

# PERRY CENTRAL

## JR./SR. HIGH SCHOOL

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### Perry Central Junior/Senior High School Administration

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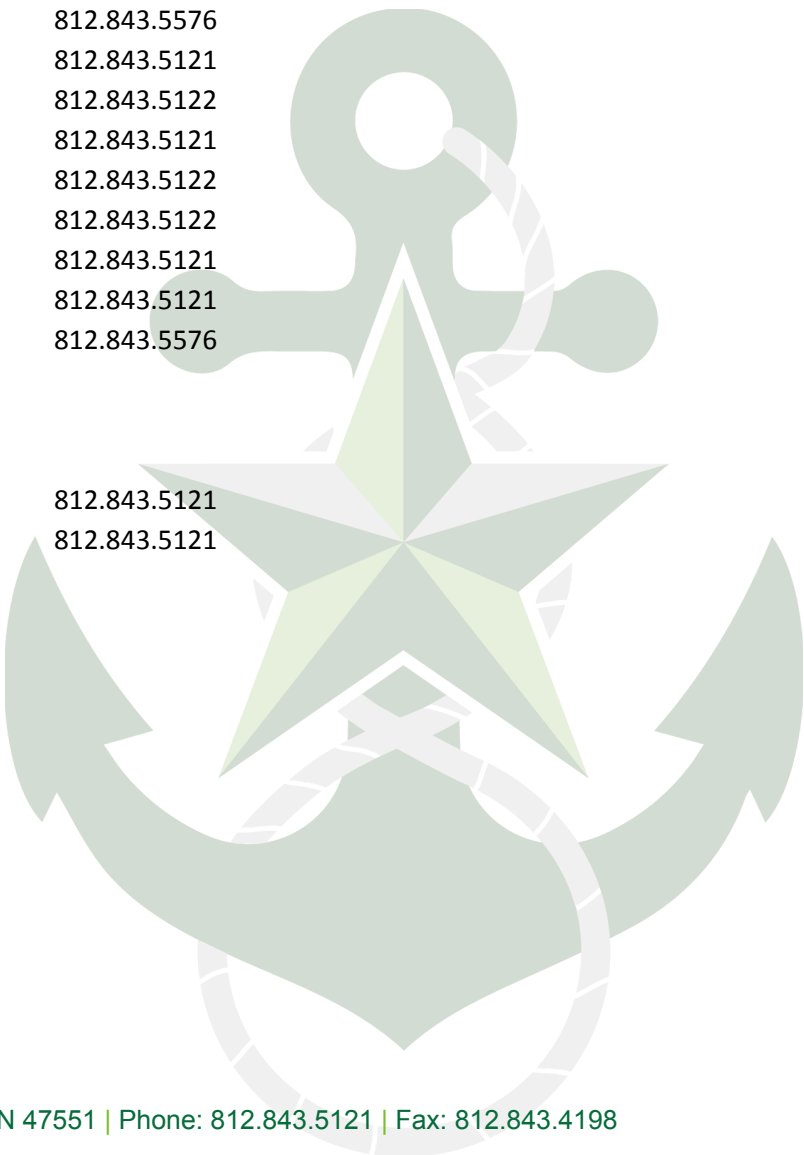
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## MISSION & VISION STATEMENTS

### PERRY CENTRAL SCHOOL CORPORATION MISSION

Building tomorrow's potential...today.

### PERRY CENTRAL SCHOOL CORPORATION VISION

Perry Central is a school where the teachers nurture and the community encourages student success as we become a 90/90/90 corporation:

- 90% or more reading at grade level
- 90% or higher success in state testing
- 90% or more graduate career and/or postsecondary ready

### CLASS SCHEDULE

Period 1	7:55 to 8:43
Period 2	8:48 to 9:36
Period 3	9:41 to 10:29
WIN	10:34 to 10:59
Period 4	11:04 to 11:52
Lunch (7-12)	11:52 to 12:22
Period 5	12:27 to 1:15
Period 6	1:20 to 2:08
Period 7	2:13 to 3:01

### ACCIDENT/ILLNESS

Should you become ill or suffer an injury while at school, request permission from the teacher in charge and report directly to the Health Office, located across from the main office. The school nurse will contact parents/guardians if illness or injury warrants. The school nurse is available every school day to administer aid to the students. In order for a student to go home ill, the school nurse or an administrator will call. A student is not allowed to call home unless given permission.

### MEDICATION POLICY

If your child must take medication at school, an annual permission form must be signed and placed on file at the health office. The medication must be kept at the health office and must also be dispensed there by a school nurse or other trained personnel. Students are not allowed to keep medication with them at school.

#### Over the Counter Medication

1. Medication must be in the original container with recommended dosage amounts, dosage times, and other instructions on the label. To give a higher dose than recommended for age or to give more frequently than recommended requires a physician statement.
2. A consent form should accompany medication signed and dated by the parent stating the dose and time to be given.

#### Prescription Medication

1. Must be in the original container with a prescription label stating the child's name, drug identity, dosage instructions, doctor's name and prescription date.
2. The prescription must be current.

***For the safety of your child, medication that does not meet these requirements will not be given to your child.***

## **GENERAL INFORMATION**

### **BOOK RENTAL**

Textbooks must be rented, and these rentals are made according to a regular rental schedule at the beginning of the school year. Each student is responsible for the books issued to him/her. If books are lost or damaged, a charge will be assessed.

### **BUS REGULATIONS**

Riding the bus to and from school is an extension of the school day and students who ride the bus must adhere to all school rules and regulations as observed by Chapter 303, Indiana Acts, School Bus Safety. Students who choose to violate bus riding rules and regulations will face disciplinary action that could result in the loss of the riding privilege.

### **CLOSED CAMPUS**

Students coming on campus in the morning are to remain in the school building for the rest of the school day. Students are not allowed in the parking lot areas. Permission from the office must be obtained before a student may leave the school grounds during the school day.

### **SCHOOL CLOSING / SCHOOL DELAY / DISSEMINATION OF INFORMATION**

Perry Central uses a phone service provided by School Reach. This service attempts to call the available numbers cataloged in our database (Skyward) to contact staff and guardians in case of a delay/closing/emergency. To receive text notifications, text Y to 67587. This service may also be used for more mundane information conveyance such as lunch account balances, attendance notices, sporting events, etc.

Other means of dissemination: radio stations WTCJ-Tell City; WKCM-Hawesville; WBKR-Owensboro; WITZ-Jasper; WBDC-Huntingburg and TV Stations WAVE-Channel 3 Louisville and WTVW-Channel 7 Evansville.

### **DIRECTORY INFORMATION**

The Board designates as student "directory information": a student's name; address; telephone number; photograph; date and place of birth; major field of study; participation in officially recognized activities and sports; height and weight, if a member of an athletic team; dates of attendance; date of graduation; awards received; or listing on an honor roll; scholarships.

Parents and eligible students may refuse to allow the Corporation to disclose any or all of such "directory information" upon written notification to the Corporation within fifteen (15) days after receipt of the Superintendent's annual public notice. This notice is released annually on the first day of school in the student handbook and on the Perry Central website.

## **PERRY CENTRAL COMMUNITY SCHOOL CORPORATION ATTENDANCE POLICY**

If your child will be absent from school, please call the office to report the absence by 9:00 a.m. on the day they will miss school. If your child is absent and we have not received a phone call from a parent or guardian, we will make every effort to phone home and/or work to communicate the absence to parents. If a student misses more than 8 days of school, for the school year, for an unexcused absence or a parental request absence, then he or she may be referred to the County Attendance Review Panel at the Perry County Courthouse.

### **Absence Definitions:**

- Excused Absence — an absence that is excused by a doctor's note or by one of the school nurses for a medical reason, a death in the family, funerals, court dates, serving as a page in the General Assembly, school related field trips, or working the polls on Election Day. Doctors' excuses must be submitted to the office within 2 days of the absence. These days do not count toward the 8 days allowed per year. A student will be allowed to make-up work missed during this time.
- Parent Request Absence — an absence that is permitted by a parent for a trip, a college visit, a vacation, or whatever purpose requested by a parent or guardian. These days count as part of the 8 days allowed per year. A student will be allowed to make-up work missed during this time.
- Unexcused Absence — an absence that is not permitted by a parent or the school, including truancy from school. These days also count as part of the 8 days allowed per year. A student may receive a grade of 0 (zero) for work missed during an unexcused absence.
- Out-of-School Suspension – an excused absence. Students will complete all work missed for full credit. The administration and classroom teachers will determine the method and placement by which work is completed.

### **ATTENDANCE POLICY**

Students who miss more than EIGHT (8) sessions of a specific class may be referred to the County Attendance Review Panel at the Perry County Courthouse. After four (4) absences from any class, the parent(s)/ guardian(s) will be notified. Parents will be contacted either by telephone or letter concerning excessive absences. At that time, a time recovery plan may be discussed. The goal of the attendance policy is to get students to school. A variety of measures may be used if attendance becomes an issue. These measures include the following: time recovery, after-school AEA, Saturday School, parent conferences, referral to the County Attendance Review Panel, referral to Child Protective Services, or referral to the Bureau of Motor Vehicles. Other actions may be taken if deemed necessary and appropriate by the administration. Perry Central Jr-Sr High school is required to adhere to the following Indiana codes:

1. If the student meets the definition of a habitual truant (a student who has been absent ten (10) days or more from school within a school year without being excused or without being absent under a parental request that has been filed with the school):
  - a. the Superintendent or Corporation attendance officer is required to report the student to an intake officer of the juvenile court or DCS in accordance with I.C. 20-33-2-25
  - b. the juvenile court may determine that the student is committing a delinquent act as provided under I.C. 31-37-2-3; and
  - c. the student's parent may be subject to prosecution under I.C. 35-46-1-4.

### **ATTENDANCE AWARDS**

Perfect Attendance Awards will be given to those students who attend every period of every day. Outstanding Attendance Awards will be given to those students who are here a portion of every day and to those whose total absences do not exceed 15 periods and not more than 3 absences in any particular class.

## TRUANCY AND HABITUAL TRUANCY

Absence without the knowledge of school or parent is a gross violation of school policy. Any student who leaves school without permission or authorization by the school shall be considered truant. Any student that "skips" class and remains in the building or on the grounds shall also be considered truant. Students who are considered truant will be referred to the office and an appropriate consequence will be used.

\*The penalty for a first offense or any offense could be greater depending upon the severity of the situation and the findings of an administrative investigation.

\*Any further truancies could fall under state statute of a Habitual Truant and could be dealt with according to law. Further truancies could also result in additional AEA assignment, suspension, or expulsion. The school could request a parent conference at any time.

## TARDINESS

Each teacher will record accurately ALL tardies for students in their respective classes. **Excused** office or teacher passes admitting a student late will not be counted as a tardy in that class. This must be a written pass. Students reporting late to school will sign in at the office and receive a pass to class. It is the student's responsibility to attend classes on time. If a problem exists causing the tardy, please see an administrator.

## TARDY SYSTEM

1<sup>st</sup> Tardy - Teacher Warning

2<sup>nd</sup> Tardy - Teacher Warning

3<sup>rd</sup> Tardy - 1 Noon AEA

+4<sup>th</sup> Tardy - Referral to the Office

\*The penalty for a first offense or any offense could be greater depending upon the severity of the situation and the findings of an administrative investigation.

\*Any further tardies could result in due process. When a student has accumulated a total tardiness of 4 in all classes, a Parent Conference will be scheduled.

## DRESS CODE

At Perry Central Junior-Senior High School, we believe in fostering an inclusive and respectful learning environment where all students can thrive. Our dress code policy aims to promote individual expression while maintaining a safe and inclusive atmosphere for everyone. We believe that students should have the freedom to choose clothing that fits their personal comfort and cultural practices within the broad guidelines of modesty. We appreciate the partnership of students, parents, and staff in upholding these principles.

General Guidelines:

- A. All students are expected to dress in a manner that is safe, comfortable, and appropriate for the learning environment that does not cause a distraction or disruption to the educational process.
- B. Clothing should adequately cover essential areas of the body, including chest, back, torso, and undergarments.
- C. Clothing should not promote violence, hate speech, discrimination, or any form of harassment.
- D. Clothing should not display or promote the use of alcohol, drugs, tobacco or any illegal drug.
- E. Clothing should not display explicit or offensive content, including profanity, nudity or violence.
- F. Headgear, such as hats, caps, or religious head coverings, may be worn indoors unless it obstructs others' view or poses a safety concern.

All students have the right to choose their own clothing and express their individuality within the boundaries of this policy.

## **DRIVING & PARKING LOT REGULATIONS**

Student parking is located on the East side parking lot. The following rules must be obeyed:

1. Students are to enter the school building immediately after parking and are NOT to leave until the school day ends.
2. Drivers should wait for buses to leave school grounds. Buses always have the Right of Way.
3. Speed is NOT to exceed 15 mph on school grounds.
4. Students are not to enter or leave the parking lot smoking tobacco products or e-cigarettes.
5. The school assumes NO responsibility for theft or damage.
6. Students can lose driving privileges to Perry Central if they display the use of dangerous and unsafe driving habits.
7. Vehicles are to be parked in the marked parking areas only in between the marked lines. Students are not allowed to park off the pavement or in the faculty/staff parking area.
8. Students will refrain from excessive noise in the parking lot (ex. racing engines, honking horns, etc.) and any other actions that could create a safety issue.
9. Failure to follow the regulations could result in loss of driving or riding privileges, ticket issued by law enforcement, or vehicle being towed.

## **STUDENT COMMONS AREA**

Students may meet in the Commons Area prior to the start of school. Breakfast will be served there daily. Students eating breakfast are encouraged to report to the Commons Area in enough time to finish eating before school starts.

## **STUDENT PASSES**

Students traversing campus during the school day other than during designated period breaks should have a pass from a staff member. Failure to produce a pass or permission is considered skipping class or being in an undesignated area and may result in disciplinary action.

## **SUPERVISION**

Since the school is for the safety and welfare of students, students are not to use the facilities and/or equipment without direct supervision by a member of the school staff. This includes all after-school activities using school facilities and materials.

## **VISITORS**

All visitors should report to the main office and pick up a visitor pass and register. Students may not bring outside student visitors without prior approval from the high school office.

## **MONEY AND VALUABLES**

It is the responsibility of the student to care for and keep track of any money or valuables (cell phones, iPods, tablets, cameras, etc.) brought to school. Perry Central will assume NO responsibility for items lost or stolen.

## **ALTERNATIVE EDUCATION ASSIGNMENT (AEA) AND SUSPENSION POLICY**

**Lunch Detention:** Students are denied lunchroom privileges and eat in a separated, supervised area during lunch time. Students are released to lunch a minute or two early to get their trays and report to Lunch Detention in a timely manner.

**Saturday School:** Students are assigned a Saturday morning in a designated area with supervision. Students are expected to utilize appropriate study materials. Students are responsible for their own transportation. Saturday School will begin at 8:00 a.m. and end at 11:00 a.m. Students should report to school no later than 7:55 a.m. Doors will be locked at 8:10. A parent or guardian for reasons such as personal illness or death in the family may reschedule Saturday

School. Students will not be allowed to initiate rescheduling. The final determination will be made by the building administration. Failure to appear at Saturday School will result in assignment of additional Saturday School, suspension, or expulsion.

**After-School AEA:** Students are assigned after-school AEA in the afternoon from 3:00–4:00 p.m. Students are expected to utilize appropriate study materials. Students are responsible for arranging their own transportation. A parent or guardian for reasons such as personal illness or a death in the family may reschedule after-school AEA. Students will not be allowed to initiate rescheduling. The final determination will be made by the building administration. Failure to appear for after-school AEA will result in assignment of additional AEA assignment, Saturday School, or suspension.

**In-School AEA:** Students are assigned to a supervised area during regular school hours. Students must make up all work during the day or days of his/her AEA. All work will be turned in to the office at the end of the day. Teachers are responsible for reporting required work to the AEA supervisor. Students will not be given a choice from the menu on days they are assigned to in-school AEA.

**Out-of-Class AEA:** Students are removed from an individual class and assigned to a supervised area. Students must complete all work during the day or days of the AEA. Work should be returned to the office at the end of the day. Teachers are responsible for reporting required work to the AEA supervisor.

**Out-of-School Suspension:** Students who receive an Out-of-School Suspension are suspended from all school activities during and after school, including all extra-curricular activities. Students will receive excused absences for these days. Students will complete all work missed for full credit. The administration and classroom teachers will determine the method and placement by which work is completed.

### **CELL PHONES AND ELECTRONIC DEVICES**

Cell phones and other electronic devices may be used by students during passing periods and lunch. They must be put away and out of sight upon entering a classroom. Internet usage on personal devices must be via the corporation Internet filter. Possessing or using an electronic device (e.g. cellular phone, tablet computer, pager, digital camera, electronic equipment) in a manner which constitutes an interference with a school purpose or educational function, an invasion of privacy, or an act of academic dishonesty, or is profane, indecent, or obscene is prohibited. In addition to being disciplined, students who use an electronic device in a manner which is inconsistent with this rule may have the device confiscated by school administration. Such devices will be returned to the parent.

### **ACCEPTABLE USE POLICY (AUP) FOR TECHNOLOGY**

The computers, networks, and systems are the property of the corporation, and all computer software and hardware belong to it. Therefore, the district retains the right to monitor all access to and use of the Internet, e-mail, computers, and network. The system is designed to keep a record of all activity on and off the Internet, and this information is also corporation property. It is important for all users to understand that no use of the Internet or e-mail can ever be guaranteed to be private. The AUP can be found on the school's website detailing the restrictions, rights, and other criteria for users.

### **CHILD EXPLOITATION AND PORNOGRAPHY**

Those sending, sharing, viewing, or possessing pictures, text messages, e-mails, or other material of a sexual nature in electronic or any other form, including the contents of a cell phone or other electronic device are subject to Indiana's child exploitation and pornography laws. Any substantiated occurrences will be reported to the Department of Child Services and law enforcement officials. School disciplinary procedures may also ensue.

## **BEING IN NON-DESIGNATED AREAS**

Students should not be in the parking lot during the day without written permission. Students should remain in the cafeteria during lunch periods unless they receive written permission to leave the cafeteria. Students found in non-designated areas will be referred to the office and an appropriate consequence will be used.

\*The penalty for a first offense or any offense could be greater depending upon the severity of the situation and the findings of an administrative investigation.

\*Further violations could result in additional AEA assignment, suspension, or expulsion. The school could request a parent conference at any time.

## **STUDENT BEHAVIOR**

The purpose of our school is to provide the best possible educational environment for the students in our community. Because education is a cooperative effort where teachers and pupils are brought together so that learning may take place, an environment that permits order and efficiency must be provided. School rules apply going to and from school, at school, on school property, at school-sponsored events, and on school transportation. The rules you are about to read are in addition to our broad, discretionary authority to maintain safety, order, and discipline. These rules support, but do not limit, our authority. Any administrator or teacher will be authorized to take appropriate action in connection with student behavior. The following rules define student misconduct and/or substantial disobedience for which a student may face disciplinary action including suspension or expulsion:

1. Disruption of school functions/activities (Student walkout IC 20-8.1-5.1)
2. Participation in any unlawful activity
3. Causing or attempting to cause damage to school property, stealing or attempting to steal school property
4. Causing or attempting to cause damage to private property, stealing or attempting to steal private property
5. Possession of a firearm or dangerous weapons (Indiana Code and Perry Central policy will be followed)
6. Assault on a school employee, student, or staff
7. Possession, use, distribution, sale, intent to sell, or purchase of narcotics, drug paraphernalia, alcoholic beverages, depressants, stimulant drugs, look-alike drugs, or any item that is portrayed as a drug
8. Possession or use of laser pointers or similar devices (items will be confiscated)
9. Disrespect toward faculty or staff members
10. Possession and/or use of tobacco products or e-cigarettes
11. Disruption of a classroom
12. Violation or repeated violation of school rules/regulations or standards of conduct
13. Public Displays of Affection such as kissing, hugging, and embracing
14. Failing to follow the directions of administrators, teachers, or staff
15. Failing to completely and truthfully respond to questions from a staff member regarding school-related matters including potential violations of the student conduct rules or state or federal law
16. Threatening or intimidating any person for any purpose, including obtaining money or anything of value. Threatening (whether specific or general in nature) injury to persons or damage to property, regardless of whether there is a present ability to commit the act.
17. Habitual truancy
18. Engaging in violence and/or threat of violence against any student, staff member, and/or other persons
19. Causing or attempting to cause physical injury or behaving in such a way as could reasonably cause physical injury to any person
20. Bullying
21. Students in non-designated areas
22. Engaging in speech or conduct, including clothing, drawings or depictions, that is profane, indecent, lewd, vulgar, or refers to drugs, tobacco, alcohol, sex, or illegal activity
23. Computer hacking, tampering, or vandalizing and improper computer usage

24. Taking, recording, displaying and/or distributing pictures (digital or otherwise) without the consent of the student or staff member in a situation not related to a school purpose or educational function
25. Recording audio or video by electronic means on school premises without the permission of the Building Principal or Superintendent prior to the recording
26. "Sexting" or using a cell phone or other personal communication device to possess or send text or email messages containing images reasonably interpreted as indecent or sexual in nature
27. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores
28. Tampering with and/or unauthorized use of security cameras, security systems, and fire alarms
29. Reporting by telephone, in writing, or in person a threat known to be false or tampering
30. Forging a signature or changing dates on any school-related document or presenting any school related document (doctor's note) with a signature known to have been forged
31. Misconduct on a school bus or other school transportation
32. Sexual misconduct – This includes but is not limited to: Indecent exposure, sexual battery, engaging in sexual behavior on school property, and engaging in sexual harassment of a student or staff member

\*The penalty for a first offense or any offense could be greater depending upon the severity of the situation and the findings of an administrative investigation.

\*Any improper behavior or language directed toward faculty, staff, or other school personnel that is deemed inappropriate can result in out-of-school suspension from school for 1–5 days, unless the incident warrants due process of the student.

\*Discipline for the above infractions may include reprimand, student conference, parent conference, probation, noon AEA, after-school AEA, Saturday School, out-of-class AEA, in-school AEA, out-of-school suspension, expulsion, and/or notification of legal authorities.

### **POSSESSION OF FIREARMS/DESTRUCTIVE DEVICES/DEADLY WEAPONS**

Indiana law and Perry Central Board Policy prohibit the possession of firearms/destructive devices/deadly weapons on school grounds. These areas are grounds for expulsion. Indiana Code 20-8.1-5.1-10 and its provisions and requirements will be followed.

### **POSSESSION OF KNIVES**

Students should not have knives at school, on buses, on school grounds, or at school functions. Students with knives may receive 1-3 days In-School AEA for possession of a knife. The punishment may be more severe upon the determination of an administrative investigation. If after this investigation the incident is deemed more severe, the punishment could be additional AEA assignment, suspension, suspension pending expulsion, and/or notification of legal authorities.

### **BULLYING**

Bullying means overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically), physical acts committed, aggression, or any other behaviors, that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student and create for the targeted student an objectively hostile school environment that:

- (1) places the targeted student in reasonable fear of harm to the targeted student's person or property;
- (2) has a substantially detrimental effect on the targeted student's physical or mental health;
- (3) has the effect of substantially interfering with the targeted student's academic performance; or
- (4) has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, and privileges provided by the school.

Bullying behavior toward a student is strictly prohibited and will not be tolerated. State Law gives schools the authority to deter and discipline bullying away from, and not connected to school, when the consequences create a hostile environment at school.

Any student who believes she/he has been or is currently the victim of bullying should immediately report the situation to the building principal, assistant principal, dean of students, or a staff member. All complaints about bullying behavior that may violate this policy shall be promptly investigated. The parents of the alleged perpetrator and the targeted student(s) shall be notified of the reported bullying incidents within five business days of the report of such incidents and on a regular, periodic basis of the progress and the findings of the investigation and of any remedial action that has been taken. During the investigation, the school's priority will be the safety of the victim. The investigation may include a determination of the severity of the bullying incident(s) and whether the transfer of the alleged perpetrator or victim to another school within the school corporation is warranted. If the investigation finds an instance of bullying behavior has occurred, it will result in prompt and appropriate disciplinary action. This may include up to expulsion.

Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of bullying is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of school policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as bullying. Making intentionally false reports about bullying for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

Educational outreach and training will be provided to school personnel, parents, and students concerning the identification, prevention, and intervention in bullying. Parents will be allowed to review any or all materials used in the school corporation's bullying and/or suicide prevention programs.

### **SCHOOL SPONSORED TRIPS**

Students are expected to follow the school code of conduct while on school sponsored trips. Failure to do so may result in the student not being allowed to attend.

### **FIGHTING OR PROVOKING VIOLENCE**

1<sup>st</sup> Offense: 1-3-Days In-School AEA

2<sup>nd</sup> Offense: 1-3 Days Out-of-School Suspension/Parent Conference

\*Punishment may be less or more severe depending on the disposition of the combatants, the severity of the incident, and the findings of an administrative investigation.

\*Further violations could result in additional AEA assignment, suspension, or expulsion. The school could request a parent conference at any time.

### **GANGS/GANG ACTIVITY**

In keeping with the intent of the Perry Central Community School Board Policy, the following information has been included in the Student Handbook to assure the smooth and safe operation of our schools. Gang related activity will not be permitted in school or at any school related activities. The following items are examples but not an all-inclusive list of what might result in a student receiving AEA, a suspension, or expulsion for gang activity:

1. A student is seen giving gang hand signals
2. A student is seen drawing or has in his/her possession gang symbols
3. A student is seen wearing clothing that indicates gang relations/membership
4. A student threatens or intimidates another student when the threat or intimidation is connected to a gang or gang activity.

## **EXPULSION POLICY**

The principal and assistant principal may suspend a student and recommend expulsion. The student may not participate in any school activity or function during the time of the suspension and expulsion. IC 20-33-8-18, IC 20-33-8-19, and Perry Central Board Policy will be followed during an expulsion.

## **STUDENT DUE PROCESS**

Indiana Code 20-33-8-18 and IC 20-33-8-19 concerning discipline and student conduct involving suspensions, expulsions, exclusion, and pupil rights have been established by the General Assembly. Copies of the entire law will be provided to parents and students upon request. A student carrying less than 4 subjects due to loss of credits by proceedings will not be considered a full-time student and could face due process proceedings.

## **LOSS OF DRIVER'S LICENSE/PERMITS**

Perry Central is required to report to the Indiana BMV certain attendance and discipline related information. This information is FERPA compliant. Under IC 9-24-2-1, a driver's license or a learner's permit may not be issued to an individual less than 18 years of age who meets any of the following conditions:

- 1) Is a habitual truant under IC 20-33-2-11.
- 2) Is under at least a second suspension from school under IC 20-33-8-14 or IC 20-33-8-15.
- 3) Is under an expulsion from school under IC 20-33-8-14, IC 20-33-8-15, or IC 20-33-8-16.
- 4) Is considered a dropout under IC 20-33-2-28.5.

## **SEARCH AND SEIZURE**

Search of a student and his/her possessions, including vehicles, may be conducted at any time the student is under the jurisdiction of the Board of School Trustees, if there is a reasonable suspicion that the student is in violation of law or school rules. A search may also be conducted to protect the safety of others. All searches may be conducted with or without a student's consent.

Students are provided lockers, desks, and other equipment in which to store materials. It should be clearly understood that this equipment is the property of the school and may be searched at any time if there is reasonable suspicion that a student has violated the law or school rules. Locks are to prevent theft, not to prevent searches. The school reserves the right not to return items that have been confiscated.

The Perry Central School Board has a policy in place that allows for the use of drug dogs to search the premises. The school has entered into an agreement with the Indiana State Police and the Branchville Correctional Facility, inviting them to come to our school unannounced to conduct such searches. This process will allow for the most authentic results. If during a search items are found which are in violation of school policy and/or state law, the source will be investigated and the school will adhere to strict consequences for violations.

## **LOCKERS**

Each student will be assigned a locker at the beginning of the first semester. Students are not to change lockers without permission from a building administrator. Each locker will have a built-in combination lock; therefore, all students are responsible for their personal possessions. The school is NOT RESPONSIBLE for any items removed from lockers. Students are not to hang pictures or mark on their lockers. Students are not to tamper with the locks. No food and/or drinks will be allowed in the lockers. Lockers are to be kept clean and free from trash. Students who fail to comply with these requirements may be subject to financial charges and/or disciplinary measures. The school corporation retains the right to inspect lockers to ensure they are being maintained in accordance with school rules/regulations.

## LEAVING THE BUILDING DURING THE SCHOOL DAY

If a student leaves the building for any reason, the building administrator needs to have parent permission by note or by phone. Leaving without this permission is considered truancy. When a student brings a note from parents, it should be presented to the administration before the beginning of school. Your name will then be put on the announcements with the time you are to leave school. Students should sign out in the office, and if returning to the school, should sign back in at the office. Only custodial parents or guardians may pick up a student from school. If someone else is to pick up a student, parents or guardians MUST give permission by a note or a phone call. If you have a planned absence, make arrangements with the office.

## FUND RAISING

Soliciting or fund raising projects from outside organizations must comply with Board Policy 9700.

## ACADEMIC INFORMATION

**Graduation Requirements:** To graduate from Perry Central High School, a student shall successfully complete a minimum of forty (40) credits. Perry Central offers all diploma types recognized by the state. The specific course requirements for each diploma type are available in the Office for parents and students. Any credits obtained through correspondence courses, recovery credit, or alternative schools must be completed and all paperwork submitted to the Office five school days before graduation. In order to participate in Commencement Exercises, a student must meet or surpass the minimum requirements for graduation as set forth by the State of Indiana and Perry Central Community School Corporation and have completed all coursework.

**Student Class Load:** Every student must be enrolled in at least six classes out of a seven period day, except in special cases with administrative approval.

**Withdrawal from Courses:** A student with seven classes may request that one course be dropped and a study hall added. This transaction must take place before the mid-term of the first quarter. Discontinuation after this time will result in receiving a grade of F for the remainder of the semester.

Any request for course changes must be made within the first five days of school. Teacher and parental permission may be required for any course change, especially if the course change alters the diploma track of the student. Any changes requested after this time frame will result in the student receiving a grade of F for the remainder of the semester.

**Auditing Courses:** Students are not allowed to audit courses..

## HONOR ROLL

Distinguished	4.00
Honor Roll	3.99 - 3.50
Honorable Mention	3.49 - 3.15
Nothing Lower Than A - C	

1. Students carrying less than 6 subjects will not be eligible for the Distinguished, Honor Roll, or Honorable Mention, unless the students attend Vocational School.
2. All courses must be a semester in length to count for Honor Roll.

## ADDITIONAL ACADEMIC WORK TIME

Work assigned by Faculty is important and students do not have the opportunity to opt-out of meaningful assignments.

**8<sup>th</sup> Period:** Students who have not completed homework and classroom assignments or who are in need of extra assistance will be assigned to the 8<sup>th</sup> period from 3:00-4:00. Students may also be referred by parents for extra assistance

and/or tutoring. Our common goal is enhanced classroom performance. Parents are responsible for transportation. Evening bus routes do run at 5:30pm to specific locations for parental pickup.

**Learning Lunch:** Students can be assigned by teachers to complete assignments during the student's lunch time. Students will complete assigned work before they are permitted to attend lunches on a regular schedule.

### **INTERSCHOLASTIC SPORTS**

Interscholastic sports schedules are provided for both boys and girls. Perry Central is a member of the Indiana High School Athletic Association and strictly adheres to its rules and regulations. Perry Central is also a member of the Patoka Lake Athletic Conference (PLAC).

### **ACADEMIC ELIGIBILITY FOR ATHLETICS**

**Grades 9-12:** Students participating in IHSAA sponsored events and cheerleaders are only eligible if the student is currently enrolled in at least 70% of the maximum number of full credit subjects available, and the student received a passing grade in 70% of the maximum number of full credit high school subjects available or the equivalent, in the previous grading period. Semester grades supersede grading period grades. (Students must be enrolled in and pass 5 classes at the end of the previous grading period or semester for eligibility)

**Grades 7-8:** Students participating in IHSAA sponsored events and cheerleaders must be enrolled in and pass English, Math, Science, and Social Studies in the previous grading period. Semester grades supersede grading period grades.

### **SMOKING AND/OR POSSESSION OF TOBACCO OR TOBACCO PRODUCT OR E-CIGARETTE AT SCHOOL OR SCHOOL SPONSORED FUNCTION**

Possessing, using, distributing, purchasing, or selling tobacco or nicotine- containing products of any kind or in any form. These products include e- cigarettes, vaping devices, any type of look-alike products or other related products or devices associated with tobacco or nicotine use or electronic nicotine delivery system is prohibited on school grounds by Perry Central school policy. The following rules apply in addition to the possibility of being turned over to police and paying a fine.

First offense: Participation in an after school cessation course. Issued a warning by SRO. Refusal to participate in the course will result in one day of ISS and a citation issued by the SRO.

Second offense: In-school Suspension (ISS) (1 day); citation issued by the SRO

Third offense: Out of School Suspension (OSS); citation issued by the SRO

\*Offenses by minors could be reported to law enforcement officials.

### **DRUGS/ALCOHOL**

Possessing, using, transmitting, or being affected by any controlled substance, prescription drug, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, intoxicant or depressant of any kind, or any paraphernalia used in connection with the listed substances is prohibited on school grounds by Indiana law and Perry Central Board Policy. Also prohibited is the consumption of any of the stated substances immediately before attending school or a school function or event. Low THC Extract products as defined by state law are included in this rule and/or violations of the school corporation administration of medication policy are included in this rule. Possessing, using, or transmitting any substance which is represented to be or looks like a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, stimulant, depressant, or intoxicant of any kind is prohibited on school grounds by Indiana law and Perry Central Board Policy. Possession, use, distribution, sale, intent to sell, or agreeing to purchase any of the stated substances is also prohibited on school grounds by Indiana law and Perry Central Board Policy.

First Offense: Depending upon severity, up to 10 Days Out-of-School Suspension with the possibility of Pending Expulsion and an administrative investigation/Notification of Law Enforcement and Probation Officer.

**PERRY CENTRAL JUNIOR/SENIOR HIGH SCHOOL**  
**DRUG TESTING PROGRAM GUIDELINES**

NEOLA Policy 5530.01

**INTRODUCTION**

The Board of School Trustees of the Perry Central Community School Corporation recognizes that the misuse of drugs/alcohol/tobacco/e-cigarettes is a serious problem with legal, physical, and social implications for the entire community. As the educational institution of this community, the school should strive to prevent substance abuse and help substance abuse users with education, rather than punitive means.

This policy will not affect the policies, practices, or rights of the School Corporation in dealing with drugs/alcohol/tobacco/e-cigarettes handling, possession or use where reasonable suspicion is obtained by means other than random sampling provided herein. Perry Central Community School Corporation also reserves the right to request the parent of any student who exhibits cause for reasonable suspicion of drug/alcohol usage to permit testing, or deny testing to a student and follow current practices as outlined in the Due Process Procedures in the Student Handbook. The policy and program is intended for extra-curricular, students who drive to school and students who volunteer to be part of the drug testing pool.

Perry Central Community School Corporation prohibits the use, possession, concealment, handling, or distribution of any drug or drug paraphernalia at any time on school property or at any school-related event.

Perry Central has a strong commitment to the health, safety, and welfare of its students. The results of the recent *Indiana Prevention Resource Center Survey* of Perry Central High School indicate that education alone is not effective in combating teen substance abuse.

**PURPOSE**

Athletics, extra-curricular activities, and students who drive to school are an integral part of the school system and the community. The recognized value of participation to a student's personal development has given these activities a high priority in the total school program. All students are encouraged to participate in the programs of the school, but the opportunity for such participation is not an absolute right. Rather, it's a privilege offered to students who meet both the scholastic and physical conditions of eligibility. Students involved in activities need to be exemplary in the eyes of the community and other students.

The testing program serves several purposes.

1. Operating as an integral component of the overall physical and mental educational program of Perry Central Jr./Sr. High School
2. Serving as a medical diagnostic aid in disclosing possible drug related problems and providing opportunities for early interdiction.
3. Preventing students from participating in activities, driving to school, while he/she has drug residues in his/her body.

This policy applies to all students of Perry Central Jr./Sr. High School who wish to participate in extracurricular, students who drive to school, and/or volunteers.

Obligation to govern the medical condition of students

Indiana Code 20-8.1-7 sets out health measures to be governed by school officials. Most specifically, IC 20-8.1-7-2 establishes the responsibility of schools to assist children found to be ill or in need of treatment.

## **CONSENT FORM**

Each student shall be provided with a consent form, which must be dated and signed by the student and by a custodial parent or guardian before such student shall be eligible to practice or participate in an extracurricular or drive to school property. By signing the consent form, the student agrees to provide, at any time requested, a urine sample to be tested for drugs, alcohol, and tobacco. The custodial parent(s) or guardian(s) also gives consent for their child to provide the urine sample by signing the form.

In addition to those students who choose to participate in extracurricular, drive to school, the school will also test any student who VOLUNTEERS to participate in the drug testing program as well as students under the age of 18 whose parents wish to have them included in the drug testing program. Such parents must provide the school with their consent to participating in writing.

Once consent is given for testing, it shall be in effect for the remainder of the student's tenure at Perry Central Jr./Sr. High School or until the consenting parent or guardian withdraws their child from the program in writing.

## **FINANCIAL RESPONSIBILITY**

The Perry Central Community School Corporation will pay for all initial random drug tests.

A request on APPEAL for another test on the same specimen of a "positive" urine specimen is the financial responsibility of the student or his/her parent/guardian.

## **TESTING PROCEDURES**

Each student will be assigned a number, and the principal or assistant will maintain one cross-reference list of names and numbers. The selection of students to be tested will be done RANDOMLY on Monday through Saturday throughout the school year. The drug testing company will do the selection of students. They will call with the number selected and the principal/assistant principal will cross reference the numbers selected to the master list.

All students will remain under school supervision until they have produced an adequate, acceptable urine specimen. If a student is unable to produce a specimen, the student will be given a glass of water, or soft drink. If by the end of two hours, the student cannot still produce a specimen the student will be treated as if the test was given and the results were 'positive' for alcohol/drugs.

If it is suspected that tampering or cheating has occurred during the collection, the student will become ineligible for all the extra-curricular, driving to school for the remainder of the school year.

When students' test results are complete, the laboratory will report to the principal the results of each test by the identification numbers on the samples. The specific test results of any test shall not be made known to anyone else other than the student, the student's parent(s) or guardian(s), the principal and/or assistant principal. The fact of testing and the results of testing of any student shall not be made known to any school official other than stated above. The coach, sponsor, and athletic director will be notified of any suspension resulting from a 'positive' test.

If the results of the test are 'positive', that is, if they show drug/alcohol/tobacco residue, the principal will advise the student and the student's parent(s) or guardian(s). At notification either by phone call, letter or personal contact, the student and student's custodial parent(s) or guardian(s) may submit any prescription or other explanation or information which will be considered in determining whether a positive test can be satisfactorily explained. If not, the

parent/guardian will be given names of agencies that can be of help to the child. The principal will also notify the student of any consequences, based on the policies/procedures as outlined in this program.

If tests are conducted by school staff members, the certified laboratory will provide training and directions to those who supervise the testing program, set up the collection environment, and guarantee specimens and supervise the chain-of-custody.

#### Included Activities

Driving to school, all athletics, cheerleading, band, and all extra-curricular activity or team with final judgment of "extra-curricular status" determined by principal.

### CONSEQUENCES

These occurrences listed below are cumulative over the entire years of the student's junior and high school tenure at Perry Central High School. These consequences are not solely within one school year. After the student completes junior high (normally 2 years) the student will enter *high school* resetting the consequences to **zero**. The consequences then accumulate over the entire tenure as a student of Perry Central High School.

Students who are caught using (valid police report or arrest) or having a positive test for drug; alcohol will be suspended from participation in extracurricular activities, and/or drive to school according to the following guidelines:

### EXTRACURRICULAR GUIDELINES FOR DRUGS/ALCOHOL/TOBACCO/E-CIGARETTES

#### First Occurrence

##### Athletic/Cheerleading

The student shall be suspended for a minimum of 20 percent of the contests scheduled for that sport for that school year (e.g. 9 football games x .20 = 1.8 or 2 games; 20 basketball games x .20 = 4 games.) If the suspension falls near enough to the end of a season so that the full penalty of 20 percent of the contests cannot be assessed, the penalty shall carry over to the next sport season in which the athlete participates.

##### Clubs/Activities/Driving

The student will not be allowed to participate/drive for 3 weeks.

#### Second Violation

##### Athletic/Cheerleading

The student, after confirmation of a subsequent violation, shall lose eligibility to participate in all athletic activities for (1) year from date of such confirmation, or

The athlete may elect a probationary period in lieu of the one year suspension, and may re-establish his/her eligibility to participate in athletic activities at Perry Central provided the following terms are met:

- The probationary period will last for one calendar year, the same length as the period of the suspension.
- The athlete shall be suspended from participation an additional 20% as described in the first violation.
- The athlete shall agree to meet regularly with a substance abuse agency for the purpose of becoming and staying free of illicit, mood altering chemicals.

- The Athletic Director/Principal will stay in contact with the substance abuse agency to monitor the student's progress. If the student fails to meet with a substance abuse counselor as required during the probationary period or to fulfill the terms of the probation, the athlete will become ineligible to participate in any athletic activity for the remainder of the original suspension period.

#### Clubs/Activities/Driving

The student will not be allowed to participate/park for 365 days (1 calendar year) or

The student will not be allowed to participate/park for 5 weeks, and receive counseling at the student/parents expense at an agency determined by the school. Complete and attend the counseling program as outlined by the counselor and/or school authorities.

### **Third Occurrence**

#### Athletics/Cheerleading/Extra-Curricular/Driving

After confirmation of the violation, the student will lose eligibility to participate in athletics, extra-curricular activities, and driving to school for the remainder of his/her eligibility while at Perry Central.

### **Other Notes**

- A student under suspension shall be ineligible for participation in matches/games/contests/ associated with the extra-curricular activities of the organization(s). The participant will be allowed to practice.
- Tournaments or double headers held on the same day will count as the number of games/matches played.
- Jamborees or scrimmages will NOT be considered a contest for suspension purposes. An athlete will not be allowed to participate in a jamboree or scrimmage while under suspension.
- For any participant no longer "in season," any suspensions shall carry over to the next normally played sport and the percentage recalculated based on the number of games/matches scheduled.
- Attempts to circumvent this consequence by going out for a sport in which the student does not normally participate will not be tolerated. This rule will be enforced in the sport in which the student does normally participate.

*Approved: July 15, 2024*