

NEVADA SCHOOL DISTRICT MEMORANDUM

TO: Instructors, Staff and Students

FROM: Superintendent

SUBJECT: Nondiscriminatory Policy Notification

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

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MISSION STATEMENT

The mission of Nevada School District is to provide a safe school climate in which all students will be permitted to reach their highest educational goals with an emphasis on proficiency in literacy and mathematics.

NEVADA SCHOOL DISTRICT MEMORANDUM	1
MISSION STATEMENT	2
CONTACT INFORMATION	7
ENROLLMENT	8
Late Enrollment	9
School Choice	9
Homeless Students	9
Foster Children	11
Health Policies	12
Kindergarten Immunization Requirements:	12
1 st Grade Immunizations Requirements:	13
2 nd -12 th Grade Immunizations Requirements:	13
Student Medications	13
Schedule II Medications	14
Self-Administration of Medication	15
Emergency Administration of Glucagon and Insulin	15
Physical Examinations or Screenings	15
ATTENDANCE	16
Closed campus	17
Regular Day for Students	17
Absences	18
Excused Absence and Makeup Work	19
Absences not counted against Allowable Absences	20
Unexcused absence	21
Truancy policy	21
Late Arrival and Early Departure (Tardy Policy)	22
CONTACT WITH STUDENTS WHILE AT SCHOOL	22
Contact by parents	22
Contact by non-custodial parents	23
Contact by law enforcement, social services, or by court order	23
STUDENT DISCIPLINE POLICY	24
Responsibility for student conduct	24
Students	24
Parents or Guardians	24

Teachers	24
Principal	25
Superintendent	25
Definitions	25
Standards of conduct	26
Prohibited Conduct and Consequences	27
Assemblies, plays, & special events	27
High School Consequences	28
Elementary Consequences	29
Corporal Punishment (Paddling)	30
Detention (Grades 4-12)	30
In-School Suspension (Grades 3-12)	31
Out of School Suspension	31
Major Offenses with Immediate Administrator Intervention	32
Consequences for Major Offenses	33
Recovery of damages	33
Expulsion-Due Process	33
COMPLAINT RESOLUTION	34
NEVADA SCHOOLS STUDENT DRESS CODE	35
ANTI-BULLYING POLICY	37
Definitions	37
STUDENT SEXUAL HARASSMENT	39
STUDENT HAZING	40
STUDENT DRUG & ALCOHOL POLICY	41
Drug Dogs	42
Tobacco products	42
CELL PHONES AND ELECTRONIC DEVICES	42
VIDEO SURVEILLANCE	44
LOCKERS and SEARCHES	45
Locker Searches	45
Personal Searches	46
Automobile Searches	47
TRANSPORTATION	47
School Bus Regulations	47

Violation of Parking and Driving Regulations	50
PARENTAL INVOLVEMENT PLANS	50
ACTIVITIES, CURRICULUM AND GRADING	59
Class Trips/Field Trips	59
Junior/Senior Proms or Banquets	59
Married Students	60
Moment of Silence	60
Pledge of Allegiance and National Anthem	60
Pregnant Students	60
Student Activities	60
Student Clubs and Fundraising	60
Student Organizations/Equal Access	61
Student Publication	61
Student Social Events	62
School Records and Access to Records	62
Release of Information Outside the School System	63
SMART CORE INFORMATION AND GRADUATION REQUIREMENTS	64
GRADUATION REQUIREMENTS	65
GRADING	67
Related arts/Specialty classes grading	68
Report cards and progress reports	68
Concurrent Credit Policy	69
Advanced Placement Program	69
Accelerated Plan of Study	70
Honor Graduates	70
Seniors of Distinction	71
College and Job Shadowing Days	71
Honor Roll	71
Academic Awards Program	71
Miscellaneous Individual Awards (Grades 7-12)	71
Textbook Policy	71
Computer Use Policy	72
Homework	72
Semester Test Exemptions (Grades 7-12)	73

Participation in Academic Improvement Plans	73
Promotion and Retention	73
STUDENT TRANSFER POLICY	73
PARTICIPATION IN EXTRACURRICULAR ACTIVITIES	74
Criteria for Extracurricular Activities	74
Requirements for Participation in Athletics	75
Standards of Eligibility	76
Loss of Eligibility	76
Restoration of Eligibility	76
Transfer Students	76
Playground rules	76
Classroom rules	77
Placement of multiple birth siblings	77
Breakfast/lunch/snacks	78
Bringing Toys and Other Items to School	78
Labeling of Personal Items	78
Flower Deliveries to Classroom	78
Room Parties	78
2023-2024 Handbook Committee	79

CONTACT INFORMATION

Superintendent Office	(870) 871-2418
High School Office	(870) 871-2478
Elementary School Office	(870) 871-2475

School information will be posted on the public awareness digital sign and sent through the parent information system using the telephone number(s) provided by the parent/guardian on the Student Information Sheet. You may also visit Nevada's website at www.nevadaschooldistrict.net for other school information and announcements. The Nevada School District is on Facebook. Like us on Facebook for important announcements.

ENROLLMENT

Birth Certificates, Immunizations, Physical and Social Security Number

Arkansas law requires that all children entering public school kindergarten or first grade for the first time must provide one of the following: a certified 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 or guardian, a military ID, previous school records, or another proof of age provided in District Policy 4.1 and 4.2 – Residence/Entrance Requirements. Students must be 5 on or before August 1st for the 2014-2015 school year in order to be eligible for enrollment in kindergarten.

All enrolling kindergarten students shall be evaluated with the Early, Periodic, Screening, diagnosis and treatment. This, or its equivalent shall occur within two years prior to or within 90 days after the student's initial enrollment in kindergarten.

Students entering Kindergarten must have the following immunizations:

Kindergarten Immunization Requirements:

Diphtheria, Tetanus, Pertussis	4 Doses (with 1 dose on or after 4 th birthday)
Polio	3 Doses (with 1 dose on or after 4 th birthday)
Measles, Mumps, Rubella (MMR)	2 Doses (1 st dose on or after 1 st birthday & at least 28 days apart)
Hepatitis B	3 Doses
Varicella	2 Doses (regardless of history of disease)
Hepatitis A	1 Dose (on or after 1 st birthday)

Documentation: Anyone unable to furnish acceptable records must begin re-administration of immunizations. Any student "in process" of being immunized will have 14 days from due date of next immunization to produce proof of continuation or be excluded until such proof is received. Students who transfer from another school within or from out of state will be conditionally admitted pending receipt of proof.

A maximum of 30 calendar days shall be given for the student to produce documentation of immunizations or be excluded. Records from the former school will be requested, but ultimately providing the immunization records is the responsibility of the parents.

Proof of all shots and/or childhood diseases should be sent to the school for inclusion in the student's permanent record.

Arkansas Act 838 requires that a social security number for each child enrolled in school be made a part of the permanent school record. The school will issue a state-provided number if parents object to the requirement. Parents who object must present a notarized statement to the school.

Late Enrollment

A student will not be permitted to enroll in Nevada Schools after the fifteenth day of the first semester or the tenth day of the second semester unless the principal determines that extenuating circumstances exist. Exceptions may be made for transfer students who were in good standing (not suspended or expelled) at their last school attended and are accompanied by their parents or legal guardian.

No class changes will be made after school has been in session five days. This applies to both the first and second semesters. Students enrolled in digital courses are limited to two days to make schedule changes; fees associated with dropping a digital course will be the responsibility of the student or student's parent/guardian.

School Choice

Public school choice in Arkansas allows students to attend a public school in a district other than the one in which they reside. Parents of students who want to enroll their children in one of the following public schools: Nevada High School and Nevada Elementary School have until May 1 to apply to enroll in the fall under the Arkansas Public School Choice Act 560 (amended 2015) and District Policy 4.5.

Pursuant to standards adopted by a non-resident school board a nonresident district may reserve the right to accept and reject applicants based on capacity of programs, class, grade level, or school building. Likewise, a non-resident district's standards may provide for the rejection of an applicant based upon the submission of false or misleading information to the above listed request for information when that information directly impacts the legal qualifications of an applicant to transfer pursuant to the School Choice Act. However, a non-resident district's standards shall not include an applicant's previous academic achievement, athletic or other extracurricular ability, handicapping conditions, English proficiency level, or previous disciplinary proceedings, except that an expulsion from another district may be included pursuant to Ark. Code Ann. §6-18-510. Priority will be given to applicants with siblings attending the district. The non-resident district shall accept credits toward graduation that were awarded by another district and award a diploma to a nonresident applicant if the applicant meets the non-resident district's graduation requirements.

Applications must be postmarked or delivered to the Superintendent of Schools no later than May 1 for a child to be able to enroll for the fall semester. Transfers shall be granted on a non-discriminatory basis. Students who have been accepted and enrolled in previous years do not have to reapply as approved transfers remain valid for as long as the student attends that public school. Go to www.arkansased.org for more information on the Arkansas Public School Choice Act.

Homeless Students

The Nevada 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 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 District 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.

The district shall act, according to the best interests of a homeless child and to the extent feasible do one of the following. (For the purpose 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.)

- *continue educating the child who becomes homeless between academic years or during an academic year in his or her school of origin for the duration of his or her homelessness.

- *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

- *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 his or her 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 his or her 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 purpose of this policy, students shall be considered homeless if they lack a fixed, regular, and adequate nighttime residence and

- (a) are sharing the house of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement.

- (b) having 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.
- (d) are migratory children who are living in circumstances described in clauses (a) through (c).

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 ADE, and individuals involved with each foster child to ensure that he/she 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, ensure that the foster child remains in his/her current school, 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 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 caseworker 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.

Health Policies

Our main objective is to promote wellness and help your child stay healthy and happy. During the school year, the nurse will be screening hearing, vision, scoliosis and BMI. The family will receive notice if a child might have a problem. The nurse will do baseline growth measurements (height, weight, BP, TPR, and developmental tasks). Accurate immunization records are kept to prevent serious infections.

The school is always alert to potential problems and works to prevent accident or injury. Please feel comfortable that children are safe and cared for while at school. There are some important ways families can help in this effort:

1. If you do not have a phone, please be sure we have a message number. If you cannot be reached during the school day in case of an emergency, we **MUST** have a relative or other responsible person we may call and the number of your preferred doctor. Please notify us if you object to our using the nearest physician available in the event you cannot be reached for an emergency.
2. Children that have been ill should remain at home until they have been **free of fever for 24 hours. Children who have vomited within 24 hours should not be sent to school.** Any contagious disease should be cleared through your doctor or health department or should be shown as treated and completely free of symptoms before a student returns to school.
3. Students with head lice/nits will be sent home and are restricted from school for 24 hours after notification. Children re-entering school must be screened by the nurse with proof of treatment by an adult who must accompany the student. Students may not ride a bus before being screened by the nurse.
4. Injuries that happen over the weekend and at home after school hours need to be taken care of at home. School insurance does not cover treatment by school nurse.
5. Immunizations must be kept current as mandated by Arkansas law:

Kindergarten Immunization Requirements:

DTaP, DTP or DT pediatric	4 Doses (with 1 dose on or after 4 th birthday)
Polio	3 Doses (with 1 dose on or after 4 th birthday)
Measles, Mumps, Rubella (MMR)	2 Doses (1 st dose on or after 1 st birthday & at least 28 days apart)
Hepatitis B	3 Doses
Varicella	2 Doses (regardless of history of disease)
Hepatitis A	1 Dose (on or after 1 st birthday)

1st Grade Immunizations Requirements:

Same as kindergarten requirements except varicella.

Varicella 2 Doses or documented history of disease from
licensed medical professional ONLY

2nd -12th Grade Immunizations Requirements:

DTaP, DTP, DT-pediatric, Td-adult or Tdap	4 Doses (with 1 dose on or after 4 th birthday)
Tdap	1 Dose (due at 11 years of age and older by September 1 st)
Polio	3 Doses (with 1 dose on or after 4 th birthday)
Hepatitis B	3 Doses
Measles, Mumps, Rubella (MMR)	2 Doses (1 st dose on or after 1 st birthday & at least 28 days)
Varicella	2 Doses or documented history of disease from licensed medical professional ONLY
MCV-4	1 or 2 Doses (with 1 st dose at 7 th grade and booster at age 16 as of September 1)

This is legal for school attendance, but does not mean your student is fully immunized against these diseases. The Arkansas Department of Health suggests at least 5 DPT and OPV based on a schedule that begins at 2 months of age. **PLEASE SEND A COPY OF THE RECORD TO SCHOOL AS YOUR CHILD GETS THESE.** Only a certified doctor or the local health department's statements may be accepted, and it must have month, day, and year for each immunization. Boosters are not required but are strongly recommended every 10 years.

6. Please be sure the school has a complete emergency medical form on file.
7. Parents will be expected to pick up children when any one or a combination of the symptoms listed below is noted.
 1. Temperature 100° orally
 2. Vomiting or diarrhea
 3. Rash
 4. Suspected communicable illness
 5. Injury or illness requiring M.D.'s evaluation
 6. Those noted by their teacher as unable to complete school tasks

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 nurse, or in the absence of the nurse, to the principal's office. 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 of the medication(s). If the medications are brought by a student, the 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 of the medication(s).

Medications, including those for self-medication, must be in the original container and be properly labeled with the student's name, the ordering 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, possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings. Only necessary medications will be given at school. Please be sure a few doses have been given and your child is tolerating the medicine before you send him/her to school. Schedule II medications that are permitted by this policy to be brought to school shall be stored in a double locked cabinet.

The district's registered nurse is responsible for creating procedures for the administration of medications on and off campus.

Nonprescription medications may be given to students upon the decision of the principal or the nurse or their designee(s). Such medications must be in the original container, clearly labeled and accompanied by a written authorization form signed by the parents or legal guardians that includes the name, the name of the medication, the dosage, and instructions for the administration of the medication (including times).

The school shall not keep outdated medications or any medications past the end of the school year. Parents shall be notified ten (10) days in advance of the school's intention to dispose of any medication. Medications not picked up by the parents or legal guardians within the ten (10) day period shall be destroyed by the nurse with a witness present.

Schedule II Medications

The only Schedule II medications that shall be allowed to be brought to the school are methylphenidate (e.g. Ritalin or closely related medications as determined by the school nurse), dextroamphetamine (Dexedrine), and amphetamine sulfate (e.g. Adderall or closely related medications as determined by the school nurse).

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 or 504 plans.

Self-Administration of Medication

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:
 - a) a rescue inhaler or auto-injectable epinephrine; or
 - 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.

Students are 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 chooses to not carry a rescue inhaler, auto-injectable epinephrine, diabetes medication or 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 possess and use a topical sunscreen that is approved by the United States Food and Drug Administration for OTC use to avoid overexposure to the sun without written authorization from a parent, legal guardian, or healthcare professional while the student is on school property or at a school related event or activity.

Emergency Administration of Glucagon and Insulin

Students may be administered Glucagon, insulin, or both in emergency situations by the school nurse, 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.

Physical Examinations or Screenings

The Nevada School District may provide from time to time administrations of physical exams or screenings of its students. The intent of the exams or screenings shall be to detect contagious or

infectious diseases or defects in hearing, vision, or other elements or health that would adversely affect the student's ability to achieve his/her full potential.

The district shall notify parents, at least annually, of the specific or approximate dates of any non-emergency, invasive physical examination or screening that is:

- required as a condition of attendance;
- administered by the school and scheduled by the school in advance; and
- not necessary to protect the immediate health and safety of the student, or of other students.

For the purpose of this policy, "Invasive Physical Examination" is defined as any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

Except in instances where a student is suspected of having a contagious or infectious disease, parents shall have the right to opt their student out of the exams or screenings by signing the Medication Self-Administration Consent Form or by providing certification from a physician that he/she has recently examined the student.

A student may be required to pass a physical exam before being allowed to participate in certain extracurricular activities to help ensure he/she is physically capable of withstanding the rigors of the activity. It is understood that students who refuse to take such an exam will not be allowed to participate in the desired activity.

The rights provided to the parent under the policy transfer to the student when he/she turns 18 years old.

ATTENDANCE

Every parent, guardian, or other person having custody or charge of any child age five (5) through seventeen (17) years on or before August 1 of that year who resides, as defined by policy (4.3 Compulsory Attendance Requirements), 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 policy (4.6—HOME SCHOOLING) have been met.
3. The child will not be age six (6) on or before August 1 of that particular school year and the parent, guardian, or other person having custody or charge of the child elects not to have him/her attend kindergarten. A kindergarten waiver form prescribed by regulation of the Department 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).

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 of age whose parents, legal guardians, or other persons having lawful control of the person under an order of the court reside within the District and to all persons between those ages who have legally transferred to the District for educational purposes.

Closed campus

In the education process, two critical factors in student achievement are time on task and consistency. These are best achieved by having students follow a prescribed daily schedule with a minimum of disruptions and distractions.

A closed campus, defined as requiring students to remain on campus for the entire school day, is important in providing teachers and students full time for instruction and in doing so consistently.

Therefore, it is the policy of the Nevada School District that students remain on campus for the entire school day and the Nevada Schools operate as a closed campus. Exceptions for extenuating circumstances will be considered by the principal.

Regular Day for Students

All students will remain on campus throughout the school day unless the principal or designee grants permission. The instructional day for the children begins at 7:40 a.m. It is important that your child arrives on time and remains at school the entire day. School is dismissed at 3:57 p.m. If you bring your student to school, please have elementary students enter at the elementary school entrance and high school students enter at the high school entrance. For purposes of ensuring that children are supervised, no child is to be at school before 7:20 a.m. or after 4:15 p.m. No child may remain after school unless enrolled in a special program.

Students are placed on their regular buses unless a note from a parent/guardian is received indicating a change. The note should include the bus driver's name, destination of student, and the number of days for the change. If the student is to be picked up by car, the note should indicate who will pick up the child and the number of days the child will be picked up. Please call the elementary office at (870) 871-2475 or the high school office at (870) 871-2478 before 2:00 p.m. for bus changes.

Transportation changes will be guaranteed until 2:00 PM in order to ensure enough time to notify all involved persons. We will make every feasible effort to accommodate changes after 2:00, but

cannot guarantee that all persons will be properly notified. Please do not pick up your child before dismissal time unless there is a genuine emergency. *Leaving school for haircuts, hunting trips, etc. are not excused absences and are highly discouraged.*

Elementary car riders will be picked up outside the main elementary entrance/exit for the car riders' safety. Parents may use the car line if the parent stays behind the wheel. Anyone who needs to do other school errands must park the car in a parking space and come in. Unoccupied cars may not block the traffic flow. High school students that drive are permitted, with proper procedures, to pick up elementary students at the late car riders' area if they do so promptly. High school car riders will not be dismissed until the buses have left the school.

Absences

Nevada Schools will use the following criteria to determine a student's status on absences. If any student's Individualized Education Program (IEP) or 504 Plan conflicts with these criteria, the student's IEP or 504 Plan will take precedence.

Regular attendance is essential to students' social and cultural development and helps prepare them to accept responsibilities they will face as adults. 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.

For high school students, missing more than ten (10) minutes of a class will be documented as an absence; time missed up to 10 minutes will be counted as a tardy.

Elementary students present for less than 25% of the school day will be counted absent for the whole school day. Students present 25%-50% of the day will be counted present for one half day. Students present for 51% or more of the day will be counted present for the whole school day.

At the elementary school attendance will be checked no less than twice a day. Time missed up to one hour during the day will be recorded as a tardy. Missing between one and four hours in the day will be counted as a half-day absence. Missing more than four hours will result in a full-day absence.

Students shall not be absent, as defined in this policy more than eight (8) days in a semester. When a student has four (4) absences, his/her parent, guardian, or person in loco parentis shall be notified that the student has missed half the allowable days for the semester. 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 two days following.

If the student fails to receive credit for a sufficient number of courses and at the discretion of the principal after consultation with persons having knowledge of the circumstances of the absences, the student may be denied promotion or graduation. Excessive absences, however, shall not be a reason for expulsion or dismissal of a student.

It is the Arkansas General Assembly's intention that students having excessive absences due to illness, accident or other unavoidable reason be given assistance in obtaining credit for their

courses. At any time prior to when a student exceeds the number of allowable absences (unless unable due to unforeseen circumstances), the student or his/her parent or guardian may petition the school's administration for special arrangements to address the student's absences. The agreement shall be documented.

Days missed due to in-school or out-of-school suspension shall not count toward the allowable number of days absent. 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 code.

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.

Excused Absence and Makeup Work

An excused absence is defined as "the student was absent with the parents' knowledge and consent for the following reasons:"

1. Illness of the student.
2. Serious illness in the immediate family. (Immediate family is defined as parent, grandparent or sibling).
3. Death in the immediate family.
4. Attendance at an appointment at a government agency.
5. Religious holidays of a student's own faith.
6. Doctor or dental appointments.
7. Other reasons not listed above may be considered for an excused absence if the parent/guardian makes a request to the principal at least one working day prior to the absence. Failure to make an advanced request will result in the absence being treated as unexcused.

When a student returns from an absence, he/she is required to bring a note within three school days of returning to school. Any student not bringing a note upon returning to school will receive an unexcused absence for those days missed. Any work missed because of failure to bring a note will be recorded as a "0". *Phone calls to the office regarding absences are appreciated but will not take the place of the required written documentation.*

When a student has accumulated eight (8) absences in a semester whether excused or unexcused, the school must receive written verification documented by a doctor, hospital, judge, pastor (on a church letterhead) or school activity for any additional absences. Absences not verified will be considered unexcused.

If an absence is excused, it means the student has the opportunity to make up the work missed for credit. No credit is allowed unless the work is made up to the satisfaction of the teacher(s) involved. Students making up work must adhere to the following rules:

1. Students are responsible for asking the teachers of the classes they missed what assignments they need to make up on the first day they return to school or the class they missed.
2. Teachers are responsible for providing the missed assignments when asked by a returning student. Makeup work should be graded and returned to the student in a reasonable amount of time.
3. 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.
4. Students shall have one class day to make up their work for each class day they are absent.
5. Make-up work which is not turned in within the make-up schedule for that assignment shall receive a zero.
6. Students are responsible for turning in their make-up work without the teacher having to ask for it.
7. 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.
8. As required/permitted by the student's Individual Education Program or 504 Plan.

Work may not be made up for credit for absences in excess of the number of allowable absences in a semester **unless** the absences are part of a signed agreement as permitted by policy 4.7—**ABSENCES**.

Absences not counted against Allowable Absences

Additional absences that are not charged against the allowable number of 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 upon his/her return to school from the parent, guardian, person in loco parentis, or appropriate government agency stating such reason:

1. To participate in a 4-H sanctioned or other similar approved activity;
2. To participate in the election poll workers program for high school students;
3. To serve as a page for a member of the General Assembly;

4. 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; and
5. For purposes pre-approved by the school administration such as visiting prospective colleges, to obey a subpoena, or to attend at an appointment with a government agency. This is limited to seniors and (2) days in a school year.
6. Due to the student having been sent home from school due to illness.
7. Absences excused by a physician or other medical practitioner.
8. Death of immediate family member.

When a student is not physically present on the campus due to a school sponsored activity, the student shall be marked present for school, but must adhere to the make-up work policy.

Unexcused absence

Any absence not defined as an excused absence is considered an unexcused absence. For absences of this type, no credit for makeup work will be permitted.

When a student reaches five (5) days of unexcused absences, the student may lose credit for that class. The student may remain in the class and continue to do the work required of all students. If the student maintains a passing grade, a committee of teachers, counselor, principal and parents will review and evaluate the student's attendance record for the remainder of the year and may grant credit for class, if the student has no more absences and a passing grade.

An accumulation of five (5) unexcused absences in a semester will be considered excessive. The school district will notify the parent and, to comply with state law, the prosecuting authority. The student's parent(s)/guardian(s) shall be subject to civil penalty in such an amount as court or competent jurisdiction, presiding in the presence of a representative of the school district, may prescribe, but not to exceed five hundred dollars (\$500) plus costs of court and any reasonable fees assessed by the court.

Truancy policy

Truancy means that a student is absent without prior knowledge and/or approval of the parent(s)/guardian(s). Students may not leave campus without parental and administrative knowledge. A student is also considered truant if that student is present in school and is not where he/she is assigned for a period of more than ten minutes without prior knowledge of and approval of both the classroom teacher to whom that student is assigned for that period and the school personnel responsible for the student's absence from class. This permission should be gained by the student bringing a signed and dated note from the school personnel requesting that student's time to the classroom teacher to whom that student is assigned for that period. The note will be signed by the classroom teacher and returned to the student to give to the personnel

requesting the student's time. If no note is sent and the student is not in class, the student is considered truant after 10 minutes.

1 st truancy	ISS/3 days
2 nd truancy	ISS/3 days
3 rd truancy	ISS/5 days

Late Arrival and Early Departure (Tardy Policy)

Tardiness is defined as a student entering school or class after the bell has rung for the beginning of the school day and/or after the tardy bell rings for the beginning of class. Students begin each semester with a "clean slate" in the Tardy Policy. Early departure refers to times a student leaves before a class or the school day ends and is subject to the same consequences as a tardy.

Tardiness will be excused for illness or other emergencies at the discretion of the principal. Otherwise, the student will be admitted to school or class unexcused.

Elementary students arriving late must be signed in by an adult. After the student has been tardy a total of three (3) times a note will be sent home.

High school students are to check in and out of the high school office when arriving at school late or leaving early. After three tardies, consequences for high school students are as follows:

3 rd unexcused tardy	1 day lunch detention
4 th unexcused tardy	2 days lunch detention
5 th unexcused tardy	1 day ISS
6 th unexcused tardy	3 days ISS
7 th unexcused tardy	5 days ISS

Additional tardies may result in further assignment to ISS. Students or parents may request that corporal punishment (paddling) be substituted for lunch detention or ISS, but the principal has discretion as to whether or not to honor the request.

Please sign your child out in the office when leaving early. Only the principal has the authority to release a student from school.

CONTACT WITH STUDENTS WHILE AT SCHOOL

Contact by parents

Parents wishing to speak with their children during the school day shall first make contact through the office. Calling or texting via cell phone places students in potential violation of the cell phone usage policy. For security reasons, all visitors must check in through the office rather than going directly to a classroom. Parents will not be allowed to visit classrooms during the instructional day unless there are extenuating circumstances approved by the principal.

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 his/her 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 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 4.15, Policy 6.5, and any other policies that may apply.

Unless prior arrangements have been made with the school's principal, Arkansas law provides that 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.

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 Department 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. 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, or other person having lawful control by court order, or person acting in loco parentis identified 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, custodian, 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.

STUDENT DISCIPLINE POLICY

Responsibility for student conduct

Freedom is a constitutional right, but it does not mean the absence of reasonable rules and regulations, which serve to guide the actions of individuals. Along with freedom goes the responsibility to act in such a manner as to ensure that all participants may enjoy the same freedom. To obtain the greatest possible benefit to students, teachers, administrators, parents, Board of Education, and the entire community, it is essential that all work together to ensure that all persons are treated equally and with dignity in respect to their rights and responsibilities.

Students

Students have the responsibility to pursue their education in the Nevada School District in a manner that shows respect for other students, faculty members, parents and other citizens. Students must be aware that they have a responsibility to cooperate with and assist the school staff in the orderly and efficient conduct of the school by abiding by rules and regulations established by the Board of Education and implemented by teachers and school administrators. **EACH STUDENT IS RESPONSIBLE FOR HIS OR HER CONDUCT AT ALL TIMES.**

Parents or Guardians

Parents or guardians are responsible for exercising the required controls, so their children's behavior at school will be conducive to their own progress and not disruptive to the school's educational program. They are responsible for alerting school personnel when they have reason to believe their children are experiencing difficulties at school, or home, that by actively soliciting the help of the school, behavior standards may be maintained.

Teachers

All Nevada teachers are responsible for supervision of the behavior of all students in the school. This includes not only students who are regularly assigned to the teacher, but all other students with whom the teacher comes in contact. Each teacher is expected to maintain the kind of atmosphere and discourse, which will promote the learning process, and to utilize sound, appropriate disciplinary techniques. These techniques will include conferences with students and parents, and referrals to the counselor or principal. The teacher is authorized to administer corporal punishment according to guidelines established by the Board of Education. When the teacher is unable to assist the student to maintain proper behavior control, the student is to be referred to the principal. **The teacher will attempt to make a reasonable attempt at parent contact before referring the student to the office for the first referral** (excluding severe disruptions or major infractions).

Principal

The principal will distribute current school rules and regulations to all students at the beginning of the school year and to each new student upon registration. The principal is responsible for conducting continuing in-service education for all personnel on a regular basis and interpreting and implementing established policies. The principal is authorized to assign students to work details, to probation status, administer corporal punishment, and to suspend or to recommend the expulsion of students. Families will be informed of any student with behavior problems. The principal will use her discretion in matters regarding discipline and attendance. All discipline matters are confidential and information may not be legally shared with other students or other students' parents. Parents may not have access to other students in the school.

Superintendent

The Board of Education of Nevada School District, acting through the superintendent, holds all school employees responsible for supervision of the behavior of students while legally under the supervision of the school. The superintendent and Board of Education expect all employees to be concerned with student behavior and when and where unacceptable behavior occurs, to take appropriate action. The superintendent shall have the same authority as the principal to act upon matters involving student behavior when necessary.

Definitions

1. **Expulsion** - Prohibition of a student from entering the school grounds, except for a prearranged conference with an administrator, until the end of the semester, the end of the current school year or permanently, depending on the severity of the offense, with alternative educational services provided in accordance with Arkansas law. This action shall be taken only by the Board of Education.
2. **Suspension** - Prohibition of a student from entering the school grounds, except for a prearranged conference with an administrator, for a period of time set by the principal or the superintendent. Suspension will normally be no longer than ten (10) school days, including the day on which the offense occurred. Suspension does not carry loss of credit for the semester; however, all work missed due to suspension (OSS) cannot be made up.
3. **Lunch Detention** - Punishment for minor violations where the students are isolated during lunch.
4. **Reasonable Force** - The minimum amount of force necessary to stop or restrain a student from conducting himself in an inappropriate manner or in a manner which could cause physical injury to an individual.
5. **Corporal Punishment** - Corporal punishment refers to paddling a student for breaking a school rule.
6. **Parent** - The term parent includes every parent, guardian, or person in parental relation having control or charge (legal guardianship) of any student in attendance in the schools of the district.

7. **Reasonable Suspicion** - Reasonable grounds for suspecting that a search will produce evidence that the student has violated or is violating the law and/or school rules.
8. **Probation** - Probation is the suspension of punishment for a rule violation with notification to parents and students that the student must obey the rules for the remainder of the year under penalty of recommendation for expulsion.
9. **Voluntary School Withdrawal** - Voluntary school withdrawal is the resignation of a student from school with approval of the principal. In some cases where expulsion is imminent, and in the principal's judgment expulsion would not be in the best interest of the student, the principal may allow voluntary withdrawal, provided the student, if subject to the compulsory attendance laws, enrolls in another school. In such cases the parent/guardian waives the right to have a full hearing on the charge. When a student is voluntarily withdrawn, all credit is lost.
10. **Loss of privileges** - Loss of any extracurricular activities deemed appropriate by the teacher or administrator.

Standards of conduct

All students are expected to conduct themselves at all times in a manner that will contribute to the best interest of the school and not infringe on the rights of others. School personnel have the authority and the responsibility to take reasonable measures to maintain proper control and discipline among students under their care and supervision. Such measures may include the use of reasonable force in the exercise of lawful authority to restrain or correct students and to maintain order. Students and parents should take care to see that they are well-informed concerning rights, responsibilities, and expected standards of behavior.

School rules are in effect at any time on the school grounds, off the school grounds at school-sponsored activities, and on transportation to and from school or a school-sponsored activity. The rules are listed below as well as consequences for violation of each rule. Any infraction within the Nevada School District may result in a minimum consequence of a verbal warning to a maximum consequence of expulsion.

Repeat offenses will be punished with increased severity. Each violation of a school rule will be treated on an individual basis, and the administration may use an alternate form of punishment in the case of extenuating or mitigating circumstances.

The administration may also exercise more extreme action in severe situations in which a student has been involved in other rule infractions. The individual situation may merit another sequence of consequences. The Nevada School District reserves the right to pursue discipline or legal action for behavior which is subversive to good order and discipline in the schools even though such behavior is not specifically covered in the following rules and consequences.

The teacher will give warnings, contact parents about problems, and assign class detentions (loss of activity time at elementary) before referring a student to the office for the first office referral (excluding severe disruptions or major infractions).

Prohibited Conduct and Consequences

1. Disrespect for school employees and failing to comply with their reasonable directions or otherwise demonstrating insubordination including failing to identify oneself
2. Disruption and/or interference with the normal and orderly conduct of school and school sponsored activities (Ark Code Ann 5-71-207)
3. Possession or use of any tobacco in any form or possession of smoking paraphernalia
4. Destruction of or the attempt to destroy, damage or steal school property or the property of another individual
5. Sharing, diverting, transferring, applying to others (such as needles or lancets), or in any way misusing medication or any medical supplies in their possession
6. Inappropriate public display of affection
7. Cheating or copying the work of another student
8. Wagering or any form of gambling
9. Inappropriate student dress
10. Use of profanity, vulgar language, or obscene gestures
11. Truancy (leaving campus after arrival without parental consent and administration's knowledge)
12. Excessive tardiness
13. Engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, or disability
14. Bullying: physical abuse, assault, insult, or threatened physical abuse to another student or any other individual; engaging in verbal abuses, such as name calling, ethnic or racial slurs, or using derogatory statements to other students, school personnel or other individuals
15. Sexual harassment
16. Hazing or aiding in the hazing of another student
17. Failure to comply with locker policy
18. Failure to carry the assigned teacher's hall pass where it is visible when a student is out of the classroom during class time
19. Unacceptable physical contact (pushing, shoving, horseplay, etc.)
20. Fighting. Students moving to fights to watch, participate, agitate, etc.; interfering with school authorities; or recording fights will be subject to disciplinary action.
21. Persistent disregard for rules
22. Refusal to identify self or giving a false name to school personnel or substitute teachers (automatic ISS or corporal punishment)

Assemblies, plays, & special events

Students are expected to follow the school rules and to follow accepted rules of courtesy and good manners at all times. Students will demonstrate appropriate behavior or lose the privilege of attending the event. If a student behaves in such a way that the student is disciplined or

removed from an assembly and/or from any other event involving guests to our campus the consequences are as follows:

1 st violation	ISS/2 days
2 nd violation	ISS/3 days
3 rd violation	ISS/4 days

Gangs, Secret Societies, Prohibited Clubs

The Board is committed to ensuring a safe school environment conducive to promoting a learning environment where students and staff can excel. An orderly environment cannot exist where unlawful acts occur, causing fear, intimidation, or physical harm to students or school staff. Gangs and their activities create such an atmosphere and shall not be allowed on school grounds or at school functions. Students arrested for gang-related activities occurring off school grounds shall be subject to the same disciplinary actions as if they had occurred on school grounds.

The following actions are prohibited by students on school property or at school functions:

1. Wearing or possessing any clothing, bandanas, jewelry, symbol, or other sign associated with membership in, or representative of, any gang;
2. Engaging in any verbal or nonverbal act such as throwing signs, gestures, or handshakes representative of membership in any gang;
3. Recruiting, soliciting, or encouraging any person through duress or intimidation to become or remain a member of any gang; and/or
4. Extorting payment from any individual in return for protection from harm from any gang.

Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion.

Nevada Schools will use the following criteria to determine a student's status on discipline. If any student's Individualized Education Program (IEP) or 504 Plan conflicts with these criteria, the student's IEP or 504 Plan will take precedence.

High School Consequences

Teacher Interventions:

Verbal Warning

Parent Contact

Teacher-Student Conference

1 day lunch detention.

2 days lunch detention.

The teacher must notify the principal when assigning lunch detention. Lunch Detention for more than 2 days must be either assigned or approved by the principal.

If teacher interventions are not successful in correcting student misbehavior, the student will be referred to the office for the next infraction.

Administrative Interventions: Parent will be contacted in writing or by phone for all discipline infractions. Consequences will escalate for recurring offenses.

Lunch Detention

In-School Suspension

Corporal Punishment

OSS/1-3 days

OSS/3-10 days

Suspension/expulsion

More than (4) assignments to detention during the same school year will result in either corporal punishment or ISS.

Elementary Consequences

Teacher Interventions:

Verbal Warning

Counselor Referral

Teacher Intervention

Parent Contact

Principal Referral

If teacher interventions are not successful in correcting student misbehavior, the student will be referred to the office for the next infraction. For severe or repeated infractions, the student will be sent to the principal's office immediately.

Administrative Interventions: Parent will be contacted in writing or by phone for all discipline infractions. Consequences will escalate for recurring offenses.

Lunch detention

In-School Suspension

Corporal Punishment

OSS/1-3 days

OSS/3-10 days

Suspension/expulsion

Students or parents may request corporal punishment instead of lunch detention or ISS, but the decision to honor the request is at the principal's discretion. The principal may amend the number of days or type of punishment depending on circumstances of the offense. In addition to the above noted interventions, the principal may utilize different methods of punishment including but not limited to verbal warning up to and including recommendation for expulsion depending on the circumstances of the infraction.

Corporal Punishment (Paddling)

Reasonable discipline may include the administration of corporal punishment to a student by the building principal or certified employee, provided that corporal punishment shall not be excessive or unduly severe. Corporal punishment shall not be used to discipline a student who is intellectually disabled, non-ambulatory, nonverbal or autistic.

1. Corporal punishment will be administered in the presence of the principal or other certified person, in addition to the person administering the punishment. The following persons are designated to administer corporal punishment: Superintendent, Principal, any other certified staff upon being designated by the Superintendent or the Principal.
2. Corporal punishment will not be administered in either the presence of other students or in a spirit of malice or anger, nor will it be excessive.
3. Before corporal punishment is administered, the student shall be advised of the rule and infraction for which the punishment is being administered. The principal will permit the student to state his/her position, which shall be considered prior to punishment. School officials are not required to conduct a formal hearing prior to corporal punishment.
4. Refusal to take corporal punishment may result in suspension or other disciplinary measures. High school students may elect ISS in lieu of corporal punishment.
5. When corporal punishment is administered, a written report shall be filed in the principal's office in the student's personal file.
6. Students in grades 7-12 who receive corporal punishment more than 3 times in a semester shall be required to take semester exams.
7. The Nevada School District recognizes a parent or legal guardian's request that corporal punishment not be used with his/her child. Any parent or legal guardian who desires that corporal punishment not be used with their child shall indicate that he/she does not wish for corporal punishment to be used with his/her child by indicating that request in the appropriate area on the student's registration documents. Requests made at other schools do not transfer into Nevada Schools or transfer from Nevada Schools upon a student transferring to another district.

Detention (Grades 4-12)

1. Assignment may be made by a teacher or principal (2 maximum by a teacher).
2. High school detention times: 11:49-12:19 p.m. & 12:19-12:49 p.m. Tardy students will not be admitted.
3. If a student misses detention for any reason, he/she may be assigned additional detention, corporal punishment or ISS at the principal's discretion. If the missed detention is the first one assigned to the student by the teacher, the teacher may choose to reassign and add an additional day.
4. Lunch will be delivered to the detention room.
5. Students shall bring appropriate school work or study materials (including pencil and paper) or they will be given work.
6. The student may take corporal punishment instead of detention at principal's discretion.
7. Elementary students serve detention during their physical activity time in the principal's office or other assigned location. They are expected to bring work.

In-School Suspension (Grades 3-12)

1. Assignment will be made by the principal.
2. Students assigned to ISS are temporarily removed from their assigned class (es) and placed in an alternate location to complete assignments.
3. Placement is generally made for infractions that warrant consequences beyond a conference or detention yet do not reach the severity of requiring OSS.
4. Students are notified before placement of expectations and the daily schedule.
5. Students that do not adhere to the guidelines may be assigned to OSS.
6. Students who are assigned ISS at any time during a semester shall not be exempt from any semester exams for that semester. Students who are assigned ISS more than once in a school year will not be allowed to participate in school activities.
7. Corporal punishment may be substituted for ISS at the discretion of the principal or superintendent. Students and parents may request corporal punishment in lieu of ISS, but there is no requirement that the request be honored.
8. Students who are assigned ISS for one day only will receive an assignment from the ISS coordinator and shall be responsible for securing assignments from the teacher upon returning to regular class. It is entirely the student's responsibility to complete any missed assignments by the day after returning to regular class unless the teacher grants an extension. Students who are in ISS for longer than one day will receive assignments from classroom teachers by the second day of the ISS assignment.

Out of School Suspension

Students are suspended from school by committing a flagrant violation or for repetition of misdemeanor offenses.

1. Suspension of the student
 - A. The student and the student's parents will be advised of a suspension and the reasons.
 - B. The principal is authorized to suspend students from school for disciplinary reasons up to ten (10) school days, including the day upon which the suspension was initially imposed.
 - C. Students are not permitted to attend school or participate in any school activities during their suspension.
 - D. Students are not permitted on school grounds at any time during their suspension period.
 - E. Any work missed during the time of suspension can be made up. However, the student shall make up the work in the time, place and manner designated by the principal.
 - F. A conference between the parent/guardian and school administrator must be held before the student can return to school.
 - G. Students who are suspended out of school at any time during a semester shall not be exempt from any semester exams for that semester.
 - H. Out of school suspensions shall generally be limited to those situations where the student must be removed for the safety of students or staff, when the student refuses to cooperate with in school suspension, or any situation in which the principal deems necessary to maintain the orderly process of education in the school. Any student who receives an out of school suspension for not cooperating with in school suspension shall be considered as intentionally committing an unexcused absence and will not receive credit for their work.

2. An appeal of the principal's decision may be made to the superintendent by the parent or guardian.
 - A. Depending upon the seriousness of the offense, the student suspended may or may not remain in school after the notification of appeal and until the superintendent's hearing.
 - B. The superintendent will notify the parent/guardian and student of the time and place for the hearing.
 - C. The superintendent's hearing will be at the earliest feasible time.
 - D. Reinstatement, continued suspension, or recommended expulsion will be decided at the Superintendent's hearing.
 - E. Counsel may represent the student.
 - F. The student may present witnesses.
 - G. The superintendent's decision shall be final.

Major Offenses with Immediate Administrator Intervention

The following acts may result in violence to another person or property, which pose a direct threat to the safety of others in the school. Most of these acts are criminal in nature and are so serious that they require the removal of the student from school and the possible intervention of law enforcement.

- * Arson or attempted arson
- * Assault or battery of school personnel
- * Physical abuse, assault or threatened physical abuse to another student or any other individual
- * Committing extortion, coercion, blackmail, or forcing another person to act through the use of force or threat of force
- * Burglary or attempted burglary of school facility
- * Selling, giving, or delivering of alcohol at school or at a school-related function
- * Possessing, selling, distributing, or being under the influence of an alcoholic beverage, illegal drug, unauthorized inhalant, or the inappropriate use or sharing of prescription or over the counter drugs, or other intoxicants, or anything represented to be a drug while at school or a school-related function
- * Possessing, selling, giving, or delivering controlled substances or contraband at school or at a school-related function
- * Possessing any weapon or threatening to use a weapon on school property that can reasonably be considered capable of causing bodily harm to another individual including, but not limited to, a firearm, illegal knife, club, explosive, ice pick, mace, or pepper spray
- * Bomb threat
- * Harassment of students or school personnel
- * Possession of laser pointer or other electronic communication device not authorized by school administration
- * Indecent exposure, sexual advances/contact, behavior that involves indecent and/or immoral acts including possessing, viewing, distributing or electronically transmitting sexually explicit or vulgar images or representations

Consequences for Major Offenses

Suspension with recommendation of expulsion for remainder of semester or school year and, if applicable, one or more of the consequences listed below.

Emergency removal (Suspension)	Restoration or restriction for damages
Home-based instruction	Removal of transportation privileges
Referral to law enforcement agency	Referral to alcohol/drug rehabilitation

Nevada Schools reserve the right to pursue disciplinary or legal action for behavior which is subversive to good order and discipline in the school, even though such behavior is not specifically covered in the preceding written rules.

Recovery of damages

A student suspended for damage to any property of the school system shall not be readmitted until full payment has been made for cost of damages or until directed by the superintendent and/or the Board of Education.

Expulsion-Due Process

The principal of a school may recommend that a student be expelled from school with loss of credit and shall make said recommendation to the superintendent in writing. The recommendation will include a written statement of the charges against the student. If the superintendent concurs with the recommendation, they shall schedule a hearing before the school board. The school board, after an appropriate hearing, may expel a student for the remainder of the semester, for the remainder of the school year, or permanently for conduct it deems to be of such seriousness as to make a suspension inappropriate, or where it finds that the student's continued attendance at school would be unacceptably disruptive to the educational program or would be attended with unreasonable danger to others. Permanent expulsion is appropriate only for those instances in which serious bodily harm occurred or reasonably could have been expected to occur to another person.

The superintendent or designee shall, within five (5) calendar days, from the alleged incident causing the expulsion recommendation, give written notice of a hearing by certified letter to the parent or guardian if the student is a minor, or to the student, if an adult. Such hearing will be conducted no earlier than three (3) calendar days following the date of the notice, except that the superintendent, the student, and the student's parents may agree in writing to a date not conforming to this limitation. The notice will also state in clear and concise terms, charges against that student, names of witnesses who will appear against the student, and a brief statement concerning the nature of their testimony.

In every case of a hearing held by a school board regarding the expulsion of a student, the president of the board, or in his/her absence, another member selected by the board, shall preside at the hearing. The student may choose to be represented by legal counsel. Also, the districts' administration and school board may be represented by legal counsel. The superintendent, or designee, shall present evidence and may present witnesses or statements of those persons having

personal knowledge or events or circumstances giving rise to the recommendation for expulsion. The student or representative may then present witnesses or statements by a person with personal knowledge or events or circumstances relevant to the issue. Normally, formal cross-examination will not be permitted. If during the course of the hearing the board determines that the credibility of the witnesses is an issue then it will permit cross-examination by the student and the superintendent or their representative of those witnesses as to whom credibility has become an issue. Opportunity shall be afforded for the student to observe all evidence offered against him/her. Members of the board may question any witness.

At the conclusion to the hearing, the board may discuss the matter and will dispose of it by vote. If the board does not expel the student with loss of credit, they may impose less severe disciplinary actions such as long-term suspension, which may be with or without allowing the student to make up school work. The board shall briefly state its findings, in writing, ten (10) days after the hearing. The board shall cause a record to be made of the evidence taken at the proceedings by use of either a court reporter and/or recording device. If the student desires, the record will be transcribed and a copy will be furnished to the student. Copies of all statements used as evidence will be included with the record.

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

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

COMMENTARY: Act 567 of 1995 requires expulsion for a period of not less than one year for possession of any firearm or other weapon prohibited upon the school campus by law; however, the superintendent shall have discretion to modify such expulsion requirement for a student on a case-to-case basis.

If a student discovers that he/she has unintentionally taken a knife, or any other object(s) that might be considered a weapon or could be used as a weapon to school, he/she may turn it in to school officials voluntarily and immediately without fear of penalty.

When a parent of a minor knows that the minor is in illegal possession of a firearm in or upon public or private school property, in or on the school's athletic stadium or other facility or building where school-sponsored events are conducted, or in a public park, playground, or civic center, and the parent or guardian fails to prevent the possession or fails to report the possession to the appropriate school official or law-enforcement official, the parent shall be guilty of a Class B misdemeanor. (A.C.A. 5-27-206)

COMPLAINT RESOLUTION

Any parent or guardian is encouraged to seek a resolution to any problem involving our school or school personnel. The following procedure has been established to provide a means of addressing problems and seeking a solution. These steps are:

1. Seek a resolution with the teacher involved.
2. If the problem is not resolved in Step #1, contact the principal.

3. If the problem is not resolved in Step #2, contact the superintendent.
4. If the superintendent is unable to resolve the problem, the parent may seek audience with the Board of Education through a written request. Requests to the board are to be in writing and sent to the superintendent. This request must be submitted at least thirty (30) days prior to the school board meeting. (Policy 1.14-Meeting Agenda)

NEVADA SCHOOLS STUDENT DRESS CODE

The Nevada Board of Education recognizes that dress can be a matter of personal taste and preference. At the same time, the district has a responsibility to promote an environment conducive to student learning. This requires limitations to student dress and grooming that could be disruptive to the educational process because they are immodest, disruptive, unsanitary, unsafe, and could cause property damage, or are offensive to common standards of decency.

The Arkansas Legislature has enacted a law on Dress Code in Arkansas schools. Students are prohibited from “sagging, wearing clothing that exposes underwear, buttocks and breasts” within this law. If a student is found in violation of this policy, and therefore the law, the parent(s)/guardian(s) will be contacted to come remove the student until he/she is dressed appropriately. The superintendent shall establish student dress codes for the district’s schools, to be included in the student handbook, and are consistent with the above criteria.

All K-12 students will comply with the Uniform Dress Code. The policy is in force from 7:00-5:00 on school days. Violations of the Uniform Dress Code will be treated as a violation of the Student Code of Conduct.

- **Fit and fabric:** Body types vary and should be taken into account when selecting clothing. Ill-fitting garments are not acceptable; these include but are not limited to garments that are too tight so as to reflect immodesty or too large so as to appear to be falling off the body. All pants and shorts must be worn at or above the waist, above the crest of the hip, per Arkansas State Law. All clothing must be non-transparent. White fabrics are allowed as long as undergarments (any clothing under the outermost layer of clothing) are not visible.
- **Shirts:** Shirts/Tops must have a discernible short or long sleeve and fall at least three inches below the waistband or remain tucked in.
- No bare skin should be exposed at the waist/abdomen area or on the back; clothing must cover the chest area to ensure no cleavage is exposed.
- **Pants, Shorts, Skirts:** Pants (slacks, khakis or jeans that have plain or pleated fronts), shorts and skirts must be hemmed and no shorter than knee-length. Joggers that are made of jean or khakis material are permissible. No athletic or sweat style joggers are permitted. Skirts must have no slit above the knee. No holes of any kind are permitted. This shall not apply to students in grades K-4 in situations where a hole has worn in the pants through normal wear and tear. Leggings may not be worn as pants, a knee-length skirt or mid-thigh shorts must be worn over leggings. Sweatpants and other athletic-style pants made of cotton or fleece-type material, shorts, and skirts are allowed provided that they are modest and not revealing in nature. The principal shall be the final authority as to whether or not clothing of this

- type is acceptable. Elementary students (K-6) will be allowed to wear athletic type shorts. These shorts should be no shorter than mid-thigh.
- **Belts:** Students in grades 2-12 must wear a belt with pants or shorts if the clothing has belt loops and otherwise will not remain at the waistline. Belts must be an appropriate length.
 - **Outerwear:** Outerwear refers to clothing worn over regular clothing. Hoodies and sweatshirts are permitted, but hoods must be removed inside the building and upon request of an adult in other locations. No trench coats or oversized coats are allowed.
 - **Hair:** Hair shall be clean and neatly groomed. Hair color and style shall not interfere with the educational process at the reasonable discretion of the principal or designee.
 - **Shoes and socks:** The color of shoes and socks are at the student's discretion except skate shoes and house shoes are not permitted. Open toe shoes should not be worn on science lab days. Teachers will make students aware of what days this will be.
 - **Additional:** A student shall not wear, display or use emblems, insignias, badges or other symbols which, in the opinion of the campus administration, can cause disruption or interference with the operation of the school. Clothing shall be free of inflammatory, suggestive, or other inappropriate writing, advertisement, or artwork. Gang clothing, symbols, or other items associated with gangs (including bandanas) may not be worn, displayed or carried.
 - **Hats** are not allowed on campus or school buses.
 - **Blankets** are not permitted at school
 - **Piercings** shall only be in the ears for safety reasons. No visible facial piercings are allowed. The only exception shall be that students in grades 7-12 may wear small nose piercings that cannot be easily grasped, pulled, or caught on other objects. Earrings should be no bigger than a quarter. Large hoop earrings or any other piercings that can be easily pulled, grasped, or become caught on foreign objects in such a manner to cause injury are not permitted.
 - **Picks and Combs** must be put away and not worn in hair used in halls or classrooms.

Consequences for noncompliance include but are not limited to the following: remove or change the clothing in question, call home to request a change of clothing, borrow appropriate clothing from the office if available, ISS, or OSS.

The principal may approve waivers on designated days for specific school-related purposes. For example, consideration may be given to regular clothing on spring picture days. Any other exceptions to dress rules must be approved by the principal. School-sponsored items approved by the principal prior to ordering are permitted.

Compliance Incentives: Believing that positive rewards often bring better results than negative consequences, the school board encourages schools to provide incentives for student compliance with the uniform policy.

Opt-out provision: Parents may apply to the building principal for full or partial exemptions or waivers for students due to handicapping conditions, religious observations, recent arrival in district (within 10 school days), or extenuating circumstances. Denied exemption requests may be appealed to the superintendent whose decision is final and not subject to further appeal.

ANTI-BULLYING POLICY

Respect for the dignity of others is a cornerstone of civil society. Bullying creates an atmosphere of fear and intimidation, robs a person of his/her dignity, detracts from the safe environment necessary to promote student learning, and will not be tolerated by the Board of Directors. Students who bully another person shall be held accountable for their actions whether they occur on school equipment or property; off school property at a school-sponsored or approved function, activity, or event; going to or from school or a school activity in a school vehicle or school bus; or at designated school bus stops.

The school principal or his or her designee who receives a credible report or complaint of bullying shall promptly investigate the complaint or report and make a record of the investigation and any action taken as a result of the investigation.

Definitions

Attribute - an actual or perceived personal characteristic including without limitation race, color, religion, ancestry, national origin, socioeconomic status, academic status, disability, gender, gender identity, physical appearance, health condition, or sexual orientation

Bullying - the intentional harassment, intimidation, humiliation, ridicule, defamation, or threat or incitement of violence by a student against another student or public school employee by a written, verbal, electronic, or physical act that may address an attribute of the other student, public school employee, or person with whom the other student or public school employee is associated and that causes or creates actual or reasonably foreseeable:

- Physical harm to a public school employee or student or damage to the public school employee's or student's property;
- Substantial interference with a student's education or with a public school employee's role in education;
- A hostile educational environment for one (1) or more students or public school employees due to the severity, persistence, or pervasiveness of the act; or
- Substantial disruption of the orderly operation of the school or educational environment.

Electronic act - without limitation a communication or image transmitted by means of an electronic device, including without limitation a telephone, wireless phone or other wireless communications device, computer, or pager that results in the substantial disruption of the orderly operation of the school or educational environment

Electronic acts of bullying are prohibited whether or not the electronic act originated on school property or with school equipment, if the electronic act is directed specifically at students or school personnel and maliciously intended for the purpose of disrupting school, and has a high likelihood of succeeding in that purpose.

Harassment - a pattern of unwelcome verbal or physical conduct relating to another person's constitutionally or statutorily protected status that causes, or reasonably should be expected to cause, substantial interference with the other's performance in the school environment

Substantial disruption - without limitation that any one or more of the following occur as a result of the bullying:

- Necessary cessation of instruction or educational activities
- Inability of students or educational staff to focus on learning or function as an educational unit because of a hostile environment
- Severe or repetitive disciplinary measures are needed in the classroom or during educational activities
- Exhibition of other behaviors by students or educational staff that substantially interfere with the learning environment

Examples of bullying may include but are not limited to a pattern of behavior involving one or more of the following:

1. Sarcastic comments ("compliments") about another student's personal appearance or actual or perceived attributes
2. Pointed questions intended to embarrass or humiliate
3. Mocking, taunting or belittling
4. Non-verbal threats and/or intimidation such as "fronting" or "chesting" a person
5. Demeaning humor relating to a student's race, gender, ethnicity or actual or perceived attributes
6. Blackmail, extortion, demands for protection money or other involuntary donations or loans
7. Blocking access to school property or facilities
8. Deliberate physical contact or injury to person or property
9. Stealing or hiding books or belongings
10. Threats of harm to student(s), possessions, or others
11. Sexual harassment, as governed by policy 4.27, is also a form of bullying.
12. Teasing or name-calling based on the belief or perception that an individual is not conforming to expected gender roles (Example: "Slut") or conduct or is homosexual, regardless of whether the student self-identifies as homosexual (Examples: "fag," "queer," "You are so gay.")

Students are encouraged to report behavior they consider to be bullying to a teacher or the building principal, including a single action which if allowed to continue would constitute bullying. The report may be made anonymously. Teachers and other school employees who have witnessed or are reliably informed that a student has been a victim of behavior they consider to be bullying, including a single action which if allowed to continue would constitute bullying, shall report the incident(s) to the principal. Parents or legal guardians may submit written reports of incidents they feel constitute bullying, or if allowed to continue would constitute bullying, to the principal. The principal shall be responsible for investigating the incident(s) to determine if disciplinary action is warranted.

The person or persons reporting behavior they consider to be bullying shall not be subject to retaliation or reprisal in any form.

Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion. In determining the appropriate disciplinary action, consideration may be given to other violations of the student handbook which may have simultaneously occurred.

Notice of what constitutes bullying, the District's prohibition against bullying, and the consequences for students who bully shall be conspicuously posted in every classroom, cafeteria, restroom, gymnasium, auditorium, and school bus. Parents, students, school volunteers, and employees shall be given copies of the notice upon request.

STUDENT SEXUAL HARASSMENT

The Nevada School District is committed to having an academic environment in which all students are treated with respect and dignity. Student achievement is best attained in an atmosphere of equal educational opportunity that is free of discrimination. Sexual harassment is a form of discrimination that undermines the integrity of the educational environment and will not be tolerated.

Believing that prevention is the best policy, the district will periodically inform students and employees about the nature of sexual harassment, the procedures for registering a complaint, and the possible redress that is available. The information will stress that the district does not tolerate sexual harassment and that students can report inappropriate behavior of a sexual nature without fear of adverse consequences. The information will take into account and be appropriate to the age of the students.

It shall be a violation of this policy for any student to be subjected to, or to subject another person to, sexual harassment as defined in this policy. Any student found, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action up to, and including, expulsion.

Sexual harassment refers to unwelcome sexual advances, requests for sexual favors, or other personally offensive verbal, visual, or physical conduct of a sexual nature made by someone under any of the following conditions:

1. Submission to the conduct is made, either explicitly or implicitly, a term or condition of an individual's education;

2. Submission to, or rejection of, such conduct by an individual is used as the basis for academic decisions affecting that individual; and/or
3. Such conduct has the purpose or effect of substantially interfering with an individual's academic performance or creates an intimidating, hostile, or offensive academic environment.

The terms "intimidating," "hostile," and "offensive" include conduct of a sexual nature which has the effect of humiliation or embarrassment and is sufficiently severe, persistent, or pervasive that it limits the student's ability to participate in, or benefit from, an educational program or activity.

Actionable sexual harassment is generally established when an individual is exposed to a pattern of objectionable behaviors or when a single, serious act is committed. What is, or is not, sexual harassment will depend upon all of the surrounding circumstances. Depending upon such circumstances, examples of sexual harassment include, but are not limited to: unwelcome touching; crude jokes or pictures; discussions of sexual experiences; pressure for sexual activity; intimidation by words, actions, insults, or name calling; teasing related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct or is homosexual, regardless of whether or not the student self-identifies as homosexual; and spreading rumors related to a person's alleged sexual activities.

Students who believe they have been subjected to sexual harassment, or parents of a student who believes their child has been subjected to sexual harassment, are encouraged to file a complaint by contacting a counselor, teacher, Title IX coordinator, or administrator who will assist them in the complaint process. Under no circumstances shall a student be required to first report allegations of sexual harassment to a school contact person if that person is the individual who is accused of the harassment.

To the extent possible, complaints will be treated in a confidential manner. Limited disclosure may be necessary in order to complete a thorough investigation. Students who file a complaint of sexual harassment will not be subject to retaliation or reprisal in any form.

Students who knowingly fabricate allegations of sexual harassment shall be subject to disciplinary action up to and including expulsion.

Individuals who withhold information, purposely provide inaccurate facts, or otherwise hinder an investigation of sexual harassment shall be subject to disciplinary action up to and including expulsion.

STUDENT HAZING

Hazing in connection with student initiation into or affiliation with any school organization is both unlawful and contrary to the intent and policy of the board.

The term **hazing** is defined by law as intimidation, abusive tricks, striking or beating, or other acts designed to humble. Hazing is a Class B misdemeanor and, upon a student's conviction, requires his/her expulsion from school.

STUDENT DRUG & ALCOHOL POLICY

The Nevada School Board recognizes its responsibility to parents and other community institutions to assist students to become law abiding and productive citizens. The board also acknowledges that the problem of use, possession, and sale of illegal drugs and alcohol by and to children and youth does extend to the schools and requires both attention and action by the board and school staff. In addition to making students and parents aware of prohibitions through student handbooks, the schools include facts about the effects and dangers related to drugs and alcohol in the curriculum and provide information about agencies which help with drug and alcohol abuse situations.

A student knowingly or unknowingly possessing or under the influence of alcoholic beverages, illegal drugs, or any substances expressly prohibited by federal, state or local laws on school property, during school sponsored activities, or on any school sponsored trips will be suspended for a period of ten (10) days. The student may also be reported to legal authorities.

A student suspended for a first offense will be permitted to return to school after the ten (10) day suspension if the student submits proof that he/she and his/her parent/guardian have made an appointment for a counseling program with an agency which lists drug/family counseling as one of its services.

If it is determined that a student has knowingly or unknowingly assisted or participated in the sale of alcoholic beverages, controlled substances, or other substances claimed to be a controlled substance, that student will be recommended for expulsion, and will be reported to legal authorities.

Principal/Parent/Student Conference:

1. The principal will explain that the student may return to school following a ten (10) day suspension with the submitted proof of a drug counseling program attended by both student and parent/guardian with a state certified counselor.
2. The principal will provide the confirming letter for parents, student, and agency's signature to present to the school.
3. The parent will make the first appointment, secure the appropriate signatures and a statement from the agency that treatment/counseling is prescribed, and request that a verifying copy go to the principal.
4. The parents will return the signed letter to the school, and the student will be re-entered after the completion of a ten (10) day suspension.
5. The student and his/her parents will be responsible for appointments, attending counseling sessions, and for providing notice to the school of the sessions until the counseling agency determines that the treatment has ended.
6. The parents will provide the student letter of release and recommendations from the counselor to the school.
7. The student and parents who do not complete the counseling sessions will cause for further suspension time.

8. A student who violates the drug and alcohol policy a second time will be suspended and recommended for expulsion.

Drug Dogs

Drug dogs will be used in school hallways, classrooms, dressing rooms, restrooms, parking lots and any property under school district care.

Tobacco products

Smoking, possession, or use of tobacco or products containing tobacco in any form (including, but not limited to, cigarettes, cigars, chewing tobacco, and snuff) in or on any property owned or leased by a District school, including school buses, is prohibited. This includes, but is not limited to, activities such as sporting events and school programs. Students who violate this policy may be subject to legal proceedings in addition to student disciplinary measures. Vaping devices are considered the same as tobacco.

With the exception of recognized tobacco cessation products, this policy's prohibition includes any tobacco or nicotine delivery system or product.

Drug Testing

The Nevada School District may conduct random drug testing of students in accordance with the drug testing policy found in the appendix of this handbook. Parental consent is required for drug testing. Students whose parents do not consent to drug testing may not drive vehicles on campus or participate in school extracurricular activities. Drug testing may include nicotine

CELL PHONES AND ELECTRONIC DEVICES

Misuse of cell phones has become a serious problem that threatens the ability of the district's schools to properly and efficiently operate its education program. The school board believes it is necessary to restrict student use and possession of electronic devices. For this policy "electronic device" refers to anything that can be used to transmit or capture images, sound or data including but not limited to cell phones, laptops, Chromebooks, iPads, cameras, MP3 players or other portable music devices. For the purpose of this policy, an iWatch or any other similar device which may be used as a telephone or internet device shall be treated as a cell/phone or electronic device. These devices may not be used for any reason including use as a timepiece. Any school employee may request to see the device in order to determine whether or not it has been used in violation of this policy. For the purpose of this policy, ear buds shall be considered an impermissible electronic device if they are in a student's ear. The school will provide headphones.

Students are prohibited from using or operating cell phones or any other electronic telecommunication device in the school building or on the grounds thereof. This policy shall apply from the time the student arrives on the campus until the dismissal bell in the afternoon. Should an urgent need to use an electronic communication device arise, the student may do so

after obtaining permission of either the principal, superintendent, or school secretary. Electronic devices/cell phones must be turned off upon arrival at school and may not be turned on until the dismissal bell in the afternoon. Should an urgent need to use a cell phone or other device arise, the following persons shall have the authority to permit a student to use the device: superintendent, principal, school secretary, school counselor, or school nurse. No other personnel may permit a student to use a cell phone or electronic device. This includes classroom teachers. The principal shall have the authority to require students to store cellphones in a storage container provided by the school.

This policy is inclusive of any telecommunication device in a student's possession.

School administrators will use the following procedure as corrective action for any student who violates this policy:

*First offense - The phone or device will be taken from the student and turned over to a school administrator. The student will be assigned two days lunch detention. (Student may elect to substitute corporal punishment for lunch detention.) A notice will be sent to the student's parent. Note: If a student becomes disrespectful due to the item being confiscated, more severe consequences will be assigned.

*Second Offense – The phone or device will be taken from the student and turned over to a school administrator. The student will be assigned four days of lunch detention. (Student may elect to substitute corporal punishment for lunch detention.) A notice will be sent to the student's parent.

*Third Offense – The phone or device will be taken from the student and turned over to a school administrator. The student will be assigned a choice of two days of ISS or corporal punishment. The parent will be required to come to the school and pick up the device.

*Fourth Offense - The student will be assigned four days ISS. Corporal punishment shall not be a choice on a fourth offense. ISS shall be mandatory. A parent will be contacted. Both the student and a parent will be required to meet with an administrator before the device is returned to the parent. The device will be returned at that meeting.

* Fifth Offense - The student will be suspended out of school on the fifth and each subsequent offense for a period of not less than three nor more than ten days. Both the student and a parent must meet with an administrator before the student is allowed to attend classes again. The device will be returned at that meeting.

**NOTE: Any student refusing to turn over a cell phone to a faculty or staff member will be subject to immediate assignment to ISS or corporal punishment. More serious consequences may be applied at the discretion of the principal.

Misuse of electronic devices includes, but is not limited to:

1. Using electronic devices during the school day in any manner other than specifically permitted by the classroom instructor (including photographing/videoing without the teacher's consent);

2. Permitting any audible sound to come from the device when not being used for reason #1 above;
3. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, or wrongfully obtaining test copies or scores;
4. Using the device to take photographs or videos in locker rooms or bathrooms; and
5. Creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person.

The student and/or the student's parents or guardians expressly assume any risk associated with students owning or possessing technology equipment.

Possession of an electronic device during annual testing is a violation of procedures, so all devices will be turned in to the test administrator/coordinator until testing ends for the day.

Parents or students may request that corporal punishment be substituted for lunch detention or ISS for cell phone/electronic device violations, but the principal shall have the discretion as to whether or not to honor the request.

Severe misconduct with an electronic device may be punished with consequences greater than those provided for in this policy.

Students have no right of privacy as to content contained on any cell phones and other electronic communication devices that have been confiscated. Refusal to surrender a cell phone or other electronic device upon request will result in ISS and loss of privileges as defined in the policy for the remainder of the school year.

Students, who use school-issued cell phones and/or computers for non-school purposes, except as permitted by the district's Internet/Computer use policy, shall be subject to discipline, up to and including suspension or expulsion.

VIDEO SURVEILLANCE

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 anywhere 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 districts video recordings may be erased monthly.

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 compilation devices shall be subject to appropriate disciplinary action and referral to appropriate law enforcement authorities.

LOCKERS and SEARCHES

Locker space is provided for the storage of a student's school supplies and personal items. Lockers are to be kept neat and tidy. They are not to have items hanging out of them and the door should close easily and completely. Students are not to write or mark on lockers. There is to be no form of permanent stickers or other attachments placed either on the outside or inside of the locker. Anything attached to the locker must be done so using magnets. Students are responsible for the care of their lockers. **Locks are not permitted on elementary lockers except by administrative discretion.** Students in **grades 7-12 are required** to use school issued locks on their lockers. Students are not allowed to exchange or share a locker with another student. Anything found in a student's locker is considered his/her responsibility.

Locker Searches

1. Searches shall be made only by the building principal or any official duly authorized for the purpose by the principal with a witness present. The search of a particular locker will be made only upon a reasonable assumption that the student is secreting evidence of an illegal act or contraband materials.
2. Blanket searches of every locker shall not be permitted except in unusual circumstances, such as a bomb threat.
3. If practical, the student shall be given the opportunity to be present when a search of personal possessions of his/her locker is conducted; unless there is reason to believe that his/her presence would be a threat to the safety of students or others.

Personal Searches

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, or 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 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 Department 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. 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, or other person 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, custodian, 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.

Automobile Searches

A warrant is generally not necessary when searching student vehicles when showing reasonable suspicion or probable cause.

TRANSPORTATION

School Bus Regulations

School buses are operated by the Nevada School District as an accommodation to students and parents. Riding a school bus is a privilege and that privilege will not be abused. Bus regulations, if violated, may lead to suspension from riding the bus, suspension, or expulsion from school. Any consequences in this handbook that apply to on campus violations may also be applied to bus infractions. The rules are the following:

1. Students must be at the bus stop at the scheduled time. Students must stand back ten feet from the bus stop and wait until the door is opened before moving closer to the bus.
2. If the student must cross the highway to enter the bus, he/she should wait until the bus has come to a complete stop and the driver has signaled to cross. Students must always cross in front of the bus.
3. Students who must cross the road after leaving the bus in the afternoon must go to a point on the shoulder of the road ten feet in front of the bus, and cross the highway only after the driver has signaled to do so.
4. While waiting for the bus, students must remain in a safe place away from traffic. Bus students should not attempt to hitch-hike a ride or walk to and from school.
5. While riding the bus, students are under the supervision of the driver and must obey the driver at all times.
6. Students are not permitted to transport ammunition, explosives, firearms, knives, or other weapons or dangerous objects on the school bus.

7. Students are expected to conduct themselves in a manner that will not distract the attention of their driver or disturb other riders on the bus.
8. Students are not to deface the bus or any other school property. Students must not write on the bus or cut seats, etc., nor throw paper, food, or other objects on the floor of the bus or out of any window.
9. Students may be seated three to a seat when necessary. When less than three students occupy a seat they should move over to accommodate the student seeking a seat and not force him/her to climb over anyone.
10. Students are not to tamper with any safety devices, such as door latches, fire extinguishers, etc.
11. Students are to keep the aisle of the bus clear of books, lunches, coats, etc.
12. While loading or unloading, students should enter or leave the bus orderly and quickly.
13. Students or parents are not to ask the driver to let them on or off the bus at any place other than the regular bus stop unless arrangements are made in advance.
14. Students must remain seated.
15. The use of tobacco, drugs, or alcoholic beverages on a bus is prohibited.
16. Students are not to put their hands, arms, head, or bodies out of windows.
17. While waiting at the bus stop for the bus, students are **not** to play in the highway.
18. Students are **not** permitted to eat on a school bus except when under the supervision of a teacher or the bus driver. No glass containers are permitted at any time.

The principal may suspend a student from riding the bus. If a major infraction should occur, the driver has the authority to temporarily suspend a student from the bus. Students causing disciplinary problems will be identified and the following actions will be taken.

There are four levels of bus infractions. Level One is for minor infractions of safety procedure or courtesy. Level Two is for serious infractions, which directly affect others. Level Three infractions are for misconduct, which endangers others and repeated Level Two infractions. Level Four is severe safety infractions, severe destruction of property and repeated Level Three infractions.

The principal may take any action for a bus infraction that is used for an infraction on the campus including verbal reprimands, lunch detention, corporal punishment, in school suspension, out of school suspension, and recommendation for expulsion.

Level One Infraction Examples:

Noisy

Out of seat

Turned around in seat
Hands out window
Eating or drinking
Inappropriate items
Throwing objects (may be more severe depending on object thrown)
Unauthorized transportation
Other

Level One Administrative Action:

The infraction will be discussed with the student by the principal or designee. The discipline report will be mailed to the parent.

Level Two Infraction Examples:

Threatening
Rough Play
Profanity
Disrespect for others
Spitting
Vandalism (may be a Level Three or Four depending on severity)
Crossing Gate Violation
Other and Repeated Level One Infraction

Level Two Administrative Action:

Parents will be notified. The student may be suspended from riding the bus for up to three (3) days (or more for repeated Level Two infractions) or be assigned other disciplinary consequences by the principal

Level Three Infractions Examples:

Refusing to give identity
Fighting
Smoking, dipping, or other tobacco related incidents
Refusing to obey driver/follow instructions
Other and Repeated Level Two Infraction

Level Three Administrative Actions:

Parents will be notified. For the first Level Three infraction, student bus privilege will be suspended for three (3) to five (5) school days.

For a second Level Three infraction, student bus privilege will be suspended for a period of five (5) to ten (10) school days.

For a third Level Three infraction, student bus privilege will be suspended for a period of one semester (18 weeks). Additional infractions shall result in bus privileges being suspended for one school year or permanently.

Level Four Infraction Examples:

Severe safety violation

Public Indecency
Other and Repeated Level Three Infraction

Level Four Administrative Action:

Parents will be notified. Student will be suspended from riding a bus for a period of two semesters, or riding privileges may be suspended permanently.

At the discretion of the principal, all consequences which are available to be used for offenses while on the school campus may be used for offenses committed while on a school bus in lieu of a bus suspension.

Violation of Parking and Driving Regulations

It is considered a privilege for a student to operate a vehicle on the Nevada School campus. Any student eligible to drive a motor vehicle on campus will observe the following guidelines.

1. All automobiles and motorcycles will be properly registered in the principal's office. Students will be issued a parking permit. The cost is \$5.00 per year.
2. All vehicles will be parked in assigned spaces upon arrival at school and remain until school is dismissed each day, or until permission to leave is granted.
3. Students will not sit in or on vehicles after arrival at school.
4. Campus speed limit of 15 MPH will be observed for all vehicles before, during, and after school hours.
5. Students will not enter or molest in any way any vehicle parked.
6. Students are not to loiter in parking area and are not to return to their vehicle for any reason unless given permission to do so by school personnel.
7. Car riders who arrive at school tardy three times will lose driving privileges for one week.
8. Students must park vehicles in the front parking lot only or in designated areas. Failure to comply will result in the loss of driving privileges ranging from one day to an entire semester.

Violations of these guidelines can result in the loss of driving privileges. 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. Any student parking a vehicle on campus is granting permission for school or law enforcement authorities to search that vehicle.

PARENTAL INVOLVEMENT PLANS

Nevada District Engagement Plan

1.1

The district will involve parents in the development of the parent and family engagement plan by recruiting parents to serve on the parent and family engagement committee. Recruitment of parents will be based on student population data to ensure that all ethnic and economic backgrounds are represented.

1.2 The district asks all parents/guardians to volunteer their time by sitting on various committees. All parents receive an invitation. The parent engagement committee then look at who has volunteered and personally invites parents/guardians to become involved if an area is not represented.

The district sends out invitations to join our Engagement Committee to all parents in the district.

1.3

District committee members work together to ensure that all plans flow harmoniously together.

1.4

The Nevada School District is dedicated to having meaningful two-way communication between parents and staff to help them be more involved in their child's education. Nevada School District plans to increase awareness on family and community engage and this will be shown by having a 50% increase in the number of surveys returned. This will be accomplished by not only having hard copy surveys but also email and social media surveys available.

2: Building Staff Capacity

2.1

The district will provide volunteer training once a year for those wishing to volunteer within the school district. Parents will have the opportunity to sign up for volunteering during the Open House events held in August 2025, A summary of the parent and family engagement plan will be placed on the district website and in the student handbook. Parents will sign a receipt showing they received the district parent and family engagement policy. The district will provide information to parents in a second language when needed. The district will provide coordinated, technical assistance, and other support to schools by developing the school parent and community engagement plans and the school-parent compact together.

2.2

The principals, Tonda Pennington and Carol Foster, will ensure that all teachers have met the mandated professional development requirements. Tonda Pennington will provide professional development for teachers covering parent and family engagement. Training, to be held throughout the school year, will consist of the following components:

- The role parents play in student education
- Communication with parents to promote a partnership
- Translating print into a second language via Google
- Ways to include parents in your day to day classrooms and special events

2.3

A summary of the parent and family engagement plan will be placed on the district website and in the student handbook. Parents will sign a receipt showing they received the district parent and family engagement policy. Parent Engagement information will be sent out on the schools social media pages, remind app, and the school all call system. The district will provide information to parents in a second language when needed.

3: Building Parent Capacity

Describe how the LEA supports parents in helping with their student's academic success.

3.1 The district will provide parents with opportunities to learn about student academic standards, assessments, Title I and information on how to monitor and help their students with their academic work. These opportunities will be through Open House, Parent-Teacher Conferences, and parent and family engagement activities scheduled throughout the year.

3.2/3.3

The Parent Center and classroom teachers will provide materials and assistance to parents as they seek help with working with their children at home.

The district will host various activities throughout the school year to meet the needs of our parents. The needs will be assessed through fall and spring parent surveys. Activities are not limited to the following:

Open House, August 7, 2025

Grandparent's Day, October, 2025

Parent and Family Engagement Meeting, October, 2025

Title I Meeting, September 2025

Financial Aid Literacy Night, February, 2025

Christmas Program, December, 2025

Parent-Teacher Conferences, October 2025, March 2026

Spring Fling, May 2026

College Preview Days, various times throughout the school year

National Honor Society Induction Program, April 2026

Kindergarten Transition, May 2026

High School Transition, May 2026

4: Coordination

Describe how the LEA will coordinate with other organizations, businesses, and community partners to provide additional supports, services, and resources to families that encourage and support parents in more fully participating in the education of their children.

4.1

The district will coordinate with the Head Start program to ensure a smooth transition from Pre-K to Kindergarten. The district will provide a Parent Resource Center for parents to access. The Resource Center will offer additional support to our parents and families.

The district will coordinate with area businesses and community partners to provide additional support and resources to families. Back to school supply drive and Christmas Angels are two examples of how the district and community work together to support families.

5: Evaluation and Reservation

Describe how the LEA evaluates the content and effectiveness of its Engagement Program in improving the academic quality of all schools. Describe how the LEA reserves and uses Title I funds for parent and family engagement programs and activities.

Once school engagement plans have been completed, the Federal Coordinator works with each school's engagement committee to ensure that all areas are compliant. If an area is out of compliance the team works together to correct.

5.2, 5.3

In May 2025 the district will hold a family-community engagement meeting that will be chaired by the Parent involvement Facilitator, made up of a group of parents, teachers, and administrators. During this meeting a review of district scores as well as the districts needs assessment that was completed

by the Title I Coordinator, will be conducted. Also, included in this meeting is a discussion concerning the Parent Involvement Events held throughout the year. This includes both formal evaluations (completed surveys) and informal comments. The committee will review the district's Parent and Community engagement plan. The typical process has been to start with the current plan and make changes as needed.

5.4

N/A

5.5

The district will ensure parents and families are involved in decisions regarding how funds reserved for parent and family engagement are spent. This will be done through parent surveys and invitations to committee meetings.

Nevada Elementary School Engagement Plan

Page 1 of 1

Please read over the updated form closely. Note the new Assurances section allows you to confirm practices that are *required* but do not need further elaboration. In the response fields, please include links to additional information that can help support your story as you answer the guiding questions.

1: Jointly Developed Expectations and Objectives

Describe how the School works with parents and families to develop and review relevant plans, policies, and strategies related to engagement.

Guiding Questions

- **1.1:** *How does the School - in collaboration with parents - establish an engagement plan that reflects the specific academic improvement needs of the School, and that includes programs and practices that enhance engagement and address the specific engagement needs of students and their families?*
[A.C.A. § 6-15-1702(a)]
- **1.2:** *What efforts have been made to ensure adequate representation of parents and families of participating children in the process (Title I families)?*
[ESSA § 1116(c)(3)]

1.1

The parent-community engagement committee will meet in September and May of each year. During the May meeting any updates or changes that need to be made. During the September meeting the team will again discuss the parent involvement plan as well as discuss the parent engagement activities that will occur during the year.

1.2

During open houses and other community and family events all parents are given an opportunity to join and participate in the development of the family and community engagement plan. The district sends out invitations to join our Engagement Committee to all parents in the district.

2: Communication

Describe how the School will communicate with and distribute information to parents and families.

Guiding Questions

- **2.1:** *How does the School distribute an informational packet appropriate for the age and grade of each child annually, ensuring to include:*
 - *description of the engagement program*
 - *recommended roles for parents, students, teacher, and the School*
 - *ways for a family to get involved*
 - *survey regarding volunteer interests*
 - *schedule of activities planned throughout the school year*
 - *regular, two-way, and meaningful system for parents/teachers to communicate*
[A.C.A. § 6-15-1702(b)(3)(B)(1)]
- **2.2:** *How will the School ensure information related to school and parent programs, meetings, and other activities is provided to parents in a format and in a language that parents can understand (to the extent practicable)?*
 - *how is relevant information provided in a variety of ways? (For example, paper copies made available, as well as social media posts, website links, parent apps, etc.?)*
[ESSA § 1116(e)(5)]
- **2.3:** *How does the School offer flexible opportunities for meetings with families?*
[ESSA § 1116(c)(2)]

2.1

Parents and families will receive an informational packet during Open House (August 6, 2023). The informational packet will include a student handbook, how to communicate with teachers, activity schedules, volunteer form, a school calendar and a variety of ways parents can get involved.

2.2

Information about parent programs, meeting and other activities will be available to parents in a variety of methods. A monthly newsletter is sent out with upcoming information, meeting and activities will be available on the Nevada Facebook page, and weekly district wide phone calls are made with upcoming events and information by the school district.

2.3

Parents will have the option of meeting with teachers and staff members during a variety of times throughout the school day. Parents may also meet via electronic sources if they cannot attend a meeting in person.

3: Building Staff Capacity

Describe activities that will be used with School staff to build their capacity to work with parents as equal partners.

Guiding Questions

3.1: *How does the School build staff capacity to work with parents as equal partners? This may include workshops, conferences, trainings, webinars, and online resources that will be used to ensure ALL School staff (including teachers, specialized instructional personnel, principals, and other School leaders) are aware of:*

- *the value and utility of contributions of parents [Title I schools]*
- *how to reach out to, communicate with, and work with parents as equal partners [Title I schools]*
- *how to implement and coordinate parent programs and build ties between home and the School*
[Title I schools]
- *how to respond to parent requests for parent and family engagement activities [Title I schools]*
- *that parents play an integral role in assisting student learning [all schools]*
- *how to welcome parents into the School and seek parental support and assistance [all schools]*
- *the School's process for resolving parent concerns as outlined in the School handbook, including how to define a problem, whom to approach first, and how to develop solutions [all schools]*

3.1 Tonda Pennington, principal, will ensure all teachers have met professional development requirements required by the State. The school will also provide professional development to teachers and administrators on parent engagement, parent communication and relationship building. During the Nevada Summer Institute teachers will collaborate on ways to focus on parental support during the school year as well as discuss the best practices when it comes to working with and engaging parents in their students' learning.

4: Building Parent Capacity

Describe how the School provides opportunities to build parents' capacity to play a role in their children's academic success. This may include conducting workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings or providing equipment or other materials.

4.6: *How does the School provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation:*

- *role play and demonstration by trained volunteers*
- *the use of and access to Department of Education website tools for parents*
[<https://dese.ade.arkansas.gov>]
- *assistance with nutritional meal planning*
[A.C.A. § 6-15-1702(b)(5)(B)(ii)(a-d)]

4.1

During Open House, August 7, 2025, teachers will provide parents with a description of the curriculum and assessments being used in the classroom. Parents will have the opportunity to examine and ask questions. During the first Parent-Teacher Conference, October, 2025, parents will be given their student's test scores from the previous year. Teachers will explain results to the parents and provide ways parents may help their child at home on low achieving areas.

4.2, 4.3, 4.4

Nevada Elementary School will host a variety of parent involvement meetings to assist in building parent capacity. The following involvement meetings are scheduled:

Open House, August 6, 2025

Grandparent's Day, October, 2025

Parent and Family Engagement Meeting, October, 2025

Title I Meeting, September 2025

Christmas Program, December, 2025

Parent-Teacher Conferences, October 2025, March 2026

Spring Fling, May 2026

Kindergarten Transition, May 2026

The school will also use parent survey results to plan and implement a parent night. Community resources will be solicited to help reach parents and offer services to parents during parent night.

4.5

Nevada School district has a parent center with parent information packets and booklets as well as access to technology to assist parents with finding information on numerous topics. This center is run by the parent center coordinator, who works to continually update information and find the most effective practices to help parents help their child.

4.6

Nevada school district has a parent center coordinator that is in charge of assisting parents that may have question or need guidance or training to help them to be more engaged and find appropriate ways to help their learners.

5: Coordination

Describe how the School will coordinate with other organizations, businesses, and community partners, including alumni, to provide additional supports, services, and resources to families..

5.1

The district will coordinate with area businesses and community partners to provide additional support and resources to families. Back to school supply drive and Christmas Angels are two examples of how the district and community work together to support families

5.2

The school will host a Kindergarten Transition day in May 2025.. The school will work with parents in the community as well as Head Start parents in order to promote a smooth transition from PreK to Kindergarten.

Nevada also has a transition day which will occur in May 2025 to allow our 6th grade elementary students to understand the new expectations and procedures they will encounter as they transition to the junior high level.

5.3

Nevada Elementary School has formed a Parent Teacher Association. Lindsey Casey is the PTA President. The school will utilize the PTA in parent and family engagement planning.

6: Annual Title I Meeting *(Title I schools)*

Describe the details regarding the Annual Title I meeting used to inform parents of the requirements of Title I, the School's participation, and the parents' rights to be involved.

6.1

Nevada School District will have a Title I meeting in September, 2025. The meeting will be available to all parents, and parents will be informed of the meeting by school all call system, monthly newsletter, and the schools facebook page. The meeting will include information required Title I information including, but not limited, to Title I requirements, rights of the parents, school-parent-student compact, how Title I funds are being used, and parent and community engagement plan.

7: School-Parent Compact *(Title I schools)*

Describe the process School will follow to jointly develop with parents a School-Parent Compact as required under Title I, Part A.

7.1

Nevada Elementary has developed a school-parent-student compact that has been developed and revised as needed by the parent and community involvement committee along with the school improvement team.

7.2

The school-parent-student compact will be distributed at open house August 7, 2025. The classroom teacher will discuss with the parent and student the roles and responsibilities of each party before it is signed.

8: Reservation of Funds *(Title I schools)*

Describe how the School uses Title I, Part A funds set-aside for parent and family engagement programs and activities.

Nevada High School Engagement Plan

Page 1 of 1

Please read over the updated form closely. Note the new Assurances section allows you to confirm practices that are *required* but do not need further elaboration. In the response fields, please include links to additional information that can help support your story as you answer the guiding questions.

1: Jointly Developed Expectations and Objectives

Describe how the School works with parents and families to develop and review relevant plans, policies, and strategies related to engagement.

1.1

The parent-community engagement committee will meet in September and may of each year. During the may meeting any updates or changes that need to be made. During the September meeting the team will again discuss the parent involvement plan as well as discuss the parent engagement activities that will occur during the year.

1.2

During open houses and other community and family events all parents are given an opportunity to join and participate in the development of the family and community engagement plan. The district sends out invitations to join our Engagement Committee to all parents in the district.

2: Communication

Describe how the School will communicate with and distribute information to parents and families.

2.1

Parents and families will receive an informational packet during Open House (August 6, 2025). The informational packet will include a student handbook, how to communicate with teachers, activity schedules, volunteer form, a school calendar and a variety of ways parents can get involved.

2.2

Information about parent programs, meeting and other activities will be available to parents in a variety of methods. A monthly newsletter is sent out with upcoming information, meeting and activities will be available on the Nevada Facebook page, and weekly district wide phone calls are made with upcoming events and information by the school district.

2.3

Parents will have the option of meeting with teachers and staff members during a variety of times throughout the school day. Parents may also meet via electronic sources if they can not attend a meeting in person.

3: Building Staff Capacity

Describe activities that will be used with School staff to build their capacity to work with parents as equal partners.

Carol Foster, principal, will ensure all teachers have met professional development requirements required by the State. The school will also provide professional development to teachers and administrators on parent engagement, parent communication and relationship building. During the Nevada Summer Institute teachers will collaborate on ways to focus on parental support during the

school year as well as discuss the best practices when it comes to working with and engaging parents in their students learning.

4: Building Parent Capacity

Describe how the School provides opportunities to build parents' capacity to play a role in their children's academic success. This may include conducting workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings or providing equipment or other materials.

4.1

During Open House, August 7, 2025, teachers will provide parents with a description of the curriculum and assessments being used in the classroom. Parents will have the opportunity to examine and ask questions. Nevada High Schools handbook will have a copy of the graduation requirements and the school counselors will be on hand to answer any questions or concerns a parent might have. During the first Parent-Teacher Conference, October 2025, parents will be given their student's test scores from the previous year. Teachers will explain results to the parents and provide ways parents may help their child at home in low achieving areas.

4.2, 4.3, 4.4

Nevada High School will host a variety of parent involvement meetings to assist in building parent capacity. The following involvement meetings are scheduled:

Open House, August 6, 2025

Parent and Family Engagement Meeting, September 2025

Title One Meeting, September 2025

Federal Aid Literacy Night, November 2025

Parent-Teacher Conferences, October 2025

Parent-Teacher Conferences, March 2026

Spring Fling, May 2026

High School Transition Day, May 2026

College Preview Days, various times throughout the year

National Honor Society Induction Program, 2026

4.5

Nevada School district has a parent center with parent information packets and booklets as well as access to technology to assist parents with finding information on numerous topics. This center is run by the parent center coordinator, who works to continually update information and find the most effective practices to help parents help their child.

4.6

Nevada school district has a parent center coordinator that is in charge of assisting parents that may have question or need guidance or training to help them to be more engaged and find appropriate ways to help their learners.

5: Coordination

Describe how the School will coordinate with other organizations, businesses, and community partners, including alumni, to provide additional supports, services, and resources to families.

5.1

The district will coordinate with area businesses and community partners to provide additional support and resources to families. Back to school supply drive and Christmas Angels are two examples of how the district and community work together to support families

5.2

The school will host a High School Transition day in May 2026.

5.3

Nevada Elementary School has formed a Parent Teacher Association. Lindsey Casey is the PTA President. The school will utilize the PTA in parent and family engagement planning.

6: Annual Title I Meeting *(Title I schools)*

Describe the details regarding the Annual Title I meeting used to inform parents of the requirements of Title I, the School's participation, and the parents' rights to be involved.

Nevada High School is not a Title I School.

7: School-Parent Compact *(Title I schools)*

Describe the process School will follow to jointly develop with parents a School-Parent Compact as required under Title I, Part A.

ACTIVITIES, CURRICULUM AND GRADING

Class Trips/Field Trips

It is the policy of the Nevada School Board that all class trips not exceed one day's duration, except that District activity teams may travel to local and state functions that exceed one day with the written approval of the superintendent of schools. However, in no case will district-owned buses or other school owned vehicles cross state lines without prior permission of the Board of Education.

School procedures require students to be transported by the school on field trips, and students will be under school supervision. Students may be excluded from field trips. The staff will determine the appropriateness of students.

If a student has received ISS or more than one office referral, he or she will not be permitted to attend a field trip. An exception may be made for trips earned based on academic performance (state mandated testing). In such a case, a committee of no less than the classroom teacher(s), the counselor, and an administrator will make the final decision.

Junior/Senior Proms or Banquets

It is the policy of the Nevada School Board that once each year the Junior/Senior classes may conduct a prom night in the school. Appropriate activities may follow prom night ceremonies. The activity schedule for the Junior/Senior prom night will be cleared with the superintendent of schools prior to scheduling the event.

Married Students

It is the policy of the Board of Education that married students are provided the same right and privileges and carry the same responsibilities as unmarried students.

Moment of Silence

Public schools shall observe a one (1) minute period of silence at the beginning of the day. Students may reflect, pray or engage in a silent activity. The teacher or school employee in charge of the classroom shall ensure that all students remain silent and do not interfere with or distract another student during the period of silence. (Act 576)

Pledge of Allegiance and National Anthem

The Pledge of Allegiance shall be recited during the first class period of each school day and before each athletic event. Those students choosing to participate shall do so by facing the flag with their right hand over their hearts, or in an appropriate salute if in uniform, while reciting the Pledge. Students choosing not to participate shall be quiet while either standing or sitting at their desks.

Students shall not be compelled to recite the Pledge, but students who choose not to recite the Pledge shall not disrupt those students choosing to recite the Pledge.

Students choosing not to recite the Pledge shall not be subject to any comments, retaliation, or disciplinary action.

The National Anthem shall be played before each athletic event and once weekly at the beginning of the school day.

Pregnant Students

The board recognizes the district's educational responsibility to all resident students, including those who are pregnant. The board affirms the right of a pregnant student to continue with her participation in the school program for as long as she and her physician deem it advisable prior to delivery, and the right to return to school after delivery under the same conditions.

Student Activities

The Nevada School District Treasurer will maintain and efficiently manage all student activities monies. All activity funds will be received and disbursed through the main office. All expenditures from the activity fund will be signed checks. An approved accounting system will be used and audited annually.

Student Clubs and Fundraising

Student Clubs sponsored by the schools are considered a part of the educational program and student participation is encouraged. Clubs must be approved by the principal and shall be under

the direction and supervision of regular school personnel. All club activities shall conform to policies of the Board of Education.

Funds generated by school clubs shall be processed through the activity fund, and any fund raising projects must have prior approval of the principal.

Student Organizations/Equal Access

Non-curriculum-related secondary school student organizations wishing to conduct meetings on school premises during non-instructional time 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 meeting must occur during non-instructional time;
4. Employees or agents of the school are present at religious meetings only in a non-participatory capacity;
5. The meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school; and
6. Nonschool 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 wellbeing 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, 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.

Student Publication

Students are entitled to express their personal opinions in writing. The distribution of handwritten, duplicated, or printed material on school premises must be with the prior consent of the principal and may not interfere with or disrupt the educational process. Written expressions which are distributed must be signed by the author.

Students who edit, publish, or distribute handwritten, printed or duplicated matter among their fellow students within the school must assume responsibility for the content of such publications. Libelous and obscene matters and personal attacks are prohibited in all publications.

Student Social Events

Any school party or social event must be approved by the principal and be given a date and time. All school parties must have school sponsors present as well as other sponsors that the principal or director of the activity may require. Students must conduct themselves as they would during a school day. Violation of this code of conduct will be handled the same as it would be during the regular school day.

All school activities must end at the time specified by the principal. The school will neither sponsor nor be responsible for parties that do not meet these requirements.

School Records and Access to Records

The principal will be responsible for the proper maintenance and use of student records.

The following procedures will access records to eligible requesters:

- A. The parent, as previously defined, will have access to his/her child's records upon written request to the principal maintaining those records within this school system. If the student is 18 years old, or older, only that student has the right to determine who, outside the school system, has access to his/her records. Those eligible persons will, upon written request, have the opportunity to receive an interpretation of those records, have the right to question data, and if a difference of opinion is noted, shall be permitted to file a letter in said record stating his/her position. If further challenge is made to the record, the normal appeal procedures established by school policy will be followed.
- B. School personnel having access to students' records are defined as any person or persons under contract to the district and directly involved in working toward either the affective or cognitive goals of the district.
- C. Eligible persons have the right to obtain copies of student records where failure to provide the copies would effectively prevent them from exercising the right to inspect and review the educational records.
- D. Either parent or legal guardian will have access to student records unless the district has been provided evidence that there is a court order restricting parental access.
- E. Each request for disclosure of personally identifiable information shall contain as a minimum the following:
 - (1) the data to be released;
 - (2) the purpose for the disclosure;
 - (3) to whom the disclosure is to be made;
 - (4) the date of the disclosure; and
 - (5) the signature of the parent of eligible student. Upon request by the authorizing person, the school shall provide a copy of the record which is disclosed to the parent of the student or the eligible student, or to the student who is not an eligible student if so requested by the student's parents. The request will be filed in, and become a part of that student's records.
- F. This policy shall not be construed to preclude this district according to student rights in addition to those accorded to parents of students.

- G. A secondary school student or the parent of the student may request in writing that the student's name, address and telephone listing not be released to official representatives of the United States military force.

Release of Information Outside the School System

Prior consent for the release of personal identifiable information is not required under the following:

- A. To the parent of a student or to the student if he/she is eligible.
- B. To officials of another school or school system in which the student intends to enroll upon the request from said school. Upon request, a copy of those records will be made available to the eligible party and the procedures for a hearing will be explained, if needed.
- C. To the following under certain conditions:
 - 1. The Controller General of the United States
 - 2. The Secretary
 - 3. The Commissioner, the Director of the National Institute of Education, or Assistant Secretary of Education
 - 4. State Education authorities
- D. In connection with financial aid for which a student has applied, or which a student has received, this information may be released for the purpose of determining the eligibility for, the amount of the conditions for, and the enforcement of terms or conditions of a financial agreement.
- E. To state and local officials or authorities to whom information is specifically required to be reported or disclosed pursuant to state statute adopted prior to November 19, 1974.
- F. To organizations conducting studies for this district for the purpose of developing, validating, or administering productive tests, administering student aid programs, or improving instruction. This may be permitted if the studies are conducted in a manner which will not permit the personal identification (either statistical data, physical or behavioral characteristics) of students and their parents by individuals other than representatives of the organization and the information will be destroyed when no longer needed for the purposes for which the study was conducted.
- G. To accrediting agencies.
- H. To parents of a dependent student, as defined in Section 152 of the Internal Revenue Code of 1954.
- I. To comply with a judicial order of lawfully issued subpoena; provided the person responsible for the release of information makes a reasonable effort to notify the parent of the student or the eligible student of the order to subpoena in advance of compliance.
- J. To appropriate parties in a health or safety emergency. This information may be released to protect the health or safety of the student or others. Some of the factors to be considered prior to releasing the data are:
 - 1. the seriousness of the situation;
 - 2. the need for the information;
 - 3. whether the parties asking for the information are in a position to deal with the emergency; or
 - 4. the extent to which time is of the essence in dealing with the emergency

SMART CORE INFORMATION AND GRADUATION REQUIREMENTS

Smart Core is Arkansas' college- and career-ready curriculum for high school students. College and career readiness in Arkansas means that students are prepared for success in entry-level, credit-bearing courses at two-year and four-year colleges and universities, in technical post secondary training, and in well-paid jobs that support families and have pathways to advancement. To be college and career ready, students need to be adept problem solvers and critical thinkers who can contribute and apply their knowledge in novel contexts and a variety of situations.

Smart Core is the foundation for college and career-readiness. All students should supplement additional rigorous coursework with their career focus. Failure to complete the Smart Core Curriculum for graduation may result in negative consequences such as conditional admission to college and ineligibility for some scholarship programs. Smart Core is the default graduation requirement for all students; however, parents may choose to waive the Smart Core curriculum for their child by signing the Smart Core Waiver Form. Smart Core Information and a Smart Core Waiver Form will be sent home with students prior to their enrolling in seventh grade, or when a 7-12 grade student enrolls in the district for the first time. If parents choose to waive the Smart Core Curriculum, the waiver form must be signed and returned to the school to place in the student's permanent record. Those students not participating in the Smart Core curriculum will be required to fulfill the state minimum graduation requirements or the requirements of their IEP (when applicable) to be eligible for graduation. Students initially waiving the Smart 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. Students wishing to change their choice of curriculums must consult with their counselor to determine the feasibility of changing.

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 Smart Core information and graduation requirements;
- Discussion of Smart Core information and graduation requirements at the school's annual public meeting, PTO 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.

The first year of this policy's implementation all employees required to be certified as a condition of their employment shall receive training regarding this policy so that they will be able to help successfully implement it. In subsequent years, administrators, or their designees, shall train newly hired employees, required to be certified as a condition of their employment,

regarding this policy. The district's annual professional development shall include the training required by this paragraph.

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 22 units are 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. Beginning with the 2023-2024 Freshman class, 75 hours of community service learning shall be required for graduation.

SMART CORE INFORMATION

English: 4 credits

- 9th Grade English
- 10th Grade English
- 11th Grade English
- 12th Grade English

Mathematics: 4 credits (or 3 units of math and 1 unit of Computer Science*)

- Algebra I
- Geometry
- Algebra II
- ADE approved fourth Math credit or Computer Science Flex-1 credit

Science: 3 credits (or 1 biology, 1 physical science, and 1 Computer Science*)

- ADE approved biology – 1 credit
- ADE approved physical science-1 credit
- ADE approved third science or Computer Science Flex-1 credit

Social Studies: 3 credits

- Civics - ½ credit
- World History - 1 credit
- American History-1 credit
- Other social studies - ½ credit

Oral Communication: ½ credit

Physical Education: ½ credit

Health and Safety: ½ credit

Economics and Personal Finance – ½ credit (may be counted toward Social Studies or Career Focus)

Fine Arts: ½ credit

Career Focus: 6 credits

Personal Finance-Beginning with the freshman class of 2017-2018, A.C.A. 6-16-135 requires students to complete a course that includes specific personal finance standards in either grades 9, 10, 11, or 12.

*Computer Science – (optional) A flex credit of Computer Science (any course starting with 465 or 565) may replace the 4th math requirement or the 3rd science requirement. Two distinct credits of the approved computer science courses may replace the 4th math requirement and the 3rd science requirement. Once the 4th math requirement and the 3rd science requirements have been met, any additional computer science credits will be recognized as career focus credits.

CORE CURRICULUM

English: 4 credits

- 9th Grade English
- 10th Grade English
- 11th Grade English
- 12th Grade English or Transitional English 12

Mathematics: 4 credits (or 3 credits of math and 1 credit of Computer Science*)

- Algebra I (or Algebra I-Part A and Algebra I-Part B – *each may be counted as one credit of the 4 credit requirement*)
- Geometry (or Geometry-Part A and Geometry-Part B - *each may be counted as one credit of the 4 credit requirement*)

(All math credits must build on the base of algebra and geometry knowledge and skills.)

Science: 3 credits (or 1 biology, 1 physical science, and 1 Computer Science*)

- ADE approved biology -1 credit
- ADE approved physical science-1 credit
- ADE approved third science or Computer Science Flex-1 credit

Social Studies: 3 credits

- Civics - ½ credit
- World History - 1 credit
- American History - 1 credit
- Other social studies -½ credit

Oral Communications: ½ credit

Physical Education: ½ credit

Health and Safety: ½ credit

Economics and Personal Finance – ½ credit (may be counted toward Social Studies or Career Focus)

Fine Arts: ½ credit

Career Focus: - 6 credits

Personal Finance-Beginning with the freshman class of 2017-2018, A.C.A. 6-16-135 requires students to complete a course that includes specific personal finance standards in either grades 9, 10, 11, or 12.

*Computer Science – (optional) A flex credit of Computer Science (any course starting with 465 or 565) may replace the 4th math requirement or the 3rd science requirement. Two distinct credits of the approved computer science courses may replace the 4th math requirement and the 3rd science requirement. Once the 4th math requirement and the 3rd science requirements have been met, any additional computer science credits will be recognized as career focus credits.

Additional Requirement

Students in grades 7 through 11 are required to schedule and attend a full school day which includes seven class periods and an eighth period which is a thirty-minute enrichment or remediation period. One of the seven classes may be an extracurricular class or a guided study period. Enrollment in college courses and school work programs will also satisfy this requirement. Seniors who on track to graduate may attend school for only the courses needed to graduate. They may be dismissed after they have attended their last required class in a school day. The superintendent may grant a waiver to students who would experience proven financial hardships if required to attend a full school day. Seniors may schedule only the classes required to graduate.

Participation in Commencement Exercises

In order to participate (walk) in graduation, a student must complete all requirements for graduation by the end of the school day on the last day of senior semester exams. Students who do not complete all requirements by that time may receive diplomas as soon as requirements are completed, but will not participate in graduation exercises.

GRADING

Student grades will reflect student academic performance. Behavioral and attendance factors are separate issues to be dealt with in accordance with board policy and the requirements of law. 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.

The grading system for the Nevada School District grades K-12 is:

A=90-100

B=80-89

C=70-79

D=60-69

F=0-59

Related arts/Specialty classes grading

All elementary children receive grades of S, N, or U in P.E., art, and music classes. This grade is based on a student's performance of skills that are taught in the nine-week grading period. Keep in mind that related arts classes meet once a week for 40 minutes of instruction. PLEASE BE AWARE THAT YOUR CHILD'S GRADE REFLECTS A SPECIFIC PIECE OF THE SYLLABUS, NOT AN OVERALL MEASURE OF YOUR CHILD'S ATHLETIC, MUSICAL, AND/OR ARTISTIC ABILITY.

STANDARDS FOR PROMOTION

KINDERGARTEN TO GRADE 1

To promote from Kindergarten to grade 1, a student shall be required to pass a district made Kindergarten examination with a minimum score of 70%

Grades 1 and 2

To promote from grades 1 and 2 to grades 2 and 3, a student must earn passing grades (minimum final grade 60%) in ELA and Math.

Grades 3 through 6

To promote from to the next grade, students in grades 3-6 must earn passing grades (minimum final grade 60%) in ELA, Math, and either Science or Social Studies.

Grades 7 and 8

To promote to the next grade, students in grades 7 and 8 must earn passing grades in ELA, Math, Science or Social Studies and one other subject for a total of four subjects passed.

Grades 9-12

Students must meet all graduation requirements to receive a diploma from Nevada High School.

Report cards and progress reports

Report cards will be issued to students in grades K-12 at the end of each nine weeks grading period. A progress report will be sent to parents and/or guardians at the end of each four and one half weeks of each grading period.

For students in **grades K-6:** Parent/Teacher conferences are held at the end of the first and third nine-week grading periods. In the event that parents do not attend conferences, teachers are required to make contact either by phone or home visit. Teachers will contact the parent of every

elementary student through parent-teacher conferences, telephone or home visits. We hope you will see these conferences as a way for you and the teachers to work more closely together in the best interest of your student or students. Report cards will be issued at conferences.

For students in **grades 7-12**: Students must return their copy of the progress report with a parent/guardian signature, at the request of the teacher that has given the progress report. Parents are invited to meet with the teachers following the 1st and 3rd nine weeks report cards. Parents are encouraged to contact the administration and faculty to discuss any concern throughout the school year.

Concurrent Credit Policy

Any student who is enrolled in grades 9-12 in an Arkansas public school shall be eligible to enroll in a publicly supported community college, technical college or four-year college or university in accordance with rules and regulations adopted by the college or university. Any student who is enrolled in grades 9-12, who enrolls in and successfully completes a course offered by such a college, technical college, or university or private institution shall be entitled to receive both high school and college grades and credit toward graduation. Three semester hours of college or four-year college or university or private institution shall be the equivalent of one-half of high school credit. College credit earned by an eligible student shall be counted by the high school toward graduation, including credit earned during summer terms. All costs of higher education courses taken for concurrent college credit are the student's responsibility.

Advanced Placement Program

One of the educational options open to academically talented students at Nevada High School is the Advanced Placement Program. The Advanced Placement Programs ties academically rich high school courses with a national testing program.

Pre-Advanced Placement Courses will be offered in ninth grade and tenth grade English and Biology. Advanced Placement courses will be offered in AP English Language and AP English Literature for students in grades 11 and 12. AP Biology and AP History will be offered for students in grades 11 and 12. Calculus will be offered to students in grade 12. Pre-AP Teachers will complete at least a two-day training and AP Teachers will complete a week-long AP Training sponsored by the College Board.

Although policies for credit or placement differ from college to college, an AP grade of three or better on the AP Examination generally qualifies for some sort of credit or placement. The actual amount of credit and the preconditions for placement or credit also differ from institution to institution. The fee for taking the AP Examinations will be the student's responsibility unless the exams are state funded. The grading scale for AP courses is: A=5 points; B=4 points; C=3 points; D=2 points. Students must complete the AP course and take the AP Exam to receive the weighted GPA. Weighted credit is contingent upon teachers being trained and students completing the exam.

Accelerated Plan of Study

An accelerated plan of study will be offered to students who wish to graduate in three years. The following conditions must be met:

- 1) A letter of intent must be filed with the counselor and principal prior to the completion of the student's freshman year.
- 2) A contract must be on file in the counselor's office (student's file) signed by parents, counselor, principal, and/or superintendent.
- 3) A grade point average of 3.50 at the level of the sophomore year, and an overall average of 3.50 maintained for the three years (9th –11th) is required.
- 4) Completion of one unit of independent study to include Composition I and Composition II.
- 5) Completion of the college core curriculum and basic requirement of 22 units of course work.

Students participating in the Accelerated Plan of Study are considered graduating juniors and only qualify for recognition they earn in connection to their original class. For example, they may not hold positions designated for seniors such as senior class officer or senior homecoming maid. They will be recognized as honor graduates if they meet the guidelines.

Honor Graduates

It is the policy of the Nevada School District that honor graduates be recognized at the annual high school graduation ceremony as follows:

- 1) Graduates with 3.80 GPA for the freshman through senior years shall be noted in the graduation program as having graduated with "Highest Honors."
- 2) Graduates with a 3.60 GPA shall be noted in the graduation program as having graduated with "High Honors."
- 3) Graduates with a 3.50 GPA shall be noted in the graduation program as having graduated with "Honors."
- 4) Students must have attended Nevada High School for a least one grading session prior to graduation to be included in the recognition program for honor graduates. The classification of Valedictorian and Salutatorian will not be used in the graduation program. The graduating class will enter the ceremony in alphabetical order. Only a student who is enrolled in a course of study containing the minimum core of high school courses recommended for preparation for post-secondary education as set forth by the State Board of Higher Education and State Board of Education pursuant to Arkansas code 6-61-217 shall be eligible for membership in the National Honor Society or any equivalent honor society. Students who have successfully completed the minimum core of courses recommended for preparation for college as defined by the State Board of Higher Education and the State Board of Education and have a cumulative grade point average (GPA) of 3.5 will be designated as honor graduates. The GPA shall be derived from courses taken in public schools in grades nine (9) through twelve (12).

- 5) Honor graduates will be determined by the GPA at the end of the seventh (7th) semester.
- 6) Beginning with freshmen in the 2022-2023 School Year, a student must complete the Community Service Education Service learning credit by obtaining 75 hours of approved community service learning in four years.

Seniors of Distinction

This award is based on a senior's academics, leadership qualities, service to school and community, special talents, and his or her character attributes. The faculty selects five seniors to represent the senior class as Seniors of Distinction.

College and Job Shadowing Days

In an effort to assist families in making post-graduation decisions, all seniors have the option of taking up to two days to visit colleges or participate in job shadowing. These days must be preapproved through the office at least one day in advance to avoid being counted absent rather than on school business. Students must check with their teachers before requesting days to avoid missing tests or major project deadlines. Students may not take these days during state mandated testing.

Honor Roll

Students in grades K-12 will be recognized each nine weeks for academic achievement on an All A Honor Roll, A & B Honor Roll or 3.0 GPA Honor Roll.

Academic Awards Program

Students in grades K-6 will be recognized for Honor Roll, perfect attendance (no absences or tardies), and outstanding behavior. Students earning all A's in K-6th will also be acknowledged.

Students in grades 7-12 who have attained a cumulative grade point average of 3.4 or above will be recognized at the end of the year. Students in grades 7-12 will be recognized for Honor Roll, perfect attendance (no absences or tardies), and top performance in courses.

Miscellaneous Individual Awards (Grades 7-12)

A selection committee designated by the principal will select recipients of individual awards based on criteria outlined by each award.

Textbook Policy

All textbooks will be distributed by the subject teacher at the beginning of the semester. A record of the assignment of each textbook will be kept by the teacher. The student must return

the same textbook at the end of the year free of damage or pay for the replacement of the book, which generally ranges from \$30.00 to \$100.00.

Students are urged to have book covers for textbooks. The cover should have the name of the textbook and the name of the student to which the book has been issued.

Computer Use Policy

The Nevada School District makes computer and/or computer Internet access available to students, to permit students to perform research and to allow students to learn how to use computer technology. It is all staff members' responsibility to educate students about appropriate online behavior, including interactions with other individuals on social networking sites/chat rooms, and cyber bullying awareness and response. Use of the district computers is for educational and/or instructional purposes only. It is the policy of this school district to equip each computer with Internet filtering software designed to prevent users from accessing material that is harmful to minors. No student will be granted Internet access until and unless a computer-use agreement, signed by both the student and the parent or legal guardian (if student is under the age of eighteen) is on file. The current version of the computer use agreement is incorporated by reference into board policy and is considered part of the student handbook.

Students are advised that they enjoy no expectation of privacy in any aspect of their computer use, including email, and that monitoring of student computer use is continuous. Students who misuse district-owned computers or Internet access in any way, including using computers except as directed or assigned by staff or teachers, using computers to violate any other policy or contrary to the computer use agreement, attempting to defeat or bypass Internet filtering software, or using the computers to access or create sexually explicit or pornographic text or graphics, will face disciplinary action, as specified in the student handbook and/or computer use agreement.

Homework

The Nevada School Faculty recognizes the importance of guided as well as independent practice and its enhancement of learning.

Therefore, homework will be assigned under the following guidelines:

- 1) Homework assigned to students after regular school hours will not involve any new phase of teaching or learning not introduced in prior class lessons.
- 2) Homework will be purposeful and not busy work.
- 3) Homework assignments will recognize individual differences in student abilities.
- 4) Homework shall be reinforcement or enrichment of what has been taught.
- 5) Homework assignments shall be commensurate with available resources.
- 6) Homework for grades K-12 may consist of practice exercises, research, and extra reading assignments.
- 7) No student shall be assigned an excessive amount of homework from any one subject or group of subjects.

Semester Test Exemptions (Grades 7-12)

A student must maintain an “A or B” average with no ISS or OSS and no more than (3) instances of corporal punishment. A student who has received more than three office referrals in a semester shall not be exempt from exams. A student must not have more than five (5) absences of any type. Days missed due to school business and/or documented doctor appointments will not count against the student. Students who are exempt from a semester test may elect to take the test in order to improve his/her grade. Tests taken by choice shall only improve and shall not lower a student’s semester grade.

Participation in Academic Improvement Plans

In compliance with Act 35 - 7.03, students who do not score Proficient or above on their grade level Benchmarks or do not meet the satisfactory passing level on all general end-of-course (EOC) tests shall participate in an individualized Academic Improvement Plan (AIP). Students in grades K-8 who do not participate in required Academic Improvement Plans shall be retained. Students in grades 9-12 who do not participate in required Academic Improvement Plans will not receive credit for the course.

Promotion and Retention

The decision to retain a student will be made only after careful consideration by his/her teachers, parents, principal, and counselor. Any decision to retain a child will be based upon his/her academic achievement and level of maturity together with other important considerations. The final decision to promote or to retain shall rest with the principal. The Standards for Promotion found in this handbook (p. 64) shall be used to make promotion/retention decisions.

Students in grades nine through twelve must maintain consistent academic progress from year to year to complete requirements for graduation from Nevada High School. The following guidelines must be followed:

- 1) A senior must meet graduation requirements to participate in the graduation ceremony.
- 2) Pre-requisite courses must be taken prior to taking the next course in a course sequence.

STUDENT TRANSFER POLICY

The Nevada 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 regularly scheduled board meetings.

The District may reject a non-resident application for admission if its acceptance would necessitate the addition of staff or classrooms or 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 applications 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 Department of Education 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.

Any student transferring from homeschool, or a school that is not accredited by the Arkansas Department of Education, to a District school shall be evaluated by District staff to determine the student's appropriate grade placement.

The Board of Education reserves the right, after a hearing before the Board, not to allow any person who has been expelled from another district to enroll as a student until the time of the person's expulsion has expired.

Except as otherwise required, or permitted by law, the responsibility for transportation of any nonresident 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.

PARTICIPATION IN EXTRACURRICULAR ACTIVITIES

All students in grades seven through eleven who wish to participate in clubs, activities, scholastic sports, or student government will be required to maintain satisfactory semester grades in at least four subjects.

Students in grade 12 must maintain satisfactory grades in a sufficient number of courses to ensure that the student will be scheduled for graduation at the end of the senior year.

Criteria for Extracurricular Activities

The Nevada School Board recognizes that extracurricular activities supplement the regular instructional program and afford opportunities for social exchange, enrichment of individual personal resources and wholesome competition.

No student will on the basis of race, sex, religion or national origin be excluded from participating in, be denied the benefits of or be subjected to discrimination under any education program or activity sponsored by this school district.

All non-instructional and/or extracurricular activities are to be held outside, before or after, a 7.5-hour instructional day. Non-instructional activity is any school-sponsored activity that is no part of a course of study (pep rallies, club meetings, intramural, etc.) Extracurricular activities that are not part of the course content of a course of study (athletics, cheerleading, band, student council, etc.)

No student will miss a class more than two (2) days out of any week and no more than ten (10) times a year because of non-instructional or extracurricular activities without approval from the

superintendent. Any activities scheduled on a school night, Monday through Thursday, will be scheduled to begin prior to 9:00 p.m.

These requirements are in effect for PeeWee basketball, cheerleading, pep squads, twirling and other school-sponsored activities:

To participate in extracurricular activities, students in **grades 3-6** must have (from the previous semester) and maintain a grade point average of 2.0 and must not have more than one office referral. At any time the supervising coordinator or principal feels a student is not safe to participate in games or bus travel, the privilege to play and go will be removed.

Principals may suspend a student from participation in extracurricular activities or athletics for excessive disciplinary infractions.

Requirements for Participation in Athletics

The Nevada School District must comply with the Arkansas Activities Association (AAA) standards for students participating in athletics. The complete list of guidelines may be viewed at ahsaa.org. The following standards apply:

In any year that a student engages in interscholastic competition, the student shall be required to present to the coach verification of a physical examination prior to beginning practice which shall be valid for one calendar year.

A student promoted from the sixth to the seventh grade automatically meets the academic eligibility (scholarship) requirements. A student promoted from the seventh to the eighth grade automatically meets the academic eligibility requirements for the first semester.

The second semester eighth grade student and the first semester ninth grade student meet the academic eligibility requirements for junior high by successfully passing four (4) academic courses the previous semester, three of which shall be in the core curriculum areas (math, science, English, social studies) as specified by the Arkansas Department of Education's Standards for Accreditation of Arkansas Public Schools.

First semester ninth grade students must pass four academic classes to be eligible second semester of the ninth grade.

Ninth grade students must meet senior high academic eligibility by the end of the second semester in order to be eligible to participate the fall of their tenth grade year. Students who have finished two semesters of the ninth grade must follow all senior high (10-12) academic requirements.

The requirement for senior high (10-12) eligibility shall include:

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

The student must have passed four academic courses in the previous semester. Any of these four courses for which concurrent high school credit is earned may be from an institution of higher learning recognized by the Arkansas Department of Education.

Standards of Eligibility

Generally, all students who wish to participate in extracurricular activities will meet the following academic standards:

- 1) The student shall maintain a grade of “C” or better in at least four courses for the first semester. The student shall be declared ineligible whenever first semester grades fall below this standard.
- 2) Students entering grades seven, eight, nine, and ten shall be declared eligible to participate in extracurricular activities for the first semester providing the student has successfully passed four courses or the equivalent either the prior school year, through correspondence work or summer school during the summer period between school years.
- 3) Students entering grade eleven must have successfully passed a minimum of nine units that count toward state graduation requirements. All other general requirements must be met to maintain eligibility during the junior year.
- 4) Students entering grade twelve must have successfully passed a minimum of fifteen units that count toward graduation. Additionally, senior students must be enrolled in an approved graduation plan. Also, the senior student is required to satisfactorily complete a sufficient number of courses in the first semester to ensure that graduation requirements may be met at the end of the student’s senior year.

Loss of Eligibility

Any student who fails to meet established academic standards will be declared ineligible for participation in extracurricular activities.

Restoration of Eligibility

Any student may restore extracurricular eligibility by posting a grade of “C” or better in at least four courses at the end of the first grading period following the first semester of school, if the loss of eligibility resulted from poor grades. A student may restore eligibility by satisfactorily completing approved summer courses or correspondence courses if the loss of eligibility was a result of a shortfall in the required number of units of course work.

Transfer Students

Students transferring into the district will be eligible for participation in extracurricular activities, subject to limitations imposed by the state association. Transfer students must also meet district academic requirements for eligibility for extracurricular activities by the end of the second grading period during which the student was enrolled in the school.

Playground rules

1. Follow directions of all school personnel.
2. Play in assigned areas.

3. Use playground equipment properly.
4. Keep hands, feet, and harmful objects (example: rocks, gravel) to oneself.
5. Football and baseball are not permitted on the playground.
6. Line up quietly at designated spot when bell rings, whistle is blown, or verbal instruction is given.
7. Tackle football, fighting, karate, wrestling, and chicken fighting (legs around another) are prohibited.
8. Wait in line for your turn without pushing.
9. Do not interfere with another child who is using the playground equipment.
10. Do not sit on or around brick walls surrounding air conditioning units.
11. Do not climb on wire fences or throw clothing on them.
12. Leave rocks and sticks on the ground.

Classroom rules

Each teacher establishes rules for the classroom. The following is an example of rules that may be in each room.

1. Bring paper, pencils, and needed supplies to class each day.
2. Keep hands, feet, books, and objects to yourself.
3. No swearing, rude gestures, cruel teasing, or put-downs.
4. Follow directions.

Placement of multiple birth siblings

The parent, guardian or other person having charge or custody of multiple birth siblings in grades pre-K through 6 may request that the multiple birth siblings are placed in either the same or separate classrooms. The request shall be in writing not later than the 14th calendar day prior to the first day of classes at the beginning of the academic year. The school shall honor the request unless it would require the school to add an additional class to the sibling's grade level. If one parent of multiple birth siblings requests a placement that differs from that of the other parent of the same multiple birth siblings, the school shall determine the appropriate placement of the siblings.

The school may change the classroom placement of one or more of the multiple birth siblings if:

- There have been a minimum of 30 instructional days since the start of the school year and
- After consulting with each classroom teacher in which the siblings were placed, the school determines the parent's classroom placement request is:
 - Detrimental to the educational achievement of one or more of the siblings;
 - Disruptive to the siblings' assigned classroom learning environment; or
 - Disruptive to the school's educational or disciplinary environment.

If a parent believes the school has not followed the requirements of this policy, the parent may appeal the multiple birth siblings' classroom placement to the superintendent. The superintendent's decision regarding the appeal shall be final.

Breakfast/lunch/snacks

A nutritious breakfast and lunch will be served at school each day. Nevada School District provides these meals free of charge to all students. A menu is posted on the school website each month.

No glass containers should be brought in lunch boxes.

Due to lack of time and equipment students are discouraged from bringing lunch items to be heated or cooled. According to Child Nutrition guidelines food from outside sources/vendors may not be delivered for consumption during school mealtimes.

Afternoon snacks will be provided for students.

If your child is allergic to milk or any other food, please send a doctor's note.

Bringing Toys and Other Items to School

Unless requested by a teacher for a school purpose, students are not to bring such things as toys, extra money, magazines, phones, (or toy phones that sound real) or MP3 players to school or to any school activity. Toy guns, knives, trading cards and albums, video games, CD's, and yo-yo's, are expressly prohibited. Items will be confiscated and kept until parents retrieve them. The school is not responsible for loss of these items.

Labeling of Personal Items

All personal belongings such as: lunch boxes, backpacks, notebooks, coats and hats should be clearly marked with the student's name. School personnel are not responsible for lost items.

Flower Deliveries to Classroom

Flowers or other deliveries to the school for special persons or classes will be held in the office until the end of the school day. **NO BALLOONS ARE TO BE BROUGHT OR DELIVERED TO THE SCHOOL. NO GLASS CONTAINERS ARE ALLOWED.**

Room Parties

According to the Arkansas Department of Education Rules Governing Nutrition and Physical Activity Standards, students may only be given Foods of Minimal Nutritional Value (FMNV) four times during the school year. These four times will be scheduled during the school year.

Health Department regulations prohibit the consumption of homemade items for snacks and parties.

Please let the teacher know if you wish to assist in parties and classroom activities. Non-school age children should not be brought into the classroom during these activities.

Non-school party invitations may only be delivered at school if the entire class is invited.

2023-2024 Handbook Committee

Tonda Pennington	Principal
Sandra Browning	Elementary Counselor
Theresa Blake	Teacher
Carol Foster	Principal
Shelly Rhodes	Teacher, Parent
Brenda Williams, consultant	Elementary Secretary
Melissa Martin, consultant	Human Resources
Wendy McCoy	Teacher/Parent
Tammy Jackson	Teacher
Roy McCoy	Superintendent