate treatment procedures have been followed. The school may conduct screenings of students for head lice as needed. The screenings shall be conducted in a manner that respects the confidentiality of each student.

IMMUNIZATION REQUIREMENTS

Arkansas State Law states that children must have documentary proof of immunization on file at school. It is the responsibility of the parent/guardian to furnish the school with proof of the required immunizations. If your child is missing or delinquent in receiving the required immunizations, your child **MAY BE EXCLUDED FROM SCHOOL** until the needed immunizations are received and documented proof is presented to the school nurse. Transfer students have 30 days from the date of enrollment to provide proof of immunizations. Required immunizations are as follows:

Vaccine	Doses	Requirements	Grades Required
DTaP, DTP/DT, or Td	3	last dose on or after 4th birthday	All students K-12th & Transfer
Polio	3	last dose on or after 4th birthday	All students K-12th & Transfer
Hepatitis B	3	students 11-15 y/o may have 2 dose schedule	Kindergarten, 7th grade, & Transfer
MMR	2	1 dose Mumps & Rubella; 2 doses Measles	All students K-12th & Transfer
Varicella	1	or written verification of disease history (chicken pox)	Kindergarten

STUDENT ILLNESS/ACCIDENT

If a student becomes too ill to remain in class and/or could be contagious to other students, the nurse, principal or designee will notify the student's parent or legal guardian to pick the student up from school. Students will be sent home if any of the following criteria are present:

Fever of 100.1F or higher

- More than one episode of vomiting or diarrhea
- Symptoms of conjunctivitis (pink eye). Student may return to school after being on medication for 24 hours.
- Symptoms of a contagious/communicable disease
- Serious injury (deemed such by teacher, principal, or school nurse)

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

When a student has a known allergy or asthma and requires medication for an emergency situation (allergy to wasp or bee sting or other allergic reactions), written documents for the use of medication will be required from the physician. It is imperative that parents notify the nurse of any medical

condition(s) that may affect a student at school such as diabetes, asthma, allergies, vision or hearing problems, a physical or mental disability, etc. This will allow the school to provide the safest and most effective learning environment for all students.

STUDENT MEDICATIONS

When it is necessary for your child to take medication during school hours, the following requirements must be met:

The Request for Administration of Medication form must be completed by the parent/guardian for any medication to be administered to a student (unless student is over age 18). A separate form must be completed for each medication.

Prescription medicine must be in the ORIGINAL CONTAINER WITH A CURRENT PRESCRIPTION LABEL. This includes inhalers. Prescription medications are expected to be brought to school by the parent/guardian, not students.

The school nurse maintains a very limited supply of over-the-counter medications such as antacid tablets and cough drops. These will only be administered to students whose parent/guardian has signed the consent for over-the-counter medications to be administered. Tylenol and Ibuprofen will not be supplied to students by the school district. If it is necessary for a student to have such medications available at school, they must be brought to the nurse's office where they will be kept in a locked cabinet. These medications must be in the original container with a valid expiration date and properly labeled with the student's name, dosage, and frequency to be given. The Request for Administration of Medication form must be completed before the medication will be given.

If a student's use or request for any over-the-counter medication becomes chronic or excessive, the school nurse

will notify the parent and request a physician evaluation or conference with the student.

Any left-over or outdated medication(s) that have not been picked up by the parent/guardian 10 days from notification or at the end of the school year will be disposed of by the nurse and a witness.

If your child requires a morning dose of medication, it is recommended that he/she receive it at home **BEFORE LEAVING FOR SCHOOL**. We have found that the educational process is enhanced when students take their morning medication(s) at home. They arrive at school ready to meet the day. Medication that is prescribed 3 times daily should be given in the morning prior to school, in the afternoon immediately following school dismissal, and at bedtime. Thus, administration is not required while the student is at school.

Unless authorized to self-administer, students are not allowed to carry medications while at school. The only exceptions to this are inhalers and epinephrine injections. Students with asthma or allergies will be allowed to carry and be responsible for administration of these medications only if the Authorization for Self administration form has been completed and is on file at the school. This form includes written consent of the student's physician and parent/guardian. Students will be subject to punishment under the drug policy if they allow any other student to use these medications.

SCREENINGS AND PHYSICAL EXAMINATIONS

The school will provide exams or screenings with the intent of detecting contagious/infectious diseases or defects in hearing, vision, and other elements of health that could adversely affect the student's ability to achieve their full academic potential.

The following screenings will be done yearly by or under the direction of the

Drew Central School Nurse in accordance with Arkansas Law or Mandates:

Screening	7th	8th	9th	10th	11th	12th	Transfers
Vision/Hearing		*					*
Scoliosis (girls)		*					
Scoliosis (boys)		*					
BMI - Height & Weight		*		*			

Screenings for vision/hearing may be performed on students in grades 7, 9, 10, 11, and/or 12 if a referral is made to the school nurse by a teacher.

A parent may refuse the BMI or scoliosis screening by submitting written notification prior to September 15, 2008, as the nurse will begin conducting screenings at that time. A form for screening refusal is located in the student handbook. Participation in some sports and school activities will require students to pass a physical examination. This is to ensure that the student is physically capable of withstanding the activity. If a student refuses the exam, he/she will not be permitted to participate in the desired activity.

- Health Forms Located in the Student Handbook
- Health History Update
- Request for Administration of Medication
- Authorization for Student to Carry Medication
- Parent Refusal of Screenings of Physicals

HISTORY OF DREW CENTRAL SCHOOLS

The Drew Central School District, established in 1927 by the Drew County School Board, was named the A and M Training School #5 because of its affiliation with Arkansas A and M College in Monticello. The purpose of establishing the school was to provide training for teachers. The name of the school was changed to Drew Central School District #5 in 1934 and remained a part of the college until 1936.

At this time, the college and the school had grown to the point that the two needed to be separate entities.

Other factors, such as a fire that destroyed the school buildings, created necessity for separate institutions.

The college leased 20 acres of land to Drew Central for 99 years for the site of the current campus of Drew Central. An additional eleven acres was leased in 1983, making a total of 31 acres at the present time.

The current Drew Central School District contains 570 square miles. The entire district is in rural Drew County, with all students being bussed from this area to the campus in grades K-12. Several consolidated/annexed districts have been incorporated into Drew Central to make it what it is today. In the early 1900's, Drew County had over 80 small schools; today there are only two school districts within the county boundaries, Monticello School District and Drew Central. In 1990, Wilmar was the last school to be annexed with Drew Central, with the total Wilmar school population moved to the Drew Central campus in 1992.

WHO OWNS THIS SCHOOL

Surprisingly YOU do. Your parents and all taxpayers are legally required to pay taxes that build and maintain the public school system. Everyone pays taxes in one form or another. Therefore, any damage done to this building, equipment, buses or books must be paid for with your own family's money. It is not enough that you should refrain from doing anything to increase this cost to your parents, neighbors and yourself, but you must help protect this school by discouraging or reporting such activity by any others. **REMEMBER, MOST TROUBLE STARTS AS FUN.**

SCHOOL COLORS AND MASCOT

The school colors shall be red and white and the Pirate shall be the mascot.

DREW CENTRAL ALMA MATER

Sing we the praises of old Drew Central
Thank thee for worthy goals;
Gladly we cheer thee with voices
ringing,
School with comrades old.
Fill every heart with the loyal spirit
Be ever brave and true;
Filled with the love of Drew Central
High School
We'll stand up for you.

Alma Mater, on with thee,
Face defeat or victory.
We'll sing your praise
Where'er we be,
Drew Central High School on with thee.

DREW CENTRAL FIGHT SONG

Oh when the DCH team falls in line
We're gonna win this game another
time
and for the DCH team we love so well
we're gonna yell and yell and yell and
yell and yell
We're gonna fight, fight, fight for
every score
We're gonna circle in and score some
more
We're gonna boost those Pirates to
the sky,
through the sky, fight, fight, fight.

MISSION STATEMENT

Drew Central High School is reviving
our commitment to excellence in
education through ***Caring, Preparing
and Respecting.***

THE DREW CENTRAL SCHOOL DISTRICT EDUCATIONAL OBJECTIVES ARE

1. To teach core concepts and abilities in the educational curriculum.
2. To develop critical and creative thinking skills for making good, responsible choices.
3. To develop social responsibility, such as cooperation, respect for the rights of others and self, honesty and dependability.
4. To develop civic responsibility through teaching the basics of American democracy and good citizenship.
5. To develop leadership ability.
6. To promote student curiosity and independence to the extent that they will become their own best teachers.
7. To promote a wise use of productive use of leisure time.
8. To teach students to be proud of their achievements and themselves.
9. To ensure that each child is well-nourished and understands the importance of a well balanced diet.
10. To increase parental involvement and participation in promoting the social, emotional and academic growth of students.
11. To develop an awareness in the changing workplace critical to the students' future economic well-being.
12. To strive for a safe and disciplined environment conducive to learning, free of drugs, alcohol, weapons and violence.

GENERAL ADMINISTRATIVE POLICIES

SCHOOL DAY

The school day at Drew Central consists of eight class periods. A regular day is six hours of instructional time.

EXAMINATION EXEMPTION POLICY

Students may be exempted from the final examination of the spring semester if they meet the following requirements:

1. Must have an "S" in conduct.
2. Must have a "B" average for the spring semester. Graduating seniors may be exempted on a "C" average for the spring semester.
3. No more than three absences in class.
4. No ISS assignments during the Spring Semester.

GRADING POLICY

Grades assigned to students for performance in a course shall reflect only the extent to which a student has achieved the expressed academic objectives of the course. Grades that reflect other educational objectives such as the student learning expectations contained in the curriculum frameworks may also be given.

Grading Scale:

Grade	Value:
90-100 =A	4 Points
80-89 = B	3 Points
70-79 = C	2 Points
60-69 = D	1 Point
59 and below = F	0 Points

GRADE POINT

GPA will be computed by dividing the number of grade points or quality points by the number of semesters of work.

Normal Grade Point System For all classes Except AP	Weighted Grade Point System for AP classes.*
A = 4	A = 5
B = 3	B = 4
C = 2	C = 3

D = 1
F = 0

D = 2
F = 0

*Student must take the AP exam to qualify for weighted credit.

CLASS RANK

Honors and general track and remedial track will be computed for class rank in that order.

REPEATING COURSES

A student may repeat a course and substitute the higher grade. Credit will be given only one time; however, the grade will be used to calculate Grade Point Average.

HONOR ROLL

There will be an "All A" Honor Roll, an "A/B" Honor Roll, and a "B Average" Honor Roll. A student with D's or F's in a class will not be eligible for the Honor Roll. A student may not be on the Honor Roll if he/she has a "U" or two "N's" in conduct even if he/she has appropriate grades.

TRANSFERRING GRADES TO DREW CENTRAL

Students transferring into the Drew Central School District from a school system requiring less than 24 credits will be evaluated on a case by case basis by the school board to determine if state minimum requirements will be accepted for graduation. Students must have been enrolled at Drew Central for at least four semesters preceding graduation in order to be eligible for the top two honor positions.

CORRESPONDENCE WORK

(General Diploma Only)

Students may earn no more than two (2) Units of credit through

correspondence work. Final grade in a correspondence course must be received at Drew Central no later than the due date for senior grades in order for a senior to participate in graduation exercises. Correspondence courses will not be used in determining grade point and class rank.

CONDUCT GRADES

Conduct grades are assigned by each teacher in the classroom.

SPECIAL REPORTS

Four week progress reports will be sent home between the nine week grading periods.

GRADUATING WITH HONORS

Beginning with the 2008-2009 school year students who earn an Honors Diploma will be recognized at graduation, based on the cumulative Grade Point Average (GPA), as graduating with honors (cum laude), with high honors (magna cum laude), or with highest honors (summa cum laude) as listed below:

Summa Cum Laude	3.90 and above
Magna Cum Laude	3.75 to 3.89
Cum Laude	3.50 to 3.74

Honor Graduates are determined on the basis of cumulative Grade Point Average over eight semesters of high school work. No correspondence courses or summer school courses will be accepted to meet the Honor Graduate requirements. The diploma will include a seal indicating the honor level at graduation.

Class rank will only be calculated for the purpose of applying for scholarships that are awarded on the basis of rank in a graduating class. Class rank, however, will not be used to determine any honors or recognition.

The senior class will select two students to speak at graduation from the list of Honor Graduates. Should the class not be able to select two speakers, the senior class sponsors and principal will make the selection.

GRADUATION COLORS

Honors Graduates will wear the gold cord at graduation. Students who earn a cumulative GPA of 3.0 or higher on the Honors Diploma curriculum will wear the gold tassel at graduation. National Honor Society members will be recognized by wearing the NHS cape at graduation. No other colors will be worn at graduation.

HONOR GRADUATES

Honor graduates are determined on the basis of accumulated grade point, which must be 3.50 to be computed at the end of the eight semesters of school. Honor graduates must take the Honors Diploma course of study. No remedial courses will be accepted. Final academic grade point average must be 3.50 or higher. A student may receive an Honor Diploma with a 2.00 GPA in Honors courses. Beginning with the class of 2007 a cumulative GPA of 2.75 will be required for graduation with an Honors Diploma. No correspondence courses, summer school courses or college courses will be accepted to meet the Honors graduate requirements.

CLASS LOAD

All students must schedule and attend a full school day. All students must carry a minimum of 6 academic classes each semester. Only one period may be scheduled for extra-curricular activities. Extra-curricular activities are defined as those classes for which the Arkansas Department of Education rules and regulations prevent academic credit awarded. Grades earned in courses for which academic credit cannot be awarded will not be used to calculate GPA or class rank.

SCHEDULE CHANGES

A student has five school days to change from one class to another at the beginning of a semester.

GRADUATION REQUIREMENTS

A student must have met all requirements for graduation prior to the graduation ceremony to be eligible to participate in the graduation program.

COMMON CORE CURRICULUM

Students earning a diploma from Drew Central High School must meet the following requirements for graduation:

English 4 units
Oral Communication 1/2 unit
Social Studies 3 units (1 unit of world history,
1 unit of U.S. history, 1/2 unit each of Civics and Geography required)
Mathematics - 4 units, with at least one math course taken the junior or senior year.
(1 unit of algebra or equivalent, 1 unit of geometry or equivalent)

Science 3 units (1 unit of biology and 1 unit of a physical science are required)
Health 1/2 unit
PE 1/2 unit
Fine Arts 1/2 unit
Computer Applications - 1 unit
Career Focus Electives 7 units
Drew Central will offer two tracts of study to its students. They are Honors, and General. In order for students to be eligible for one of the following items, they must have completed the Honors curriculum.

1. Academic Challenge Scholarship (requires a 2.50 GPA)*
2. Seal on graduation diploma (requires a 2.75 GPA)
3. Unconditional admission to an Arkansas higher institution of learning (2.0 GPA)*
4. Honor graduate status/member of National Honor Society (3.50 GPA)

* All students will be required to meet the requirements of Acts 977 and 1115 of 1997 regarding the common core curriculum, Arkansas Challenge Scholarship, and unconditional admission to college, as detailed in the following section.

GENERAL DIPLOMA

English 4 units
Mathematics - 4 units, with at least one math course taken the junior or senior year. (1 unit of algebra or equivalent, 1 unit of geometry or equivalent)
Science - 3 units (Physical Science, Biology - must have one Life Science and one Physical Science)
Social Studies 3 units (Civics, World History, American History)
Fine Arts 1/2 unit (Art, Band, Choir, Drama)
Oral Communications 1/2 unit (Speech)
Computer Applications - 1 unit
PE/Health & Safety 1 unit
Electives 7 units
Total 24 units

HONORS DIPLOMA

Each student must have a 2.75 GPA after 8 semesters of high school work to receive the Honors Diploma. These courses must come from the Honors Diploma curriculum. No correspondence courses or remedial courses will be accepted to meet the Honors Diploma requirements. College courses will be accepted to meet the Honors Diploma elective requirements. A 2.75 GPA is required to get a state seal on the diploma.

English 4 units
Mathematics - 4 units (Algebra I - may be taken in Jr. High, Geometry, Algebra II, one course above Algebra II)
Science 3 units (Physical Science, Biology, Chemistry, Advanced Biology)

or Physics - must have one Life Science and one Physical Science)
 Social Studies - 3 units (Civics, American History, World History (required for Academic Challenge)
 Foreign Language 2 units (Spanish I, II)
 Fine Arts 1 unit (Art, Band, Choir)
 Computer Applications - 1 unit
 PE/Health 1 unit
 Oral Communication 1/2 unit
 Electives 4 1/2 units
 Total 24 units

CLASSIFICATION

Students are classified according to the number of units of credits they have:

Freshman	less than 6 Credits
Sophomore	6 Credits
Junior	12 Credits
Senior	8 Credits
Graduate	24 Credits

ARKANSAS ACADEMIC CHALLENGE SCHOLARSHIP PROGRAM

Students who plan to graduate in 2002 and later must meet the following requirements to be eligible for the Arkansas Academic Challenge Scholarship:

- 4 units of English
- 4 units of mathematics (4th unit of math must be above Algebra II)
- 3 units of science (Advanced Biology does not count toward this requirement)
- 3 units of Social Studies
- 2 units of a single foreign language

ACT score and GPA requirements:

ACT Score	GPA
15-16	3.25
17-18	3.00
19	2.50
20-24	2.25
25-36	2.00

COLLEGE COURSES

Students in grades 9-12 who enroll in college courses for elective credit: A 3-semester- hour college course will be equal to 1/2 unit credit. College courses may not substitute for courses required for graduation, but may be used to satisfy elective course requirements.

(Act 1097 of 1991, Act 1188 of 1993)

CONCURRENT ENROLLMENT POLICY

Any student who is enrolled in grades 9-12 shall be eligible to enroll in a publicly supported community college, technical college or four-year college or university in accordance with the rules and regulations adopted by the college or university.

College courses may not be used to satisfy core course requirements for graduation, but may be used to satisfy elective course requirements. Three semester hours of college credit taken by a student in grades 9- 12 at a publicly supported community college, technical college or four-year college or university or private institution shall be the equivalent of one-half high school credit.

UNCONDITIONAL ADMISSION TO AN ARKANSAS PUBLIC COLLEGE OR UNIVERSITY

Students who graduate from high school must complete the following coursework for unconditional admission to an Arkansas public college or university

- 4 units of English
- 3 units of Natural Science
- 4 units of Mathematics
- 3 units of Social Studies

MATH AND SCIENCE SCHOOL SENIORS

(Act 1326 of 1997)

Students who attended Drew Central High School prior to acceptance to the Arkansas School for Mathematics and Sciences may elect to participate in graduation activities the year they graduate, including class composite picture, prom, and graduation exercises.

Students who attend ASMS will be sent a questionnaire at the beginning of their fourth year of high school in which they will indicate the activities they plan to attend. The questionnaire will be sent to the last address of record in the school district records. Failure to return the form by October 1 will constitute a waiver of the election to participate.

Students who will graduate early and who intend to participate in any activities must notify the high school principal in writing by October

1. That they will graduate early and plan to participate in graduation activities.

ASMS students will be responsible for the costs of these activities to the same extent that Drew Central High School students, and agree by participating to abide by the provisions of the Student Handbook at these functions. ASMS students who violate provisions of the handbook at senior activities may be barred from attending future events upon recommendation of the high school principal, subject to appeal to the superintendent, whose decision shall be final.

ASMS students who participate in graduation exercises upon presentation of an official transcript from ASMS by April 15 will be recognized as an honor graduate if appropriate and based on criteria of the Drew Central School District for honor graduates. ASMS students who choose to participate in graduation ceremonies will not receive diplomas issued by the Drew Central School District, but instead will be presented with certificates of recognition.

STUDENT HELPER

Students may be appointed to work in the Principal's Office and Counselor's Office to assist with filing, answering telephones, and other general office work, based on interviews with the Principal, Principal's Secretary, or Counselor, respectively. No more than one student will be assigned as an office assistant.

EXCEPTIONAL SENIOR AWARD

Criteria for Exceptional Senior Award should have outstanding academic ability, contribution to community, participation in extracurricular activities and rapport with group and staff. The student who receives the most votes from the faculty will be the recipient of this award.

ACADEMIC RECOGNITION PROGRAM FOR GRADES 9-12

Project 3-D is a positive motivational program for secondary students to attain and keep a 3.50+ average throughout the school year. Upon achieving this academic status the first time, students will receive t-shirts with the program logo; for a second period of achievement, they will be treated to a Scholar's Day Out vacation day from school. A Scholar's Day Out may not be taken the week prior to, or the week of, semester tests. For those who maintain this average for the first three consecutive nine week periods, the culminating activity will be an overnight stay at a tourist area, with meals and entertainment partially funded. The junior high achievers will be given a day long educational field trip. All these students must maintain an S in citizenship in all classes, with no detention hall days, In School Suspension or suspensions, to be eligible for the rewards. At the beginning of the subsequent school year, award recipients will be publicly an

assembly with individual trophies and school plaques. Those who maintain the average all four nine week periods will have their names engraved on a Principal's Roll plaque; all 4.00 students will be listed on the Superintendent's Roll. Both plaques will be displayed in the high school hallway.

STUDENT PERFORMANCE

SOCIAL PROMOTION

The State of Arkansas recognizes and declares that students who are not performing at grade-level standards of academic proficiency are especially harmed by social promotion because they are not equipped with the necessary academic skills to be successful and productive members of society. No student may be assigned to a grade level based solely on age or other factors that constitute social promotion, except as provided by applicable federal or state law. (Act 35 of 2003)

THE GUIDANCE DEPARTMENT

It is important that every student has plans and purpose for his life. The Guidance Staff of the Drew Central School wish to participate in helping each student reach the limits of his potential. None can be ignored because each student will grow and either be an asset or liability to the society. Any person who does not feel a part of his society, who is not accepted in it, is a source of danger to it and its members. Therefore, within the limitations of time, space and personnel, the counselor and staff will strive to meet the needs of each student. Regardless of what your sex, color, race or creed might be, you are always welcomed in the Counselor's office. Your problems, regardless of size, whether they be educational, vocational or personal warrant our time.

HOMEWORK

Homework is a beneficial adjunct to the in school instructional program. Students learn through homework, self discipline and good study habits. Homework will be assigned in each class, for practice, for skills taught and as research using content appropriate to the course.

VOLUNTEER POLICY

Drew Central High School needs the support and resources of volunteers in the high school. People with diverse experiences are a valuable resource for motivating and educating students.

The service that a volunteer may render to the school depends upon the needs of the school and the teacher as well as the abilities and interest of the volunteer. General areas for assistance include: resource people, tutoring individual students, general classroom assistance, library, health room and chaperoning off-campus trips and on campus activities. The High School Principal the coordinator for the volunteer program and may be contacted at 367-6076.

REVIEW OF CHALLENGED INSTRUCTIONAL MATERIAL

Teachers will include lists of curriculum material to be used in their course as a part of the course syllabus. A parent may request a review of curriculum material to challenge its appropriateness or instructional purpose. The "Request for Review of Challenged Instructional Materials Form" may be obtained from the principal's office, completed and submitted for review of material. Depending on the outcome of a committee review the parent may be sustained in their challenge, denied, sent back for additional review, or have the material withdrawn from use by all students. Should the challenge be

sustained an alternative assignment will be made for the student that will substitute for the challenged material.

POLICY - TEACHER/PARENT CONTACTS

It shall be the policy of the Drew Central School District to provide opportunities for communication personally with students' parent(s) or guardian(s) once each semester. The following procedure will be used each year in reporting student performance:

1. One parent/teacher conference day will be held each semester to talk with parents about student performance.
2. Progress reports will be sent home by each child at the end of each four and one half week grading period.
3. Report cards will be sent home at the end of each nine week grading period. (Report cards will be available at each Parent/Teacher Conference day.)
4. Additional parent/teacher contacts may be necessary for some students. These conferences will be at the discretion of the parent and/or teacher. Appointments for additional conferences will be made through the principal's office. The teacher will be notified at least one day prior to the appointment.
5. Parents will be asked to sign an attendance form when they attend a parent/teacher conference. This signature will assist the school in keeping up with personal contacts made either by the school or parent(s)/guardian(s) of the child.

GIFTED AND TALENTED

One of the goals of the Drew Central School is to provide educational programs for the gifted and talented. Selection of students for this program is based on Act 106 passed by the General Assembly of Arkansas and Public Law 91-230 that generated the following definition:

Gifted and talented students are those of high potential or ability whose learning characteristics require qualitatively differentiated educational experience.

Possession of those talents will be evidenced through an interaction of above average intellectual ability, task commitment and creative ability.

Students may be nominated for screening for this program by teachers, parents, peers (secondary level), self and standardized test scores. Students nominated to the program may require further testing to determine qualifications for the program.

If you have any questions about this program or would like a nomination form, please contact Judy Bynum, Gifted and Talented Coordinator, or the principal of your school.

ACADEMIC REQUIREMENTS FOR INTERSCHOLASTIC COMPETITION ELIGIBILITY

JUNIOR HIGH ELIGIBILITY:

A student promoted from the sixth to the seventh grade automatically meets scholarship requirements for eligibility. A student promoted from the seventh grade to the eighth grade automatically meets scholarship requirements for the first semester. Second semester eighth grade students and first semester ninth grade students meet scholarship requirements for junior high if they successfully pass four academic courses the previous semester, three of which are in the core curriculum areas specified by the Department of Education's Standards for Accreditation of Arkansas Public Schools. Ninth grade students must meet requirements of the senior high scholarship rule, as defined below, by the end of the second semester in ninth grade in order to be eligible to participate in the fall semester of their tenth grade year. Student promotions at the seventh and eight grades meet scholarship

requirements for participation in competitive interscholastic activities.

SENIOR HIGH ELIGIBILITY:

The requirement for Senior High (10-12) eligibility shall be:

- Passing four academic courses; and
- A minimum GPA of 2.0, based on the previous semester.

SCHEDULING ACTIVITIES

It is the policy of the Drew Central School District to limit and control interruption of instructional time in the classroom and the number of absences related to such activities. The week of Semester Exams will be considered Dead Week. No after-school activities, including athletic events, will be scheduled during Dead Week. Dead Week is defined as Sunday through scheduled classes on Friday. (Revised 2002)

STUDENT ACTIVITIES

"It is the policy of the Drew Central School District to limit and control interruption of instructional time in the classroom and the number of absences related to such activities."

SCHOOL ORGANIZATIONS

Students at Drew Central Schools have the right to join an existing club if they meet the requirements set forth by the constitution and by laws of the club. Students shall not be restricted from membership in a club on the basis of race, sex, national origin or other arbitrary criteria. School fraternities and secret societies are banned in Arkansas Public Schools (Act 171, 1929).

QUALIFICATIONS FOR HOLDING OFFICE

All officers of any school organization shall have at least a "C" average in academic subjects and the recommendation of five teachers and an

administrator. A student must maintain a "C" average in order to remain in office. A student may be removed from office if he/she is assigned to In School Suspension, suspended, or expelled from school.

A committee composed of the superintendent, three teachers, 1 administrator, and 1 counselor shall hear all pertinent facts and make the final determination to remove a person from his/her office as a club officer.

CLASS OFFICERS

At the beginning of each school year, time shall be set for campaigning and campaign speeches before the student body, for students wishing to run for class office. An election will be held by secret ballot and if no student gets a simple majority, there will be a run off between the top two candidates. Class officers should realize that they are accepting the responsibility of that office when elected. Sponsors may appoint a student to an open position if there are no candidates for that position.

THE STUDENT COUNCIL

The Student Council is an organization which has objectives and works toward those objectives in the most efficient methods possible. The council is not a club. It is a student organization whose members are elected by the student body to represent them and therefore serve their interests. It provides a forum by which students may participate in clearly defined areas of the student program. A student council president cannot serve as president of any other school organization.

In addition, the council supports all school organizations, promotes good citizenship, supports and originates school activities, manages all assembly programs, and in general, is a service organization to the school.

STUDENT COUNCIL ELECTIONS

The election of the officers takes place each spring. The election is explained in the constitution. Candidates for office must have a

2.0 GPA for the previous two semesters. The nominees are president, vice president, secretary, treasurer, reporter and two representatives at large, voted on by the student body. If enough candidates are running for offices, there will be a school wide assembly for campaign speeches.

TEACHERS OF TOMORROW (TOT) -

The mission of Teachers of Tomorrow (TOT) is to:

- 1) provide high school students with opportunities to explore teaching as a career option.
- 2) to help students gain a realistic understanding of the nature of education and the role of the teacher, and 3) to coordinate information about teaching as a profession, employment opportunities, financial assistance options, and educational issues such as professional mobility, diversity, job security, and other matters.

LIBRARY CLUB

The Drew Central Student Librarians Association is an organization which works toward increasing pupil interest and participation in school work. Some of the characteristics and traits looked for in student assistants are dependability, respect for authority and scholarship. The membership is open to all students in grades seven through twelve.

SENIOR NATIONAL HONOR SOCIETY

The National Honor Society was started by J.G. Masters in the early nineteen hundreds in secondary schools in several sections of the country. The object of the Drew Central Chapter of Honor Society is to render service to the school, to create

an enthusiasm for scholarship, to promote worthy leadership and to encourage the development of character in pupils of Drew Central High School.

Membership in this organization is based on scholarship, service, leadership, citizenship and character. Candidates for membership must have completed one semester in Drew Central High School, be members of the junior or senior class, and be enrolled in Honor Diploma courses.

One must have a cumulative GPA of not less than 3.33 and retain it to remain in the society. After one obtains the scholastic requirements, his eligibility will then be based on his service, leadership and character. Members of the sophomore class may be chosen as probationary members if they meet the above requirements.

JUNIOR NATIONAL HONOR SOCIETY

Chapters of the Junior National Honor Society now exist in each of the fifty states, the District of Columbia and in American schools in more than a dozen foreign countries. There are now more than 3,300 chapters of the Junior National Honor Society and the number is still growing steadily.

The purpose of this chapter is to create an enthusiasm for superior scholarship, to develop citizenship, to stimulate a desire to serve, to promote leadership and to install exemplary qualities of character. To be eligible to become a member, it is necessary to be in the seventh, eighth, ninth grades or first semester of the tenth grade and have a cumulative GPA of not less than 3.33. Candidates are then considered on the basis of citizenship, service, leadership, and character and elected by the entire faculty or by a faculty council.

FUTURE BUSINESS LEADERS OF AMERICA

FBLA is a national youth organization for high school students who are or have been enrolled in business subjects. FBLA is sponsored by the National Business Education Association. It operates as a part of the school program under the guidance of a business teacher. It is democratically organized and designed to provide young adults with educational, vocational and leadership experiences. It encourages improvement in scholarship and strengthens the confidence in their work.

FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

The FCCLA is an extracurricular activity of DCHS, enjoyed by the students who are taking or have taken Home Economics. Chapter meetings are held once a month. The chapter also chooses different members, according to the work done by each individual, to attend the district and state meeting. The activities of FCCLA include a trip to the Arkansas Livestock Exposition, which is determined by the general conduct of the students. The local chapter President must be taking Home Economics.

FFA

The FFA is an organization consisting of members who are taking Vocational Agriculture or who have completed all the courses offered. Being a FFA member enables one to participate in judging contests on district, state and national levels. The purpose of this organization is to promote agriculture, leadership, citizenship and ability to work efficiently. Activities include spending a week at Camp Couchdale (a summer camp for boys), going to the State Livestock Show and the Chapter Fish Fry (which is held annually). The following list of officers help keep FFA a national organization:

President, Vice president, Secretary, Treasurer, Reporter, Sentinel, Jr. Advisor and Student Council Representative.

THE PIRATE YEARBOOK/JOURNALISM

The PIRATE yearbook is a pictorial record reflecting the life of Drew Central students from grades K 12. It is produced by a group of high school students in grades 10-12, working under the direction of a faculty member. The students are selected in the spring of the year by applications submitted to the advisor. Yearbook staff must have a 2.5 GPA and a "B" in English. The yearbook staff begins working the first week in July by selling ads to area businesses. Yearbook sales are made during the fall and spring. Many hour of copy writing, picture taking, layout design and proofreading are spent during the coming months. The reward for this hard work is the completed book which is delivered during the first month of the next school year.

DRAMA CLUB

The Drama Club is designed to allow students to perform and develop an appreciation of the fine art of acting. Membership can be attained by any student presently or previously enrolled in Speech and Drama. Students must have a grade point average of at least 2.00. Activities include at least one play or musical a year, attendance and participation at the Big Oak Classic Tournament at UAM and various fund raising activities.

MUSIC ACTIVITIES

The choral music activities are open to all Drew Central Students (grades 7 12) who wish to participate. The choral groups perform regularly at school assemblies, community activities and district and state festivals. Beginner and advanced band are available to students in grade six through twelve.

ATHLETICS

BOYS:

Drew Central High School boys' sports consist of football, cross country, basketball, baseball, tennis, cheerleading and dance.

GIRLS:

The girls' sports at DCHS consist of cross country, basketball, tennis, cheerleading and softball.

It is the desire of the coaching staff and administration that every boy or girl have a chance to participate in interscholastic athletics.

SELECTION OF HOMECOMING ROYALTY

The Homecoming Court will be selected by each grade. Ballots will be distributed to each student in grades 9-12 to nominate six girls from their grade. The students will be encouraged to vote for girls with outstanding personal qualities. The ballots will be tabulated and the top six girls from nominees from each grade with at least a 2.0 GPA for the previous semester will be the Homecoming Nominees. A Homecoming selection assembly will be held and each class will vote on two maids from their grade and vote for the Homecoming Queen from the Senior nominees. The two maids with the most votes from each grade (9-11) will be elected to the Homecoming Court. The Seniors will have three elected members of the Homecoming Court. The Senior with the most votes from the Student Body will be the Homecoming Queen and announced at the afternoon of the Homecoming Ceremony. Escorts will be chosen by the girls elected to the court and must be participating in any school athletic program. The Senior Maids will get first pick of escorts, then Juniors,

Sophomores, Freshmen, , in that order. Each maid will pick an escort from the same grade classification. If this is not

possible then the Maid may pick from another grade classification. The colors for the activities will be school colors. The Student Council President is responsible for emceeing the activities. The afternoon assembly on Homecoming Day will be held in the auditorium. The evening ceremony will be held in the gym.

DUTIES AND RESPONSIBILITIES OF THE HOMECOMING COURT:

1. The Court will be responsible for seeing that the stage is decorated.
2. The Senior Court will select the dresses.
3. The Senior Court will choose the Homecoming theme.
4. The Senior Court will choose a singer and Pianist from the Drew Central staff or students.
5. The Senior Court and Homecoming Sponsor will choose the Flower Girl and Crown Bearer from the Drew Central Elementary students.

STUDENT EXPENSES ON SCHOOL TRIPS

The school will provide transportation on all approved educational trips. All other expenses must be paid by the student or the sponsoring club. Trip approval forms must be completed by the sponsor and turned in to the principal for approval at least five days before the trip.

PARENTAL CONSENT FOR MEDICAL/DENTAL TREATMENT ON SCHOOL TRIPS

A form must be signed and on file in the high school office giving consent for Medical/Dental treatment when the parent or guardian cannot be contacted, before a student can participate in a school trip.

EXTRACURRICULAR ACTIVITIES AND STUDENT BEHAVIOR ON SCHOOL TRIPS

Extracurricular activities supplement the regular instructional program and afford opportunities for a wide range of experiences, both academically and socially.

* Extracurricular activities should, when possible, take place outside the regular school day. Students who participate in school approved trips shall be considered as in school while on the trip. (All school rules and policies apply.) Students shall not do anything to cause Drew Central any embarrassment while participating in extracurricular activities.

Violation of this policy will result in:

1. Penalties applied to student behavior on school trips as assessed under the authority of handbook policies and school rules already established and any that may be added to meet program responsibilities.

2. The administration will review student behavior to assess current and future participation in extracurricular activities or school-sponsored trips. When necessary, the administration will recommend to the school board the expulsion of students due to behavior violations.

STUDENT BODY

STUDENT RECORDS

Student records cannot be released without a release form signed by the parent of students under 18 years of age. Students 18 years of age or older may sign for their records. One copy will be given free. All other copies will be \$1.00 each.

As a parent or a student over 18 years of age, you have the right to inspect your educational records. You have the right to a hearing to insure that the records are not inaccurate, misleading or otherwise in violation of the privacy or other rights of students, and to provide an

opportunity for the correction or deletion of such inaccurate, misleading or otherwise inappropriate data contained herein and to insert into such records a written explanation by the parents requesting the contents of such records. Your request to inspect such records shall be complied with as soon as we can arrange it and in no case more than 45 days from the receipt of your request. The same time limits apply for a request for a hearing to challenge the content of such records.

The principal in each building has a copy of the district's policy on student records which you may examine. You have the right to file a complaint with the Federal Office of Education concerning alleged failures of the district to comply with the requirements of 93,380. We maintain three types of records:

- (1) those of academic progress;
- (2) Discipline records, and
- (3) Immunization. The principal is the person in charge of the records in each building.

STUDENT SCHOOL RECORDS AND EDUCATIONAL RECORDS

The Drew Central Schools may produce school directories containing the names, addresses, phone numbers and grade level of students. The directories may be released by the school. Any parent of students under

18 years old and students 18 years or older may request that this information not be released. The principal must be notified by September 15 of the school year in writing if there is a request not to release the information in the directory.

From time to time students may be photographed at school or at school activities by teachers, a photographer contracted by the school to take photographs for school purposes, or by students working on school projects. These photographs may be published in the school yearbook, on the school website, in other school publications, or

in the local newspaper. Parents/guardians who do not want photographs of their student published must notify the principal in writing stating that they do not want photographs of their student published.

BIRTH CERTIFICATES/SOCIAL SECURITY NUMBER

No child shall be admitted to any public school without an official copy of that child's birth certificate and that child's social security number. If a child does not have a social security number, an ID number will be assigned. (Act 838 of 1991)

IMMUNIZATIONS

Every student entering school must have the following immunizations: DPT/TD, Polio, Measles and Rubella. These must be verified by a signed notice from a doctor or health nurse. Students will not be allowed to enroll in school if they do not have the immunizations. Seventh grade students and entering college freshman must have two MMR.

RESIDENCE

Only students living within the confines of the Drew Central School District or though living in another district have the mutual consent of the School Boards of both districts, or under the freedom of choice rule, may attend school in the Drew Central District.

Children of an employee who is employed at least half-time with the Drew Central School District, or is an employee of the Southeast Arkansas Educational Service Cooperative may attend school at Drew Central even though the employee may reside in another school district. (Act 1207 of 2001)

POLICY AFFECTING STUDENT TRANSFERS

The Drew Central School District will strive to provide a quality education for every student. To ensure that conditions for quality education will remain constant the following procedures will be used for students transferring from another public or private school:

1. Students transferring into the Drew Central School District from another Arkansas Department of Education accredited public or private school will be enrolled in the same grade level in which the student had been transferred.

2. Grade level enrollment for students transferring into the Drew Central School district from public or private schools that are not accredited by the Arkansas Department of Education, or home schooled students returning to public school, the building principal, counselor and teacher will determine the needed test that will be given to assess the achievement level of the transferred student.

3. Students in grades 9-12 transferring from a Home School who can present documentation of participation in a course of study accredited by a recognized regional or national accrediting agency with standards similar to the Arkansas Department of Education Standards for Accreditation of Public Schools or North central Association (NCA) accreditation standards may have those course credits accepted to meet grade classification and graduation requirements. Transferring students classified as Seniors, who wish to receive a diploma from Drew Central High School, must attend school for nine months immediately prior to graduation to be eligible for a diploma.

TRANSFERS AND FREEDOM OF CHOICE GUIDELINES

1. Any student in the Monticello School District can choose to attend Drew Central Schools on a Freedom of Choice

form completed by July 1st for the following school term.

2. Students moving into the Monticello District or the Drew Central District after July 1st can choose their place of attendance on a Freedom of Choice form before enrolling in any school.

3. Students who live in the Monticello School District and have been attending Monticello cannot transfer to the Drew Central Schools during the year unless they receive a legal transfer or their family moves to the Drew Central District.

4. Students living in the Drew Central District and attending Monticello Schools on a Freedom of Choice or transfer can return at any time to the Drew Central School District.

5. Students attending in the Drew Central Schools by Freedom of Choice or transfer will lose their right to attend Drew Central Schools if they drop out and enroll in Monticello at any time during the year.

6. Students who live in the Drew Central School District and are attending the Drew Central Schools will be allowed to stay in Drew Central Schools on a Freedom of Choice form if their parents move to the Monticello District.

STUDENT VISITORS AT SCHOOL

Students not enrolled at Drew Central High School may not attend school as visitors.

TELEPHONE

Telephones in the offices are for school purposes only.

LUNCH NUMBERS

Students are issued a cafeteria identification number. Students may not charge lunches. Forms for free or reduced lunch are available in the High School office.

FOOD AND DRINK IN CLASSROOMS

Students may bring bottled water to drink in class in the container in which it was purchased. No other beverages will be allowed to be consumed in class unless required by a physician for a medical condition. Eating is not allowed in classes unless required by a physician for a medical condition.

LOCKERS

Lockers are rented to the students at a charge of \$6.00 per year, of which \$5.00 is refunded upon return of the lock to school officials. Locks are provided with the locker and are subject to administrative search.

TEXTBOOKS

Textbooks are furnished free of charge to all students at Drew Central High School. Books that are lost or damaged will be paid for by the student who is assigned the book. Replacement costs will be charged if the book is lost or unusable.

MONIES OWED TO SCHOOL, CLUBS OR CLASSES

* Any student owing money to the school, clubs or classes will not receive end of the year grades until the money is paid. Credit cannot be withheld because of class dues, however, students who do not participate in club or class activities may be excluded from club or class functions. The club or class sponsor will notify the parent by mail of any outstanding charge at least one week before report cards are issued. Report cards and transcripts will not be released until accounts are cleared. A student who owes money to a club will not be eligible to participate in any club activities the following year until the amount due is paid.

TRANSPORTATION

Student transportation on school owned buses is to be considered a part of the regular school program. Bus drivers are legally empowered to enforce order on the buses and are expected to do so. Students who persist in disobeying bus regulations will be suspended from the bus by the administration.

It is the intent of the Drew Central School Board to furnish the best buses possible for transporting students with the financial limitations we have. Bus routes will be changed from time to time as needed to meet population changes. It will be the policy of the Board to make every effort to have a bus come within one half mile of every student so long as the bus can remain on a properly graveled road by doing so. The board will not honor requests to make short doubles where students would have to walk less than one half mile unless hardships can be shown to the satisfaction of the Board.

No person other than bona fide students or school workers may ride the bus. College students may ride so long as there is room, but may not deprive any regular student of a seat. To do so would constitute just cause for asking them not to ride. In general, buses are to be used for regular students only transporting them to and from school and to and from places that the normal extracurricular activities of the school necessitates. The superintendent may authorize the use of buses for field trips and extracurricular activities only within the bounds of the State of Arkansas. A bus is not to be used for transporting non students at any time or for any reason other than that under conditions of emergency.

In order to insure the safe transportation of students, Drew Central will enforce the following rules while students are on the bus:

1. Instructions will be followed the first time they are given.

2. Do not extend any part of your body or any object from the bus at any time.

3. Students will not move from their assigned seats unless given permission to do by the bus driver.

4. Students will obey all rules or instructions considered necessary for the safe operation of the bus.

The violation of any of these rules may result in one or more of the following disciplinary actions being imposed by the bus driver:

1. Detention Hall

2. Suspension from the bus.

3. After a conference with parent and administration, suspension for the remainder of the semester.

If the violation is considered serious enough, the student may be suspended by the school board for the remainder of the school year of permanently.

STUDENT AUTOMOBILES

Students may drive automobiles to school as they and their parents see fit, but must leave them parked in a specified area on the school campus and stay out of them from the time they arrive in the morning until school is out. This is interpreted to mean not sitting in the automobile before school and during the noon hour as well as not driving the automobile during these times.

Student driving to Vo Tech must have proper papers signed and approval given before driving to Vo Tech. No passengers are allowed in these instances unless approved by both the principal and Vo Tech. All students driving vehicles to school and parking on campus must meet state law. This requires all students to have a valid Arkansas Driver's License and liability insurance. A copy of driver's license and liability insurance must be filed in the counselor's office. The Student Council is responsible for issuing parking permits at a cost of \$5.00 each.

Students are to park their vehicles and leave the parking lot when they arrive on campus and are not allowed to go back

to them without permission from faculty or administration. Students should cross the street only when buses are unloading and are not to go to cars of other students.

Students can leave campus in their own vehicles after school is out until the first bus pulls up to leave the campus and then they are to stop leaving until all buses are off the campus, then they are allowed to leave at a safe rate.

Violation of these rules will be:

1. The student will have the privilege of driving to school and parking on school campus revoked.
2. The vehicle will be towed from campus at the student's expense.

PARKING PERMIT POLICY

The Student council will be responsible for selling parking permits and policing the parking lots during the 7:45 a.m. to 3:10 p.m. school day. All students must register their vehicle with the Student Council, in the senior high counselor's office. The cost of the permit will be \$5.00. The permit must be displayed for identification and proof of registration to gain access to the DCHS

parking lots. The student will provide proof of drivers' license and liability insurance in order to receive a permit. A copy of these rules signed by the student and parent will be required to be on file.

Cars without permits will be ticketed. Permits may be temporarily transferred to another vehicle by permission. Students and/or employees parking improperly in the handicapped spaces will be ticketed.

All Tickets will be \$10.00 and must be paid in 10 days from the date of issuance or the fine is doubled. If the ticket is not paid in 15 days from the date of issuance, all driving privileges will be revoked until the ticket is paid. If the vehicle is found on campus between 7:45 a.m. and 3:10 p.m. while driving privileges are revoked, the vehicle will be towed at the student's expense. At the end of each semester if tickets are

outstanding, driving privileges will be suspended indefinitely.

ATTENDANCE

All students between the age of five (5) and seventeen (17) on September 15 of that year shall attend school. (Act 292 of 1990) All students must be in regular attendance in order to be successful in their school work. Failure to be in regular attendance may result in serious problems with their academic progress and achievements. A student must attend school three (3) hours to count 1/2 day and six (6) hours to count a full day.

STUDENT ABSENTEE POLICY

A student who is absent from school must present the excuse for absence immediately upon their return to the office on the first day they return to school following the absence. Visits to the doctor (note from the doctor's office), attendance at funerals (copy of funeral program), appearance in court (note from officer of the court), and notes from the parent/guardian explaining an illness that was serious enough to keep the student out of school, are considered excused absences. Only excused absences will allow for make-up work. The student will be given an Admit Slip to be presented to the teachers for their signature. The Admit Slip should be returned to the office at the end of the day. The student who is eligible to make up work shall have three (3) school days to make up the work missed (this includes tests, projects, homework, etc.) After the three (3) days, no credit will be granted on the work missed. If an assignment or test is announced, while the student is present in class, for a particular date and the student is absent on that date, he/she will be required to turn in the assignment or take the test immediately upon returning to school. Report cards and progress reports will indicate the student's absentee record.

Students will be allowed a maximum of ten(10) absences in a semester. This will include both excused and unexcused absences for a total of ten (10) absences in the aggregate. After five (5) days absence, parents will be notified by regular mail. After eight (8) days, a second letter will be sent by regular mail and an attempt will be made to contact the parent by telephone. After ten (10) days of absence during the semester, credit may or may not be allowed. Also, the prosecuting attorney may be notified and the parents or guardian will be notified.

Periodic checks will be made by telephone to determine the reason for the student's absence from school. This will also serve notice to the parent in the event a student is not at school when he/she should be. Students who are absent during either all or part of the school day shall not participate in any school activity on that day or night unless permission is granted by the principal.

The principal shall have the authority to modify this policy due to extenuating circumstances.

EXCUSED ABSENCE FOR DRIVER LICENSE TEST

Only one excused absence shall be allowed to take the Drivers License written test, and one excused absence to take the Driver's License road test.

TRUANCY

Students who are on campus or come to campus must attend classes or be authorized to be excused from attending classes. If students do not attend class and have no bona fide permission to be absent from class, they will be considered truant from class. The administration will investigate all charges of truancy. Students who are adjudged to be truant following administration investigation will be assigned to In School Suspension. Only the principal or

assistant principal have the authority to assign students to In School Suspension.

TARDIES

Students are expected to be present for class on time and prepared with all necessary materials to participate in class. Tardies start over every nine weeks.

Violation of this policy within a nine-week grading period will result in:

3 Tardies: Detention Hall or student may take corporal punishment for the first detention assignment in a nine-week period. Students eligible for corporal punishment will report to the office at the beginning of their lunch period on the day their assignment is posted.

6 Tardies: In School Suspension (refer to ISS policy for length of assignment)

9 Tardies: 5-day Out-Of-School Suspension or assigned to School-Within- A-School (SWAS).

A student who accumulates more than 9 tardies in a nine-week grading period will be placed under administrative review of their placement in school through a parent conference.

CLOSED CAMPUS

Drew Central High School has a closed campus. Students are expected to remain on campus throughout the school day. Students with a medical appointment should present a written note or have a parent/guardian telephone the office before the student will be allowed to leave campus. Parents are discouraged from checking students out of school for reasons other than medical appointments or emergencies. Students who check out of class during any part of a class period will be marked absent from that class period unless the student presents a note from a doctor, dentist, or court officer upon their return to school

verifying that a student had a bona fide appointment that required the student to be checked out of class. Other class periods missed as a result of the appointment will be marked as absent. Students who become sick during class hours *may be evaluated at the NURSE'S OFFICE, but must check out through the PRINCIPAL'S OFFICE*: students will not be allowed to go home unless a parent is notified by phone or in person and gives permission.

Students are to check in and out through the PRINCIPAL'S OFFICE when arriving at school late or leaving early during the school day. Students who are to leave campus for any reason during school hours must obtain permission from the PRINCIPAL'S OFFICE; "sign out" in the office and "sign in" when he/she returns. A student's parent/guardian will be required to telephone the office before a student is allowed to "sign out". Failure to "sign out" will result in violation of the truancy policy. The Lunchtime student "Sign In" and "Sign Out" policy will require the parent/guardian to come in person to give permission to leave campus for the lunch period. Students also need to sign in at the principal's office when they return to campus.

DISTRIBUTION OF LITERATURE

Students at Drew Central may distribute and possess literature, including, but not limited to newspapers, magazines, leaflets and pamphlets, except that the district may prohibit, a specific issue of a specific publication if there is a substantial, factual basis to believe its possession or distribution will cause, or is causing, substantial disruption of school activities.

All literature must be free of obscenity, libelous statements, personal attack and within the bounds of reasonable conduct.

All literature shall be approved through the principal's office for a time and place to distribute the literature where no interference with school activities will occur. All petitions shall be free of obscenity, libelous statements, personal attack and with the bounds of reasonable conduct. All petitions shall be approved through the principal's office for a time and place where no interference with school activities will occur while being signed and distributed.

SCHOOL NEWSPAPER AND UNOFFICIAL PUBLICATIONS

School newspapers and unofficial publications produced by students at Drew Central Schools shall be free of obscene language and libelous materials. These publications shall be for the sole purpose of reporting school news.

STUDENT DISCIPLINE - GENERAL STATEMENT OF JURISDICTION

Violations of School policies can result in consequences ranging from a reprimand or warning to expulsion from school.

Severe misbehavior may result in consequences that include immediate suspension and/or expulsion.

A student may be suspended or expelled for immorality, refractory conduct, insubordination, infectious disease, habitual uncleanliness, or other conduct that would tend to impair the discipline of the school or harm the other pupils, regardless of whether the student's conduct occurs on or off campus and during or between school terms and regardless of whether a specific prohibition of the conduct is contained in this handbook.

ADMINISTRATIVE AUTHORITY

The school board gives authority to administration to investigate all

allegations of student misconduct. The administration may uphold or modify decisions based on policies in the handbook at the discretion of administration.

PARENT NOTIFICATION OF STUDENT MISCONDUCT

Teachers will file a Discipline Incident Form in the office documenting student misconduct on each occurrence of a violation of classroom rules or school policy that results in a written warning or other disciplinary measure. A copy of the form will be mailed to the parent/guardian. Parents are encouraged to contact the teacher through the principal's office whenever questions about student behavior arise. Teachers are also encouraged to contact the parent/guardian whenever classroom behavior becomes a concern to the teacher. The most effective methods of encouraging appropriate behavior always involve the school and the home working in partnership.

PARENTAL NOTIFICATION OF STUDENTS REPORTED TO, INTERVIEWED BY, OR TAKEN INTO CUSTODY BY LAW ENFORCEMENT PERSONNEL

The principal, or designee, will make a reasonable, good faith effort to contact the parent or guardian of any student who is reported to, interviewed by, or taken into custody by law enforcement personnel, except in cases of investigation of suspected child abuse or neglect. (Act 1217 of 2001)

SEARCH AND SEIZURE

A student shall not possess, handle or store contraband materials while on school property or at a school sponsored event.

The Drew Central School District must create and maintain a climate in the schools that assures they safety and welfare of all students. In order to do this,

it will be necessary at times to conduct searches of student's lockers and automobiles. The following policy will be followed concerning searches at Drew Central Schools:

STUDENT LOCKERS:

Lockers at Drew Central Schools are owned by the school and rented to the students. However, a student can expect privacy of the locker, except the school reserves the right to search the lockers, under the following conditions: there is a reasonable suspicion that a controlled substance, gun or other contraband is present. A blanket search of lockers shall not be conducted except in unusual circumstances, such as the case of a bomb threat, etc.

PERSONAL SEARCH:

A search of a student's personal property shall be limited to a situation in which the administration has a reasonable suspicion that the student is concealing evidence of an illegal act, contraband, weapon or has violated a school rule. An adult witness will be present when a personal search is conducted. A pat down search of a student shall be done by a school official of the same sex.

A search of student's personal property or automobile will be conducted when there is reasonable suspicion that the personal property or automobile contains contraband, weapons or evidence or an illegal act or violation of a school rule.

REMOVAL OF STUDENT FROM CLASS BY TEACHER (Act 1281 of 1999)

(a) Consistent with state and federal law, a teacher may remove a student from class and send him or her to the principal's or principal's designee's office in order to maintain effective discipline in the classroom.

(b) A teacher may remove from class a student:

(1) Who has been documented by the teacher as repeatedly interfering with the teacher's ability to teach the students in the class or with the ability of the student's classmates to learn; or

(2) Whose behavior the teacher determines is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to teach the students in the class or with the ability of the student's classmates to learn.

(c)(1) If a teacher removes a student from class in accordance with subsection (b) of this section, the principal or his designee may place the student into another appropriate classroom, into in-school suspension, or into the district's alternative learning environment established in accordance with § 6-18-508, so long as such placement is consistent with the school district's written student discipline policy, or the principal or his designee may return the student to the class, or take other appropriate action consistent with the school district's discipline policy, state law and federal law.

(2) If a teacher removes a student from class twice during any nine (9) week grading period, or its equivalent as determined by the Department of Education, the principal or his designee may not return the student to the teacher's class unless a conference is held for purposes of determining the causes of the problem, and possible solutions, and with the following individuals present:

(A) The principal or his designee;
(B) The teacher;
(C) The school counselor;
(D) The parents, guardians, or persons in loco parentis; and
(E) The student, if appropriate.

(3) The failure of the parents, guardians, or persons in loco parentis to attend the conference provided for in (c)(2) shall not prevent the conference from being held nor prevent any action

being taken as a result of that conference."

STUDENT CONDUCT NOT PERMITTED

DRESS CODE

Students are expected to dress in clothing which is appropriate for school, and which will not distract from the learning atmosphere of the classroom. Any extreme in appearance that may disrupt the normal operations of the school will not be acceptable.

TYPE OF CLOTHING APPROPRIATE FOR SCHOOL ARE:

1. Shorts, skirts or dresses which have no holes, slits, tears and have a hemmed bottom edge(s) no shorter than six inches (the length of a \$1 bill vertically) from the top of the knee when standing; no spandex will be allowed.

2. Pants/slacks with no holes, slits, tears above the knees and "NO SAGGING". Sagging is defined as wearing the waistband of slacks, pants, shorts or skirts below the natural waistline. A belt is required for oversized pants.

3. Tops must have at least two inch wide straps, no sagging armholes, and a body length which will cover the waist. Tank-type tops, halter tops, and/or spaghetti strap tops are not acceptable for school wear.

4. Clothing with no vulgar, obscene, suggestive or offensive messages or which advertise or support drugs, alcohol or tobacco.

5. Caps, hats, visors, scarves, headbands, bandannas, sunglasses are not to be worn in any school building by either boys or girls. Those items worn inside any building will be taken and kept by the principal.

6. Blouses and shirts must cover the buttocks when worn with leggings.

7. Shoes will be worn at all times while at school.

8. Jewelry depicting drugs or other inappropriate symbols will not be allowed.

9. Any see-through, low-cut, or extremely tight clothing which makes underclothing

visible, or is suggestive, will be prohibited.

10. All clothing must be properly worn. (snaps snapped, buckles buckled, buttons buttoned, zippers zipped, etc.)

Violation of the policy will result in:

1st offense: Warning, call parents to bring clothes or send home to change.

Classes missed due to being sent home will be considered unexcused absence.

2nd offense: One day of detention hall, call parent to bring appropriate clothes or send home to change.

3rd offense: Three days of detention hall, call parent to bring appropriate clothes or send home to change.

CHEATING

Any effort to give aid or receive aid during an assessment is considered cheating. Assessments may include tests, homework, lab work, skill evaluations, and other assignments. Teachers will post their own policy regarding cheating in their classrooms. Penalties may include loss of credit for the test or assignment as well as other punitive actions.

DAMAGE OR DESTRUCTION OF SCHOOL PROPERTY

(Act 104 of 1983 Special Session)

A. A student shall not cause or attempt to cause damage to school property or steal or attempt to steal school property.

B. The school district will attempt to recover damages from the student destroying school property.

C. School discipline including Detention Hall, In School Suspension, Out of School Suspension, Boot Camp or Expulsion may be administered as a

consequence of destruction of school property. Criminal charges may also be filed.

THEFT

A. A student shall not steal or attempt to steal property belonging to the school or public or private property while under jurisdiction of the school.

B. Students shall make restitution of any property stolen by them and shall be subject to other disciplinary measures.

C. School discipline including Detention Hall, In School Suspension, Out of School Suspension, Boot Camp or Expulsion may be administered as a consequence of destruction of school property. Criminal charges may also be filed.

PARENTS OF STUDENTS MAY BE LIABLE FOR DAMAGES TO SCHOOL PROPERTY CAUSED BY THE STUDENTS.

INSUBORDINATION

A student shall comply with reasonable directions or commands of teachers, student teachers, substitute teachers, teacher aides, principals, administrative personnel, superintendent, school bus drivers, school security officers or other authorized school personnel. Students will be considered insubordinate when they refuse to obey any rule or regulation of the school or school district or the reasonable instructions of school district personnel.

No student shall:

1. Block the doorway or corridor.
2. Prevent students from attending a class or school activity.
3. Block normal pedestrian or vehicular traffic.
4. Use violence, force, noise, coercion, threat, profanity, intimidation, harassment, fear, passive resistance or any other conduct intentionally to cause a disruption.

5. Refuse to identify himself/herself on request.

6. Encourage other students to violate any rule or school board policy.

7. Be profane in their remarks to teachers, administrative staff or other students.

WEAPONS

A student shall not possess, handle or transmit a knife, razor, ice pick, explosive, pistol, rifle, shotgun, pellet gun or any other object that can be considered a weapon or dangerous Instrument.

A student shall not possess, handle or store any gun or weapon on school property, including a designated school bus stop (Act 1282 of 1999). The possession, handling or storing of any gun, firearm or other weapon will subject the individual to a suspension of no less than one (1) year from school, provided, however, that the superintendent shall have discretion to nullify such expulsion requirements for a student on a case by case basis. (Act 567 or 1995)

FIREWORKS

A student shall not possess, handle or store firecrackers, smoke bombs, cherry bombs or any other kind of fireworks that reasonably could be a danger to himself/herself or to other students or could be disruptive to the learning climate of the school.

FIGHTING

Students involved in a fight, assault or altercation for the first time at school or during school activities may be paddled, assigned detention hall, In School Suspension, suspended or assigned to the School Within A School program. The school administrator will make the decision on the method of discipline based upon the investigation of the fight, assault or altercation. The second time a student is involved in a fight, assault or altercation, he/she will automatically be

suspended from school or assigned to the School Within A School Program for five or ten days. The third fight, assault or altercation will result in the student being recommended for expulsion from school or assigned to the School Within A School Program. In keeping with Act 1243 of 1997, all felonies or other violent criminal acts committed against a teacher, school employee or student will be reported to the appropriate local law enforcement agency and school district.

INSULT OR ABUSE OF SCHOOL EMPLOYEE (Act 1565 of 2001)

It is unlawful, during regular school hours, and in a place where a public school employee is required to be in the course of his or her duties, for any person to address a public school employee using language which, in its common acceptation, is calculated;

A) Cause a breach of peace;

B) Interfere with the operation of the school;

or

C) Arouse the person to whom it is directed to anger, to the extent likely to cause imminent retaliation.

A student who violates this act may be: assigned to In School Suspension, School Within A School Program, Alternative Learning Environment, suspended, or recommended for expulsion.

COMMUNICATING A DEATH THREAT

(Act 1046 of 2001)

Communicating a death threat concerning a school employee or student is a class D felony. Any student who communicates a death threat under this policy will be reported to the appropriate law enforcement agency. Additionally, the parent or guardian will, at their expense, provide a psychological examination by a state-licensed psychological examiner to determine if the student is a threat to himself or others. The student will be suspended or

assigned to the School Within A School program until the required psychological examination has been delivered to the principal. If the psychological examination determines that the student is a threat to himself or others, the student may be assigned to the School Within A School program, Alternative Learning Environment, or recommended for expulsion from school.

COMMUNICATING FALSE ALARMS

(Act 567 of 2001)

Any person who purposely initiates or circulates a report of a present, past or impending bombing, fire, offense, catastrophe or other emergency knowing that the report is false or baseless and could likely result in response by emergency personnel, or cause the evacuation or partial evacuation of a school building is subject to prosecution under Arkansas Law.

Students who issue false alarms as described above will be suspended or assigned to the School Within A School Program for a period of not less than five days. Repeated offenses may result in expulsion for the remainder of the current school year with loss of all academic credit.

PHYSICAL ABUSE OR ASSAULT OF SCHOOL STAFF

(Act 104 of 1983 Special Session, Act 207 of

1997) Definitions:

"Assault" is the willful attempt or threat to inflict injury upon the person of another, coupled with the apparent present ability to do so. Any display of force that would give the victim reason to fear bodily harm is assault, even if touching or striking does not occur.

"Battery" is similar to assault, but requires unexcused physical touching or injury.

"Abuse" means to wrong in speech, reproach coarsely, disparage, revile, or malign. Use of profanity or vulgar

expressions directed at another person is considered abuse.

STATEMENT OF POLICY - BULLYING

Bullying conduct is defined as teasing, badgering, or harassing to the point of browbeating, excessively embarrassing, or abusing through physical, mental or oral communication. A student is being bullied or victimized when he or she is exposed, repeatedly and over time, to negative actions on the part of one or more other students. When another student repeatedly does or says something to you for the purpose of hurting you (or threatening to hurt you) OR to seriously

alarm or embarrass you in public, you may be a victim of bullying.

Bullying will not be tolerated at Drew Central High School, in school vehicles, on school buses, at designated school bus stops, at school-sponsored activities, or school sanctioned events.

A school employee who has witnessed or has reliable information that a pupil has been a victim of bullying, as defined by the district shall report the incident to the principal. A school employee who has reported violations under the school district's policy shall be immune from any tort liability that may arise from the failure to remedy the reported incident. A student who is found to be guilty of bullying other students shall:

1st offense: Parents notified:

Conference with both parents of victim and accused with the intent to accomplish communication and for it to be made known this behavior is unacceptable. Punishment 3 days detention hall.

2nd offense: Constitutes continual and total disregard for Drew Central policy and will be dealt with accordingly. Re-notification of parents: parents should be made aware they are responsible for their children. Punishment

5 days suspension/ School Within A School Program.

3rd offense: Recommendation for expulsion/ School Within A School Program.

In all cases of violent acts or commission of felonies, law enforcement agencies will be notified. Also, a report will be made to the superintendent of schools within 3 days of the incident. The person reporting the act will be notified that a report has been made to the superintendent and to local law enforcement agencies. Students and their parents may also be charged with penalties under civil statutes by students and parents who have been assaulted.

A student shall not cause or attempt to cause physical injury to a school employee, fellow student or any other individual. A student who intentionally or knowingly causes physical injury to a teacher or other school employee while that employee or teacher is acting in the course of employment has committed second degree battery. Second degree battery is a Class "D" felony. (Act 207 of 1997)

ALCOHOL OR DRUGS

No using, offering for sale or selling beer, alcoholic beverages or other illicit drugs by students on school property (Act 104 of 1983 Special Session).

Student shall not possess, sell, use, transmit or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or other controlled substance, as defined in Act 590 of 1971 of the state of Arkansas, as amended, or beverage containing alcohol or intoxicant of any kind. A trace of illegal drugs, alcohol in one's body is a violation of this policy.

Students of Drew Central District should be aware that school district officials have access to a drug dog. The dog is a gentle dog which has been trained to locate alcohol, marijuana and other illegal drugs in lockers, in automobiles and on persons. Periodic inspections and/or request of the school board, superintendent and/or principals,

will be made by the dog and handler in an effort to prevent possession and use of alcohol and drugs on the campus. Students shall be responsible for contraband found in lockers, automobiles and on themselves.

Any student suspected of consuming alcohol in violation of this policy will be tested either with a urine test or breathalyzer test.

Violation of this policy will result in:

The student could be assigned to ISS or the School Within A School Program or recommended to the school board for expulsion. The assignment for ISS or

School Within A School could range from 1 to 18 weeks at the discretion of administration. In order for the student to return to school, at the parents' expense, the student will be evaluated by a certified alcohol/drug treatment provider to determine the need for treatment.

DRUG TESTING

In the event of consideration of a drug test it will be the responsibility of the student and their representatives to pay for and secure a proper Drug Test under the following testing procedures:

The urinalysis sample will be provided within 24 hours from notification of an incident to a government-certified laboratory (Arkansas Medical Laboratories) which will test using procedures according to the United States Department of Health and Human Services as defined by NIDA (National Institute on Drug Abuse). A certification of the chain of custody of the sample provided for testing must accompany the test sample results. The test will be a gas chromatography/mass spectrometry (GC/MS) test with results expressed in quantitative analysis. The concentrations that exceed the linear region of the standard curve shall be documented in the laboratory record as "greater than highest standard curve value". The trace levels for confirmation test cutoff levels expressed in nanograms per milliliter

shall be as follows for the following substances:

Marijuana metabolite 15 ng/ml
Phencyclidine 25 ng/ml Cocaine
metabolite 150 ng/ml Amphetamines:
Amphetamine 500 ng/ml
Methamphetamine 500 ng/ml
Opiates:
Morphine 300 ng/ml
Codeine 300 ng/ml

All test results shall be communicated to the Superintendent or his designee prior to the scheduled meeting of the Board of Education in review of the notified incident.

TOBACCO

Drew Central students will be banned from possessing or using tobacco paraphernalia (lighters, matches, etc.) or tobacco products (Skool, cigarettes, etc.) while on Drew Central campus or while attending any school sponsored trip or activity that is of campus.

Violation of this policy will result in:

1st offense: In School Suspension and a parent conference will be scheduled.

2nd offense: In School Suspension.

3rd offense: Suspension with recommendation for expulsion or assignment to the School Within A School Program. (Ref. Ark. Stat. Ann. 80 509, 80 1629)

GANGS, GANG SIGNS, GANG ACTIVITY

No student will use gang signs or graffiti, wear gang colors, clothing, jewelry or purport to be a member of any street gang, posse, set or secret society on school grounds.

Violation of this policy will result in:

1st offense: Temporary suspension until a parent conference can be held.

2nd offense: Suspension or School Within A School Program.

3rd offense: School Within A School

Program or recommended for expulsion.

PUBLIC DISPLAYS OF AFFECTION

Students are to refrain from kissing, sitting in laps, or intimate hugging and touching at school or at school-sponsored activities.

Violation of this policy will result in the following:

1st offense: Warning

2nd offense: Detention Hall Assignment

3rd offense: Detention Hall and mandatory parent conference.

Sexual Misconduct: Any inappropriate conduct of a sexual nature will result in appropriate and reasonable punishment to be determined by administration.

SEXUAL HARASSMENT

School should be a safe learning environment for all students. In an attempt to accomplish this objective, sexual harassment of any sort will not be tolerated. Sexual harassment is defined as unwelcome physical contact, sexually explicit language or gestures, uninvited or unwanted sexual advances, an offensive overall environment, including the use of vulgar language, the presence of sexually explicit photographs or materials and the telling of sexual stories or jokes.

Violation of this policy will result in:

1st offense: Parents notified:

Conference with both parents of victim and accused with the intent to accomplish communication and for it to be made known behavior is unacceptable and against the law. Punishment 3 days detention.

2nd offense: Constitutes continual and total disregard for Drew Central policy and will be dealt with accordingly. Re-notification of parents: parents should be made aware they are responsible for their children. Punishment 3 days suspension / School Within A School Program.

3rd offense: Recommendation for expulsion
/ School Within A School Program.
*THIS IS A VIOLATION OF TITLE VII
CIVIL RIGHTS ACT OF 1964

RACIAL OR ETHNIC SLURS

Students who are guilty of racial slurs, ethnic obscenities, or other derogatory remarks will be disciplined as outlined below.

1st offense: Parents notified: Conference with both parents of victim and accused with the intent to accomplish communication and for it to be made known behavior is unacceptable. Punishment - 3 days detention

2nd offense: Constitutes continual and total disregard for Drew Central policy and will be dealt with accordingly. Re-notification of parents: parents should be made aware they are responsible for their children. Punishment – 3 day Suspension / School Within A School Program.

3rd offense: Recommendation for expulsion/ School Within A School Program.

THE INTERNET

Computers and internet access are made available to students for academic purposes only. The Drew Central School District maintains a filtering device to attempt preventing access to internet content that could be harmful to minors (Act 1533 of

2001, Act 912 of 2001). It is the user's responsibility not to initiate access to such material. No student who uses school computers will attempt to circumvent the filtering device to access blocked content, including the use of outside email providers to access such material on school computers. Additionally, students are not to download and/or install software to any school computer, nor attempt to gain access to areas of the local school

computer network that are not available to the general student population. Students shall abide by all copyright laws as they apply to software and on-line resources.

Penalties for violation of this policy will include:

1st: Loss of use of all school computers for a period of 5 days. This includes use of computers for class work and assignments.

2nd offense: Loss of use of all school computers for the remainder of the semester. This could subject the student to loss of credit in certain classes or prevent students from taking certain classes.

CELL PHONES

Possession of cell phones, paging devices, beepers or similar electronic communication devices by students on school property during the school day is prohibited. (A.C.A. 6-18-502) An exception to this policy may be made for students who participate in after-school activities, provided the cell phone is turned in to the office at the beginning of the school day and is checked back out to the student at the end of the school day. Students who drive a vehicle to school may keep the cell phone locked in the vehicle, provided no access is made to the vehicle or phone during the school day. Any after-school use of the cell phone is at the students' risk. The school assumes no responsibility for the recovery of missing cell phones. Violation of this policy will result in:

1st offense: Student will be assigned to In School Suspension, Phone will be confiscated and returned to a parent or guardian only after a conference has been held.

2nd offense: 3-day out of school suspension. Phone will be confiscated and held until the end of the semester.

3rd offense: 5-day out of school suspension. Phone will be confiscated and held until the end of the school year.

4th offense: Recommendation for expulsion from school for one calendar year.

ELECTRONIC DEVICES

Students will not be allowed to possess electronic devices that will result in disruption of the educational process. Such devices may include, but not limited to: cassette players, CD players, radios, and laser pointing devices (Act 1408 of 1999).

Violation of this policy will result in:

1st offense: The device will be taken and returned only to the parent.

2nd offense: Detention hall(s) or possible In School Suspension.

3rd offense: In School Suspension or possible assignment to the School Within A School Program

IMMORALITY

A student shall abstain from indecent and immoral acts.

GAMBLING

A student shall not participate in any activity which may be termed gambling or wagering where the stakes are any other object or objects of value

BEHAVIOR NOT COVERED

The school district reserves the right to punish behavior which is not conducive to good order and discipline in the schools, even though such behavior is not specified in the preceding written rules.

Any instructions or announcements are enforceable after they appear in the memo one time and a student is subject to disciplinary action after the instruction or announcement appears in the memo three times.

DISCIPLINE FOR STUDENTS WITH DISABILITIES

Student with disabilities who engage in Misbehavior are subject to normal school disciplinary rules and regulations. If a student with disabilities requires particular discipline procedures, they shall be adopted for that student and included in the IEP by the IEP team. If a student with disabilities is suspended or expelled from School, an alternative educational program will be provided. The counselor of each school will be the grievance officer to review discipline of students with disabilities if requested by parents or students over the age of 18 years.

All students with disabilities will have an IEP meeting held when the student has been suspended for five (5) days. When a student has been suspended for ten (10) days, his IEP committee will meet, within three (3) days of the occurrence, to determine placement.

DUE PROCESS

The due process rights of students and parents at Drew Central Schools are as follows:

1. Prior to any suspension, the school principal or his/her designee, shall advise the pupil in question of the particular misconduct of which he or she is accused, as well as the basis for such accusation.

2. The pupil shall be given an opportunity at that time to explain his/her version of the facts to the school principal or his/her designee.

3. Written notice of suspension and the reason(s) for the suspension shall be given to the parent of the pupil.

4. Any person(s), tutor or legal guardian of a pupil or students having a grievance shall have the right to appeal to the superintendent of schools. If they are dissatisfied with the Superintendent's decision, they can appeal to the Drew Central School Board, within five (5) days by writing to President, Drew Central School Board, 440 Highway 83 South, Monticello, AR 71655. The school board will meet within ten days of receipt of the request for appeal.

CORPORAL PUNISHMENT

(Act 333 or 1995)

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

Corporal punishment can be administered according to the following procedures:

1. It may be used only after other alternatives, including but not limited to counseling, have failed or in unusual circumstances.
2. It will be administered in the presence of an administrator.
3. It will not be administered in the presence of other students, with malice or anger or in excess.
4. Before corporal punishment is administered, the student should be advised of the rule of infraction for which the student is being punished in the presence of the witness. If the student claims innocence, the certified employee will permit the student to state his/her position. School officials are not to be required to conduct formal hearings prior to corporal punishment.
5. Refusal to take corporal punishment may result in suspension or other disciplinary measures. A parent/guardian may petition the school to withhold administration of corporal punishment to a student. A form for this purpose is available in the Principal's office. This form, properly signed by the

parent/guardian, shall be placed in the student's record file in the office.

6. A written report will be made to the principal of all corporal punishment administered.

DETENTION HALL

Several means of discipline should be tried before assigning a student to detention hall. Examples are additional work, student conference, parent conference, etc. If a student's behavior is severe enough to warrant detention hall, before these actions can be used, the parent should be notified by the person assigning the detention hall. Students assigned to detention hall will report to the study hall room as soon as their class is dismissed for lunch. They will remain in detention hall until the bell rings for the fifth period.

The person in charge of detention hall will bring lunch from the lunchroom for students assigned to detention hall. No lunches will be brought from the lunchroom by anyone else, however, a student may bring lunch from home. A student assigned to detention hall must notify the person in charge before the tardy bell third period if they want lunch from the lunchroom. The student must provide a lunch ticket to the person in charge at the time of the request for lunch. All lunches will be served with white milk. Tea or cokes will not be served with the lunches.

Teachers assigning a student 3 times within a nine week period will hold a mandatory parent and student conference each time this occurs.

Teachers assigning students to detention hall must provide a work assignment for each student. Teachers should require the student to turn in this assignment to the detention hall keeper. Teachers are to notify students of detention hall assignments and turn in a list of students assigned to detention hall to the principal's office by the end of each day. Each morning, a list of students assigned to detention hall that

day will be published in the memo. Teachers should also record the reason for the student assignment to detention hall on the list sent to the office.

The following penalties will occur if a student fails to report to detention hall:

1. The first time a student fails to report to detention hall, they will receive three (3) days In School Suspension.

Assignment to In-School Suspension for failure to report to Detention Hall will not remove the obligation of the student to serve the Detention Hall assignment.

2. The second time a student fails to report to detention hall, they will be assigned to In School Suspension.

3. A student showing up late for detention hall or is disruptive in detention hall will serve that day plus one extra day in detention hall. Late will be defined as 5 minutes after the Tardy Bell.

The person in charge of the detention hall will keep accurate records of students in detention hall. The time of arrival for students and their assignments should be recorded by their name. Any student on the list for detention hall that fails to report should have their name turned in to the principal's office before the start of the sixth period. A certified letter will be sent to parents when a child is suspended.

The person in charge of detention hall will also report to the principal's office the names of any students required to serve an extra day in detention hall because of tardiness or disruption during detention hall. The principal or person in charge of detention hall will write up a set of conduct rules for detention hall. Each student entering detention hall will be asked to read the rules. Any student absent on the day of assignment to detention hall will serve the day on their first day back to school.

Due to detention hall being a punishment, there will be an assignment. If the student does not bring pencil, paper and book (if assigned), they will be excused that day and will serve the following two days. Any student having to

be called down two times during one day in detention hall will be sent to the office, parents will be notified. The student will serve two days unless the principal rules otherwise.

When a student is assigned to detention hall a third time, his/her parents or guardian will be notified. After a student has served three times, his/her parents or guardian will be notified, and a meeting with the principal and teachers will be held. When a student is assigned to detention hall for five (5) times during a semester, he/she will be assigned to In School Suspension. For each subsequent five (5) detention hall assignments, a student will be assigned to In School Suspension school.

IN SCHOOL SUSPENSION (ISS)

The purpose of In School Suspension is to provide an opportunity for the student to re evaluate his/her role as a student. The In School Suspension is a structured environment using the "merit" system. If the student follows the rules of In School Suspension, that student will "merit" the right to return to the regular classroom after the original assignment has been completed. The assignment to In School Suspension can and will be extended if the student's conduct is not satisfactory.

A student may be assigned to In School Suspension only three (3) times during any single semester and only four (4) times during the entire school year. The first In School Suspension assignment will be for a minimum of three (3) days. The second assignment will be for a minimum of five (5) days. The third and fourth assignments will be for a minimum of ten (10) days. Assignments may be extended due to the seriousness of the violation. Any student qualifying for In School Suspension four (4) times during any single semester or five (5) times during the school year will be recommended for Alternative Learning Environment, School Within A School, or Expulsion.

Each day missed of an In School Suspension assignment due to excused or unexcused absences must be made up. Unexcused absences will result in making the day up and serving one extra day for each unexcused absence. An absence will be excused by a note from a doctor's office if the note is received the day the student returns to school. If a student is sick but does not go to the doctor, the absence will be excused only if a parent/guardian calls the principal's office the day the absence occurs and confirms that the student is home sick.

While assigned to In School Suspension, a student may not participate in or attend any school activities involving Drew Central Schools at home or away. If a student attempts to do so, he/she will be asked to leave and will be assigned one extra day of In School Suspension.

If a student transfers to another school district before completing his/her In School Suspension assignment, that student will be required to complete the assignment before returning to regular classes at Drew Central.

Total cooperation from each student assigned to In School Suspension will be expected. Failure to report to In School Suspension when assigned may result in a recommendation for expulsion from school. Insubordination or disrespectful behavior will not be tolerated. If it is necessary to remove a student from Alternative Learning Environment before he/she completes In School Suspension, he/she will be recommended to the Drew Central school board for expulsion.

A copy of the rules of operation will be given to the student the first day of the In School Suspension assignment. Refusal to comply with these rules will result in extra days added to the original assignment. The first and second incidents of unsatisfactory conduct will result in one extra day added to the original assignment. The third incident of unsatisfactory conduct will require a conference with a parent/guardian, the

Student, the In School Suspension director and the principal. The student will not return to school until a parent/guardian is able to come in for a conference. Parents will be informed that a fourth incident of unsatisfactory conduct will result in a recommendation for expulsion or Assignment to the School Within A School Program.

SUSPENSION

State laws and State Board of Education regulations permit local school officials to suspend students who are unwilling to behave in an acceptable manner and fail to abide by district attendance policies. Due process must be provided.

Suspension Procedure:

A. The principal of any school or designee is authorized to suspend students from school for disciplinary reasons up to ten school days, including the day upon which the suspension was initially imposed.

B. Prior to such suspension, the principal or designee shall inform the student either orally or in writing about the infraction.

C. If the student denies the charges, the principal shall explain to him/her the evidence which forms a basis of the charges and shall permit the student to present his/her side of the story.

D. Additionally, the parent will be mailed a copy of the suspension and notice which shall include the reasons for the suspension and its duration.

E. When a student has been notified that he/she is suspended from school, he/she may remain away from school premises until the principal or designee reinstates him/her, except that a suspended student may return to the school premises when accompanied by his/her parent or guardian for a student parent principal conference.

F. If, in the conference, no decision is reached by the principal for reinstatement

of the student or if any suspended student or his/her parent or guardian (when the student is a minor) requests a hearing before the superintendent, the principal or designee shall extend the suspension of the student and shall furnish the Superintendent of schools with a full report on the suspension within a period of five days from the request.

G. The superintendent of schools or designee shall have the authority to revoke, terminate or otherwise modify the suspension and will notify the principal and parents of his actions within five days of receipt of the principal's report.

H. Notwithstanding the policy concerning suspension and expulsion, students may be suspended indefinitely without notice, hearing and the other rights provided herein having been first given if the school is undergoing a violent upheaval or if orderly educational processes have otherwise been substantially disrupted. This would apply only in rare instances such as riots or where emergency circumstances make it unreasonable for the administration and board to consider the case within the usual time. In all such cases, notices, hearing and other rights shall be provided in accordance with the normal provisions at the earliest practical date after order is restored.

I. Students will NOT be allowed to make up work following a school-imposed suspension.

EXPULSION

A. The principal of a school may recommend that a student be expelled from school with loss of credit. A written recommendation to the superintendent shall include a statement of charge against the student.

B. If the superintendent concurs with recommendation, he/she shall schedule a hearing before the school board.

C. The school board may expel a student for the remainder of the semester, for the remainder of the school year or permanently for conduct which

seems to be of such seriousness as to make a suspension inappropriate where it finds that the student's continued attendance at school would be unacceptably disruptive to the educational program.

D. In every case of a hearing held by the school board regarding the expulsion of a student, the president of the board, or in his/her absence, another member selected by the board shall preside at the hearing. The student shall be entitled to representation by a lawyer or lay counsel.

E. The superintendent or designee shall present evidence and may present witnesses or statements of those persons who have personal knowledge of the events or circumstances which give rise to the expulsion recommendation at the hearing.

F. The student or representative may then present witnesses or statements by witnesses with personal knowledge of events or circumstances relevant to the issues.

G. During the course of the hearing, if the board determines that the credibility of any of the witnesses is at issue, it will permit cross examination by the student, the superintendent or their representatives of those witnesses whose credibility has become an issue.

H. Cross examination will be limited to the question or questions on which the credibility of the witness has become an issue.

I. The student may observe all evidence offered against him/her.

J. Members of the board may question any witness.

K. At the conclusion of the hearing, the board may discuss the matter and dispose of it by vote.

L. If the board does not expel the pupil with loss of credit, it may impose less severe disciplinary actions, such as long term suspension, which may be with or without opportunity for make up of school work. The board shall briefly state its

findings in writing within ten days after the hearing.

M. The school administration has the responsibility to present the evidence to the board and the administration is entitled to open and conclude the hearings.

N. The president of the board or the presiding officer has the authority to limit unproductively long or irrelevant questioning by non board members.

GROUP HEARINGS FOR SUSPENSION OR EXPULSION

When two or more students are charged with violating the same rule and have acted in concert and the facts are basically the same for all such students, a single hearing may be conducted for them if the president of the board believes the following conditions exist:

1. A group hearing will not result in confusion.
2. No student will have his/her interest substantially prejudiced by group hearing. If, during the hearing, the president finds that a student's interest will be substantially prejudiced by the group hearing, a separate hearing may be ordered for the student.

ALTERNATIVE LEARNING ENVIRONMENT

The Drew Central Alternative Learning Environment is an educational setting which offers nontraditional/flexible instructional methods that enable all students to participate in the education process. The nontraditional/flexible instructional methods used by the Alternative Learning Environment include, but are not limited to, flexible time frames, variable credit delivery systems, applied learning, integrated curriculum, and work-based learning. It is essential that students are highly motivated and capable of working independently.

SCHOOL WITHIN A SCHOOL (BOOT CAMP)

The Drew County School Within A School program (SWAS) is designed to continue educational service to students who would otherwise lose academic opportunity due to out of school suspension or expulsion. Placement there is mandatory to complete before returning to Drew Central. This program administrated by resource police officers with military background allows the student to maintain academic credit while learning personal discipline and leadership skills. The School Within A School is maintained through joint effort of the Drew Central Public Schools, Monticello Public Schools, Arkansas Juvenile Justice System, and the Arkansas Department of Human Services.

TITLE IX POLICY

It is the policy of the Drew Central School District not to discriminate on the basis of sex or race in the educational program, activities or employment policies as requested by Title IX of the 1972 Educational Amendments. Inquiries regarding compliance with Title IX may be directed to:

Mike Johnston
440 Highway 83
South, Monticello, AR 71655,
Phone 367-0133,
Or

The director of the Office of Civil Rights, Department of Health, Education and Welfare, Washington, D.C.

Grievances concerning sex discrimination in the Drew Central School District shall be presented in writing to Mike Johnston, at the above address. The complaint shall contain the reason for the grievance and the name of the person against whom allegations of discrimination are made. All persons involved in the complaint will be notified

within five (5) days from the date of the complaint and action taken within ten (10) days to dispose of the complaint.

Any person not satisfied with the disposition of complaints may file an appeal in writing within five (5) days to President, Drew Central School Board, 440 Highway 83 South, Monticello, AR 71655. Adopted 1996.

NONDISCRIMINATORY POLICY NOTIFICATION

It is the policy of the Drew Central School District to provide equal opportunities without regard to race, color, national origin, sex, age, qualified handicap or veteran in its educational programs and activities. This includes, but is not limited to, admissions, educational services, financial aid and employment. Inquiries concerning application of this policy may be referred to:

Mike Johnston Equity Coordinator
440 Highway 83 South
Monticello, AR 71655
Phone: 367-0133

SCHOOL BOARD

Mike Pennington, President
Brandon Satterlee, Vice-President
Miyoshi Smith, Secretary
Rene' Knowles, Member
Curley Jackson, Member

HIGH SCHOOL HANDBOOK POLICY COMMITTEE

Frank Ferguson, Principal
Miyoshi Smith, School Board
Barbie Eubanks, Teacher
Angel Mathews, Teacher

Cathy Edmonds, Counselor
Susan Frost, Counselor
Carol Moore, Parent
Susan Davis, Parent
Amanda Moore, Student
Darren James, Student

DREW CENTRAL SCHOOLS - ADDRESS AND TELEPHONE NUMBERS

Mailing Address: Drew Central School
440 Highway 83 South
Monticello, AR 71655

Internet Address:

<http://www.drewcentral.org>

Telephones Numbers (Area Code 870):

Elementary Counselor 367-8285

Elementary School 367-6893,
367-6894

Asst. Elem. Principal 367-5235

Gym & Cafeteria 367-6011

High School Counselor 367-5511

Senior High School 367-6076

Superintendent 367-5369

Red Brick Elementary 367-3545

Vocational Building 367-8411

Bus Shop 367-3266

DAILY SCHEDULE

First Bell to Report to Class 7:45

HOMEROOM 7:52-8:05

1st PERIOD CLASS 8:05-8:50

2nd PERIOD CLASS 8:55-9:40

3rd PERIOD CLASS 9:45-10:30

4th PERIOD CLASS 10:35-11:20

5th PERIOD CLASS 11:25-12:10

LUNCH 12:10-12:40

6th PERIOD CLASS 12:45-1:30

7th PERIOD CLASS 1:35-2:25

8th PERIOD CLASS 2:30-3:15

SCHOOL CALENDAR 2009-2010

August 10-13 Professional Development
August 17 Open House 6-8:00 p.m.
August 19 First Day of School
September 7 Labor Day Holiday
September 25 End of 4-weeks Grading Period
October 1 Parent/Teacher Conferences 3:30 p.m.- 8:00 p.m.
October 2 Professional Development Day (No students)
October 23 End of 9 Week Grading Period
October 29 Issue Report Cards
November 5 Professional Development Day (No students)
November 6 School Closed for AEA Conferences
November 20 End of 4-week Grading Period
Nov. 25-27 Thanksgiving Holiday
December 3 Issue Progress Reports
December 18 End of First Semester
Dec. 21-Jan 1 Christmas Break
January 4 Return to School
January 7 Issue Report Cards
January 18 School Closed fro MLK Day
January 19-20 Mid-Year EOC Algebra I EOC Exam
January 21-22 Mid-Year EOC Geometry Exam
January 26 NAEP Test for Seniors
February 5 End of 4-week Grading Period
February 11 Parent/Teacher Conferences 3:30 p.m.- 8:00 p.m.
February 12 Professional Development Day (No students)
February 15 School Closed for President's Day
March 9-10 Junior Literacy Exam
March 12 End of 9-weeks Grading Period
March 22-26 Spring Break
April 10 Junior/Senior Prom
April 7th Grade NRT Exam
April 13-17 Benchmark Exams Grades 3-8
April 20-21 EOC Geometry Exam
April 22-23 EOC Algebra I Exam

April 23 End pf 4-week Grading Period
April 27-28 EOC Biology Exam
April 29 Issue Progress Reports
May 5 Algebra II Exam
May 10 Professional Development Day (No students)
SENIOR PROJECT BOARDS
May 18 Graduation 8:00 p.m.
May 21 High School Field Day
May 27-28 Semester Exams
June 2 Last Day of School for students
June 3 Professional Development Day (No students)

HIGH SCHOOL FACULTY/STAFF

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MAT UAM

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Mark Andrews, Technology
Coordinator

Valeria Carr, Custodian

Fran Colbert, Discipline Records

Joyce Darrough, Custodian

Tara Lee, Computer Lab Supervisor

Nancy McKeown, Principal's Secretary

Bette Jo Paul, Counselor Secretary

Phyllis Roper, Custodian

Gertie Sawyer, Custodian

Lakiesha Suber, CIV Facilitator