

CHICKASAW ACADEMY

Interim Director
Mary Jackson

Handbook Committee

Mary Jackson.....	Interim Director
Cassandra Pearson.....	Teacher
Michelle Walling.....	Teacher
Audrey Parker	Counselor
Amarion Adams.....	Student
Michael Richardson.....	Student
Jamesha Jackson.....	Student
Amanda Bohannon.....	Parent

ADMISSION POLICY

Chickasaw Academy is a learning program that is operated by the Blytheville School District. The District has an obligation through 6-18-508 of the Arkansas Code to provide services, as well as the home school of each student enrolled under the home school's LEA number.

The student's home school will make a referral for placement based on the general criteria requirements set forth in 4.01 of the Arkansas Department of Education's Rules Governing Special Needs Funding. Decisions to enroll students will be made by recommendation of the Chickasaw Academy Placement Team. The Director reserves the right to reject referrals based on incomplete paperwork or the inability to place a student at that time.

Chickasaw Academy is exclusively available to serve the Blytheville Public School District. Any student admitted to Chickasaw Academy shall be required to follow the policies of Chickasaw Academy and the student's home school.

PLACEMENT POLICY

4.02 ALE Student Eligibility and Placement

To be an eligible ALE student, a student must exhibit two (2) or more of the following characteristics identified in Section 4.02.1.1 and Section 4.02.1.2. Students will not be placed in the ALE based on academic problems/credit recovery problems alone. Furthermore, documentation of authentic response to intervention must be attached for each characteristic identified. Students shall not be placed in the District's Alternative Education Program without having/being referred to a counseling service, an active or filed Families in Need of Services petition, or any other service that might serve as an intervention before the placement. The paperwork will not be documentation, but an accurate record of interventions put in place, monitored, and adjusted before recommendation. Alternative Education placement shall be recommended after the student has been actively placed and monitored in the three levels of the home school's RTI Tiered Model. It is understood the percentage of special education students shall not exceed that percentage of the home school.

• 4.02.1.1 Situations that negatively affect the student's progress may include, but are not limited to:

- Ongoing, persistent lack of attaining proficiency levels in literacy and mathematics;
- Abuse: physical, mental, or sexual;
- Frequent relocation of residency;
- Homelessness;
- Inadequate emotional support;
- Mental/physical health problems;
- Pregnancy; or Single parenting.

• 4.02.1.2 Students placed at risk, though intelligent and capable, typically manifest one or more of the following characteristics:

- Personal or family problems or situations;

- Disruptive Behavior

- Recurring absenteeism;

- Dropping out of school; or

The offenses include, but are not limited to the following:

- Continuous fighting
- Assault and/or battery
- Continuous vandalism
- Arson or false fire alarm
- Extortion BHS-62

• Possession or use of alcohol or other illegal drugs at school or school functions

• Gross/hostile insubordination

• Disrespect or verbal abuse of teachers or other students

• Gross/hostile profanity directed towards other students or school personnel

• Violent threats to fellow students, teachers, or other school personnel

• Offenses of the types listed above may also result in an expulsion recommendation to the school board.

A student may be enrolled in an ALE only on the referral of an Alternative Education Placement Team. Placement will be for the current semester at a minimum. A student's return to his/her regular school will be on the referral of the Alternative Education Placement Team. Students will be placed according to up-to-date records and not something that is out of date or does not apply.

The Blytheville School Board of Education may refer placement of a student, in lieu of expulsion, during a disciplinary hearing.

REGISTRATION/WITHDRAWAL

Students who are enrolled must register through their home school. Each school will maintain permanent records and files as related to the student enrolled under their LEA number at Chickasaw Academy. Furthermore, all record requests, transcripts, and legal paperwork will be handled by the student's home school. This includes, but is not limited to proof of enrollment, Social Security forms, FINS, and/or records requests. Students who are withdrawing from Chickasaw Academy, for any reason, must fill out an intent to transfer form with their home school. Failure to receive a records request for students under 18 will result in the home school reporting to the State Department of Finance and Administration, child neglect hotline, and a FINS filed through the Mississippi County Juvenile office.

ATTENDANCE PROCEDURE

Students will be allowed only 6 absences per semester to receive credit for a class. Attendance procedures for excused and unexcused absences will go by section 4.7 of the Blytheville School District's policies.

Absences due to COVID-19 Mandated Quarantine:

If a student is under mandatory quarantine orders due to COVID-19 through the Arkansas Department of Health, the Mississippi County Health Department, or the primary care physician, the student shall not be counted absent as long as they are completing course work remotely. If the student is not completing course work or fails to turn in assigned course work, he/she shall be counted absent.

TARDY PROCEDURE

A student arriving at school up to fifteen (15) minutes after a class has started should report directly to the office and will be considered tardy. A student arriving at school after this time period must sign in at the Attendance Office to receive an official tardy pass. The student will be considered absent from the class missed. Students who arrive at class after the tardy bell will be considered tardy. A tardy student should report to class with all necessary equipment (book, pen/pencil, etc.). He/she is to enter the classroom quietly and take the assigned seat immediately. School administration and staff may conduct Tardy Lock-outs randomly to emphasize the importance of arriving at school/class on time. An absence due to the Tardy Lock-out will result in an unexcused absence for the class which was missed. Other disciplinary consequences will apply, if necessary.

CHECKING IN-CHECKING OUT

Students who arrive at Chickasaw Academy after school is started must check-in at the attendance office located in the front entrance of the building. A student who becomes ill for any reason must check out of the attendance office located at the front entrance of the building. A parent or authorized adult on file must be present with the student at the time of the check-in and/or check-out unless there are extenuating circumstances. Phone calls and notes are not permissible in the check-in check-out process. Failure to follow this procedure will be considered truancy.

PARTICIPATION IN SCHOOL ACTIVITIES

Students at school-sponsored events shall be governed by the school district/home school rules and regulations. Failure to obey reasonable instructions of school district personnel shall result in loss of eligibility to attend. Homebound students will not be permitted to participate in any Blytheville Public Schools activities that includes, but are not limited to: athletic events, dances, programs, graduation, proms, etc...this is not an inclusive list.

RESPONSIBILITIES FOR MAINTAINING ORDER

All administrators, faculty, staff members, and students have responsibilities for maintaining order in the schools. Students should exercise good behavior and those who do not shall be disciplined. Responsibility for maintaining order in the classroom shall be upon the teacher who shall administer discipline in the classroom or refer students to the director or assistant director. Other staff members may be in positions where they witness prohibited student behaviors, may admonish the students, and shall refer those students to the director or assistant director.

The director is charged with the responsibilities of maintaining order in the school and enforcing policies and regulations related to student behavior. The assistant director shall assist in carrying out these duties. The director or assistant director is authorized to discipline students in the school, suspend students, and recommend homebound placement.

PROCEDURES FOR SCHOOL DISCIPLINE

While it is important that parents be notified about the behavior of students, it is also recognized that not every case of discipline needs to be reported to parents at the time of the offense. Communications between parents and teachers about the conduct shall vary depending upon the student's conduct. Parents should be notified by the teacher in the event any bad conduct persists or in the event the punishment requires extra time to be spent at school after hours such as for detention. If a parent or student wishes to express a grievance about some discipline, that grievance shall first be made to the teacher. If the dispute is not resolved, subsequent grievances shall be presented to the director or assistant director, and then the superintendent.

FIGHTING

Alternative Education is an intervention model that serves as a critical placement for students with special attendance/behavioral needs within the district. Therefore, in order to facilitate the effectiveness of the program, Chickasaw Academy adheres to the following.

First offense: Five (5) days of ISI (unless it is not viable)

Participation in a restorative circle

Move to intensive counseling sessions

Parents or students cannot circumvent ISI discipline.

Second offense: Ten (10) days of In-School Suspension

Participation in a restorative circle

Continue intensive counseling sessions

CYS referral

FINS violation

Parents or students cannot circumvent ISI discipline.

Third offense: Recommendation for an alternate setting.

Additional wrap-around services can include (depending on the situation) but are not limited to Families In Needs of Services Petition (FINS), Consolidated Youth Services Referral (CYS), and/or a Counseling Agency Referral (CAR).

We strive to provide a safe and orderly environment on campus so the following consequence will be in place:

- Students who run to or block access to a fight receive In School Intervention
- Students who video the fight receive In School Intervention
- Students are told/reminded from the beginning of the year, throughout the year, and during class assemblies.

OTHER BEHAVIORS

The school and administration reserve the right to establish fair and reasonable rules and regulations for circumstances not included in this handbook that may arise requiring disciplinary action. In all cases, rules, regulations, and possible consequences shall be as consistent as possible with previously established rules, regulations, and consequences for similar incidents and instances. The omission of a matter from this handbook should not be interpreted as a limitation to the scope of the school's responsibility and, by extension, its authority in dealing with any type of infraction in a manner that prioritizes the best interest of the safety and welfare of the student body.

These rules and policies apply to any student on school property, in attendance at school or a school-sponsored activity, or whose conduct at any time or place directly interferes with the operations, discipline, or general welfare of the school, students, and staff. Students who jeopardize a safe and stable environment may be subject to any of the following disciplinary actions:

- Detention
- Corporal Punishment
- In School Intervention
- Community Service

- Remote Learning
- Out-of-school Suspension (OSS)
- Family in Need of Services (FINS) Petition
- CYS Referral
- Homebound
- Expulsion

It is important to note that an administrator may determine that an incident of student misconduct is so detrimental to the learning environment that a disciplinary action of In-School Intervention, Out-of-school Suspension, a recommendation for an alternate setting, or a recommendation of expulsion may be given on the first Offense.

RE-TEACHING REFERRAL ROOM

Students may be directed to the Re-Teaching Referral Room (R3). This room is designated for minor misbehaviors and used as an intervention to reteach /redirect students. Any students who are directed to the referral room three times in one day will be issued one day of In-School Intervention the following day.

Possession of cell phones, other electronic devices, and accessories

We recognize that cell phones have become a common tool for communication. However, they have also become a major distraction to the alternative learning environment, interfere with interventions, and are vulnerable to theft. We ask that you allow your child to carry a cell phone only if absolutely necessary. Students are allowed to carry cell phones to school; however, phones must be turned off and stored in their Yondr pouch during school hours. Phones may not be used to talk, take pictures, play games, record, use social media apps, or text during school hours, including recess.

Parent permission to carry a phone and agreement to adhere to district cell phone policy must be on file in the school office, in order for the student to be allowed to carry their cell phone to school. The office will provide a copy of the permission statement to the teacher. If a student violates the cell phone policy, they will have the following consequences:

- First Infraction - Students will be directed to place their cell phones in their Yondr pouch. Verbal reprimand and redirection.
- Second Infraction - Students will have their cell phone taken and locked up in the office until a parent can come to school to retrieve it. Students will be issued a lunch detention for the second infraction.
- Third Infraction-Parent conference with the principal/designee. Students will be issued after-school detention and a cell phone contract will be implemented.
- Fourth Infraction - Students will no longer be allowed to bring a cell phone to school for 45 days. Upon the end of the phone suspension, a parent conference will be held.
- In any event that a student violates state law, policy, or the rights of other students and/or staff members, the principal or designee may forgo the above steps and issue a phone expulsion for the remainder of the school year.

Students will not be permitted to make phone calls. In emergency situations, a member of the faculty or staff will make any necessary phone calls to the parents. If a child calls parents without the permission of the nurse to say they are sick, and the student is checked out, the absence is recorded as unexcused.

Chickasaw Academy and Blytheville School District are not responsible for any lost, damaged, or stolen phones/electronic devices.

In-School Intervention Guidelines (formerly ISS)

In-School Intervention is a therapeutic-based classroom utilized as an alternative to suspension. Students that are assigned to In-School Intervention are required to report to the room by 7:55 a.m. for every day they are assigned and are not allowed any electronic device and/or supporting accessories. Students are required to complete an accountability action plan each day assigned in In-School Intervention. Failure to meet the goals of the action plan will result in an additional day(s) assigned. Students who refuse to report to In School Intervention will be given an additional day for the disruption of school. Upon the director's discretion, In School Intervention will be utilized in place of OSS, unless the student is a threat to other students and/or staff.

Response to Intervention

RTI meetings will be held multiple times throughout the year to discuss student progress, growth, and exit plan to his/her home school.

Positive Behavior Intervention and Support (PBIS)

PBIS is an implementation framework for maximizing the selection and use of evidence-based prevention and intervention practices along a multi-tiered continuum that supports the academic, social, emotional, and behavioral competence of all students. Through data collected from eSchool and Cognos, behavior objectives are selected and taught. The lessons are selected and taught during the advisory periods. Progress is measured by the data collected. Positive behavior is reinforced by acknowledgment of a quarterly awards program and a PBIS store funded by the students' Homeschool.

Suspension Consequences

Students suspended for 15 or more days shall not walk during graduation or awards ceremony. Students receiving 10 or more days will be ineligible to attend the home school's prom or homecoming.

Student Lunches

All students are expected to eat on campus. Lunch food deliveries are prohibited. Any student who checked out for lunch and returned after lunch will result in an unexcused absence for that time.

Exit Guidelines

All students are expected to transition out of the Alternative Education Program in a timely manner. That manner is contingent on the student's success of completing their student action plan (SAP) and meeting the objectives that are based on their referring characteristics. Successfully attaining these goals will result in the student's transition back to their home school.