

**Des Arc
High School
2025-2026**



Student Handbook

Dear Parents and Patrons:

In accordance with the provision of Act 104, First Extraordinary Session of the 1983 legislature each school district in Arkansas is required to establish procedures for notifying students and parents of charges, hearings, and other due process proceeding applicable to the enforcement and administration of district disciplinary policies. Act 104 further states that student discipline policies provide that parents and students be advised of the rules and regulations by which the school is governed and be made aware of the behavior that will call for disciplinary action and the types of corrective actions that may be imposed. School districts shall develop procedures for written notification to all parents and students for violations of the district's student discipline policies and documentation of the receipt of such policies by all parents and students.

Also, Act 104 requires that each school district prescribes minimum and maximum penalties, including suspension or dismissal from school of students for violations of district discipline policies.

In attempting to meet the requirements of Act 104, each student enrolled in the Des Arc School District has been issued a "Student Handbook" which outlines the district's student policies.

The various infractions of the policies are considered individually with approximate disciplinary sanctions being administered which may range from the minimum of a counseling session for minor violations to a maximum of suspension or expulsion from school for more serious offenses.

In an effort to be in full compliance with the legal requirements of Act 104, the Des Arc School District is requesting that each parent or guardian of a student enrolled in the district please read, sign and return this form to the respective school as soon as feasible. Thanks for your cooperation.

Parent Signature

Student Signature

Date

Advisory Teacher

A signature does not denote approval or disapproval of the district discipline policies; simply that parental notification has occurred.

(MUST BE RETURNED)

Dear Parent/Guardian,

According to the State Board of Education, under the Arkansas Administrative Procedure Act 25-15-201 et seq. and A.C. A§ 6-18-1501, all children in Pre-Kindergarten (K), grades one (1), two (2), four (4), six (6), eight (8), transfer students, teacher referrals or parent request shall receive hearing/vision screening.

The state allows districts to receive some minimal reimbursement for some screens/services that schools provide (e.g. Vision/hearing). The reimbursements are to assist schools in providing needed staff and services for the students. **Please sign and return this form to school as soon as possible.**

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

I, _____, give permission for my child,
(Parent/Guardian Name)

_____’s personally identifiable information/student education
(First and Last Name)

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

Printed Name of Parent/Guardian

Parent/Guardian Signature

Date Signed

(MUST BE RETURNED)

OBJECTION TO PUBLICATION OF DIRECTORY
INFORMATION

(NOT TO BE COMPLETED IF THE PARENT/STUDENT HAS NO OBJECTION)

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

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

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

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

Deny disclosure to military recruiters _____

Deny disclosure to institutions of postsecondary education _____

Deny disclosure to potential employers _____

Deny disclosure to all public and school sources _____

Selecting this option will prohibit the release of directory information to the three categories listed above along with all other public sources (such as newspapers) **AND** result in the student's directory information or photos **NOT** being included in the school's yearbook and other school publications **(such as social media or website)**.

Deny disclosure to all public sources _____

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

Name of Student (Printed)

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

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DES ARC PUBLIC SCHOOLS

Student and Parent Handbook

Des Arc, Arkansas

Dr. Marc Sherrell

Superintendent

*

Billy Paschal Jr.

High School Principal

*

Stacy Childers

Elementary Principal

2025-2026

ADOPTED BY BOARD OF EDUCATION

EIGHTEENTH EDITION

SCHOOL POLICY

It is the policy of the Des Arc Public Schools not to discriminate on the basis of sex in its educational programs, activities or employment policies as required by Title IX of the 1972 Education Amendments. Inquiries regarding compliance with Title IX may be directed to: “Superintendent of Schools, 600 Main, Des Arc, AR 72040, Telephone (870)256-4164,” or to the “Director of the Office of Civil Rights, Department of Health, Education and Welfare, Washington, D.C.”

Handbook Committee

Dr. Marc Sherrell, Superintendent

Billy Paschal Jr., Principal

Trentt Whiting, Teacher

Brandi Long, Teacher

Ella Fields, Student

Christin Singleton, Parent

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BOARD OF EDUCATION

Johnny Reidhar	PRESIDENT
Brent Calhoun	VICE-PRESIDENT
Drew Widener	SECRETARY
Billy Hinson	MEMBER
Jordan Smith	MEMBER
TJ English	MEMBER
Charlie Brown	MEMBER

PHONE NUMBERS

Superintendent's Office	(870)256-4164
High School Principal's Office	(870)256-4166
Elementary Principal's Office	(870)256-4128
School Nurse	(870)256-4128
Transportation Office	(870)256-4166

ALMA MATER

Alma Mater, Wise and Glorious,
Child of Light and Bride of Truth; Over Fate and Foe
Victorious, Dowered With Eternal Youth.
Crowned With Love of Son and Daughter; Thou Shalt Conquer As of
Yore.
Dear Old Des Arc Alma Mater, God Preserve Thee Evermore.

FIGHT SONG

Fight 'Em Eagles, Fight 'Em Eagles; Go Right Through That Line.
Throw the Ball Right Down the Field, Boys; A Touchdown Sure is Fine. RAH! RAH! RAH!
Hit 'Em High, Boys; Hit 'Em Low, Boys, Win A Perfect Game. Fight Fellows, Fight,
Fight, Fight! We'll Win This Game!

SCHOOL COLORS

Green and White

MASCOT

Eagle

DES ARC HIGH SCHOOL PHILOSOPHY AND OBJECTIVES

PHILOSOPHY: Des Arc High School seeks to provide the students with a program of instruction to develop social, academic, and vocational skills to their highest level. The staff, parents, and community share the responsibility to present a comprehensive program, one with the flexibility to focus on the special requirements of the individual student while continuing to meet the unique needs of the community. The school is committed to guaranteeing all students have an equal opportunity to participate in the educational process.

The staff recognizes the importance of implementing into the instructional program the latest educational research, methods, and innovations. The administration is aware of its responsibility to provide professional leadership, to encourage staff development and to coordinate the educational efforts of the school and community.

Des Arc High School strives to provide a flexible curriculum, enabling all students to develop their fullest potential, whether preparing to enter college, vocational school, or the workforce. The staff seeks to develop in students a positive self-image, a respect for the rights of others, and a commitment to assuming their responsibilities as citizens and contributing members of a rapidly changing society.

OBJECTIVES: The objectives of Des Arc High School are as follows:

1. To provide an instructional program that will help students master the basic skills at a comparable level to students throughout the nation.
2. To develop in students a functional understanding of economic and occupational skills that will be useful in managing their time and personal resources.
3. To develop independent life-long learning skills through experiences in the arts, sciences, guidance services, and co-curricular activities.
4. To teach thinking and problem-solving skills.
5. To provide learning experiences that will assist students in becoming useful and responsible citizens in their community and world.
6. To emphasize desirable health knowledge and habits and how they relate to the students' personal, family, and community life.
7. To establish and implement administrative and operational policies that will be in compliance with those required in the state educational standards.

DES ARC HIGH SCHOOL FACULTY 2025-2026

Jacob Adams	Social Studies-Athletics
Allie Banks	Health/PE-Athletics
TaBetha Baxter	Special Education Paraprofessional
Holly Boothe	English
Kandace Buckner	ALE Paraprofessional
Krissy Covington	Math
Alison Cox	Computer Science-EAST
Lori DeVore	Art
Robin English	History-College & Career Readiness
Jim Featherston	Business-Athletics
Cory Gibson	English-Social Studies
Colton Goodman	Virtual Arkansas-Athletics
Brynn Kieffer	District Literacy Coach
Chrisana Knupp	Math-Science
Louis List	Vocational Agriculture
Brandi Long	Family and Consumer Science
Justin Lucy	District Technology Coordinator
Regina Lyles	English
Janice McFarlin	Spanish
Sunny Morton	Counselor
Alarie Needham	Science
Brady Palmer	Social Studies-Athletics
Billy Paschal Jr.	Principal
Autumn Payne	Math Interventionist
Savanna Price	District Math Coach
Kathryn Rose	Band
Brooke Sanderson	Science
Deanie Sherrell	Secretary
Jeff Singleton	Math-Athletics
Amanda Smith	Library/Media Specialist
Nick Smith	ALE Director-Athletic Director
Matt Sterling	Special Education-Athletics
Natalie Treadwell	English
Lisa White	District Special Education Director
Lindsey Widener	Dyslexia Interventionist
Tammy York	Nurse

2025-2026 SCHOOL CALENDAR

District Professional Development	August 4-7
First Day of School	August 13
Labor Day (No School)	September 1
HS Parent Teacher Conferences (2pm-6pm)	September 16
Teacher Work Day (No School for Students)	September 30
End of 1st Quarter	October 10
Begin 2 nd Quarter	October 13
Elem. Parent Teacher Conferences (2pm-6pm)	October 23
No School	October 27
Thanksgiving Break	November 24-28
End of 2 nd Quarter	December 19
Christmas Break	December 22-January 2
Teacher Work Day (No School for Students)	January 5
Begin 3 rd Quarter	January 6
Martin Luther King Day (No School) (Snow Day 4)	January 19
Parent/Teacher Conferences (2pm-6pm)	February 12
No School (Snow Day 5)	February 13
President's Day (No School) (Snow Day 6)	February 16
End of 3 rd Quarter	March 13
Begin 4 th Quarter	March 16
Student and Teacher Half Day	March 20
Spring Break	March 23-27
Good Friday (No School) (Snow Day 7)	April 3
Teacher Work Day (No School for Students)	April 20
High School Graduation	May 8
End of 4 th Quarter	May 22

Bell Schedule

1 st Period	7:55; 8:00-8:45
Advisory	8:49-9:09
2 nd Period	9:13-9:58
3 rd Period	10:02-10:47
4 th Period	10:51-11:36
Lunch 7 th	11:26-12:01
Lunch	11:36-12:11
5 th Period	12:15-1:00
6 th Period	1:04-1:49
7 th Period	1:53-2:38
8 th Period	2:42-3:30

SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASSES OF 2022 AND THEREAFTER

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

While there are similarities between the two curriculum, following the Core curriculum may not qualify students for some scholarships and admission to certain colleges could be jeopardized. Students initially choosing the Core curriculum may subsequently change to the Smart Core curriculum **providing** they would be able to complete the required course of study by the end of their senior year.² Students wishing to change their choice of curriculums must consult with their counselor to determine the feasibility of changing paths.

This policy, the Smart Core curriculum, and the courses necessary for graduation shall be reviewed by staff, students, and parents at least every other year to determine if changes need to be made to better serve the needs of the district's students. The superintendent, or his/her designee, shall select the composition of the review panel. Sufficient information relating to Smart Core and the district's graduation requirements shall be communicated to parents and students to ensure their informed understanding of each. This may be accomplished through any or all of the following means.

- Inclusion in the student handbook of the Smart Core curriculum and graduation requirements;
- Discussion of the Smart Core curriculum and graduation requirements at the school's annual public meeting, PTA meetings, or a meeting held specifically for the purpose of informing the public on this matter;
- Discussions held by the school's counselors with students and their parents; and/or
- Distribution of a newsletter(s) to parents or guardians of the district's students.

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

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

GRADUATION REQUIREMENTS

The number of units students must earn to be eligible for high school graduation is to be earned from the categories listed below. A minimum of twenty-two (22) units is required for

graduation for a student participating in either the Smart Core or Core curriculum. There are some distinctions made between Smart Core units and Graduation units. Not all units earned toward graduation necessarily apply to Smart Core requirements.

All students must pass the test approved by ADE that is similar to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services in order to graduate.

Digital Learning Courses

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

Personal and Family Finance

In tenth (10th), eleventh (11th), or twelfth (12th) grade, all students shall cover the Personal and Family Finance Standards by receiving credit for: specified course.

SMART CORE: Sixteen (16) units

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

Oral Communications: one-half (1/2) unit

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

1. Algebra I or Algebra A & B* which may be taken in grades 7-8 or 8-9;
2. Geometry or Investigating Geometry or Geometry A & B* which may be taken in grades 8-9 or 9-10;
*A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four-unit requirement for the purpose of meeting the **graduation** requirement, but only serve as one unit each toward fulfilling the **Smart Core** requirement.
3. Algebra II; and
4. The fourth unit may be either:
 - A math unit beyond Algebra II: this can include Pre-Calculus, Calculus, AP Statistics, Algebra III, Advanced Topic and Modeling in Mathematics, Mathematical Applications and Algorithms, Linear Systems and Statistics, or any of several IB or Advanced Placement math courses (Comparable concurrent credit college courses may be substituted where applicable); or
 - A computer science flex credit may be taken in the place of a fourth math credit.

Natural Science: a total of three (3) units with lab experience chosen from one unit of Biology; and either:

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

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

Social Studies: three (3) units

- Civics one-half ($\frac{1}{2}$) unit
- World History - one unit
- American History - one unit

Physical Education: one-half ($\frac{1}{2}$) unit

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

Health and Safety: one-half ($\frac{1}{2}$) unit

Economics – one half ($\frac{1}{2}$) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.⁸

Fine Arts: one-half ($\frac{1}{2}$) unit

CAREER FOCUS: - Six (6) units

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

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

A student who completes at least seventy-five (75) clock hours of documented community service in grades nine (9) through twelve (12) at any certified service agency or a part of a service-learning school program shall receive one (1) Career Focus credit.⁹

CORE: Sixteen (16) units

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

Oral Communications: one-half (1/2) unit

Mathematics: four (4) units

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

Science: three (3) units

- at least one (1) unit of biology or its equivalent; and
Two units chosen from the following three categories:
- Physical Science;
- Chemistry;
- Physics; or
- One unit from the three categories above and a computer science flex credit may be taken in the place of a third science credit.

Social Studies: three (3) units

- Civics one-half (1/2) unit
- World history, one (1) unit
- American History, one (1) unit

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

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

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

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

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

CAREER FOCUS: - Six (6) units

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

A student who enlists in a branch of the United States Armed Forces or the National Guard through the military delayed entry program, the National Guard Split Training Option, or other

similar early entry program and completes basic training before graduating from high school shall receive two (2) units of the Career Focus graduation requirements.

ARKANSAS CHALLENGE SCHOLARSHIP

To be eligible to receive a Challenge Scholarship, the following requirements must be met:

Graduate from an Arkansas public high school and achieve a minimum composite score of nineteen (19) on the ACT.

CORRESPONDENCE COURSES

Correspondence/online courses may only be taken to replace courses failed and may not be used for early graduation purposes. Any senior taking correspondence/online course(s), must have it completed and a grade recorded in the counselor's office by May 1 if they are to be considered for any type of academic honors or graduation.

The maximum number of correspondence/online courses a student may take during Grades 9-12 is limited to three (3) full credits.

The students shall be responsible for the financial obligations for all correspondence/online courses that are taken because of missed work.

The grade awarded for a correspondence course will replace the failing grade on the transcript for figuring GPA.

GRADE CLASSIFICATION OF STUDENTS

Students shall be classified as to grade according to the minimum number of academic units completed. The criteria used in determining grade classification are as follows:

SOPHOMORE: Must have accumulated 5 academic units

JUNIOR: Must have accumulated 10 academic units

SENIOR: Must have accumulated 16 academic units and be in their 4th year of attendance in high school

PARTICIPATION IN GRADUATION EXERCISES

Students who have not met graduation requirements will not participate in the graduation exercises.

HONOR GRADUATES, VALEDICTORIANS, AND SALUTATORIANS MUST MEET THE FOLLOWING REQUIREMENTS:

- 1) Seniors' final grade point average will be calculated at the end of the seventh semester.
- 2) To be an honor graduate, a student must have a minimum of a 3.5 grade point average on a 4.0 scale for grades 9-12.
- 3) Beginning with the Class of 2016, to be an honor graduate, a student must have a 3.5 grade point average on a 4.0 scale and complete two years of a foreign language course.
- 4) The Valedictorian/Salutatorian must have met the above requirements and will be ranked number one and number two according to the highest grade point average.

- 5) If no student has a 3.5 GPA, the top two grade point averages will be the only honor graduates as well as Valedictorian and Salutatorian
- 6) If a tie for Valedictorian and/or Salutatorian occurs, it will be valid for graduation exercise participation. In the case of scholarship awards, if only one person can receive a college scholarship for the position of Valedictorian or Salutatorian, the tie will be broken by considering the semester numerical percentage grades for all core curriculum classes.
- 7) The Valedictorian and Salutatorian must be enrolled and in residence at Des Arc High School during their junior and senior years. Extenuating circumstances due to military and/or government service may permit a student who attends Des Arc High School during the junior and senior years to be considered for cohonors as a graduate. Rule #6 will be in effect regarding ties and scholarships
- 8) Students who wish to graduate early will NOT be considered for valedictorian or salutatorian. They will be assigned a class rank based on GPA; however, this will not affect the ranking of a fourth year senior.
- 9) If students who plan to graduate early notify the school at the beginning of their junior year, they may be included in the senior section of the yearbook. However, that is the last time they will be in the yearbook if they do not actually graduate early.
- 10) A student must take a minimum of 2 AP or college level classes in order to be an Honor Graduate.

EARLY GRADUATES

A student who is enrolled in Des Arc High School and has earned the number of credits required by Des Arc Public Schools shall be eligible to graduate from Des Arc High School without regard to the grade level the student is enrolled in at the time such credits are earned.

It is strongly recommended that students attend four years of school in grades nine through twelve in order to graduate from Des Arc High School. In the event a student chooses early graduation and completes the necessary units of credit prior to four years, he/she will be issued a diploma by the Des Arc Board of Education. The student by his/her decision to terminate student status prior to the completion of four years in attendance in grades nine through twelve forfeits all senior privileges and eligibility to participate in all senior class activities except the graduation ceremony, senior pictures, and yearbook recognitions.

Early graduation requirements are as follows:

1. Students set up a meeting with the school counselor to discuss early graduation.
2. The student must submit a letter of intention for graduating early to the principal. The letter must give reasoning and explanation of why the student wants to graduate early.
3. The student's parent or legal guardian must also submit a letter in support of the student's request for early graduation, and this letter is to accompany the student's written request.
 - a. Both letters should be submitted to the principal no later than the student's sophomore year. *Letters can be submitted early*
4. The School Counselor and Principal will reach out to the student and parents/guardians to make an appointment to discuss the petition and develop a graduation plan suitable for the needs of the student.

Students who will graduate early and who intend to participate in any activities must notify the principal, in writing by October 1 that they will graduate early and plan to participate in graduation activities.

Due to the due dates of final grades, students who graduate early will have the same last day as the graduating seniors.

GRADE REPORTS AND GRADING SCALE

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.

DAHS issues grade reports four times per school year. These grades reflect the student's work during each nine-week period. Progress reports will be sent home during the 5th week of each quarter. Parents or guardians shall be kept informed concerning the progress of their student. Parent-teacher conferences are encouraged and may be requested by parents, guardians, or teachers. If the progress of a student is unsatisfactory in a subject, the teacher shall attempt to schedule a parent-teacher conference. In the conference, the teacher shall explain the reasons for difficulties and shall develop, cooperatively with the parents, a plan for remediation which may enhance the probability of the student succeeding. The school shall also send timely progress reports and issue grades for each nine-week grading period to keep parents/guardians informed of their student's progress. The evaluation of each student's performance on a regular basis serves to give the parents/guardians, students, and the school necessary information to help affect academic improvement. *Students' grades shall reflect only the extent to which a student has achieved the expressed educational objectives of the course.*

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

A=100 – 90

B=89 – 80

C=79 – 70

D=69 – 60

F=59 and below

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

A=4 points

B=3 points

C=2 points

D=1 point

F=0 points

ADVANCED PLACEMENT, INTERNATIONAL BACCALAUREATE, AND COLLEGE COURSES

Students in grades 7-12 who take advanced placement courses, International Baccalaureate courses, or concurrent credit college courses approved for weighted credit by the Arkansas Department of Education shall be graded according to the following schedule.

A = 100 – 90

B = 89 – 80

C = 79 – 70

D = 69-60

F = 59 and below

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

A = 5 points

B = 4 points

C = 3 points

D = 2 point

F = 0 points

For a student to be eligible to receive weighted credit for an AP, or IB course, the student's course must have been taught by an Arkansas licensed teacher who has received the appropriate training required by Arkansas statute and ADE Rule or, for an AP teacher, is in the process of completing an Additional Training Plan.

Additionally, for students taking AP or International Baccalaureate courses to receive weighted credit they must take the applicable AP or IB examination after completing the entire course. Credit shall be given for each grading period during the course of the year, but shall be retroactively removed from a student's grade for any course in which the student fails to take the applicable AP exam. Students who do not take the AP exam shall receive the same numeric value for the grade he/she receives in the course as if it were a non-AP course.²

"Honors Courses" are those courses that have been approved by a Department of Education Committee as honors courses. Honors courses must stress higher order learning and be offered in addition to curriculum offerings required by the Standards for Accreditation, Arkansas Public Schools.

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

CONCURRENT CREDIT

A ninth through twelfth grade student who successfully completes a college course(s) from an institution approved by the Arkansas Department of Education shall be given credit toward high school grades and graduation at the rate of one high school credit for each three (3)

semester hours of college credit. Unless approved by the school's principal, prior to enrolling for the course, the concurrent credit shall be applied toward the student's graduation requirements as an elective.

A student who takes a three-semester hour remedial/developmental education course, as permitted by the ADE Rules Governing Concurrent College and High School Credit, shall be the equivalent of one-half unit of credit for a high school career focus elective. The remedial/developmental education course cannot be used to meet the core subject area/unit requirements in English and mathematics.

Participation in the concurrent high school and college credit program must be documented by a written agreement between:

- The District's student, and his or her parent(s) or guardian(s) if the public school student is under the age of eighteen (18);
- The District; and
- The publicly supported community college, technical college, four-year college or university, or private institution the student attends to take the concurrent credit course.

Students are responsible for having the transcript for the concurrent credit course(s) they've taken sent to their school in order to receive credit for the course(s). Credit for concurrent credit courses will not be given until a transcript is received. Transcripts for students who take concurrent credit courses as partial fulfillment of the required full day of class for students in grades 9-12 are to be received by the school within 5 school days of the end of the semester in which the course is taken. Students may not receive credit for the course(s) they took or the credit may be delayed if the transcripts are not received in time, or at all. This may jeopardize students' eligibility for extracurricular activities or graduation.

Students will retain credit earned through the concurrent credit program which was applied toward a course required for high school graduation from a previously attended, accredited, public school.

Any and all costs of higher education courses taken for concurrent credit are the student's responsibility. **Students who take concurrent college classes are responsible for the cost of their textbooks.**

REMEDIATION POLICY

In accordance with Arkansas State Law 6-15-2009, the Des Arc School District will develop academic improvement plans for those students who do not score proficient on the state mandated summative assessment, and will provide remediation activities focused on those areas in which a student failed.

Any student who fails to participate in the academic improvement plan shall be retained and shall not be promoted to the next appropriate grade until:

- (A) The student is deemed to have participated in an academic improvement plan: or
- (B) The student passes the Benchmark Assessment for the current grade level in which the student is retained.

Any student required to take an end-of-course assessment that is identified as not meeting the satisfactory pass level for a particular exam shall participate in his or her remediation activities in the school year that the assessment results are reported in order to receive credit on his or her transcript for the course related to the end of-course assessment.

ACADEMIC COURSE ATTENDANCE BY PRIVATE SCHOOL AND HOME SCHOOL STUDENTS

The District allows private school and home school students whose parents, legal guardians, or other responsible adult with whom the student resides are residents of the District to attend academic courses offered in grades 7-12. The District will place a list of courses that a private school or home school student may request to attend on its website by:

1. June 1 for courses to be offered during the Fall semester; and
2. November 1 for courses to be offered during the spring semester.

A private school or home school student who desires to attend one or more of the available academic courses shall submit a written request to attend the academic course(s) to the superintendent, or designee, no later than:² a. August 1 for Fall semester courses; or

b. December 1 for spring semester courses.

The District permits a private school or home school student to attend a maximum of 3 courses per semester. The District may reject a private school or home school student's request for attendance if the District's acceptance would:

- Require the addition of staff or classrooms;
- Exceed the capacity of a program, class, grade level, or school building;
- Cause the District to provide educational services the District does not currently provide; or · Cause the District to be out of compliance with applicable laws and regulations regarding desegregation.

Requests to attend an academic course will be granted in the order the requests are received. Upon the receipt of a private or home school student's request to attend academic course(s), the District will date and time stamp the request for attendance. If a private school or home school student is denied attendance based on a lack of capacity and an opening in the requested course occurs prior to the start of the course, the District will use the date and time stamp on the request for attendance to determine the private school or home school student who will be notified of an opening in the requested course.

As part of the request to attend academic courses in the District, a private school or home school student shall: o Indicate the course(s) the private school or home school student is interested in attending; o If the course(s) the private school or home school student is interested in attending is being offered by the District in both a physical and a digital format, whether the private school or home school student intends to attend the physical course or the digital course; o Agree to follow the District's discipline policies; and o Submit immunization documentation required by Policy 4.57—IMMUNIZATIONS. In addition to the documentation methods provided in Policy 4.57, a homeschool student may submit a letter to the superintendent, or designee, stating an objection to immunizations and listing the immunizations the student has received, if any.

A private school or home school student who fails to attend an academic course by the eleventh (11) day of class shall be dropped from the course.

The responsibility for transportation of any private school or home school student attending academic courses in the District shall be borne by the student or the student's parents.

TRANSFER STUDENTS

The Des Arc School District shall review and accept or reject requests for transfers, both into and out of the district, on a case by case basis at the July and December regularly scheduled board meetings.

The District may reject a nonresident's application for admission if its acceptance would necessitate the addition of staff or classrooms, exceed the capacity of a program, class, grade level, or school building, or cause the District to provide educational services not currently provided in the affected school. The District shall reject an application that would cause it to be out of compliance with applicable laws and regulations regarding desegregation.

Any student transferring from a school accredited by the Division of Elementary and Secondary Education(DESE)to a school in this district shall be placed into the same grade the student would have been in had the student remained at the former school. Individual classes will be assigned to the student based on the information provided to the counselor by the student (or parent of the student) until an official record for the student can be obtained from the school that the student transferred to Des Arc High School from. At the time the official record arrives at Des Arc High School, the counselor and/or principal will review the record to verify that the student is placed correctly into the appropriate classes and the appropriate grade level. At that time any changes needed to the student's schedule will be made. In addition, if a student transfers into Des Arc High School and is a special education student, then the student will be placed in his or her IEP only if the IEP is brought to the school at the time of admission. If no IEP is brought to the school, then the student will be placed into regular classes as set forth above until the IEP can be confirmed at the school last attended by the student. Any grades, course credits, and/or promotions received by a student while enrolled in the Division of Youth Services system of education shall be considered transferable in the same manner as those grades, course credits, and promotions from other accredited Arkansas public educational entities.

Any student transferring from a school that is not accredited by the DESE to a District school shall be evaluated by District staff to determine the student's appropriate grade placement. A student transferring from homeschool will be placed in accordance with Policy 4.6—HOME SCHOOLING.

Any person who has been expelled from any other school district shall receive a hearing before the Board at the time the student is seeking enrollment in the District. The Board reserves the right to not allow the enrollment of such students until the time of the person's expulsion has expired following the hearing before the Board.

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

WITHDRAWALS AND TRANSFERS

All students who find it necessary to withdraw from Des Arc High School should check with the counselor and the office. A student's records will not be released to another school until the student properly checks out and takes care of fines and obligations to the school. Transfer students' records must be received within 10 days of enrollment or students will be suspended until records arrive.

STUDENT PROMOTION AND RETENTION/COURSE CREDIT

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

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

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

Promotion or retention of students, or their required retaking of a course shall be primarily based on the following criteria:

6th to 7th

Students must pass two of the four core courses: English, math, science, and social studies.

7th to 8th

Students must pass two of the four core courses: English, math, science, and social studies.

8th to 9th

Students must pass two of the four core courses: English, math, science, and social studies.

9th to 10th

Students must have earned 5 credits toward graduation.

10th to 11th

Students must have earned 10 credits toward graduation.

11th to 12th

Students must have earned 16 credits toward graduation.

If there is doubt concerning the promotion or retention of a student or his/her required retaking of a course, a conference shall be held before a final decision is made that includes the following individuals: a. The building principal or designee;

- b. The student's teacher(s);
- c. School counselor;
- d. A 504/special education representative (if applicable); and
- e. The student's parents.

The conference shall be held at a time and place that best accommodates those participating in the conference. The school shall document participation or non-participation in required conferences. If the conference attendees fail to agree concerning the student's placement or receipt of course credit, the final decision shall rest with the principal or the principal's designee.

Each student shall have a student success plan (SSP) developed by school personnel in collaboration with the student's parents and the student that is reviewed and updated annually. A student's SSP shall use multiple academic measures to personalize learning in order for students to achieve their grade-level expectations and individual growth. The SSP will identify if the student is in need of additional support or acceleration.

Academic measures to be used in creating and updating a student's SSP shall include, but are not limited to:

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

By the end of grade eight (8), the student's SSP shall:

- Guide the student along pathways to graduation; o
Address accelerated learning opportunities; o
Address academic deficits and interventions; and
- o Include college and career planning components.

Based on a student's score on the college and career assessment:

The student's SSP will be updated in order to assist the student with college and career readiness skills, course selection in high school, and improved academic achievement; and

Provide a basis for counseling concerning postsecondary preparatory programs. An SSP shall be created:

1. By no later than the end of the school year for a student in grade eight (8) or below who enrolls in the District during the school year; or
2. As soon as reasonably possible for a student in grade nine (9) or above who enrolls in the District at the beginning or during the school year. A student's individualized education program (IEP) may act in the place of the student's SSP if the IEP addresses academic deficits and interventions for the student's failure to meet standards-based academic goals at an expected rate or level and includes a transition plan that addresses college and career planning components. Promotion or retention of students with an IEP shall be based on their successful attainment of the goals set forth in their IEP.

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

CURRICULUM OFFERINGS COURSE CATALOG GRADES 9-12

LANGUAGE ARTS

English Composition I & II (College)
AP English Language Arts
English 12
English 11
Honors English 10
Honors English 9

Spanish I
Spanish II
Oral Communications
College Speech
Drama
Journalism I

SCIENCE

AP Biology
Biology
Chemistry
Anatomy & Physiology

Physical Science
Physics
Environmental Science
Honors Physical Science

SOCIAL STUDIES

US History
World History
Honors World History
Civics
Economics
Arkansas History

AP US History
Psychology
Sociology
Contemporary US History
American Government
World Civilization (College)

MATHEMATICS

College Algebra
Algebra III
Algebra II
Algebra I

AP Calculus
Geometry
Pre AP Cal/Trig
Advanced Topics and Modeling

FINE ARTS

**Band
Art

**Choir
Art Appreciation (College)

BUSINESS

EDUCATION

Financial Planning
Computerized Business Applications

Business Management
Computerized Accounting I

FAMILY AND CONSUMER SCIENCES

Child Care
Family and Consumer Sciences
Leadership/Nutrition

Child Development/Parenting
Entrepreneurial Experience
Nutrition & Wellness

Food/Personal Finance

FACS Investigations

AGRICULTURE

Agriculture Science and Technology

Agricultural Metals

Agriculture Structures

Intro to Ag Mechanics

Agriculture Business/Marketing

Leadership /Electricity

HEALTH & PHYSICAL EDUCATION

Physical Education 9-12

Jr. Girls Athletics

Sr. Girls Athletics

Jr. Boys Athletics

Sr. Boys Athletics

Health & Safety

***EXTRA ELECTIVE CREDIT ONLY**— These courses do not count toward the credits required by the

Department of Education for graduation. These courses will be calculated in the overall GPA which determines class ranking.

****These courses count toward the required units only the first time that they are taken. If the course is taken more than once, it will be for **extra elective credit only**.**

VIRTUAL ARKANSAS ELECTIVES (ONLINE) GRADES 10-12

ACT Prep

Fundamentals of Photography

Intermediate Photography

Abnormal Psychology

Introduction to Medical Professions

Human Anatomy & Physiology

Medical Terminology

Pathology

Programming I

Programming II

Web Page Design I – Associate Design Specialist

Computer Science

Fashion

Merchandising

Criminal Law

Introduction to Criminal Justice

Forensic Science and the Law

Introduction to Careers in Law

Public Safety and Security

Law and Order: Career Intent

Arkansas Legal

Marketing

Sports and Entertainment Marketing

Career Ready 101

Career Readiness

College and Career Readiness

COURSE CATALOG GRADES 7 & 8

LANGUAGE ARTS

English 8

English 7

MATHEMATICS

Math 8(8th Grade)

Math 7 (Pre-algebra)

SCIENCE

8th Grade Science

7th Grade Science

SOCIAL STUDIES

8th Grade History

7th Grade History

FINE ARTS

Beginning Band

Art

OTHER

Career Orientation (8th Grade)

BUSINESS EDUCATION

8th Grade Keyboarding

HEALTH & PHYSICAL EDUCATION

8th Grade Physical Education

7th Grade Physical Education

8th Grade Health

7th Grade Health

RESIDENCE REQUIREMENTS

“In loco parentis” means relating to the responsibility to undertake the care and control of another person in the absence of:

- 1. Supervision by the person's parent or legal guardian; and**
- 2. Formal legal approval.**

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

“Resident” means a student whose parents, legal guardians, persons having lawful control of the student or persons standing in loco parent is residing in the school district.

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

The schools of the District shall be open and free through the completion of the secondary program to all persons between the ages of five (5) and twenty-one (21) years whose parents, legal guardians, persons having lawful control of the student, or person standing in loco parentis reside within the District¹ and to all persons between those ages who have been legally transferred to the District for educational purposes.

Any person eighteen (18) years of age or older may establish a residence separate and apart from his or her parent, legal guardian, person having lawful control of the student, or a person standing in loco parentis for school attendance purpose.

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

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

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

COMPULSORY ATTENDANCE REQUIREMENTS:

Every parent, legal guardian, or other person having lawful control of the child or person standing in loco parentis of *any child age five (5) through seventeen (17) years on or before August 1 of that year* who resides, as defined by policy, within the District shall enroll and send the child to a District school with the following exceptions.

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

ENTRANCE REQUIREMENTS

To enroll in a school in the District, the child must be a resident of the District as defined in District policy (RESIDENCE REQUIREMENTS), meet the criteria outlined in policy HOMELESS STUDENTS or in policy STUDENTS WHO ARE FOSTER CHILDREN, be accepted as a transfer student under the provisions of policy 4.4, or participate under a school choice option and submit the required paperwork as required by the choice option. 4.5.

Students may enter kindergarten if they will attain the age of five (5) on or before August 1 of the year in which they are seeking initial enrollment. Any student who has been enrolled in a state-accredited or state approved kindergarten program in another state for at least sixty (60) days, who will become five (5) years old during the year in which he/she is enrolled in kindergarten, and who meets the basic residency requirement for school attendance may be enrolled in kindergarten upon written request to the District.

Any student who was enrolled in a state-accredited or state-approved kindergarten program in another state or in a kindergarten program equivalent in another country, becomes a resident of this state as a direct result of active military orders or a court-ordered change of custody, will become five (5) years of age during the year in which he or she is enrolled in kindergarten, and meets the basic residency requirement for school attendance may be enrolled in kindergarten upon a written request to the District.

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

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

Students who move into the District from an accredited school shall be assigned to the same grade as they were attending in their previous school (mid-year transfers) or as they would have been assigned in their previous school. Private school students shall be evaluated by the District to determine their appropriate grade placement. Home school students enrolling or re-enrolling as a public school student shall be placed in accordance with policy 4.6—HOME SCHOOLING

The district shall make no attempt to ascertain the immigration status, legal or illegal, of any student or his/her parent or legal guardian presenting for enrollment. Prior to the child's admission to a District school:

- The parent, legal guardian, person having lawful control of the student, person in loco parentis, or other responsible person shall furnish the child's social security number, or if they request, the district will assign the child a nine (9) digit number designated by the Division of Elementary and Secondary education..
- The parent, legal guardian, person having lawful control of the student, or other responsible person standing in loco parentis, provide the district with one (1) of the following documents indicating the child's age:
- A birth certificate;
- A statement by the local registrar or a county recorder certifying the child's date of birth;
- An attested baptismal certificate;
- A passport;

- An affidavit of the date and place of birth by the child's parent, legal guardian, or person having lawful control of the student.
- United States military identification; or previous school records.

The parent, legal guardian, person having lawful control of the student, or person standing in loco parentis shall indicate on school registration forms whether the child has been expelled from school in any other school district or is a party to an expulsion proceeding. Any person who has been expelled from any other school district shall receive a hearing before the Board at the time the student is seeking enrollment in the district. The Board reserves the right not to allow the enrollment of such students until the time of the person's expulsion has expired following the hearing of the Board.

The child shall be age appropriately immunized from poliomyelitis, diphtheria, tetanus, pertussis, red (rubeola) measles, rubella, mumps, hepatitis A, hepatitis B, meningococcal disease, varicella (chicken pox), and other diseases as designated by the Arkansas Department of Health, or have an exemption issued by the Arkansas Department of Health. Proof of immunization shall be by a certificate of a licensed physician or a public health department acknowledging the immunization. Exemptions are also possible on an annual basis for religious reasons from the Arkansas Department of Health.⁴ to continue such exemptions; they must be renewed at the beginning of each school year. A child enrolling in a district school and living in the household of a person on active military duty has 30 days to receive his/her initial required immunizations and 12 months

to be up to date on the required immunizations for the student's age.

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

Uniformed Services Member's Children for the purposes of this policy: "Activated reserve components" means members of the reserve component of the uniformed services who have received a notice of intent to deploy or mobilize under Title 10 of the United States Code, Title 32 of the United States Code, or state mobilization to active duty.

"Active duty" means full-time duty status in the active, uniformed services of the United States, including without limitation members of The National Guard and Reserve on active duty orders under 10 U.S.C. §§ 1209, 1210, and 1211.

"Deployment" means a period of time extending from six (6) months before a member of the uniformed services' departure from their home station on military orders through six (6) months after return to his or her home station.

"Eligible child" means the children of;

- active duty members of the uniformed services;
Members of the active and activated reserve components of the uniformed services;

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

“Uniformed services”⁴ means the United States Army, United States Navy, United States Air Force, United

States Marine Corps, United States Coast Guard, the National Oceanic and Atmospheric Administration Commissioned Officer Corps, the United States Commissioned Corps of the Public Health Services, and the state and federal reserve components of each of these bodies.

“Veteran” means an individual who served in the uniformed services and who was discharged or released from the uniformed services under conditions other than dishonorable.

The superintendent shall designate an individual as the District’s military education coordinator, who shall serve as the primary point of contact for an eligible child and for the eligible child’s parent, legal guardian, person having lawful control of the eligible child, or person standing in loco parentis. The individual the superintendent designates as the District’s military education coordinator shall have specialized knowledge regarding the educational needs of children of military families and the obstacles that children of military families face in obtaining an education.⁵

An eligible child as defined in this policy shall:

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

The individual shall have the power to take all other actions requiring parental participation and/or consent; 8. be eligible to continue attending District schools if he/she has been placed under the legal guardianship of a non-custodial parent living outside the district by a custodial parent on active military duty.

In the event that official copies of an eligible child's education records are not available at the time the eligible child is transferring, then the District shall:

- Pre-register and place an eligible child based on the eligible child's unofficial education records pending receipt of the eligible child's official records; and
- Request the eligible child's official education records from the sending district.

Enrollment in Home School

Parents or legal guardians desiring to provide a home school for their children shall give written notice to the Superintendent of their intent to homeschool. The notice shall be given:

1. At the beginning of each school year, but no later than August 15;

533282664. Fourteen (14) calendar days prior to withdrawing the child (provided the student is not currently under disciplinary action for violation of any written school policy, including, but not limited to, excessive absences) and at the beginning of each school year thereafter; or

3. Within thirty (30) calendar days of the parent or legal guardian establishing residency within the district during the school year.

Written notice of the parent or legal guardian's intent to homeschool shall be delivered to the Superintendent through any of the following methods:

- Electronically, including without limitation by email;
- By mail; or in person.

The notice shall include:

- a. The name, sex, date of birth, grade level, and the name and address of the school last attended, if any;
- b. The mailing address and telephone number of the home school;
- c. The name of the parent or legal guardian providing the home school;
- d. Indicate if the home-schooled student intends to participate in extracurricular activities during the school year;
- e. A statement of whether the home-schooled student plans to seek a high school equivalency diploma during the current school year;
- f. A statement if the home-school student plans to seek a driver's license during the current school year;
- g. A statement that the parent or legal guardian agrees that the parent or legal guardian is responsible for the education of their children during the time the parents or legal guardians choose to homeschool; and
- h. A signature of the parent or legal guardian, which must be notarized if the home-schooled student plans to seek a driver's license during the school year.

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

Enrollment or Re-Enrollment in Public School

A home-schooled student who wishes to enroll or re-enroll in a District school shall submit:

- A transcript listing all courses taken and semester grades from the home school;
- Score of at least the thirtieth percentile on a nationally recognized norm-referenced assessment taken in the past year; and
- A portfolio of indicators of the home-schooled student's academic progress, including without limitation:
 - Curricula used in the home school;
 - Tests taken and lessons completed by the home-schooled student; and oOther indicators of the home-schooled student's academic progress.

If a home-schooled student is unable to provide a nationally recognized norm-referenced score, the District may either assess the student using a nationally recognized norm-referenced assessment or waive the requirement for a nationally recognized norm-referenced assessment score.

A home-schooled student who enrolls or re-enrolls in the District will be placed at a grade level and academic course level equivalent to or higher than the home-schooled student's grade level and academic course level in the home school:

1. As indicated by the documentation submitted by the home-schooled student;
2. By mutual agreement between the public school and the home-schooled student's parent or legal guardian; or
3. If the home-schooled student fails to provide the documentation required by this policy, with the exception of the nationally recognized norm-referenced assessment score, the District may have sole authority to determine the home-schooled student's grade placement and course credits. The District will determine the home-schooled student's grade placement and course credits in the same manner the District uses when determining grade placement and course credits for students enrolling or reenrolling in the District who attended another public or private school.

The District shall afford a home-schooled student who enrolls or re-enrolls in a public school the same rights and privileges enjoyed by the District's other students. The District shall not deny a home-schooled student who enrolls or re-enrolls in the District any of the following on the basis of the student having attended a home school:

Award of course credits earned in the home school;
Placement in the proper grade level and promotion to the next grade level;
Participation in any academic or extracurricular activity;
Membership in school-sponsored clubs, associations, or organizations;

A diploma or graduation, so long as the student has enrolled or re-enrolled in the District to attend classes for at least the nine (9) months immediately prior to graduation; or Scholarships.

SCHOOL CHOICE

Standard School Choice

Exemption

The District is under an enforceable desegregation court order/court-approved desegregation plan that explicitly limits the transfer of students between school districts and has submitted the appropriate documentation to the Division of Elementary and Secondary Education (DESE). As a result of the desegregation order/desegregation plan, the District is exempt from the provisions of the Public School Choice Act of 2015 (Standard School Choice) and the Arkansas Opportunity Public School Choice Act of 2004 (Opportunity School Choice). The District shall notify the superintendents of each of its geographically contiguous school districts of its exemption. The exemption prohibits the District from accepting any school choice applications from students wishing to transfer into or out of the District through Standard School Choice or Opportunity School Choice.

Definition:

"sibling" means each of two (2) or more children having a parent in common by blood, adoption, marriage, or foster care.

Transfers into the District

Capacity Determination and Public Pronouncement

The Board of Directors will adopt a resolution containing the capacity standards for the District. The resolution will contain the acceptance determination criteria identified by academic program, class, grade level, and individual school. The school is not obligated to add any teachers, other staff, or classrooms to accommodate choice applications. The District may only deny a Standard School Choice application if the District has a lack of capacity by the District having reached ninety percent (90%) of the maximum student population in a program, class, grade level, or school building authorized by the Standards or other State/Federal law.

The District shall advertise in appropriate broadcast media and either print media or on the Internet to inform students and parents in adjoining districts of the range of possible openings available under the School Choice program. The public pronouncements shall state the application deadline and the requirements and procedures for participation in the program; and include contact information for the primary point of contact at the District for school choice questions. Such pronouncements shall be made in the spring, but in no case later than March 1.

Application Process

The student's parent shall submit a school choice application on a form approved by ADE to this district.

along with a copy to the student's resident district. Except for students who have a parent or guardian who is an active-duty member of the military and who has been transferred to and resides on a military base, the transfer application must be postmarked or hand delivered on or before May 1 of the year preceding the fall semester the applicant would begin school in the District. The District shall date and time stamp all applications the District receives as both the resident and nonresident district as they are received in the District's central office. Except for applications from students who have a parent or guardian who is an active-duty member of the military and who has been transferred to and resides on a military base, applications postmarked or hand delivered on or after May 2 will not be accepted. Statutorily, preference is required to be given to siblings of students who are already enrolled in the District. Therefore, siblings whose applications fit the capacity standards approved by the Board of Directors may be approved ahead of an otherwise qualified non-sibling applicant who submitted an earlier application as identified by the application's date and time stamp.

Students who have a parent or guardian who is an active-duty member of the military and who has been transferred to and resides on a military base may submit an application and transfer at any time if the student's application:

- Is filed with the nonresident school district within fifteen (15) days of the parent's or guardian's arrival on the military base.
- 2. Includes the parent's or guardian's military transfer orders; and
- 3. Includes the parent's or guardian's proof of residency on the military base.

The approval of any application for a choice transfer into the District is potentially limited by the applicant's resident district's statutory limitation of losing no more than three percent (3%) of its past year's student enrollment due to Standard School Choice. As such, any District approval of a choice application prior to July 1 is provisional pending a determination that the resident district's three percent (3%) cap has not been reached. The superintendent shall contact a student's resident district to determine if the resident district's three percent (3%) cap has been met.

The Superintendent will consider all properly submitted applications for School Choice. By July 1, the Superintendent shall notify the parent and the student's resident district, in writing, of the decision to accept or reject the application.

Accepted Applications

Applications which fit within the District's stated capacity standards shall be provisionally accepted, in writing, with the notification letter stating a reasonable timeline by which the student shall enroll in the District by taking the steps detailed in the letter, including submission of all required documents. If the student fails to enroll within the stated timeline, or if all necessary steps to complete the enrollment are not taken, or examination of the documentation indicates the applicant does not meet the District's stated capacity standards, the acceptance shall be null and void.

A student whose application has been accepted and who has enrolled in the District is eligible to continue enrollment until completing his/her secondary education. Continued enrollment is conditioned upon the student meeting applicable statutory and District policy requirements. Any student who has been accepted under choice and who fails to initially enroll under the timelines and provisions provided in this policy; chooses to return to his/her resident district; or enrolls in a home school or private school voids the transfer and must reapply if, in

the future, the student seeks another school choice transfer. A subsequent transfer application will be subject to the capacity standards applicable to the year in which the application is considered by the District.

A present or future sibling of a student who continues enrollment in this District may enroll in the District by submitting a Standard School Choice application. Applications of siblings of presently enrolled choice students are subject to the provisions of this policy including the capacity standards applicable to the year in which the sibling's application is considered by the District. A sibling who enrolls in the District through Standard School Choice is eligible to remain in the District until completing his/her secondary education.

Students whose applications have been accepted and who have enrolled in the district shall not be discriminated against on the basis of gender, national origin, race, ethnicity, religion, sexual orientation, gender identity, or disability.

Rejected Applications

The District may reject an application for a transfer into the District under Standard School Choice due to lack of capacity. However, the decision to accept or reject an application may not be based on the student's previous academic achievement, athletic or other extracurricular ability, English proficiency level, or previous disciplinary proceedings other than a current expulsion.

An application may be provisionally rejected if it is for an opening that was included in the District's capacity resolution, but was provisionally filled by an earlier applicant. If the provisionally approved applicant subsequently does not enroll in the District, the provisionally rejected applicant could be provisionally approved and would have to meet the acceptance requirements to be eligible to enroll in the district.

An application may be provisionally rejected if the student's application was beyond the student's resident district's three percent (3%) cap. The student's resident district is responsible for notifying this District that it is no longer at its three percent (3%) cap. If a student's application was provisionally rejected due to the student's resident district having reached its three percent (3%) cap and the student's resident district notifies this District that it has dropped below its three percent (3%) cap prior to July 1, then the provisional rejection may be changed to a provisional acceptance and the student would have to meet the acceptance requirements to be eligible to enroll in the District.

Rejection of applications shall be in writing and shall state the reason(s) for the rejection. A student whose application was rejected may request a hearing before the State Board of Education to reconsider the application. The request for a hearing must be submitted in writing to the State Board within ten (10) days of receiving the rejection letter from the District.

Any applications that are denied due to the student's resident district reaching the three percent (3%) limitation cap shall be given priority for a choice transfer the following year in the order that the District received the original application.

Transfers Out of the District

All Standard School Choice applications shall be granted unless the approval would cause the District to have a net enrollment loss (students transferring out minus those transferring in) of more than three percent (3%) of the average daily membership on October 1 of the immediately preceding year. By December 15 of each year, DESE shall determine and notify the District of

the net number of allowable choice transfers. For the purpose of determining the three percent (3%) cap, siblings are counted as one student, and students are not counted if the student transfers:

- Through Opportunity School Choice due to the school receiving a rating of “F” or a district classified as in need of Level 5 Intensive Support under A.C.A. § 6-18-227;
- Due to the district’s identification of Facilities Distress under A.C.A. § 6-21-812; or
- Through the Foster Child School Choice under A.C.A. § 6-18-233.

If, prior to July 1, the District receives sufficient copies of requests from other districts for its students to transfer to other districts to trigger the three percent (3%) cap, it shall notify each district the District received Standard School Choice applications from that it has tentatively reached the limitation cap. The District will use confirmations of approved choice applications from receiving districts to make a final determination of which applications it received that exceeded the limitation cap and notify each district that was the recipient of an application to that effect. The District shall immediately notify all receiving districts if it should drop back below its three percent (3%) cap prior to July 1.

Facilities Distress Choice Applications

There are a few exceptions from the provisions of the rest of this policy that govern choice transfers triggered by facilities distress. Any student attending a school district that has been identified as being in facilities distress may transfer under the provisions of this policy, but with the following four (4) differences. • The receiving district cannot be in facilities distress;

- The transfer is only available for the duration of the time the student's resident district remains in facilities distress;
- The student is not required to meet the May 1 application deadline; and

The student's resident district is responsible for the cost of transporting the student to this District's school.

Opportunity School Choice

Transfers Into or Within the District For the purposes of this section of the policy, a “lack of capacity” is defined as when the receiving school has reached the maximum student-to-teacher ratio allowed under federal or state law, the DESE Rules for the Standards for Accreditation, or other applicable rules. There is a lack of capacity if, as of the date of the application for Opportunity School Choice, ninety-five percent (95%) or more of the seats at the grade level at the nonresident school are filled.

Unless there is a lack of capacity at the District’s school or the transfer conflicts with the provisions of a federal desegregation order applicable to the District, a student who may transfer from the student’s assigned school to another school in the District¹⁰ or from the student’s resident district into the District if:

Either: o The student's resident district has been classified by the state board as in need of Level 5 —
intensive support; or o The student's assigned school has a rating of "F"; and
· By May 1 of the year before the student intends to transfer, the student's parent, guardian, or the student if the student is over eighteen (18) years of age has submitted an application of the student's request to transfer to the:

- o DESE;
- o Sending school district; and o Receiving school district.

A student is not required to meet the May 1 application deadline if the student has a parent or guardian who is an active-duty member of the military and who has been transferred to and resides on a military base. The student may transfer at any time if the student's application:

- a. Is filed with the nonresident school district within fifteen (15) days of the parent's or guardian's arrival on the military base;
- b. Includes the parent's or guardian's military transfer orders; and
- c. Includes the parent's or guardian's proof of residency on the military basis

Within thirty (30) days from receipt of an application from a student seeking admission under this section of the policy, the Superintendent shall notify in writing the parent or guardian, or the student if the student is over eighteen (18) years of age, whether the Opportunity School Choice application has been accepted or rejected.

The notification shall be sent via First-Class Mail to the address on the application.

If the application is accepted, the notification letter shall state the deadline by which the student must enroll in the receiving school or the transfer will be null and void.

If the District rejects the application, the District shall state in the notification letter the specific reasons for the rejection. A parent or guardian, or the student if the student is over eighteen (18) years of age, may appeal the District's decision to deny the application to the State Board of Education. The appeal must be in writing to the State Board of Education via certified mail, return receipt requested, no later than ten (10) calendar days, excluding weekends and legal holidays, after the notice of rejection was received from the District.

A student's transfer under Opportunity School choice is effective at the beginning of the next school year and the student's enrollment is irrevocable for the duration of the school year and is renewable until the student completes high school or is beyond the legal age of enrollment. This provision for continuing eligibility under Opportunity Choice does not negate the student's right to apply for transfer to a district other than the student's assigned school or resident district under the Standard School Choice provisions of this policy.

The District may, but is not obligated to provide transportation to and from the transferring district.

Transfers out of, or within, the District

If a District school receives an F_U or the District has been classified by the State Board as in need of Level 5 Intensive Support, the District shall timely notify parents, guardians, or students, if over eighteen (18) years of age, as soon as practicable after the school or district designation is made of all options available under Opportunity School Choice. The District shall offer the

parent or guardian, or the student if the student is over eighteen (18) years of age, an opportunity to submit an application to enroll the student in a school district that has not been classified by the State Board as in need of Level 5 Intensive Support or in a public school that does not have a rating of “F”.

Additionally, the District shall request public service announcements to be made over the broadcast media and in the print media at such times and in such a manner as to inform parents or guardians of students in adjoining districts of the availability of the program, the application deadline, and the requirements and procedure for nonresident students to participate in the program.

Unsafe School Choice Program

Any student that becomes the victim of a violent criminal offense while in or on the grounds of a District school or who is attending a school classified by DESE as a persistently dangerous public school shall be allowed to attend a safe public school within the District.

Foster Child School Choice

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

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

The District shall only reject a Foster Child School Choice application if:

1. The public school or District has reached the maximum student-to-teacher ratio allowed under federal law, state law, the standards for accreditation, or other applicable State rule or Federal regulation; or
2. Approving the transfer would conflict with a provision of an enforceable desegregation court order

or a public school district's court-approved desegregation plan regarding the effects of past racial segregation in student assignment.

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

A Foster Child School Choice transfer shall remain in effect until the foster child:

- Graduates from high school; or

- Transfers to another school or school district under:
 - o The Foster Child School Choice Act; o
 - Opportunity Public School Choice Act of 2004; o
 - The Public School Choice Act of 2015; or o Any
- other law that allows a transfer.

The District shall accept credits toward graduation that were awarded by another public school district. When a foster child transfers from the foster child's school of origin to another school in the District or into the District, the foster child or the foster parent is responsible for the foster child's transportation to and from the school the foster child transferred to. The District and the foster parent, or the foster child if the foster child is eighteen (18) years of age, may enter into a written agreement for the District to provide the transportation to and from the school the foster child transferred to.

STUDENTS WHO ARE FOSTER CHILDREN

The District will afford the same services and educational opportunities to foster children that are afforded other children and youth. The District shall work with the Department of Human Services (DHS), the Arkansas Department of Education (ADE), and individuals involved with each foster child to ensure that the foster child is able to maintain his/her continuity of educational services to the fullest extent that is practical and reasonable. The Superintendent or his/her designee shall appoint an appropriate staff person to be the local educational liaison for foster children and youth whose responsibilities shall include ensuring the timely school enrollment of each foster child and assisting foster children who transfer between schools by expediting the transfer of relevant educational records.

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

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

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

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

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

EXCHANGE STUDENTS

Exchange students will be subject to all rules and regulations that are followed by the resident students.

These students will be permitted to compete for all awards and honors that are allowed to transfer students. There will be a maximum of two (2) exchange students allowed to enroll each year. These students may not be from the same country. Diplomas for exchange students will only be issued if they have met all of the requirements required by this district and the ADE.

HOMELESS STUDENTS

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

Notwithstanding Homeless Policy 4.1, homeless students living in the district are entitled to enroll in the district's school that non-homeless students who live in the same attendance area are eligible to attend. If there is a question concerning the enrollment of a homeless child due to a conflict with Policy 4.1 or 4.2, the child shall be immediately admitted to the school in which enrollment is sought pending resolution of the dispute. It is the responsibility of the District's local educational liaison for homeless children and youth to carry out the dispute resolution process.

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

1. continue educating the child who becomes homeless between academic years or during an academic year in their school of origin for the duration of their homelessness;
2. continue educating the child in his/her school of origin who becomes permanently housed during an academic year for the remainder of the academic year; or
3. enroll the homeless child in the school appropriate for the attendance zone where the child lives. If the District elects to enroll a homeless child in a school other than their school of origin and such action is against the wishes of the child's parent or guardian, the District shall provide the parent or guardian with a written explanation of their reason for so doing, which shall include a statement of the parent/guardian's right to appeal.

In any instance where the child is unaccompanied by a parent or guardian, the District's local educational liaison for homeless children and youth shall assist the child in determining his/her place of enrollment. The Liaison shall provide the child with a notice of his/her right to appeal the enrollment decision.

The District shall be responsible for providing transportation for a homeless child, at the request of the parent or guardian (or in the case of an unaccompanied youth, the Liaison), to and from the child's school of origin. *

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

- a. are:
 - sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason;
 - living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations;
 - living in emergency or transitional shelters;
 - abandoned in hospitals; or
 - awaiting foster care placement;
- b. have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
- c. are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- d. are migratory children who are living in circumstances described in clauses (a) through (c).

SPECIAL EDUCATION

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

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

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

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

MANDATORY ATTENDANCE

All children who are ages five (5) through seventeen (17) on or by August 1 are required to be in school that school year with the exception of five-year-old children for whom kindergarten has been waived by the parent, guardian, or person having custody or charge; students who have received a high school diploma or its equivalent; or students who are enrolled in postsecondary vocational-technical institution, a community college, or a two-year institution of higher education.

ATTENDANCE POLICY

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

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

Absences for students enrolled in digital courses shall be determined by the online attendance and time the student is working on the course rather than the student's physical presence at school. Students who are scheduled to have a dedicated period for a digital class shall not be considered absent if the student logs the correct amount of time and completes any required assignments; however, a student who fails to be physically present for an assigned period may be disciplined in accordance with the District's truancy policy.

Excused Absences

Excused absences are those where the student was on official school business or when the absence was due to one of the following reasons and the student brings a written statement to the principal or designee upon his/her return to school from the parent or legal guardian stating such reason. There will be a maximum of four (4) parent notes accepted. A written statement presented for an absence having occurred more than five (5) school days prior to its presentation will **not** be accepted.

1. The student's illness or when attendance could jeopardize the health of other students. A maximum of six (6) such days are allowed per semester unless the condition(s) causing such absences is of a chronic or recurring nature, is medically documented, and approved by the principal.
2. Death or serious illness in their immediate family;
3. Observance of recognized holidays observed by the student's faith;
4. Attendance at an appointment with a government agency;
5. Attendance at a medical appointment;
6. Exceptional circumstances with prior approval of the principal;
7. Participation in a 4-H sanctioned activity;
8. Participation in the election poll workers program for high school students.
9. Absences granted to allow a student to visit his/her parent or legal guardian who is a member of the military and been called to active duty, is on leave from active duty, or has returned from deployment to a combat zone or combat support posting. The number of additional excused absences shall be at the discretion of the superintendent or designee.
10. Absences granted, at the Superintendent's discretion, to seventeen (17) year-old students who join the Arkansas National Guard while in eleventh grade to complete basic combat training between grades eleven (11) and twelve (12).
11. Absences for students excluded from school by the Arkansas Department of Health during a disease outbreak because the student has an immunization waiver or whose immunizations are not up to date.

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

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

Unexcused Absences

Absences not defined above or not having an accompanying note from the parent, legal guardian, person having lawful control of the student; or person standing in loco parentis, presented in the timeline required by this policy, shall be considered as unexcused absences. Students with ten (10) unexcused absences in a course in a semester may not receive credit for that course. At the discretion of the principal after consultation with persons having knowledge of the circumstances of the unexcused absences, the student may be denied promotion or graduation. Excessive absences shall not be a reason for expulsion or dismissal of a student. When a student has four (4) unexcused absences, his/her parents, legal guardians, persons with lawful control of the student, or persons standing in loco parentis shall be notified. Notification shall also occur when a student has seven (7) unexcused absences. Notification shall be by telephone by the end of the school day in which such absence occurred or by regular mail with a return address sent no later than the following school day.

Whenever a student exceeds ten (10) unexcused absences in a semester, the District shall notify the prosecuting authority and the parent, legal guardian, person having lawful control of the student, or persons standing in loco parentis shall be subject to a civil penalty as prescribed by law.

At any time prior to when a student exceeds the number of unexcused absences permitted by this policy, the student, or his/her parent, guardian, or person in loco parentis may petition the school or district's administration for special arrangements to address the student's unexcused absences. If formal arrangements are granted, they shall be formalized into a written agreement which will include the conditions of the agreement and the consequences for failing to fulfill the agreement's requirements. The agreement shall be signed by the student, the student's parent, guardian, or person in loco parentis, and the school or district administrator or designee. Students who attend in-school suspension shall not be counted absent for those days. Days missed due to out-of-school suspension or expulsion shall be unexcused absences.

The District shall notify the Department of Finance and Administration whenever a student fourteen (14) years of age or older is no longer in school. The Department of Finance and Administration is required to suspend the former student's operator's license unless he/she meets certain requirements specified in the statute. Applicants for an instruction permit or for a driver's license by persons less than eighteen (18) years old on October 1 of any year are required to provide proof of a high school diploma or enrollment and regular attendance in an adult education program or a public, private, or parochial school prior to receiving an instruction permit. To be issued a driver's license, a student enrolled in school shall present proof of a "C" average for the previous semester or similar equivalent grading period for which grades are reported as part of the student's permanent record.

ILLNESS

If a student becomes ill at school, he should notify his teacher and report to the office. In case of emergency, the services of a nurse will be available. Parents or guardians will be contacted, whenever possible, if school officials feel a doctor's services are necessary.

It is the parent's responsibility to contact the insurance company if any problems arise. The school's responsibility ends when the initial claim form is given to the parent and a copy is mailed to our insurance carrier.

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

If a student is ill enough to go to the sick room, they are ill enough to go home. Parents will be called to come check the student out.

MAKE-UP WORK

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

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

Work may not be made up for credit for unexcused absences **unless** the unexcused absences are part of a signed agreement as permitted by absence policy.

Work for students serving an out-of-school suspension or expulsion shall be in accordance with the District's programs, measures, or alternative means and methods to continue student engagement and access to education during the student's period of suspension or expulsion, including offering an expelled student an opportunity for enrollment in digital learning courses or other alternative educational courses that result in the receipt of academic credit that is at least equal to credit the expelled student may have received from the District if the student had not been expelled.

In lieu of the timeline above, assignments for students who are excluded from school by the Arkansas Department of Health during a disease outbreak are to be made up as set forth in the Immunization Policy.

HOMEWORK (INDEPENDENT STUDY SKILLS) POLICY

1. DEFINITION:

Homework (Independent Study Skills) is an assignment completed outside formal instruction time. Homework may be completed at school during the learning lab, at the end of the class period after instruction has been completed, and/or taken home to be completed independently.

2. PHILOSOPHY

- A. Homework should be included as an integral part of the instructional program and as a means by which students are provided extended time to master learning concepts and objectives and sharpen independent study skills.
- B. Homework should be a positive experience, providing students the opportunity to:
 - 1) Independently reinforce skill development
 - 2) Manage learning time away from the school setting
 - 3) Communicate to parents learning activities provided during the school day
 - 4) Involve other adults in helping students to learn
 - 5) Develop self-discipline and good independent study habits

3. SECONDARY PROCEDURES

- A. Teachers will assign adequate homework to reinforce learning skills as well as provide students with the opportunity to make application of these skills.
- B. Homework assignments will be given after instructional time.
- C. Teachers should give homework only in the amount they are willing to check, grade, or review.
- D. Homework will be averaged as part of the nine weeks and semester grades.
- E. Each teacher will explain to his/her students what is required in completing all assignments. However, it is the students' responsibility to independently complete all assignments.
- F. Homework assignments should average a minimum of ten hours per week (two hours per major subject.) This will be representative of the major academic disciplines, but may include other subject areas. Except for special projects, teachers should not expect students to spend more time on the subjects they teach than on assignments in other subjects.

g. Modifications for special education students will be made on the basis of needs determined by the teachers.

MARRIED STUDENTS

Students who marry should inform the office of the changed status for record purposes. Such students have the same rights and privileges as other students; and shall be subject to and must abide by the same rules and regulations as all other students in the district.

SCHEDULE CHANGES

Any student who finds it necessary to change his/her schedule should first have it approved by the counselor and then obtain a schedule change from the principal's office and have it signed by the teacher whose class they are leaving and the teacher's class they are entering. After these signatures are obtained, the student should return to the principal's office for final approval. Before final approval is given, the principal or counselor will contact the student's parents for permission to make the change.

Students will have five (5) days in which to change their schedules for the first semester. Second semester students will not be allowed to make changes unless required for graduation, or for the addition of credits, or upon recommendation of counselor, teacher, or principal.

INFECTIOUS OR CONTAGIOUS DISEASE

No student shall be permitted to attend school or any school activity while stricken with any infectious or contagious disease that could, through contact, endanger the health of any student or school employee.

STUDENT MEDICATIONS

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

Unless authorized to self-administer, students are not allowed to carry any medications, including over-the-counter medications or any perceived health remedy not regulated by the US Food and Drug

Administration, while at school. The parent or legal guardian shall bring the student's medication to the school nurse. The student may bring the medication if accompanied by a written authorization from the parent or legal guardian. When medications are brought to the school nurse, the nurse shall document, in the presence of the parent, the quantity and type of the medication(s). If the medications are brought by a student, the school nurse shall ask another school employee to verify, in the presence of the student the quantity of the medication(s). Each person present shall sign a form verifying the quantity and type of the medication(s).

Medications, including those for self-administration, must be in the original container and be properly labeled with the student's name, the ordering health care provider's name, the name of the medication, the dosage, frequency, and instructions for the administration of the medication (including times). Additional information accompanying the medication shall state

the purpose for the medication, its possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings.

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

The only Schedule II medications that shall be allowed to be brought to the school are methylphenidate (Ritalin), amphetamine sulfate (Adderall) and other similar medication related to treating ADD or ADHD. To help ensure their safe keeping, any such medications brought to the school nurse shall be stored in a double locked cabinet.

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

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

Students who have written permission from their parent or guardian and a licensed health care practitioner on file with the District may;

1. Self-administer either a rescue inhaler or auto-injectable epinephrine;
2. Perform his/her own blood glucose checks;
3. Administer insulin through the insulin delivery system the student uses;
4. Treat the student's own hypoglycemia and hyperglycemia; or
5. Possess on his or her person:
 6. a. A rescue inhaler or auto-injectable epinephrine; or
 7. b. The necessary supplies and equipment to perform his/her own diabetes monitoring and treatment functions.
 - Students who have a current consent form on file shall be allowed to carry and self-administer such medication while in school;
 - At an on-site school sponsored activity;
 - While traveling to or from school; or
 - At an off-site school sponsored activity.

A student is prohibited from sharing, transferring, or in any way diverting his/her medications to any other person. The fact that a student with a completed consent form on file is allowed to carry a rescue inhaler, auto injectable epinephrine, diabetes medication, or combination does not require him/her to have such on his/her person. The parent or guardian of a student who qualifies under this policy to self-carry a rescue inhaler, auto injectable epinephrine, diabetes medication, or any combination on his/her person shall provide the school with the appropriate medication, which shall be immediately available to the student in an emergency.

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

1. an IHP that provides for the administration of Glucagon, insulin, or both in emergency situations; and
2. a current, valid consent form on file from their parent or guardian.

A student shall have access to a private area to perform diabetes monitoring and treatment functions as outlined in the student's IHP.

Emergency Administration of Epinephrine

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

The parent of a student who has an authorizing IHP, or the student if over the age of eighteen (18), shall annually complete and sign a written consent form provided by the student's school nurse authorizing the nurse or other school employee certified to administer auto-injector epinephrine to the student when the employee believes the student is having a life-threatening anaphylactic reaction.

Students with an order from a licensed health care provider to self-administer auto-injectable epinephrine and who have written permission from their parent or guardian shall provide the school nurse an epinephrine auto-injector. This epinephrine will be used in the event the school nurse, or other school employee certified to administer auto-injector epinephrine, in good faith professionally believes the student is having a life-threatening anaphylactic reaction and the student is either not self-carrying his/her /epinephrine auto injector or the nurse is unable to locate it.

The school nurse for each District school shall keep epinephrine auto-injectors on hand that are suitable for the students the school serves. The school nurse or other school employee designated by the school nurse as a care provider who has been trained and certified by a licensed physician may administer auto-injector epinephrine to those students who the school nurse, or other school employee certified to administer auto injector epinephrine, in good faith professionally believes is having a life-threatening anaphylactic reaction. The school nurse for each District school shall keep anti-opioid injectors on hand. The school nurse, other school employee, volunteer, or student may administer anti-opioid in accordance with the District's procedures to a student who the school nurse, or other observer, in good faith believes is having an opioid overdose.

The school shall not keep outdated medications or any medications past the end of the school year. By this policy, parents are notified ten (10) days after the last day of school, all medications will be disposed of that are left at the school. Medications not picked up by the parents or legal guardians within the ten (10) day period shall be disposed of by the school nurse in accordance with current law and regulations.

SEMESTER TEST EXEMPTION POLICY

Any student who has an 80 or above in any given class for the semester and has no more than three (3) discipline referrals for the semester and no more than five (5) absences in the tested course, will be exempt from the semester test in that class. More than three (3) discipline referrals will result in the student taking all semester tests regardless of the grade and absences in the class.

EXCEPTION: Any student who has been placed in ISS for five days or more in a semester, ALE, been suspended from school for any reason or who has an outstanding balance will not be granted an exemption.

JUNIOR/SENIOR COLLEGE DAY

Juniors and Seniors are allowed two (2) college days to be taken over the course of their junior and senior years. They must be taken by **April 15**. College day vouchers must be signed and turned in to the principal's office **ONE WEEK PRIOR** to the college day. (Vouchers may be obtained in the office.) Extra college days may be approved by the principal providing there are compelling reasons and the student furnishes documentation of attendance. Failure to meet all criteria will result in the day being counted as an absence

SCHOOL VISITORS

The Des Arc Schools do not permit students to bring guests to visit during school hours. We ask parents to cooperate in these cases in order to prevent disruption of regular classroom routines. There will be no exceptions to this regulation.

All non-student visitors entering school premises during regular school hours should report to the principal's office immediately. Upon completion of business, visitors are expected to leave promptly.

CONTACT WITH STUDENTS WHILE AT SCHOOL

CONTACT BY PARENTS

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

CONTACT BY NON-CUSTODIAL PARENTS

If there is any question concerning the legal custody of the student, the custodial parent shall present documentation to the principal or the principal's designee establishing the parent's custody of the student. It shall be the responsibility of the custodial parent to make any court ordered "no contact" or other restrictions regarding the non-custodial parent known to the principal by presenting a copy of a file-marked court order. Without such a court order on file, the school will release the child to either of his/her parents. Non-custodial parents who file with the principal a date-stamped copy of current court orders granting unsupervised visitation may eat lunch, volunteer in their child's classroom, or otherwise have contact with their child during school hours and the prior approval of the school's principal. Such contact is subject to the limitations outlined in Policy 4.16, Policy 6.5, and any other policies that may apply.

Arkansas law provides that, in order to avoid continuing child custody controversies from involving school personnel and to avoid disruptions to the educational atmosphere in the District's schools, the transfer of a child between his/her custodial parent and non-custodial parent, when both parents are present, shall not take place on the school's property on normal school days during normal hours of school operation. The custodial or non-custodial parent may send to/drop off the student at school to be sent to/picked up by the other parent on predetermined days in accordance with any court order provided by the custodial parent or by a signed agreement between both the custodial and non-custodial parents that was witnessed by the student's building principal. Unless a valid no-contact order has been filed with the student's principal or the principal's designee, district employees shall not become involved in disputes concerning whether or not that parent was supposed to pick up the student on any given day.

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

State Law requires that Department of Human Services employees, local law enforcement, or agents of the Crimes Against Children Division of the Division of Arkansas State Police, may interview students without a court order for the purpose of investigating suspected child abuse. In instances where the interviewers deem it necessary, they may exercise a “72-hour hold” without first obtaining a court order. Except as provided below, other questioning of students by non-school personnel shall be granted only with a court order directing such questioning, with permission of the parents of a student (or the student if above eighteen (18) years of age), or in response to a subpoena or arrest warrant.

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

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

CONTACT BY PROFESSIONAL LICENSURE STANDARDS BOARD INVESTIGATORS

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

CARE OF BOOKS/CHROMEBOOKS

Des Arc Public Schools furnishes free textbooks/Chromebooks for students. Students are responsible for the care of items issued to them. When books or Chromebooks are lost, damaged, or stolen, the student will be asked to replace the item or assessed a fee for damages.

LOCKERS

The rent for lockers is \$5.00 for the entire school year. For protection of books and personal items, students are encouraged to keep their lockers locked at all times.

STUDENT VEHICLES

Parking permits are required for all vehicles driven by students and parked on school property. These permits are sold and checked by the Senior Student Council.

1. Speed limit on school property and along adjacent streets is 15 miles per hour.
2. Sitting in cars is prohibited, and students are not allowed to go to their cars during the school day.
3. A student's automobile may be moved during the school day only with permission from the office.
4. Automobiles belonging to students may depart after school has been dismissed for the day according to directions in Number 5.
5. Cars may depart before the buses as long as extreme care is taken with buses having the priority of right-of-way over student vehicles. No left turns onto 7th Street will be allowed.
6. In the parking lot, the spaces next to the Middle Campus, the tennis court and the gymnasium are to be reserved for parents, visitors and staff. Students are not to park in these areas.
7. Students will not be permitted to park on 7th or Walnut Streets.
8. Students will be allowed to park in the following areas:
 - A. Parking lot west of the cafeteria
 - B. Area across the ditch facing the bus parking lot
 - C. Permits for parking will be \$5.00
9. Vehicles are not to pass school buses when the bus lights are flashing.
10. It is understood that there is no expectation of privacy in vehicles in parking areas. Drivers of vehicles parked on a school campus will be held accountable for illegal substances or any other item prohibited by District policy found in their vehicle.
11. All students driving cars to school are reminded to be aware of buses loading and unloading, and should exercise extreme caution at all times.

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

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

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

BUSES

Students who ride buses should observe the following rules:

1. Students should be at the bus stop at the scheduled time.
2. Pupils are not to play on the highway or road or chase cars while waiting for the bus.
3. If the bus is missed, the student should not attempt to hitchhike or walk to or from school.
4. While loading and unloading, students should enter and leave the bus in an orderly manner.

While riding the bus, students are under the supervision of the driver and must obey the driver at all times. The principal, on recommendation of the driver, has the authority to suspend a student from riding a bus.

6. Students are expected to conduct themselves in a manner that does not distract the driver or interfere with the right of the other students on the bus.
7. Pupils must be seated while the bus is in motion and must not leave their seat until the bus has come to a stop.
8. Students are not permitted to ride any bus except their own without written permission from the Principal.
9. Students are not permitted to leave campus after they get off the bus without permission from the Principal.
10. No food or drink on the bus.
11. When lights are flashing, NO ONE is allowed to pass buses on 7th Street.

CLOSING OF SCHOOL

In case of bad weather, the school may be forced to close. Television Channel 7 shall be notified of the closing before 6:30 a.m. Announce app will be used to notify all students and school personnel of the closing via text. Please listen to the television instead of calling school authorities. School openings WILL NOT be announced.

CAFETERIA

The School Cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, a well-balanced lunch is offered each day at a reasonable price.

Full Price Lunch: \$2.75

Full Price Breakfast: \$2.00

The lunchroom management and your fellow students will appreciate your cooperation in

1. Depositing all lunch litter in wastebaskets.
2. Returning all trays and utensils to the dishwasher areas.
3. Leaving the table and floor around your place in a clean condition for others.
4. No food or drink will be taken from the cafeteria.
5. Respect should be shown for fellow students by not running or cutting in the lunch line.
6. Noise should be kept to a minimum.
7. Students eating breakfast must use the first two (2) rows of tables and throw away all trash.
8. A 4-digit lunch code is issued to each student when registered. The same code will be used until they graduate. **Every** student must have a lunch code.
9. Students are to take money to the cafeteria before school starts any morning to be credited to their lunch account.

Meal Charges

Meals, a la carte, or other food and beverage items may be purchased by either providing payment for the items at the time of receipt or by having a prepaid account with the District that may be charged for the items. Parents, or students choosing to do so, may pay in advance for meals, a la carte, or other food and beverage items through any of the following methods:

- Submitting cash or check payment at the cafeteria or high school office;

- Depositing funds through the District's online service at <http://www.desarc.wmsc.k12.ar.us/services/foodserves>.
A student's parents will be contacted by authorized District personnel regarding a student's prepaid account balance at the following times: weekly.

Alternative Meals

The District does not provide alternative meals for students.

SCHOOL MEAL MODIFICATIONS

The district only provides modified meal components on menus to accommodate students with a disability. A parent/guardian wishing to request dietary accommodations for their student with a disability must submit to the district's Director of Child Nutrition a medical statement completed by a State licensed healthcare professional, which includes:

- Physicians, including those licensed by:
 - The Arkansas State Medical Board;
 - The Arkansas State Board of Chiropractic Examiners (Chiropractors); o
The Arkansas Board of Podiatric Medicine (Podiatrists);
- Nurse Practitioners (APRNs in family or pediatric practice with prescriptive authority);
- Physician Assistants (PAs who work in collaborative practice with a physician); and •
Dentists.

The medical statement should include:

1. A description of the student's disability that is sufficient to understand how the disability restricts the student's diet;
2. An explanation of what must be done to accommodate the disability, which may include:
 - a. Food(s) to avoid or restrict;
 - b. Food(s) to substitute;
 - c. Caloric modifications; or
 - d. The substitution of a liquid nutritive formula.

If the information provided in the medical statement is unclear, or lacks sufficient detail, the district's

Director of Child Nutrition shall request additional information so that a proper and safe meal can be provided.

When choosing an appropriate approach to accommodate a student's disability, the District will consider the expense and efficiency of the requested accommodations. The District will offer a reasonable modification that effectively accommodates the child's disability and provides equal opportunity to participate in or benefit from the program, which may include a generic version of a product.

Parents may file a grievance regarding the request for accommodations with the District's 504 Coordinator, who will schedule a hearing on the grievance to be held as soon as possible. The 504 coordinator shall provide a copy of the procedures governing the hearing, including that the parent has the right to be accompanied by counsel, and the appeal process upon request.

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

LIBRARY USAGE

All materials except those designated “overnight”, “special loan”, and “non-circulating” may be borrowed for 14 days at a time. A fine of five cents per day is charged for overdue books. No gum, food, or drink is allowed in the library.

TELEPHONE REGULATIONS

The school’s telephones are for school business only. Students will not be permitted to make personal calls during any class period, including the learning lab.

Students will be notified of legitimate calls but will not be excused from class except in extreme emergencies.

Students may use the telephone only with the permission of the principal’s office.

FUNDRAISING

The principal must approve all fund-raising projects and a written form filed in his office. Projects, which involve selling merchandise to residents of the community, should be limited as much as possible. Tickets or articles of any kind, other than those associated with school-sponsored activities, are not to be sold on school property by any students or outside organizations.

Students are responsible for any merchandise or money collected for merchandise. Money collected should be turned in daily to prevent loss for which the student would have to pay.

CLASS DUES/STUDENT ASSESSMENT POLICY

Students will be required to pay \$10.00 per year, grades 7-11, for a total of \$50.00 for the purpose of financing the Junior/Senior prom and banquet. Students who do not pay their assessment fees will not be allowed to attend the banquet or prom during their junior and senior year.

The following guidelines should be followed when assessing class dues:

1. Dues should be paid by the end of the first semester of the junior year.
2. Any student who transfers in prior to or during the junior year will be required to pay the full \$50.00.
3. Any student who transfers in during the senior year will be required to pay \$25.00.
4. Any senior who does not pay the assessment fee during the junior year will be required to pay the full \$50.00 if he/she wants to attend the prom and banquet.
5. Exchange students will be invited to the prom and banquet as guests of the junior class. No fee will be assessed.
6. A student who checks out of school prior to his/her junior year will be refunded any dues he/she has paid.

It will be the option of the senior class to assess themselves to cover graduation expenses. Exchange students will be required to pay this assessment. This assessment will be due at the end of the first semester of the school year.

STUDENT ORGANIZATIONS AND SPONSORS

DAHS is proud to offer a wide range of extracurricular clubs and organizations for the benefit of the students. All students are urged to participate in those clubs or organizations, which hold a special interest to them.

Family Career & Community Leaders of America (FCCLA)
FFA
Future Business Leaders of America (FBLA)
Future Teachers of America (FTA)
Library Club
Junior and Senior Beta Clubs
National Honor Society
Junior Student Council
Senior Student Council
School Yearbook Staff
Senior Cheerleaders
Junior Cheerleaders

Mrs. Brandi Long
Mr. Drew List
Mr. Jim Featherston
Mrs. Deanie Sherrell
Mrs. Amanda Smith
Mrs. Regina Lyles
Mrs. Savanna Price
Mrs. Alarie Needham
Mrs. Savanna Price
Mrs. Robin English
Mrs. Amanda Smith
Mrs. Autumn Payne

STUDENT ORGANIZATIONS / EQUAL ACCESS

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

1. The meeting is to be voluntary and student initiated;
 2. There is no sponsorship of the meeting by the school, the government, or its agents or employees;
 3. The meetings must occur during non-instructional times;
 4. Employees or agents of the school are present at religious meetings only in non-participatory capacity;
 5. The meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school; and
 6. Non-school persons may not direct, conduct, control, or regularly attend activities of student groups.
- All meetings held on school premises must be scheduled and approved by the principal. The school, its agents, and employees retain the authority to maintain order and discipline, to protect the well-being of students and faculty, and to assure that attendance of students at meetings is voluntary.

Fraternities, sororities, and secret societies are forbidden in the District's schools. Membership to student organizations shall not be by a vote of the organization's members, nor be restricted by the student's race, religion, sex, sexual orientation, gender identity, national origin, or other arbitrary criteria. Hazing, as defined by law, is forbidden in connection with initiation into, or affiliation with, any student organization, extracurricular activity or sport program. Students who are convicted of participation in hazing or the failure to report hazing shall be expelled.

EQUAL EDUCATIONAL OPPORTUNITY

No student in the Des Arc School District shall, on the grounds of race, color, religion, national origin, sex, sexual orientation, gender identity, age, or disability be excluded from participation in, or denied the benefits of, or subjected to discrimination under any educational

program or activity sponsored by the District. The District has a limited open forum granting equal access to the Boy Scouts of America and other youth groups.

Inquiries on non-discrimination may be directed to Billy Paschal Jr., who may be reached at (870)256-4166. For further information on notice of non-discrimination or to file a complaint, visit ; for the address and phone number of the office that serves your area, or call 1-800-421-3481.

FUTURE TEACHERS OF AMERICA

FTA is an important part of our school system. The value of the services rendered by an active FTA organization is immeasurable. The purpose of the organization is not merely to provide a teacher with an assistant but also to provide a learning opportunity for those students who are interested in teaching as a career choice.

Guidelines for being a member of the FTA organization are based on the previous grading period:

1. Currently enrolled in grade 9, 10, 11, or 12.
2. No grade below a "C" during any grading period. Any FTA student with a grade below a "C" at either progress report time or at the end of a quarter will be placed in learning lab. At the end of the next grading period he/she may return to their position as an FTA if there are no grades below a "C" with the approval of the supervising teacher. If the student's grades fall below a "C" a second time, he/she will be placed in learning lab for the remainder of the year.
3. No more than two discipline referrals per year. No ISS or suspensions are allowed.
4. **Only the library and the office are allowed to have two FTA workers per period. All other staff members (except coaches/ALE) are allowed only one.**
5. FTA workers are not to be allowed access to the teacher's grade book. All grades are to be posted by the teacher only. FTA workers may be allowed to perform clerical duties such as copying, sorting, filing, etc.
6. FTA workers should be encouraged to tutor and assist other students when practical.

NATIONAL HONOR SOCIETY

The National Honor Society Chapter of Des Arc High School is a duly chartered and affiliated chapter of this prestigious national organization. Membership is open to those students who meet the required standards in four areas of evaluation: scholarship, leadership, service, and character. Standards for selection are established by the national office of NHS and have been revised to meet our local chapter needs. Students are selected to be members by a five-member Faculty Council, appointed by the principal, which bestows this honor upon qualified students on behalf of the faculty of our school each semester.

Students in the 11th or 12th grades are eligible for membership. For the scholarship criterion, a student must have a cumulative grade of 3.25 or better on a 4.0 scale. Those students who meet this criterion are invited to complete a Student Activity Information Form that provides the Faculty Council with information regarding the candidate's leadership and service. A history of leadership experiences and participation in school or community service is required.

To evaluate a candidate's character, the Faculty Council uses two forms of input: first, school disciplinary records are reviewed; second, members of the faculty are solicited for input

regarding their professional reflections on a candidate's character and leadership. These forms and the Student Activity Information Forms are carefully reviewed by the Faculty Council to determine membership. A majority vote of the council is necessary for selection. Candidates are notified regarding selection or non-selection according to a predetermined schedule.

Following notification, a formal induction ceremony is held at the school to recognize all the newly selected members. Once included, new members are required to maintain the same level of performance in all four criteria (or better) that led to their selection. This obligation includes regular attendance at chapter meetings held monthly during the school year, and participation in the chapter service projects.

Students who have questions regarding the selection process or membership obligations can contact the chapter adviser, Savanna Price, in Room 109 or by phone at 256-4166.

SCHOOL-SPONSORED TRIPS

Students will be expected to turn in a permission slip signed by their parents or guardian before participating in any school-sponsored trip. This permission slip should be kept one week after the conclusion of the trip. The student is subject to the rules and regulations of DAHS while on these trips. Students will not be permitted to ride on any form of transportation other than a school bus unless accompanied by a sponsor. a. Students are subject to all school rules while participating in school-sponsored trips.

- b. Any and all luggage and rooms are subject to sponsor-check for illegal materials before and during the trip.
- c. Any time students are in the room of members of the opposite sex, the door must be open at all times to entry by any chaperone.
- d. Students must be in their own rooms at curfew and may not violate curfew without disciplinary action being taken.
- e. Students will be under the guidance of the chaperones at all times and subject to requests made by the chaperones.

Any student who fails to comply with the above rules and rules in the Student Handbook will be subject to any and all of the following penalties:

- 1. During the trip, the student will be restricted to their room for the remainder of the trip and will be supervised by a chaperone 24 hours a day for the remainder of the trip.
- 2. Disciplinary action upon return to school, including detention, suspension from school, and/or expulsion from school.
- 3. Any tenth or eleventh grader may be banned/barred from participating in any school trips during the remainder of his/her school years.
- 4. Twelfth graders may be banned/barred from participating in Jr.-Sr. activities including Jr.-Sr. Banquet and Prom and/or graduation exercises.
- 5. Any student athlete (7th – 12th grade) who leaves a school sponsored activity without permission of the sponsors/coaches will be subject to disciplinary action.

Disciplinary measures taken will depend upon the severity of the misbehavior.

- 1. Chaperones (teachers and parents) are required to follow school board approved policies (no drinking, etc.) on school-sponsored trips.
- 2. Before departure, parents will be briefed on the policies and requirements expected of them on the trip

3. Chaperones are required to enforce and report the enforcement to proper school authorities (teachers and/or principal).
4. Any failure to enforce and/or report infractions of major rules may result in suspension without pay and/or termination of contract for certified employees.

SOCIAL AND ATHLETIC EVENTS

All faculty members have the authority to discipline students for misbehavior at all student-sponsored activities. Article II, Arkansas Athletic Association Handbook: Des Arc High School is “responsible for the treatment of all visitors and officials attending contests conducted by this school.” Students are expected to abide by all rules and regulations of DAHS at any athletic events, at home or away from home. All faculty members have the authority to discipline students for misbehavior at all student-sponsored activities.

SCHOOL SPONSORED DANCES

Any person attending the school dances and not currently enrolled in DAHS must be preregistered by a DAHS student and be accompanied by them in order to be allowed into the dance. Students who leave the dance are not allowed to return. Guests must enter and leave the dance with their dates. Students are not permitted to loiter in the lobby or outside. If the student’s outfit does not meet the school dress code, prior approval must be granted by the activity sponsor in order to be worn.

JUNIOR-SENIOR BANQUET AND PROM

This is a function by the Junior Class for the Senior Class. Junior and Senior Class members only are allowed to attend the banquet. Registered dates of the juniors and seniors and sophomore servers will be allowed to attend the prom. No students in Grades 7 or 8 are allowed to attend the prom in any capacity. Only parents who have been asked by Junior Class sponsors to be chaperones may attend the prom. (Dress for the Junior-Senior Prom is semi-formal. No jeans, or t-shirts may be worn. Tuxedos are not required.) There will be a limit of \$4200 spent for prom expenses.

STUDENT DISCIPLINE POLICY

AUTHORITY FOR STUDENT DISCIPLINE

Teachers, coaches, counselors, principals, and administrators have the authority to take customary and reasonable measures to maintain proper control and discipline among students placed under their care and supervision. Such measures may include the use of reasonable force in the exercise of lawful authority to restrain or correct pupils and maintain order.

School authority begins when the pupil enters the bus, or arrives at school, and continues until the time he returns to his premises, and at all school-sponsored activities. The only exception is when the pupil is in the care of his parents or guardian.

The school will not attempt to exert authority unless the welfare of the pupil or the school is involved. The school will have full authority over the pupils who represent it or accompany representative groups on all athletic trips or any trip in which school personnel is involved. All rules of safety and good conduct are to be observed.

PHILOSOPHY

The Des Arc Schools subscribe to the following statements of philosophy with regard to student control and discipline:

- A. We believe that each student has a right to an educational environment free from disruption.
- B. We believe that each teacher has a right to teach free from verbal intimidation.
- C. We believe that each parent has a right to expect quality education and the protection of children, teachers, and school property.
- D. We believe that it is the responsibility of teachers to recognize the rights of the teacher and other students in order that effective teaching and learning can take place.
- E. We believe that it is the responsibility of teachers to recognize the individual needs of each student and to make a concerted effort to see that those needs are met.
- F. We believe that one of the very real needs of youth is the provision for guidance and sometimes a restraining hand, and that it is the responsibility of parents, teachers, and administrators to provide this.

VIDEO SURVEILLANCE AND OTHER STUDENT MONITORING

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

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

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

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

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

Students who vandalize, damage, disable, or render inoperable (temporarily or permanently) surveillance

cameras and equipment, automatic identification, or data compilations shall be subject to appropriate disciplinary action and referral to appropriate law enforcement authorities. \

STUDENT CONDUCT BEHAVIOR CODE

All students are expected to conduct themselves at all times in a manner that will contribute to the best interest of the school system and not infringe on the right of others.

The following activities are considered improper conduct and will subject the student to disciplinary action including, but not limited to, suspension or expulsion from school. Violation of the rule will occur whether the conduct takes place on the school grounds at any time, off the school grounds at any time, off the school grounds at a school activity, function, or event, or in route to and from school.

The penalty for violating school rules/policies can range from a verbal warning to expulsion depending upon the severity and/or number of violations.

AUTHORIZED AREAS

Upon arrival at school, students must go immediately to one of the following areas:

- a. Cafeteria
- b. Gym (bad weather only)
- c. Middle Campus (7-9)
- d. Front Campus (10-12)

OFF-LIMIT AREAS

The following areas are **OFF LIMITS** at all times:

- a. Parking lots
- b. Behind weight room and cafeteria
- c. Tennis court
- d. East side of building
- e. Gym lobby

A. LEVELS OF INFRACTIONS

Disciplinary penalties may range from a minimum of a reprimand to a maximum of an expulsion. Infractions are categorized into the following four levels of offenses:

Level	Category Definitions
Level I	Violation of General School and/or Classroom Rules -Level I consists of minor offenses that generally occur in the classroom that can be corrected by the teacher.
Level II	Conduct Requiring Administrative Intervention -Level II consists of offenses that are more serious in nature; or persistent Level I infractions.
Level III	Suspension -Level III consists of offenses that significantly disrupt the educational process, school environment, and/or school-related activities; or persistent Level I or II infractions.
Level IV	Expulsion - Level IV consists of serious offenses which include willful or malicious acts that have the effect of materially and substantially disrupting the educational environment in the school or at school activities; or Level I, II or III infractions depending on the severity or persistence of the act.

Alternative Learning Class (ALC) SCREENING COMMITTEE

Exemplary practice 7.1 from the national alternative education association states: --the alternative education program has a screening committee to ensure that the alternative placement is most appropriate for the student's specific academic, behavioral, life skills, service coordination, transitional and vocational needs (individual student, individual placement decision).

Each school should create a screening committee at the beginning of each school year. The responsibility of the screening committee shall be as follows:

- To determine eligibility of students for ALC
- Ensure that interventions are implemented prior to the student's recommendation to ALC
- Consider the appropriateness of interventions
- Ensure that due process is followed
- Ensure student and parent are aware of possible placement
- Ensure behavior contract follows student to ALC

The screening committee shall be comprised of: Teacher, Counselor, ALC Representative, Parent or Guardian, Administrator or Designee.

B. LEVEL I

LEVEL 1 CONSISTS OF MINOR INFRACTIONS THAT OCCUR THAT CAN BE CORRECTED BY ANY SCHOOL PERSONNEL

Rule	101.	Failure to Follow School and/or Classroom Rules
Rule	102.	Profanity and Obscene Gestures
Rule	103.	Sexually Explicit Materials
Rule	104.	Public Display of Affection
Rule	105.	Harassment
Rule	106.	Leaving Designated Area without Permission
Rule	107.	Student Dress and Grooming

RULE 101. Failure to Follow School and/or Classroom Rules

Students will comply with reasonable directions or commands of administrators, teachers, substitute teachers, instructional assistants, administrative assistants, school bus drivers and any other authorized School District personnel. Students are expected to show proper respect to teachers, students, visitors and all with whom they come into contact.

RULE 102. Profanity and Obscene Gestures

A student will not use in verbal or written form profane, violent, vulgar, abusive, insulting, sexual, or disrespectful language at any time. A student will not use physical gestures that convey a connotation of obscene or disrespectful acts, infringe on the rights of others, or cause or begin an overt and immediate disruption of the educational process (5-71-207 disorderly conduct; 5-71-208). **When a student directs profane, violent, vulgar, abusive or insulting language toward any public school employee, it becomes a Level III infraction (A.C.A. 6-17-106 insult/abuse of school personnel).**

RULE 103. Sexually Explicit Materials

Students may not have in their possession or control any sexually explicit materials, including, but not limited to, magazines, books, photos, tapes, CDs, DVDs, drawings and computer software on school property, including school buses.

RULE 104. Public Display of Affection (PDA)

A public display of amorous affection is inappropriate school behavior. Failure to comply with reasonable expectations of school staff will result in disciplinary action.

RULE 105. Harassment

Students will not annoy another person in an incident or series of actions, statements or behaviors directed at a specific individual or group with the intent of ridiculing, demeaning, tormenting, intimidating, or otherwise causing fear in another person or attempting or threatening to do so. (A.C.A. 5-71-208). **The severity of the consequence may depend on the nature of the infraction.**

Continued harassment will be considered bullying. (See Rule 306 For bullying).

RULE 106. Leaving Designated Area without Permission

After arrival on the school campus, a student will not leave the designated area without permission from school authorities.

LEVEL I CONSEQUENCES

1. **Conference with Student**
2. **Conference with Parent**
3. **Detention**
4. **In School Suspension~ 1-3 days (or corporal punishment)**
5. **In School Suspension~ 3-5 days**
6. **Suspension~ 1-3 days**
7. **Suspension~3-5 days**
8. **May Recommend for Expulsion**

RULE 107. Student Dress and Grooming

The Des Arc Board of Education recognizes that dress can be a matter of personal taste and preference. At the same time the District has the responsibility to promote an environment conducive to student learning. A student shall not practice a mode of dress, style of hair or standard of personal grooming extreme to the point of creating a disturbance of the educational atmosphere, violates federal, state or local law, or affects the welfare and safety of students or staff.

Students are prohibited from obscene, lewd or vulgar comments or designs and wearing clothing directed toward or intended to threaten, intimidate or demean an individual or group of individuals as well as items advertising alcohol, tobacco or illegal drugs. Students cannot attend class until proper clothing is worn. The school will provide (if available) or a parent must bring the child appropriate clothing. Appropriate clothing must be maintained throughout the school day. (Please see Rule 107 consequences below).

All clothing must be worn properly:

- a. No sagging or baggy pants; all pants must be secured at the waist.

- b. Toboggans, hoods attached to jackets or pullovers and hats may only be worn outside of buildings. (Any visible hats in the building will be confiscated)
- c. Shoes and/or sandals must be worn at all times.
- d. Tank tops, strapless tops, tops with spaghetti straps, low-cut tops, muscle shirts, and (see-through) shirts are not permitted. Students are prohibited from wearing, while on school grounds during the school day and at school-sponsored events, clothing that exposes the midriff in any position, underwear, buttocks, or breast of a female or chest of a male.
- e. The length of shorts, dresses, skirts must reach below mid-thigh from the front, sides, and back.
- f. Spandex, leggings, jeggings, yoga pants, tight jeans, etc. may be worn with another garment that extends to a length that loosely covers the posterior and reaches mid-thigh in the front and back.
- g. Jeans/pants may not have holes exposing skin or underwear above mid-thigh from the front, sides and back.
- h. No objects/accessories (wallet chains, spikes, etc.) that are deemed unsafe will be allowed on campus.
- i. No blankets are to be worn as clothing.
- k. No dark glasses inside the building, with the exception of prescription glasses prescribed by the student's physician.

This list is not exhaustive. Since styles, fashions and fads change, the administration may make decisions regarding other modes of dress, not stated in the preceding list, that are considered inappropriate.

RULE 107 CONSEQUENCES

- 1. Student Conference and student must obtain proper clothing
- 2. Parent/Administrator Conference, student must obtain proper clothing and Detention
- 3. Student must obtain proper clothing and In School Suspension 1-3 days
- 4. Student must obtain proper clothing, In School Suspension 3-5 days

Students cannot attend class until appropriate clothing is obtained. The school will provide (if available) or a parent must bring appropriate clothing. If the parent is unable to provide, the student will be placed in ISS until proper clothing is obtained. Refusal to correct clothing will result in an automatic 5-day suspension.

Disciplinary actions will become progressively more severe if the student continues to violate Level I infractions

c. **LEVEL II**

**LEVEL II CONSISTS OF OFFENSES THAT ARE MORE SERIOUS IN NATURE; OR
PERSISTENT,
SERIOUS LEVEL I MISCONDUCT**

RULE	201.	Disruptive Behavior
RULE	202.	Insubordination
RULE	203.	Forgery or False Documentation
RULE	204.	Gambling
RULE	205.	Misdemeanor Theft
RULE	206.	Possession of Fireworks or Ammunition
RULE	207.	Tobacco and/or Tobacco Products
RULE	208.	Sharing, Diverting or in any way Misusing Medication or any Medical Supplies
RULE	209.	Possession of Prohibited Goods
RULE	210.	Vandalism-Minor Damage
RULE	211.	Visibility/Use of Cell Phones and Other Electronic Devices
RULE	212.	Neglecting to Silence Phone/Electronic Device

RULE 201. Disruptive Behavior

Students shall not display or engage in behavior that interferes with instruction, a positive classroom or school environment.

RULE 202. Insubordination

Persistent and willful refusal to follow the reasonable and respectful directives of any authorized School District Employee.

RULE 203. Forgery or False Documentation

No student shall falsify signatures or information on official school records.

RULE 204. Gambling

Students shall not participate in any activity which may be termed gambling or wagering where the stakes are money or any other objects of value while on school property, school buses or at school-sponsored events. (A.C.A. 5-66-101, et seq.; A.C.A. 5-66-112; A.C.A.5-66-113).

RULE 205. Misdemeanor Theft

Students shall not take or **possess** property that does not belong to them (A.C.A 5-36-103; 5-36-106; 6-18-502)- (less than \$500).

Parent must make restitution.

RULE 206. Possession of Fireworks or Ammunition

No student shall possess or threaten to use any fireworks or ammunition on school grounds or transportation to and from school or school-sponsored activities or events. Possession is defined

as having fireworks or ammunition on the student's body or in an area under the student's control.

RULE 207. Tobacco, Electronic Nicotine Delivery Systems, and Related Products

A student may not smoke, have in possession or control any tobacco products in any form (including, but not limited to, cigarettes, cigars, chewing tobacco and snuff), tobacco related substances, nicotine delivery system, paraphernalia (including, but not limited to, matches, lighters, e-cigarettes, vapes, JUULs, etc.) in or on school property, including school buses. (Arkansas Law 6-21-609). **Students will be required to complete an online tobacco cessation program and a citation will be issued from the Des Arc Police Department to minors using or in possession or tobacco related products.**

RULE 208. Sharing, Diverting or in any way Misusing Medication or any Medical Supplies

A student shall not share, divert, transfer, apply to others or in any way misuse medication or any medical supplies in their possession.

RULE 209. Possession of Prohibited Goods

A student shall not possess, handle or store contraband materials while on school property or school-sponsored events. This includes laser pointers or any other device capable of causing a disruption to the learning climate of the school. **Principals reserve the right to ban any item deemed unsafe or disruptive to the learning climate of the school.**

RULE 210. Vandalism-Minor Damage

No student shall destroy or damage any property of another or that belonging to the school district. (A.C.A. 5-38-203; 5-38-204; 5-71-206; 6-21-604; 6-21-605). **Parent/Guardian must make restitution for all damages to property caused by his/her child.**

LEVEL II CONSEQUENCES

- 1. In School Suspension~ 1-3 days (or corporal punishment)**
- 2. In School Suspension~ 3-5 days**
- 3. Suspension~ 1-3 days**
- 4. Suspension~ 3-5 days**
- 5. May Recommend for Expulsion**

Disciplinary actions will become progressively more severe if the student continues to violate Level II infractions.

RULE 211. Visibility/Use of Cell Phones and other Electronic Devices

Students will be required to place all cell phones and smart watches in a lockable pouch, provided by the district, upon entry of the school building until the final bell of the day. Devices must stay locked in the pouch until the final bell sounds. Tablets and personal laptops are not allowed on campus. This is in accordance with Arkansas's Bell to Bell, No Cell Act.

Any electronic device, as defined as anything that can be used to transmit or capture images, sound or data, or make calls whether district or student owned, will be confiscated if visible or in use through the end of the school day.

RULE 211 CONSEQUENCES

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| <ol style="list-style-type: none">1. Device confiscated and parent must pick up device. Parent/Administrator conference. In School Suspension 2-3 Days.2. Device confiscated and parent must pick up device. Parent/Administrator conference and student is not permitted to bring device into school building for one year. In School Suspension 3-5 Days.3. Device confiscated, returned to the parent/guardian and Suspension-1-5 days. Student is not permitted to bring device into school building for one year.4. May Recommend for expulsion |
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RULE 212. Neglecting to Silence Phone/Electronic Device

Students will be required to place all cell phones, smart watches or other electronic devices on silent mode prior to placing them in the locking device upon entry of the building.

RULE 212 CONSEQUENCES

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| <ol style="list-style-type: none">1. Device confiscated and parent must pick up device. Student assigned lunch detention.2. Device confiscated and parent must pick up device. Parent/Administrator conference. In School Suspension 1-2 Days.3. Device confiscated and parent must pick up device. Parent/Administrator conference and student is not permitted to bring device into school building for one year. In School Suspension 3-5 Days.4. Device confiscated, returned to the parent/guardian and Suspension-1-5 days. Student is not permitted to bring device into school building for one year.5. May Recommend for expulsion |
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Refusal to turn in a cell phone or electronic device will result in automatic 5-day suspension and student will not be allowed to bring device into school building for one year.

D. LEVEL III

<p style="text-align: center;">LEVEL III CONSISTS OF OFFENSES THAT SIGNIFICANTLY DISRUPT THE EDUCATIONAL PROCESS, SCHOOL ENVIRONMENT AND/OR SCHOOL-RELATED ACTIVITIES; OR ARE PERSISTENT OR SERIOUS LEVEL I OR II MISCONDUCT</p>

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| <p>Rule 301. Loitering by Suspended or Expelled Student
Rule 302. Possessing or Using Drug Paraphernalia
Rule 303. False Emergency Alarm/Tampering with Safety Devices
Rule 304. Reckless Behavior
Rule 305. Threat of Harm
Rule 306. Bullying/Cyberbullying-Student
Rule 307. Disorderly Conduct
Rule 308. Sexual Contact
Rule 309. Sexual Harassment
Rule 310.. Indecent Exposure
Rule 311. Extortion/Bribery
Rule 312. Gang or Gang Activity
Rule 313. Criminal Mischief/Vandalism-Major Damage
Rule 314. Theft--Student/Staff Property
Rule 315. Theft--School Property
Rule 316. Profanity and Obscene Gestures Toward Public School Employee
Rule 317. Video Voyeurism
Rule 318. Computer/Network Violation
Rule 319. Battery
Rule 320. Fighting
Rule 321. Possessing, Purchasing, Using or Being Under the Influence of Alcohol or Illegal Drugs</p> |
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Rule 301. Loitering by Suspended or Expelled Student

No suspended or expelled student shall linger on school grounds or within 100 feet of the school without permission of the school administrator, or go on school District property for any purpose while serving suspension/expulsion. No student from another campus is allowed on any other school campus during school hours without permission of school officials (A.C.A. 6-21-606; 6-21-607).

Rule 302. Possessing or Using Drug Paraphernalia

Students may not possess, use or transmit any objects that could reasonably be considered drug paraphernalia (pipes, clips, papers).

Rule 303. False Emergency Alarm/Tampering with Safety Devices

A student shall not circulate a story of a fire, bombing, bomb threat or other catastrophe when that student knows the story to be untrue. Students will not tamper with safety devices on any

school property. If injury occurs to any person as a result of the false alarm or tampering with safety devices, the student will be reported to law enforcement agencies. (Rule 402--Bomb/False Bomb, Fire Alarm/Threat) --(A.C.A. 5-71-210, Class D Felony).

Rule 304. Reckless Behavior

A student shall not recklessly engage in conduct that creates a substantial risk of or results in **physical injury** to another student (A.C.A. 5-13-206, 2nd degree assault).

Rule 305. Threat of Harm.

A student shall not threaten to cause physical harm to another student (A.C.A. 5-13-301, 6-17-113).

Rule 306. Bullying/Cyberbullying-Student

Bullying means the **consistent**, intentional harassment, intimidation, humiliation, ridicule, defamation, or threat or incitement of violence by a student against another student(s). Bullying may occur through written, verbal, electronic or physical act that causes or creates a clear and present danger of physical harm or damage to school or student property; substantial interference with a student's education; hostile educational environment for one (1) or more students due to the severity, persistence or pervasiveness of the act; or substantial disruption of the orderly operation of the school or educational environment.

Rule 307. Disorderly Conduct

No student shall disrupt the lawful assembly of persons by engaging in inappropriate behavior that substantially interferes with or is likely to interfere with any school function, activity or school program. (A. C. A. 5-71-207, Disorderly Conduct- class C Misdemeanor).

Rule 308. Sexual Contact

Students shall not touch other students in a sexual manner or engage in any sexual activity (A. C. A. 5-14-101; 5-14-511).

Rule 309. Sexual Harassment

Sexual harassment is unwanted, unwelcomed verbal, written or physical behavior of a sexual nature. Typical examples of sexual harassment include sexually oriented gestures, crude jokes or pictures, remarks or discussions of sexual experiences that are unwelcomed; repeated and unwanted sexual advances; touching or other unwelcomed bodily contact; physical intimidation and mockery or scorn based on perceived sexual orientation or spreading rumors related to a person's alleged sexual activities.

Rule 310. Indecent Exposure

Students shall not expose their sex organs/private parts in a public place or in public view or under any circumstances (A.C.A.

5-14-112, Indecent Exposure, Class A Misdemeanor). **NOTE; Exposing private parts is also disorderly conduct (A.C.A.**

5-71-207, Disorderly Conduct-class C Misdemeanor).

Rule 311. Extortion/Bribery

No student shall obtain or attempt to obtain something of value from another person either by physical force or by threat (illegal acts) or bribery.

Rule 312. Gang or Gang Activity, Clubs, Fraternities, Sororities or Secret Societies

It is the duty of the Des Arc School Board to suspend or expel any student of the District who joins or promises to join, become a member, or solicits other persons to join, promise to join or pledge to become a member of any prohibited organization or participation in associated activities; or wear or display any insignia for purpose of identification with any such organization while in and attending Des Arc Public Schools.

Gangs, Clubs, Fraternities, Sororities or Secret Societies which initiate, advocate or promote activities which threaten the safety or well-being of persons or property on school grounds or school-sponsored activities or which disrupt the school environment and/or school activity are harmful to the education process. **The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessories or manner of grooming which by virtue of its color, arrangement, trademark, symbol or any other attribute, which indicates or implies membership or affiliation with such a group, presents a clear and present danger to the health, safety and welfare of students.** Students are prohibited from participating in any activity related to gangs, clubs, fraternities, sororities or secret societies while at school, while traveling to or from school or while attending school-sponsored events (A.C.A.

6-18-605; 6-15-1005; 5-74-201).

Rule 313. Criminal Mischief/ Vandalism- Major Damage

No student shall destroy or damage any property of another or that belonging to the school district. **The parent/guardian shall be responsible for all damages to property caused by the student** (A.C.A. 6-21-604; 6-21-605; 5-38-203; 9-27-330; 9-27-331)

Rule 314. Theft--Student Property

Students shall not take/steal or be in possession of property worth \$500 or more that belongs to another student without that person's permission. **Parent/Guardian must make restitution** (A.C.A. 5-36-103; 5-36-106)

Rule 315. Theft-School Property

Students shall not take/steal or be in possession of property worth \$500 or more that belongs to the school without permission. **Parent/Guardian must make restitution** (A.C.A. 5-36-103; 5-36-106)

Rule 316. Profanity and Obscene Gestures Toward Public School Employee

A student will not use or direct any verbal or written form of profane, violent, vulgar, abusive, insulting, sexual or disrespectful language at any time toward public school employees. A student will not use physical gestures that convey a connotation of obscene or disrespectful acts, infringe upon the rights of others or cause or begin an overt and immediate disruption of the educational process (A.C.A. 5-60-113 school bus drivers; 5-17-207 disorderly conduct; 6-17-106 insult/abuse of teachers/staff).

Rule 317. Video Voyeurism

The unlawful use of a camera, video tape, photo-optical, photoelectric or any image recording device used for the purpose of secretly observing, viewing, photographing, filming or videotaping on any Des Arc Public School property or school function without the consent of any person(s) who has reasonable expectations of privacy is prohibited (A.C.A. 5-4-401; 5-16-101, class D felony).

A student shall be guilty of this offense if they voluntarily participate in placing the photographic image(s) obtained in any public viewing area, i.e. internet, cell phone, social media, camera, etc.

Rule 318. Computer/Network Violation

A student shall not modify, erase software without authorization, introduce any viral agent, access another individual's electronic documents, access, create, reproduce or distribute documents/sites containing vulgar language, obscene materials or participate in any unauthorized use of technology. Students will fully comply with the Appropriate Use of Computers and Network Policy and all computer/network usage directives from Des Arc Public Schools staff. A student may lose use of network resources.

Rule 319. Battery

A student will not attempt to cause injury or physical harm to another student, or strike or beat another student (A.C.A. 5-13-203; 5-1-102 (14); 5-13-206; 5-13-207).

Rule 320. Fighting

A student shall not exchange physical blows or engage in aggressive physical contact with another student. **If a student is found to have not initiated the fight, he may or may not be suspended. Alternate punishment may be applied with regard to actual involvement** (A.C.A. 5-71-207).

LEVEL III CONSEQUENCES

- 1. Suspension – 1-3 days**
- 2. Suspension- 3-5 days**
- 3. May Recommend for Expulsion**

******Rule 321. Possessing, Purchasing, Using or Being Under the Influence of Alcohol or Illegal Drugs*

Students shall not possess, attempt to possess, consume, purchase, use or be under the influence of alcohol or illegal drugs at school or school-related activities or travel to or from school or any school-sponsored activity. Students breaking this rule for the first time will be suspended for **up to ten (10) days and placed on probation.**

Any student violating this policy will be prohibited from participating in or attending any extracurricular activities.

Prohibited substances/illegal drugs shall include, but are not limited to, inhalants, LSD, or any other hallucinogen; marijuana or shake; K2; bath salts, cocaine, heroin, or any other narcotic drug; PCP; amphetamines, steroids; designer drugs or any controlled or uncontrolled substance.

RULE 321 CONSEQUENCES

1. Parent/Administrator conference AND suspension- up to 10 days
2. Recommendation for Expulsion

If a student breaks this rule for a second time, he will immediately be recommended for expulsion. The student will be reported to legal authorities.

E. LEVEL IV

LEVEL IV CONSEQUENCES

Students will be suspended immediately and recommended for expulsion

LEVEL IV CONSISTS OF SERIOUS OFFENSES WHICH INCLUDE WILLFUL OR MALICIOUS ACTS THAT HAVE THE EFFECT OF MATERIALLY AND SUBSTANTIALLY DISRUPTING THE EDUCATIONAL ENVIRONMENT IN THE SCHOOL, ON THE SCHOOL BUS OR AT SCHOOL ACTIVITIES

- Rule 401. Terroristic Threatening--Threats of Serious Physical Injury or Property Damage/Threats to Teachers/Staff
- Rule 402. Bomb/False Bomb, Fire Alarm/Threat
- Rule 403. Assault/Battery with Substantial Risk of Death or Serious Physical Injury (First Degree)
- Rule 404. Assault/Battery on Staff
- Rule 405. Bullying/Cyberbullying of Staff
- Rule 406. Sexual Abuse or Rape
- Rule 407. Robbery
- Rule 408. Selling, Attempting to Sell/Distribute Drugs/Alcohol
- Rule 409. Arson
- Rule 410. Possession or Use of Firearm, Weapon or Facsimile Weapon
- Rule 411. Persistent Disregard for School Rules
- Rule 412. Behavior not Covered

RULE 401. Terroristic Threatening--Threats of Serious Physical Injury or Property

Damage/Threats to Teachers/Staff Students shall not, with the purpose of terrorizing another person, threaten to cause death or serious physical injury or substantial property damage to another person or threaten physical injury to teachers or school employees (A.C.A.. 6-17-113; 5-13-301, duty to report all threats and acts of violence).

RULE 402. Bomb/False Bomb, Fire Alarm/Threat

A student shall not threaten a fire or bombing. A student shall not activate a bomb, fire alarm or cause an evacuation.

RULE 403. Assault/Battery with Substantial Risk of Death or Serious Physical Injury

A student shall not engage in conduct which creates a substantial danger of death or serious physical injury to another person

(A.C.A. 5-13-201; 5-13-202; 5-13-204; 5-13-205; 5-1-102 (19))

RULE 404. Assault/Battery on Staff

No student shall strike or attempt to strike a teacher or other school personnel (A.C.A. 5-13-201; 5-13-202; 5-13-204; 5-13-207).

RULE 405. Bullying/Cyberbullying of Staff

Bullying means the intentional harassment, intimidation, humiliation, ridicule, defamation, or threat or incitement of violence by a student against a public school employee (s). Bullying may occur through written, verbal, electronic or physical act that causes or creates a clear and present danger of physical harm or damage to school or staff property; substantial interference with a public school employee's role in education; hostile educational environment for one (1) or more public school employee(s) due to the severity, persistence or pervasiveness of the act; or substantial disruption of the orderly operation of the school or educational environment.

Cyberbullying of school employees is expressly prohibited and includes, but is not limited to: building a fake profile or website; posting or encouraging others to post personal, private or sexual content pertaining to employee; making or causing to be made, and disseminating an unauthorized copy of data pertaining to a school employee in any form.

RULE 406. Sexual Abuse or Rape

Students shall not engage in sexual contact with another person by forcible compulsion or engage in sexual contact with another person who is incapable of consent because he/she is physically/mentally helpless; nor shall students engage in sexual intercourse or deviant sexual activity with another person by forcible compulsion or with another person who is incapable of consent because he/she is physically/mentally helpless (A. C. A. 5-14-103 Rape--Y felony).

RULE 407. Robbery

Students shall not take property belonging to another person or the school by force, threat of force or with the use of a deadly weapon (A. C. A. 5-12-102; 5-12-103).

RULE 408. Selling, Attempting to Sell/Distribute Drugs/Alcohol

A student who sells, attempts to sell, distribute drugs (or any substance he/she claims to be a controlled substance) or alcohol shall be reported to legal authorities (A.C.A. 5-64-401).

Sentences for sale of controlled substances within 1000 feet of public or private schools shall be enhanced by two (2) years and a fine of no less than \$1,000 (A.C.A. 5-64-401).

Prohibited substances shall include 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.

Drug Dog

Students in the Des Arc School District should be aware that School District Officials have access to a registered drug dog. The dog, while gentle, has been trained to locate marijuana, alcohol, and other illegal drugs. Periodic, unannounced visits to our schools will be made by the dog and its handler. Lockers, automobiles and other areas of the building will be searched. Students will be held responsible for any prohibited items found in their lockers, automobiles or belongings at school. Should prohibited items be found during school checks, the violators will be disciplined under District policies and may be prosecuted under local, state, and federal laws.

RULE 409. Arson

No student shall deliberately burn or attempt to burn school property (A.C.A. 5-38-301).

RULE 410. Possession or Use of Weapon, Firearm or Facsimile Weapon

No student, shall possess a weapon, display what appears to be a weapon or threaten to use a weapon before or after school while:

- in school,
- on or about school property,
- at any school sponsored activity or event
- On route to or from any school sponsored activity; or
- Off the school grounds at any school bus stop.

“” Firearm” means any device designed, made, or adapted to expel a projectile by the action of an explosive or any device readily convertible to that use.

“Possession” means having a weapon on the student’s body or in an area under the student’s control.

“Weapon” means any: firearm; knife; razor; ice pick; dirk; box cutter; nunchucks; pepper spray; mace or other noxious spray; explosive; taser or other instrument that uses electrical current to cause neuromuscular incapacitation; or any other instrument or substance capable of causing bodily harm. (Gun Free Schools Act of 1994; Act 567 of 1995; A. C. A. 5-4-201; 5-4-401; 5-27-210; 5-73-119 (b) (e) (8) (9) (10); 5-73-133; 6-18-502; 6-18-507; 6-17-113; 6-21-608). **Student**

will be suspended immediately, reported to legal authorities and recommended for expulsion for a period of one (1) year.

RULE 411. Persistent Disregard for School Rules

A student who persists in acts of misconduct after the school has made and documented reasonable efforts to secure his/her adherence to established rules will be recommended for expulsion.

RULE 412. Behavior Not Covered

Des Arc Public Schools reserves the right to pursue disciplinary or legal action for behavior which is subversive to good order and discipline in the schools even though such behavior is not specified in written rules (Inappropriate infraction will be specified).

F. REFER TO LOCAL SCHOOL PROCEDURES

RULE 500. Repeated School and/or Class Tardiness

Students shall not be tardy. A student is tardy if he/she is not in the classroom or other assigned area by the time the tardy bell rings (Arkansas Law 6-18-217; 6-18-222).

RULE 500 CONSEQUENCES

- 1 Three (3-5) tardies in a nine-week period---Detention
- 2 Six (6-8) tardies in a nine-week period--- Parent/Administrator conference. 1-3 days of ISS
3. Nine (9) tardies in a nine-week period---3-5 In School Suspension, Parent/Administrator conference

RULE 501. Truancy (Skipping School or Class)

A student will not be absent from school without parent or school authorities' prior knowledge and consent. A student absent from his/her classroom or other assigned learning station without permission from school authorities shall be considered truant. Each truancy will be treated as an unexcused absence (A. C. A. 6-18-217; 6-18-222).

RULE 501 CONSEQUENCES

1. In School Suspension~ 1-3 days (or corporal punishment) and Parent/Administrator Conference
2. In School Suspension~ 3-5 days, Parent/Administrator Conference

RULE 502. Violation of Parking and Driving Regulations

A student using any type of vehicle (bicycle, motorcycle, automobile) as a means of transportation to and from school will not violate the rules and regulations set forth by the principal or designee. Students in grades nine (9) through twelve (12) may drive to school, and vehicles must be parked in the assigned area on campus, be registered with the school and display a current decal.

Students are prohibited from sitting in parked vehicles during school hours.

Des Arc Public Schools reserves the right to pursue disciplinary or legal action for behavior which is subversive to good order and discipline on the school bus and at designated stops even though such behavior is not specified in written rules.

PARENTAL NOTIFICATION OF INVOLVEMENT OF LAW ENFORCEMENT (6-18-513)

- A. A school or school district shall comply with subsection (B) of this section if the school or school district with respect to a student under the age of eighteen (18):
 1. Makes a report to any law enforcement agency concerning student misconduct;
 2. Grants law enforcement personnel other than a school resource officer acting in the normal course and scope of his/her assigned duties access to a student; or
 3. Knows that a student has been taken into custody by law enforcement personnel during the school day or while under school supervision.
- B.
 1. The principal or, in the principal's absence, the principal's designee shall make a reasonable, good faith effort to notify the student's parent, legal guardian, or other person having lawful control of the student by court order or person acting in loco parentis on student enrollment forms of the occurrence of any of the events in subsection (A) of this section.
 2. The principal or designee shall notify the student's parent, legal guardian, or other person having lawful control of the student under an order of the court or person acting in loco parentis that the student has been reported to, interviewed by, or taken into custody by law enforcement personnel.
 3. If the principal or designee is unable to reach the parent, he or she shall make reasonable, good faith effort to get a message to the parent to call either the principal or designee and leave both a day and after-hours telephone number.
 4. Notification required by subsection (B) of this section is not required if school personnel make a report and file a complaint based on suspected child maltreatment under 12-12-507 or if a law enforcement officer, investigator of the Crimes Against Children Division of the Department of Arkansas State Police, or Department of

Human Services investigator or personnel member interviews a student during the course of an investigation of suspected child maltreatment.

DISCIPLINE FOR HANDICAPPED

- A. Handicapped students who engage in misbehavior are subject to normal school disciplinary rules and procedures so long as such treatment does not abridge the right to free, appropriate public education.
- B. The individualized education plan (IEP) team for handicapped students should consider whether particular discipline procedures should be adopted for that student and included in the IEP.
- C. The building principal shall deal with any grievance relating to handicapped students. Any action and procedure shall be in accordance with Public Law 94-142 and Act 102 of 1973 as amended.

1. CONFERENCE WITH PRINCIPAL

Reasonable discipline may include requiring the student or students involved to meet with the principal, or his designee, to determine a course of action designed to prevent the need for further disciplinary action.

2. DETENTION

Reasonable discipline may include requiring the student or students involved to attend detention. Detention may be defined as a period of temporary detainment during which the student or students are required to be in a pre-designated area for a certain length of time. During this time, the student or students will be required to follow a prescribed set of detention regulations. The time, duration, and regulation of detention may vary from grade to grade due to the maturity and age of the student at each level.

3. CORPORAL PUNISHMENT

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

- A. This method may be used only after other alternatives, including, but not limited to counseling, have failed, or in unusual circumstances.
- B. It will be administered only by the principal or designee in the presence of at least one Certified Employee.
- C. It will not be administered in the presence of other students, nor in a spirit of malice or anger, nor will it be excessive.
- D. It will be administered with a proper paddle of reasonable size.
- E. Before corporal punishment is administered, the student should be advised of the rule and infraction for which the student is being punished. If the student claims innocence, the principal or designee will permit the student to state his/her position, which shall be

considered prior to corporal punishment. School officials are not required to conduct formal hearings prior to corporal punishment.

- F. Refusal to take corporal punishment will result in suspension or other disciplinary measures.
- G. Should the parent or guardian not want corporal punishment administered to their child they must file a corporal punishment denial form with principal's office. Forms are available in the office.

4. ALTERNATIVE SCHOOL

Alternative School students will be assigned at the discretion of the principal and/or the alternative learning environment placement committee. Information regarding the ALE referral process is available from the principal.

5. SUSPENSION

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

- At any time on the school grounds;
- Off school grounds at a school-sponsored function, activity, or event; and
- Going to and from school or a school activity.

A student may be suspended for behavior including, but not limited to that which:

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

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

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

- a. the student shall be given written notice or advised orally of the charges against him/her;
- b. if the student denies the charges, he/ she shall be given an explanation of the evidence against him/her and be allowed to present his/her version of the facts; and
- c. if the principal finds the student guilty of misconduct, he/she may be suspended.

When possible, notice of the suspension, its duration, and any stipulations for the student's re-admittance to class will be given to the parent(s), legal guardian(s), person(s) with lawful control of the student, person(s) standing in loco parentis, or the student if age eighteen (18) or older prior to the suspension. Such notice shall be handed to the parent(s), legal guardian(s), person(s) with lawful control of the student, person(s) standing in loco parentis, or

to the student if age eighteen (18) or older or mailed to the last address reflected in the records of the school district. Generally, notice and hearing should precede the student's removal from school, but if prior notice and hearing are not feasible, as where the student's presence endangers persons or property or threatens disruption of the academic process, thus justifying immediate removal from school, the necessary notice and hearing should follow as soon as practicable.

It is the responsibility of a student's parents', legal guardians', person having lawful control of the student responsibility to provide current contact information to the district which the school shall use to immediately notify the parent, legal guardian, person(s) with lawful control of the student, person(s) standing in loco parentis, upon the suspension of a student. The notification shall be by one of the following means, listed in order of priority:

- A primary call number; or
- The contact may be by voice, voicemail, or text message.
- An email address;
- A regular first class letter to the last known mailing address.

The district shall keep a log of contacts attempted and made to the parent, legal guardian, person(s) with lawful control of the student, person(s) standing in loco parentis.

The District shall establish programs, measures, or alternative means and methods to continue student engagement and access to education during a student's period of OSS.

During the period of their suspension, students serving out-of-school suspensions shall not be permitted on campus except to attend a student/parent/administrator conference or when necessary as part of the District's engagement or access to education program.

During the period of their suspension, students serving in-school suspension shall not attend or participate in any school-sponsored activities during the imposed suspension.

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

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

7. EMERGENCY SUSPENSION

Notwithstanding, the Policy concerning suspension and expulsion procedure, students may be suspended indefinitely without notice, hearing, and the other rights provided herein first given where the school is undergoing a violent upheaval or where orderly educational processes have otherwise been substantially disrupted. This would apply only in RARE instances where emergency circumstances make it unreasonable for the administration and board to consider the case under their usual time. In all such cases, notice, hearings, and other rights shall be provided in accordance with the normal provisions at the earliest practical date that the restoration of order permits.

8. EXPULSION

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

- Deemed to be of such gravity that suspension would be inappropriate;
- Where the student's continued attendance at school would disrupt the orderly learning environment; or

- Would pose an unreasonable danger to the welfare of other students or staff.
- Expulsion shall not be used to discipline a student in kindergarten through fifth (5th) grade unless the student's behavior:

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

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

The hearing shall be conducted not later than ten (10) school days following the date of the notice, except that representatives of the Board and student may agree in writing to a date not conforming to this limitation. The President of the Board, Board attorney, or other designated Board member shall preside at the hearing. The student may choose to be represented by legal counsel. Both the district administration and School Board also may be represented by legal counsel. The hearing shall be conducted in open session of the Board unless the parent, legal guardian, person having lawful control of the student, person standing in loco parentis, or student if age eighteen (18) or older, requests that the hearing be conducted in executive session. Any action taken by the Board shall be in open session.

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

Except as permitted by policy 4.22 Weapons and Dangerous Instruments, the Superintendent shall recommend the expulsion of any student for a period of one (1) year for possession of any firearm prohibited on school campus by law. The Superintendent shall, however, have the discretion to modify the expulsion recommendation for a student on a case-by-case basis. Parents, legal guardians, persons having lawful control of a student, or persons standing in loco parentis of a student enrolling from another school after the expiration of an expulsion period for a weapons policy violation shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property. The parents, legal guardians, persons having lawful control of a student, or persons standing in loco parentis shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

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

The District shall establish programs, measures, or alternative means and methods to continue student engagement and access to education during a student's period of expulsion. The

District's program shall include offering an expelled student an opportunity for enrollment in digital learning courses or other alternative educational courses that result in the receipt of academic credit that is at least equal to credit the expelled student may have received from the District if the student had not been expelled.

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 exists:

A single hearing will not likely result in confusion, and;

- A. No student will have his or her interest substantially prejudiced by the group hearing.
- B. 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 that student.

SEARCH, SEIZURE, AND INTERROGATIONS

The District respects the rights of its students against arbitrary intrusion of their person and property. At the same time, it is the responsibility of school officials to protect the health, safety, and welfare of all students enrolled in the District in order to promote an environment conducive to student learning. The superintendent, principal, and their designees have the right to inspect and search school property and equipment. They may also search students and their personal property in which the student has a reasonable expectation of privacy, when there is reasonable and individualized suspicion to believe such student or property contains illegal items or other items in violation of Board policy or dangerous to the school community. School authorities may seize evidence found in the search and disciplinary action may be taken. Evidence found which appears to be in violation of the law shall be reported to the appropriate authority.

School property shall include, but not be limited to, lockers, desks, and parking lots, as well as personal effects left there by students. When possible, prior notice will be given and the student will be allowed to be present along with an adult witness, however, searches may be done at any time with or without notice or the student's consent. A personal search must not be excessively intrusive in light of the age and sex of the student and the nature of the infraction.

The superintendent, principal, and their designees may request the assistance of law enforcement officials to help conduct searches. Such searches may include the use of specially trained dogs.

A school official of the same sex shall conduct personal searches with an adult witness of the same sex present.

State Law requires that Department of Human Services employees, local law enforcement, or agents of the Crimes Against Children Division of the Arkansas State Police, may interview students without a court order for the purpose of investigating suspected child abuse. In instances where the interviewers deem it necessary, they may exercise a "72-hour hold" without first obtaining a court order. Other questioning of students by non-school personnel shall be granted only with a court order directing such questioning, with permission of

the parents of a student (or the student if above eighteen (18) years of age), or in response to a subpoena or arrest warrant.

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

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

COMPLAINTS AND GRIEVANCES

Any student or parent of the Des Arc School District who has reason to believe that he or she has been mistreated or treated unfairly and unjustly by a teacher or school employee should first discuss the matter with the offending teacher or employee.

In case the student or parent and the offending party cannot arrive at a satisfactory agreement or understanding, the student or parent should register his complaint with the principal.

If a satisfactory solution cannot be worked out with the principal, the student or parent may then register his complaint to the superintendent.

In cases where school officials cannot remedy a grievance to the satisfaction of the student or parent, the matter may be appealed to the School Board of Education.

All persons who present grievances to the Board of Education shall be assured freedom from restraint, interference, discrimination, and reprisal.

Des Arc School District Parental Involvement Policy

The Des Arc School District understands the importance of involving parents and the community in strengthening student academic achievement and promoting positive communication and collaboration between the district and those it serves. The district will develop and maintain the capacity for meaningful and productive parental and community involvement that will result in partnerships that are mutually beneficial to the school, students, parents, and the community.

Des Arc School District will implement programs, activities, and events for the involvement of parents in all of its schools with Title I, Part A programs. Those programs, activities, and events will be planned and operated with meaningful consultation with parents of district children.

In carrying out the Title I, Part A parental involvement requirements to the extent practicable,
Des Arc

School District and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and including alternative formats upon request and to the extent practicable, in a language parents understand.

If the Des Arc School District Parental Involvement Policy or individual school Parental Involvement Plans are not satisfactory to the parents of participating children, Des Arc School District will submit any parental comments with the plan when the school district submits the plan.

Des Arc School District will involve the parents of children served in Title I, Part A schools in decisions about how the one percent of Title I, Part A funds reserved for parental involvement is spent and will ensure that no less than ninety-five of the one percent reserved goes directly to the schools.

Des Arc School District will be guided by the following definition of parental involvement as determined by the United States Department of Education and expects that its Title I schools will carry out programs, activities, and events in accordance with this definition:

Parental involvement means the joint participation of parents in regular and meaningful communication involving student academic achievement and all school activities. Parental involvement means ensuring:

- *that parents play an integral role in assisting their child's learning.
- *that parents are encouraged to be actively involved in their child's education at school.
- *that parents are full partners in their child's education and are included in decision-making and included on advisory committees to assist in the education of their child.
- *that any and all activities are carried out in accordance with all federal and state requirements.

DES ARC HIGH SCHOOL PROCEDURES FOR RESOLVING PARENTAL CONCERNS

PURPOSE

The purpose of these procedures is to ensure that parental concerns are dealt with in a timely and effective manner.

PROCEDURES

The following are the procedures to be followed when a parent has a concern.

1. The parent may inform the high school principal in writing about the concern.

2. The parent may inform the high school principal by phone or in person as long as the notification is documented.
3. The parent shall provide the principal with the name of the parent, the name of the child, and a description of the nature of the concern.
4. The parent may provide the principal with a proposed resolution to the concern to the extent known to the parent.
5. The principal may respond to the parent in writing, by telephone, or in person as long as the response is documented.
6. If other school personnel are involved, a meeting may be arranged by the principal. The date, time, and location of the meeting will be made by the principal and agreed upon by the parent. All involved parties will be notified and be in attendance.
7. A sincere effort will be made to resolve the parent concern by the principal and other parties involved.
8. If a resolution cannot be reached, the parent may request a meeting with the superintendent of the school.
9. The superintendent will make a sincere effort to resolve the concern to the parent's satisfaction.
10. If the parent is not satisfied, the issue may then be brought to the attention of the local school board by the parent or administration.
11. A sincere effort will be made by the board to resolve the parent concern.

FREEDOM OF EXPRESSION AND ASSEMBLY

Students shall have the right to express themselves, reasonably, by speaking, writing, wearing, or displaying symbols of ethnic, cultural, or political values, such as buttons, badges, emblems, and arm bands or through any mode of dress or grooming style or through any other medium or form of expression; except that the principal may regulate expression provided there is a factual basis for believing a specific form of expression by a specific student will cause or is causing substantial disruption of school activities. Students shall also have the right to refrain from expressing themselves.

The freedom of students to assemble in a non-disruptive time, place, and manner shall be preserved. However, the freedom of expression and assembly must comply with rules and regulations as set forth in other areas of the student discipline policies.

ASSEMBLIES and PEP RALLIES

Students will sit with their own grade and will be dismissed by a grade at a time. Respect should be shown at all times for the performers and speakers. No one will be permitted to leave the assembly except in emergencies. At the end of the assembly, students should wait to be dismissed.

STUDENT PUBLICATIONS AND THE DISTRIBUTION OF LITERATURE

The Superintendent and the student media advisors(s)¹ shall jointly develop administrative regulations for the implementation of this policy. The regulations shall include definitions of terms and the time(s), place(s), and manner(s) of the dissemination of student media, which shall include timelines for the review of materials.

“School-sponsored media” means all student media that are:

Supported financially by the school;

Supported by the use of school facilities; or ·

Produced in conjunction with a class.

“Student journalist” means a student who gathers, writes, edits, photographs, records, video tapes, or prepares information for dissemination in student media.

“Student media” means any means of communication that are:²

Prepared, substantially written, published, or broadcasted by a student;

Distributed or generally made available, either free of charge or for a fee, to

members of the student body; and

Prepared under the direction of a student media advisor.

“Student media” does not include media that is intended for distribution or transmission solely in the classroom in which it is produced. “Student media advisor” means an individual who is employed, appointed, or designated by the District to supervise or provide instruction with respect to student media.

While the District recognizes a student’s right of expression under the First Amendment of the Constitution of the United States, school-sponsored publications. School publications do not provide an open public forum for public expression. Such publications, as well as the content of student expressions in school sponsored activities, shall be subject to the editorial control of the District’s administration whose actions shall be reasonably related to legitimate pedagogical concerns and adhere to the following limitations.

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

2. Publications may be regulated to prohibit writings which are in the opinion of the appropriate teacher and/or administrator ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.
3. Publications may be regulated to refuse to publish material which might reasonably be perceived to advocate drug or alcohol use, irresponsible sex, or conduct otherwise inconsistent with the shared values of a civilized social order, or to associate the school with any position other than neutrality on matters of political controversy.
4. Prohibited publications include:
 - a. Those that are obscene as to minors;
 - b. Those that are libelous or slanderous, including material containing defamatory falsehoods about public figures or government officials, which are made with knowledge of their falsity or reckless disregard of the truth;
 - c. Those that constitute unwarranted invasion of privacy as defined by state law,
 - d. Publications that suggest or urge the commission of unlawful acts on the school premises.
 - e. Publications which suggest or urge the violation of lawful school regulations;
 - f. Hate literature that scurrilously attacks ethnic, religious, or racial groups.
 - g. Harass, threaten, or intimidate a student.

Student Publications on School Web Pages

Student media displayed on school web pages shall follow the same guidelines as listed above and shall also:

1. Not contain any non-educational advertisements
2. Adhere to the restrictions regarding use of Directory Information as prescribed in Policy 4.13 including not using a student's photograph when associated with the student's name unless written permission has been received from the student's parent or student if over the age of eighteen (18);
3. State that the views expressed are not necessarily those of the School Board or the employees of the district.

Student distribution of Non-school Literature, Publication, and Materials

A student or group of students who distribute ten (10) or fewer copies of the same non-school-sponsored literature, publications, or materials, shall do so in a time, place, and manner that does not cause a substantial disruption of the orderly education environment. A student or group of students wishing to distribute more than ten (10) copies of non-school sponsored materials, shall have school authorities review their non-school sponsored materials at least three (3) school days in advance of their distribution and will bar from distribution those non-school-sponsored materials that are obscene, libelous, pervasively indecent, or advertise unlawful products or services.

Material may also be barred from distribution if there is evidence that reasonably supports a forecast that a substantial disruption of the orderly operation of the school or educational environment will likely result from the distribution. Concerns related to any denial of distribution by the principal shall be heard by the superintendent, whose decision shall be final.

The school principal or designee shall establish reasonable regulations governing the time, place, and manner of student distribution of non-school-sponsored materials.

The regulations shall:

1. Be narrowly drawn to promote orderly administration of school activities by preventing disruption and may not be designed to stifle expression;
2. Be uniformly applied to all forms of non-school -sponsored materials'
3. Allow no interference with classes or school activities;
4. Specify times, places, and manner where distribution may and may not occur; and
5. Not inhibit a person's right to accept or reject any literature distribution point for more than two (2) days.
6. The Superintendent, along with the student publication advisors, shall develop administrative regulations for the implementation of this policy. The regulations shall include definitions of terms and timelines for the review of materials.

PERMANENT RECORDS

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

PRIVACY OF STUDENTS' RECORDS/DIRECTORY INFORMATION

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

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

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

For the purposes of this policy a school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff

and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

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

In addition to releasing PII to school officials without permission, the District may disclose PII from the education records of students in foster care placement to the student's caseworker or to the caseworker's representative without getting prior consent of the parent (or the student if the student is over eighteen (18)). For the District to release the student's PII without getting permission:

- the student must be in foster care;
- the individual to whom the PII will be released must have legal access to the student's case plan; and
- the Arkansas Department of Human Services, or a sub-agency of the Department, must be legally responsible for the care and protection of the student.

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

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

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

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

A parent or guardian does not have the right to remove any material from a student's records, but such parent or guardian may challenge the accuracy of a record. The right to challenge the accuracy of a record does not include the right to dispute a grade, disciplinary rulings, disability placements, or other such determinations, which must be done only through the appropriate

teacher and/or administrator, the decision of whom is final. A challenge to the accuracy of material contained in a student's file must be initiated with the building principal, with an appeal available to the Superintendent or his designee. The challenge shall clearly identify the part of the student's record the parent wants changed and specify why he/she believes it is inaccurate or misleading. If the school determines not to amend the record as requested, the school will notify the requesting parent or student of the decision and inform them of their right to a hearing regarding the request for amending the record. The parent or eligible student will be provided information regarding the hearing procedure when notified of the right to a hearing.

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

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

The right to opt out of the disclosure of directory information under Family Educational Rights and Privacy Act (FERPA) does not prevent the District from disclosing or requiring a student to disclose the student's name, identifier, or institutional email address in a class in which the student is enrolled.

Parents and students over the age of eighteen (18) who believe the district has failed to comply with the requirements for the lawful release of student records may file a complaint with the U.S. Department of Education at

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

EMERGENCY DRILLS

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

The District shall annually conduct an active shooter drill and school safety assessment for all District schools in collaboration with local law enforcement and emergency management personnel. The training will include a lockdown exercise with panic button alert system training. Students will be included in the drills to the extent that is developmentally appropriate to the age of both the students and grade configuration of the school.

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

Other types of emergency drills may also be conducted to test the implementation of the District's emergency plans in the event of violence, terrorist attack, natural disaster, other emergency, or the District's Panic Button Alert System. Students shall be included in the drills to the extent practicable.

Violent weather and tornado drills will be announced on the intercom or by a series of short rings on the school bell. Students should:

1. Move into the halls away from windows.
2. Student movement should be kept to a minimum.
3. Move from gym to corridors or dressing rooms.
4. When inside shelter is not available, move away from the tornado's path at a right angle.
5. If there is not enough time to find shelter, lie flat in the nearest depression such as a ditch or ravine.
6. Students should remain as quiet as possible.

STATEMENT OF ASSURANCE

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

Inquiries on non-discrimination may be directed to:

Equity Assistance Coordinator- Dr. Marc Sherrell 600 Main St. Des Arc, Ar 72040 (870)256-4164

Title VI Coordinator- Jaime Eans 600 Main Street, Des Arc, Ar 72040 (870)256-4166

Title IX Coordinator- Dr. Marc Sherrell 600 Main Street, Des Arc, Ar 72040 (870)256-4164

504 Coordinator- Brenda Bagshaw 600 Main Street, Des Arc, Ar 72040 (870)256-4166

Chromebook Use Agreement

This Agreement is made by and amongst Des Arc Public Schools, the Student, and the parent/guardian. The assigned Chromebook is being made available to the identified student during his/her enrollment in the current school year at Des Arc High School and will only be used for purposes of educational services provided by DAHS. Students enrolled in DAHS are assigned a Chromebook at the beginning of each year. Students are responsible for the Chromebook at all times. Students are allowed to take the Chromebook home and connect to their home internet.

All Students shall follow the following guidelines.

- The student's possession and use of the Chromebook will be subject, at all times, to the terms and conditions described in the student handbook, to all applicable state and federal laws and regulations, and to all applicable DAHS policies and procedures. DAHS may place additional restrictions on the student's use or possession of the Chromebook, at any time and for any reason, with or without prior notice.
- Students assigned a Chromebook - must surrender the Chromebook to DAHS when he/she ceases to be enrolled in DAHS; is found to have violated policies, State or Federal law; when DAHS provides student with notice that the Chromebook must be returned; or if student fails to perform any obligations under this agreement.
- The Chromebook and any accompanying peripheral (e.g., power cord) are and will remain at all times the property of Des Arc Public Schools. Therefore, the student and parent shall permit persons designated by DAHS to examine the Chromebook at any time for any reason. The student or the student's parent/guardian will immediately surrender it to DAHS.
- Under no circumstances will the student use the Chromebook or permit it to be used in furtherance of any crime or fraud, accessing, viewing, or transmission of pornographic content, illegal or unauthorized accessing or use of data, bullying or harassment (including cyber-bullying), malicious internet activities (including hacking), or any unlawful activities of any kind. The Chromebook is to be used only for DAHS classwork.
- Any violation of the terms or conditions set forth or referenced in this policy may result in the possession or use of the Chromebook being restricted, suspended, or terminated, with or without prior notice, at the sole discretion of DAHS.
- DAHS assumes no liability for any material accessed on the Chromebook. Parent and student, including their heirs and assigns agree that they will release, forever discharge, indemnify, defend, and hold DAHS harmless from any and all claims arising from the student's or parent's use, misuse, or possession of the Chromebook issued to the student pursuant to this agreement including but not limited to any and all damages whatsoever kind or nature.
- The student and parent must agree to immediately notify school site personnel upon the occurrence of any loss to, damage to, or malfunctioning of any part of the Chromebook for any reason.
- If it is stolen outside of school premises/grounds, the parent shall contact the applicable city/county police department and shall file a police report and provide a copy of the police report to designated school site personnel.

Chromebook Protection Plan

DAHS will provide a Chromebook protection plan to all students enrolled that covers the replacement in the event of accidental damage, or fire. The protection cost is \$27 annually for each student.

Students may not intentionally damage or remove any identifying stickers. Results may void the current year's protection plan.

If damage is caused to a Chromebook is deemed to be malicious or negligent (accidental or intentional) by the Chromebook Protection Plan company, the student will be billed the cost of repairing or replacing the Chromebook.

Chromebook chargers are not covered under CPP.

Lost Chromebooks are not covered under CPP.

Enrollment and Handing Out Chromebooks

All students enrolled in DAHS will be assigned a Chromebook unless the student failed to return a Chromebook from previous enrollment.

Students will receive their Chromebook on the first day of each school year or within two school days of enrollment. Students should contact the DAHS media specialist or technology department if they were not assigned a Chromebook.

Students will inspect the Chromebook at the time of receiving the device. Any damage found on the Chromebook by the student should be reported to the DAHS media specialist or technology department. The student will not be liable for any damage found at this time. Failure to report damage could result in the student being responsible for the cost of repairs to the device.

Lost Chromebooks

When a Chromebook is lost, students must report the lost Chromebook to the technology department or the DAHS media specialist as soon as the device is determined to be lost. The student will be responsible for the replacement cost of the Chromebook and may be granted one (1) replacement Chromebook to take home so that instruction is not disrupted. If the student loses two (2) or more Chromebooks in a school year, the student is no longer eligible to take Chromebooks off campus. Students must check out and use Chromebook each day. If the lost Chromebook has been returned to DAHS or the custodial parent has reimbursed the replacement cost of the Chromebook, the student may then be eligible to take Chromebooks home and move off the day user process at the discretion of the DAHS principal, superintendent, or his/her designee.

Damaged Chromebooks

Students enrolled in DAHS are assigned a Chromebook that they are responsible for at the beginning of each school year. During that time, the student is responsible for reporting any damage to the DAHS Media Specialist, the Technology Department, or the DAHS Office. At this time, a 'Loaner' Chromebook will be assigned to the student to use while the damages are being repaired.

The damage will be categorized as accidental, intentional, or manufacturing defect. The custodial parent may be responsible for the cost of the repairs for any damage categorized as neglect or intentional, as determined by building-level administration and the Chromebook Protection Plan. Manufacturing defects are determined by the Chromebook manufacturer. DAHS has no control over the manufacturer's determination.

Lost or Damaged Chromebook Chargers

Students enrolled in DAHS are assigned one (1) Chromebook charger at the beginning of each year. If a charger becomes lost, a replacement charger must be purchased from the technology department for \$20. Damaged chargers should be reported to the technology department as soon as the damage is found. If damage is caused by normal use of the charger, then the charger will be replaced by the technology department free of charge. If the damage to the charger is found to have been from tampering, caused by pets, or intentional destruction of the charger, the student must purchase a new charger for \$20.

General Precautions

- No food or drink is allowed next to the device while it is in use.
- Cords must be carefully inserted into the Chromebook.
- Students should transport his/her device with the lid closed.
- To conserve battery life, please shut off the Chromebook when not in use.
- Chromebooks must remain free of any writing, drawing, or inappropriate stickers
- Devices must never be left in a car or any unsupervised area.
- Do not submerge the device in water nor drop it or expose it to extreme temperatures.

Internet Usage Agreement & Google Account Permission

Student Name

Grade

Please initial below to acknowledge your understanding.

Permission for Google Workspace for Education Account:

_____ I agree to allow my student to have a Google Workspace for Education account including an email address that can be used on any device that connects to the Internet. Also, I give consent to allow DAHS to enable any google service that my child needs in order to provide the best education. I understand the account is for educational purposes and use must meet the expectations outlined in the student handbook. Any misuse of the account will be handled exactly as if the misuse occurred in school.
Release of PII, in accordance with AR Act 754 of 2023

_____ I understand that it is my right, as the parent, to obtain a list of vendors that Des Arc Public Schools has shared with my child's PII at any time.

Acceptable Use Policy

The purpose of the Des Arc School District's technology is to support learning and enhance educational opportunities. Through a partnership with the Arkansas Public School Computer Network, students, including those with exceptional needs, have equitable access to the Internet, a "network of networks" of computer systems all over the globe. The Internet affords users virtually unlimited access to high quality research and the capacity to collaborate with students, teachers and experts in various fields of study throughout the world. Students, teachers and support staff with Des Arc School District accounts have access to a part or all of the following:

1. Electronic mail (e-mail) communication with people all over the world,
2. Information and news from a wide variety of sources and research institutions,
3. Public domain and software of all types,
4. Discussion groups on a wide variety of topics,
5. Access to many university libraries, the Library of Congress, and more.

The district recognizes that to ensure that its substantial investment in technology is utilized to accomplish its educational goals, it is necessary that all users behave in a responsible, efficient, ethical, and legal manner. The Acceptable Use Policy with the Des Arc School District is aligned with the **Children's Internet Protection Act**, in that the policy is to protect minors from pornography, graphic images such as pornography or graphic images that could be considered pornography or harmful to minors.

This network has been established for educational purposes only. The Des Arc School District has installed *Symantec Corporation Edition 11.0 Antivirus Software* on every computer on the school's network to protect the district from harmful computer viruses. The district uses the Internet filtering system *8e6*, provided by DSI to prevent the computer users from accessing materials harmful to minors or unacceptable in an educational setting.

Signature of Parent

Date

Des Arc High School Chromebook Usage Agreement

Please initial below to acknowledge your understanding.

Day Use Chromebook

_____ Students that forget their Chromebook are subject to disciplinary actions in accordance with the student handbook discipline policy. Students may check out a Day Use Chromebook from the library. The student is responsible for any damages done on the Chromebook. The Chromebook must be returned to the library before the student leaves campus for the day. D-Hall will be signed to any student that does not return the Day Use Chromebook. Day Use Chromebooks not returned after two days will be considered lost and the parent will be charged replacement cost. This student is no longer eligible to check out a Day Use Chromebook until reimbursement has been made.

Lost and Damaged Chargers

_____ If a charger becomes lost, a replacement charger must be purchased from the technology department for \$20. Chargers are not covered under the Chromebook Protection Plan. If the charger is damaged due to tampering, caused by pets, or intentional destruction a new charger must be purchased. Chargers damaged due to normal use will be replaced free of charge.

Chromebook Protection Plan

DAHS provides a Chromebook Protection Plan to all students enrolled in DAHS each year. The plan will cover any damages deemed accidental, if the device is destroyed due to fire. The plan does not cover any Chromebook chargers, lost Chromebooks, intentional damage, or replacement of identifying stickers due to student removal. This protection plan, provided by the district, costs the district \$27 per device.

Signature of Parent

Date