

Academics Plus Charter Schools, Inc.

600 Edgewood Drive ◊ Maumelle, AR 72113

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www.academicsplus.org



2025 - 2026

PARENT & STUDENT HANDBOOK

K-12

BOARD ADOPTED: July 14, 2025

Schools

MCES, MCMS, SCS Hours of Instruction 8:00 a.m.- 3:15 p.m.
MCHS Hours of Instruction 8:20 a.m.- 3:35 p.m.

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INTRODUCTION

Dear Parents and Guardians,

Thank you for sharing your children with us at Academics Plus Charter Schools where we take your child's education personally. I am excited about the opportunities this year brings for all of our students as we work together to make every one of them successful. Our schools have talented teachers, administrators and support staff dedicated to providing students with a quality education. Our professional faculty and staff are ready to lead our students to achieving their true potential.

We are also fortunate to have many parents/guardians who want and expect nothing but the best for the students we serve. You are extremely important in the education process and we must work together in order to succeed. I hope you find this handbook helpful in answering many questions you may have concerning expectations and how we operate.

Educationally Yours,

Rob McGill- Chief Executive Officer

MISSION

Academics Plus Charter Schools, Inc. (APCSI) is an open enrollment, public school of choice. The mission of Academics Plus Charter School is to provide an academically rigorous college preparatory program for all students regardless of race, ethnic origins, national background or socioeconomic level. All children can learn when challenged by high expectations. We believe that the School and parents should work together to provide the best possible education for all students. We believe that attitude, behavior, effort and attendance, as well as ability, determine academic success.

EQUAL EDUCATIONAL OPPORTUNITY

It is the policy of APCS I to provide equal opportunities without regard to race, color, national origin, sex, age, qualified disability or veteran status in its educational programs and activities. This includes, but is not limited to, admissions, educational services, financial aid, and/or employment. Inquiries concerning application of this policy should be referred to: Equity Coordinator at APCS I is an open enrollment, public charter school of choice. An open enrollment charter school is a public school that may draw its students from across public school district boundaries. Eligible students are those who have successfully completed the prior grade of the grade application being made. APCS I reserves the right to deny any person who has been expelled, or withdrawn in lieu of expulsion, from any school, to enroll as a student.

No student in APCS I shall be excluded from participation in, or denied the benefits of, or subjected to discrimination under any educational program or activity sponsored by APCS I on the basis of color, religion, national origin, sex, age, or disability. APCS I has a limited open forum granting equal access to the Boy Scouts of America and other youth groups.

Inquiries on non-discrimination may be directed to the Chief Operating Officer, who may be reached at 501.803.9730 ext. 2103 or emailed at tittlevi.titleix@academicsplus.org. The address is 600 Edgewood Drive, Maumelle, AR 72113.

Any person may report sex discrimination, including sexual harassment, to the Title IX Coordinator in person or by using the mailing address, telephone number, or email address provided above. A report may be made at any time, including during non-business hours, and may be on the individual's own behalf or on behalf of another individual who is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment.

For further information on notice of non-discrimination or to file a complaint, visit <https://www2.ed.gov/about/offices/list/ocr/complaintintro.html>; for the address and phone number of the office that serves your area, or call 1-800-421-3481.

ACCREDITATION

APCSI is fully accredited by the Department of Elementary & Secondary Education.

ARKANSAS ACTIVITIES ASSOCIATION (AAA)

The Charter will abide by the rules and regulations of the AAA governing interscholastic activities.

SCHOOL ATTENDANCE

All children ages five (5) through seventeen (17) on or by August 1st are required to be in school that school year with the exception of:

- A five-year-old child for whom kindergarten has been waived;
- The child is being home-schooled where the conditions of the local school district the child is zoned to attend have been met.
- The child has received a high school diploma, G.E.D. or its equivalent;
- The child is sixteen (16) or above and enrolled in a postsecondary vocational-technical institution, a community college, or a two- year or four-year institution of higher education;
- 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).

Each teacher will maintain accurate records of the attendance of the pupils. Every school day is important to the total education of APCS students. Attendance is critical to the maintenance of individual education. It is absolutely essential that the parent and student take individual responsibility for attendance at school. The parents must be aware of the attendance regulations and bear the responsibility while their child is enrolled at APCS.

Regular attendance at school is essential to academic and social development and helps prepare students for learning as a life-long skill. Interactions with other students and participation in the instruction within the classroom enrich the learning environment and promote a continuity of instruction that results in higher student achievement. Excessive absences may result in loss of academic credit and retention.

- Maumelle Charter Elementary and Middle School students may arrive at their respective school cafeteria no earlier than 7:00a.m.. Carline to enter through the front doors begins at 7:30a.m.
- Maumelle Charter High School students should not arrive at school earlier than 7:05a.m.
- Scott students should not arrive at school earlier than 7:00a.m. Car line to enter the cafeteria begins at 7:30a.m
- MCES, MCMS, & SCS will be quiet and ready for work at 8:00 a.m. MCHS will be quiet and ready for work at 8:20a.m.
- All visitors must sign in through the main office of each campus and receive a pass before continuing into any area or building.
- Elementary students arriving after 8:30a.m. will be marked absent for a half day.
- High School students will be counted absent when arriving ten minutes after a class period begins.
- Students may not be checked out 30 minutes prior to dismissal (2:45p.m. for the MCES, MCMS, & SCS buildings. 3:05p.m. for the MCHS building).

The Department of Elementary and Secondary Education requires student attendance of 95% or better at all public schools. Therefore, it is expected that students will attend school every day.

Excessive absences can be a reason for loss of credit in class. Whenever a student exceeds SIX (6) UNEXCUSED ABSENCES during the semester, APCS will notify the prosecuting attorney. The parent(s), guardian(s), or person(s) in loco parentis (person(s) acting in place of the parent) will be subject to civil penalty as prescribed by law. An absence is considered unexcused if not approved in advance by an administrator or accompanied by a note from a medical practitioner upon returning to school. Family vacations will be considered unexcused absences. Any note to excuse an absence must be sent to school the 1st day the student comes back to school. A maximum of 3 excused notes (not to exceed 5 instructional days in total for all three notes) by a parent. Other allowable excused notes are not limited to the following: by a doctor, death in immediate family, or exceptional circumstances with prior approval of the principal.

When a student has three (3) unexcused absences, his/her parent, guardian, or person in loco parentis will be notified that the student has missed half the allowable days for the semester. In addition to this notification, the designated attendance committee will conduct an investigation of the student's attendance, which will include contacting/and or a meeting with the parent, guardian, or person in loco parentis in effort to assist in resolving any matters that might contribute to unsatisfactory attendance.

Students with more than 6 unexcused absences in a course in a semester shall not receive credit for that course unless the attendance committee allows for credit recovery. If the student fails to receive credit for a sufficient number of courses and at the discretion of the principal after consultation with the attendance committee the student may be denied promotion or graduation. Excessive absences, however, shall not be a reason for expulsion or dismissal of a student.

Excused Absences

Excused absences are those where the student was on official school business or when the absence was due to one of the following reasons:

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

12. Absences due to conditions related to pregnancy or parenting, including without limitation:
 - Labor, delivery, and recovery;
 - Prenatal and postnatal medical appointments and other medically necessary, pregnancy-related absences;
 - The illness or medical appointment of a child belonging to a parent who is enrolled at a District school;
 - A legal appointment related to pregnancy or parenting, including without limitation:
 - Adoption;
 - Custody; and
 - Visitation;
 - A reasonable amount of time to accommodate a lactating student's need to express breast milk or to breastfeed the student's child on the District's campus; and
 - At least ten (10) school days of absences for both a parenting mother and a parenting father after the birth of a child.⁶
13. Absences for a student who is the child of a fallen service member or fallen first responder;
 - Due to a mental health concern; or
 - To attend an event from a sponsoring organization that provides support to families of fallen service members for first responders or provides support for traumatic loss, grief, or resiliency.
14. Upon the written consent of a student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis to the student APCS shall grant an excused absence for the following purposes;
 - Social or public policy advocacy; or
 - Attempts to influence legislation or other governmental policy-making at the local, state, or federal level.

Students who serve as pages for a member of the General Assembly shall be considered on instructional assignment and shall not be considered absent from school for the day the student is serving as a page.⁶⁷

Up to one (1) time during each scheduled election, a student shall not be considered absent from school for the time the student accompanies the student's parent when the parent is exercising the parent's right to vote in a scheduled election.

Unexcused Absences

Absences that are not defined above; do not have an accompanying note from the parent, legal guardian, person having lawful control of the student, person standing in loco parentis, the student's treating physician, or a 4-H county extension agent, 4-H educator, or other appropriate entity associated with the 4-H activity or program; or have an accompanying note that is not presented or uploaded within the timeline required by this policy shall be considered as unexcused absences. Absences due to suspension or expulsion are unexcused absences

If any student's Individual Education Program (IEP) or 504 Plan conflicts with this policy, the requirements of the student's IEP or 504 Plan take precedence. The appropriate documentation of attendance will be indicated in the student's IEP or 504 plan that outlines the attendance concerns.

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. Therefore, at any time prior to when a student exceeds the number of allowable absences (unless unable to do so due to unforeseen circumstances), the student, or his/her parent, guardian, or person in loco parentis may petition the school's administration for special arrangements to address the student's absences. If formal arrangements are granted, they must be formalized into a written agreement which includes the conditions of the agreement and the consequences for failing to fulfill the agreement's requirements. The agreement must be signed by the student, the student's parent, guardian, or person in loco parentis, and the school administrator or designee.

The General Assembly declares that any school that grants additional absences of FFA member students who attend officially sanctioned FFA activities shall afford equal treatment to FFA and 4-H member students who attend the same or similar officially sanctioned activities.

The Charter will 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 1st of any year are required to provide proof of a high school diploma or enrollment and regular attendance in school prior to receiving an instruction permit. To be issued a driver's license, a student must present proof of a "C" average for the previous semester.

DAILY ATTENDANCE FOR PARTICIPATION

Students that miss half of the regular school day are ineligible to participate in school sponsored activities such as, but not limited to, games, practices, performances, contests, dances, extra- curricular events or credited work programs unless the absence is excused in advance by the Principal or Executive Director.

RELEASE OF STUDENTS

Defined procedures are followed to assure the safety of children when released from school either during or at the end of the school day.

- Students should not be checked out early unless it is an emergency. A parent/guardian must come to the office and sign for the student. All students must be checked out in the office if leaving school before dismissal time. All instruction time is important. Please do not make a habit of checking your child out early as it interrupts the educational process. Early check out will be considered as unexcused unless appropriate documentation and parent notification is provided.
- Only persons identified on the child's contact list will be able to check out. The responsible party checking out must provide government-issued photo identification upon checkout (ex: drivers license, passport, military id).
- If any person other than the parent or guardian is to pick up the student, the school must have a statement from the parent specifying the necessary information and that person must have proper identification.
- A student must have a note from a parent giving permission for him/her to deviate from his/her normal transportation routine. (Example: walk home, ride bike,).
- Maumelle students must be picked up within 20 minutes after regular dismissal and 10 minutes after enrichment/tutoring dismissal.
- Individuals picking up students for after school dismissal are not permitted in the carline until after 2:00 p.m.
- Scott students must be picked up no later than 6:00 p.m.
- Excessive instances of late pick ups may result in administration filing a FINS (Families in Need of Service) report with the prosecuting attorney.

Consequences for Each Late Pick Up:

Minimum: Warning

Maximum: Saturday school

TARDIES

The first hour of the day sets the tone for the student's entire day. Students who are tardy fall behind from the beginning, and may be out-of-sync the entire day. They should arrive in time to be in the classroom before the first period bell rings. Students who are regularly late to school or class show disregard for both the teacher and classmates and compromise potential student achievement. Students who are late must receive a tardy slip in the office. Frequent tardiness interferes with teaching and learning and is not acceptable.

Policy:

All MCES, MCMS, & SCS students who arrive after 8:00 a.m. are considered tardy. MCHS students who arrive after 8:20 a.m. are considered tardy. MCMS sixth and seventh grade students and MCHS students who are tardy to a class will receive a tardy issued by that specific teacher for that individual class, creating the possibility of accumulating multiple tardies in the course of one school day. Excessive tardies may result in administration filing a FINS (Families in Need of Services) report with the prosecuting attorney.

Elementary and High School Consequences for each tardy per semester

Minimum: Warning

Maximum: Saturday School

TRUANCY

Truancy (“skipping class”) shall be defined as any absence from school or class without prior parental knowledge and consent or without prior notification to school administration. Students will be counted absent after 10 minutes. To promote regular attendance, the school regards truancy as unacceptable.

Consequences:

Minimum: Saturday School

Maximum: In School Suspension

CONTACT BY PARENTS DURING THE SCHOOL DAY

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

CONTACT BY NON-CUSTODIAL PARENTS

If there is any question concerning the legal custody of the student, the custodial parent shall present documentation to the principal or the principal’s designee establishing the parent’s custody of the student. It shall be the responsibility of the custodial parent to make any court ordered “no contact” or other restrictions regarding the non-custodial parent known to the principal by presenting a copy of a file-marked court order. Without such a court order on file, the school will release the child to either of his/her parents. Non-custodial parents who file with the principal a date-stamped copy of current court orders granting unsupervised visitation may, to extend authorized by the court order, eat lunch, volunteer in their child’s classroom, or otherwise have contact with their child during school hours and the prior approval of the school’s principal. Such contact is subject to the limitations outlined in Policy 4.16, Policy 6.5, and any other policies that may apply. The District shall not act as a supervisor for non-custodial parent visitation purposes under any circumstance.

Arkansas law provides that, in order to avoid continuing child custody controversies from involving school personnel and to avoid disruptions to the educational atmosphere in the District’s schools, the transfer of a child between his/her custodial parent and non-custodial parent, when both parents are present, shall not take place on the school’s property on normal school days during normal hours of school operation. The custodial or non-custodial parent may send to/drop off the student at school to be sent to/picked up by the other parent on predetermined days in accordance with any court order provided by the custodial parent or by a signed agreement between both the

custodial and non-custodial parents that was witnessed by the student's building principal.¹ Unless a valid no-contact order has been filed with the student's principal or the principal's designee, district employees shall not become involved in disputes concerning whether or not that parent was supposed to pick up the student on any given day.

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

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

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

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

CONTACT BY PROFESSIONAL LICENSURE STANDARDS BOARD INVESTIGATORS

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

UNIFORM POLICY/DRESS CODE

This policy has been designed to uphold a standard that is both non-distracting and easily enforced that ensures a safe and orderly environment and ensures that we prepare our students for the expectations of the business community. The uniform policy of APCSI is strictly enforced upon arrival to campus until departure, unless specified otherwise by administration. Students are to come to school and school sponsored events neatly groomed and appropriately dressed. All clothes should be clean and free of holes and/or tears. Dress code checks will be conducted by teachers and administration.

Students are prohibited from wearing, while on the school grounds during the school day and at school- sponsored events, clothing that exposes underwear, buttocks, chest, cleavage, or midriff.

Both male and female students are treated equally. The following guidelines will be adhered to for all students in grades K-12.

BELTS

- No electronic, design or ornamental belts or belt buckles (spikes, bullets, metals, etc.).

COATS, SWEATERS & JACKETS

- Solid Navy blue blazers (This is optional although some sponsors may require the blazers for certain programs such as Choir, Quiz Bowl, etc.)
- Solid color cardigan sweaters (Optional)
- Coats, hoodies, sweaters, sweatshirts and jackets may be worn without offensive printing.
- Collared uniform shirts must be worn under all coats, sweaters, hoodies, jackets, or sweatshirts.

HAIR

- Hair is to be clean, neatly groomed, and styled in a manner that is not distracting.

HATS

- No caps, hats, toboggans, or beanies are allowed in the building. Caps with bills may not be worn backwards or turned to the side while on campus or at any school-sponsored events.
- No bandanas in the building.
- No hoodies worn on the head in the building.

HEADBANDS AND BOWS

- Headbands, beads, barrettes and bows may be worn.

JEWELRY

- Nose, eyebrow, tongue, ear gages or any other visible body part pierced jewelry, with the exception of earrings, is not allowed during school hours or any school functions. Administration retains the right to ask that unacceptable jewelry be removed and held in the Administrator's office until the end of the school day. Upon the second offense, the jewelry may not be returned immediately and will require parental pick-up. Rings, no more than one ring per hand, may be worn as long as the ring is not distracting. These include class rings, purity rings, Masonic rings, etc

MAKEUP

- Makeup may be worn as long as it is not excessive.

PANTS

- Beige khaki, black, navy blue, or gray pants worn at the natural waist level.
- Either straight leg, cuffed, or flared pants permitted.
- All pants are to be appropriately sized, neither too tight nor oversized.
- Sweatpants, yoga pants, pajama pants, or jogging pants are not allowed on campus.
- No denim.
- No pants with holes or tears.
- No garments made of stretch material (i.e. lycra) that clings to the body shall be worn as outerwear or pants (such as jeggings, leggings, tights, yoga pants, biking attire, or exercise garments).

- Tights/leggings/jeggings may only be worn under skirts, shorts, or skorts of required length (see below); not to be worn alone as pants.
- No overalls.

SHIRTS

- Long or short sleeved collared shirts must be worn in solid colors free from embellishments, designs, and monochromatic patterns.
- Approved Academics Plus tee shirts are allowed only on Fridays.
- Undershirts must be solid uniform color.

SHOES

- All laces must be tied.
- No house shoes, chunky heels, thigh-high boots, Heely's, sandals, flip flops or open toed shoes of any kind.
- Rain boots are permitted during inclement weather.

SHORTS/SKIRTS/SKORTS/JUMPERS

- Beige khaki, black, gray or navy blue worn at the natural waist level.
- Length: Shorts, skirts, skorts, or jumpers must be no shorter than the length of a credit card above the knee (3 ½ inches)
- All are to be appropriately sized, neither tight nor oversized.
- No denim.

SOCKS

- Socks, tights, and leggings can be any color or design. Administration retains the right to ask that any socks, tights, and/or leggings with inappropriate designs be removed and held in the Administrator's office until the end of the school day.

SPECIAL APPAREL

- Extra-curricular activities and sports may require special apparel (blazer, tie, team uniform, etc.) to be worn at the discretion of the sponsor or coach, as permitted by the Administrator.

SPECIAL EVENTS

- On special days/events (Spirit Week/Homecoming, Red Ribbon Week, Field Trips or other designated events), the Principal may designate special attire.

SUNGLASSES

- Sunglasses are not permitted to be worn inside the school building unless required by an attending physician.

FREE DRESS DAY

Free dress day does not supersede the standard dress code requirements. Students may wear jeans, t-shirts, sweatpants, joggers, or other clothing that is clean and conservative. Inappropriate clothing includes but is not limited to: shorts or skirts that are too tight or too short; pajama pants, house slippers, shirts with bare midriff, spaghetti straps, or low cut shirts; ripped or torn tops or bottoms; hats; clothing with offensive language, pictures, or symbols. Shoes must follow the regular uniform policy. Please be aware that students will be sent home or asked to change if their clothing is considered to be inappropriate or in bad taste.

Administration shall be authorized to appraise any fashion, fad, hair, jewelry or article of clothing deemed inappropriate for school wear or disruptive to the education process or safety of the campus.

Consequences:

Minimum: Warning

Maximum: In School Suspension

APCSI SENIOR (12th Grade) DRESS CODE

This policy has been designed to uphold a standard that is both non-distracting and easily enforced that ensures a safe and orderly environment and ensures that we prepare our students for the expectations of the business and college communities. The dress code policy of the senior class is strictly enforced upon arrival to campus until departure, unless specified otherwise by administration. Students are to come to school and school sponsored events neatly groomed and appropriately dressed. All clothes should be clean. Dress code checks may be conducted by teachers and administration.

Students are prohibited from wearing, while on the school grounds during the school day and at school-sponsored events, clothing that exposes underwear, buttocks, chest, cleavage, or midriff.

Anything not covered in this policy will default to the rules of the handbook dress code policy.

Both male and female students are treated equally. The following guidelines will be adhered to all students in the 12th grade.

BELTS

- Belts with designs as well as ornamental belt buckles are allowed
- No electronic belts or belt buckles, or offensive designs (guns, bullets, ect.)

HAIR

- Hair is to be clean, neatly groomed, and styled in a manner that is not distracting.

HATS

- No caps, hats, toboggans, or beanies allowed in the building.
- No bandanas in the building.
- No hoodies worn on the head in the building.

HEADBANDS AND BOWS

- Headbands, beads, barrettes and bows may be worn.

JEWELRY

- Nose, eyebrow, tongue, ear gages or any other visible body part pierced jewelry, with the exception of earrings, is not allowed during school hours or any school functions.
- Bracelets may not exceed five per arm
- Rings may not exceed five per hand

MAKEUP

- Makeup may be worn as long as it is not excessive.

PANTS

- Sweatpants, dress pants, and jeans (including denim jeggings), may be worn but can not contain offensive print.

SHIRTS

- Tops including t-shirts and turtlenecks are allowed
- Tops may not contain offensive print
- Tops may not be form fitting or too loose. Nothing that reveals the midriff or shows the Chest (no crop tops).

SOCKS

- Socks and tights may not contain offensive print or designs
- Appropriate hosiery may be worn.
- All laces must be tied

SUNGLASSES

- Sunglasses are not permitted to be worn inside the school building unless required by an attending physician.

Consequences:

1. First Offense: Warning/made to change clothes/copy of dress code sent home
2. Second Offense: The offender's free dress privileges will be revoked

If free dress is revoked from students the student must follow the standard handbook dress code.

Administration shall be authorized to appraise any fashion, fad, hair, jewelry or article of clothing deemed inappropriate for school wear or disruptive to the education process or safety of the campus.

CODE OF STUDENT CONDUCT

An administrator has the discretion to make judgment calls on a case by case issue. Each child is an individual and each situation will be handled as such. This handbook is a guide. More severe or less severe punishment may be given depending on circumstances. Consequences for discipline may be cumulative. For example, a student violates vulgarity in September, and in November that same student disrupts class, so the second incident may be considered the second offense. Individual schools are authorized to develop a school management plan to complement the student handbook. This plan will be made available to parents by posting on each school's website.

The behavior of students is the responsibility of students and their parents. Each student is responsible for his/her conduct at all times. Parents are responsible for teaching their children rules of acceptable conduct. Those rules must be consistent with School rules, federal and state laws and school policies and regulations. Students must understand and follow all rules provided by the School. Parents have the responsibility to support the School in all decisions related to proper behavior and performance of students.

It is the philosophy of the school that parents and families work together to prevent small problems from developing into larger ones. As educators, we are as concerned about character development as intellectual development. We

expect our staff to model respectful behavior and to use incentives to motivate our students to be good citizens through respect for self, others, and property. It is our aim to instill in our students that school is not only a place of learning but also a caring community. We intend to provide for our students a stable and predictable learning environment characterized by positive social order, respect for authority and an appreciation of the need for rules and regulations.

Students and their parents are responsible for student conduct that occurs:

- At any time on the school grounds
- Off School grounds at a school sponsored function, activity or event
- Going to and from school or a school activity
- At the city library, community center, or on any property off school grounds before or after school hours.

APCSI administrators may also take disciplinary action against a student for off-campus conduct occurring at any time that would have a detrimental impact on school discipline, the educational environment, or the welfare of the students and/or staff. A student who has committed a criminal act while off campus and whose presence on campus could cause a substantial disruption to school or endanger the welfare of other students or staff is subject to disciplinary action up to and including expulsion. Such acts could include, but are not limited to:

- A felony or an act that would be considered a felony if committed by an adult;
- An assault or battery;
- Drug law violations; or
- Sexual misconduct of a serious nature.

It is required by law that the school administrator or designee reports to the police any incidents the person has personal knowledge of or has received information leading to a reasonable belief that a person has committed or threatened to commit an act of violence or any crime involving a deadly weapon on school property or while under school supervision. If the person making the report is not the Executive Director, that person shall also inform the Executive Director of the incident. Additionally, the principal shall inform any school employee or other person who initially reported the incident that a report has been made to the appropriate law enforcement agency. The Executive Director or designee shall inform the Board of Trustees of any such report made to law enforcement.

APCSI incorporates a multi-tiered behavioral intervention procedure. The staff at APCSI is encouraged to explore all avenues available to effect a change in a student's inappropriate behavior. Parents are encouraged to work with the school to ensure that appropriate behavior occurs at all times. The principal has the discretion to consider each offense on a case by case basis and act accordingly as he/she deems best for the situation at hand. Students should be aware that some of the avenues that have been approved by the APCSI Board and Administration listed in order of severity are:

- Warning/Reprimand
- Time-Out
- Parent Contact or Parent Conferences
- Supplemental Written Assignments
- Revocation of Privilege
- Removal from Activities Lunch Detention
- Before or After School Detention (24 hr. notice given unless prior parent approval)
- Restorative Discipline
- Work Detail
- Saturday School
- Corporal Punishment
- In School Suspension
- Out-of-School Suspension
- Recommendation for Expulsion
- Confiscation, restitution, supplemental written assignments and criminal prosecution may be implemented in addition to consequences listed above.

Minimum and maximum disciplinary actions which may be administered have been listed. The gravity and severity of the rule infraction will be taken into account to determine the appropriate disciplinary action assigned in each case.

All students will be held accountable for their behavior on campus, on school buses and at school sponsored events. Each staff member is responsible for the control and conduct of our students while the students are legally under the supervision of the school. Every student who is requested by a staff member to cease his/her inappropriate behavior will be expected to obey immediately and without any uncivil reply in words, attitude, or action. Students who display inappropriate behavior will receive corrective discipline action. (Arkansas Law 6-18- 502)

PROHIBITED CONDUCT

Students and staff require a safe and orderly learning environment that is conducive to high student achievement. Certain student behaviors are unacceptable in such an environment and are hereby prohibited by the Board. Prohibited behaviors include, but shall not be limited to the following:

1. Disrespect for school employees and failing to comply with their reasonable directions or otherwise demonstrating insubordination;
2. Disruptive behavior that interferes with orderly school operations;
3. Willfully and intentionally assaulting or threatening to assault or physically abusing any student or school employee;
4. Possession of any weapon that can reasonably be considered capable of causing bodily harm to another individual;
5. Possession or use of tobacco in any form on any property owned or leased by any public school;
6. Willfully or intentionally damaging, destroying, or stealing school property;
7. Possession and use of a personal electronic device except as authorized by Policy 4.47 or by the student's IEP or 504 Plan;
8. Possession, selling, distributing, or being under the influence of an alcoholic beverage, any illegal drug, unauthorized inhalants, or the inappropriate use or sharing of prescription or over the counter drugs, or other intoxicants, or anything represented to be a drug;
9. Sharing, diverting, transferring, applying to others (such as needles or lancets), or in any way misusing medication or any medical supplies in their possession;
10. Inappropriate public displays of affection;
11. Cheating, copying, or claiming another person's work to be his/her own;
12. Gambling;
13. Inappropriate student dress;
14. Use of vulgar, profane, or obscene language or gestures;
15. Truancy;
16. Excessive tardiness;
17. Engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, sexual orientation, gender identity, or disability;
18. Possess, view, distribute or electronically transmit sexually explicit or vulgar images or representations, whether electronically, on a data storage device, or in hard copy form;
19. Hazing, or aiding in the hazing of another student;
20. Gangs or gang-related activities, including belonging to secret societies of any kind, are forbidden on school property. Gang insignias, clothing, "throwing signs" or other gestures associated with gangs are prohibited;
21. Sexual harassment;
22. Bullying;
23. Operating a vehicle on school grounds while using a wireless communication device;
24. Theft of another individual's personal property.; and
25. Antisemitism.

ACADEMIC DISHONESTY/CHEATING

Academic dishonesty involves acts that take away or compromise the integrity of the educational process at APCS. This includes but is not limited to any act by which a student gains or attempts to gain an academic advantage for his/herself or another by misrepresenting him/herself or another's work or by interfering with the completion, submission, or evaluation of another's work. The following examples include, but are not limited to, accomplishing or attempting any of the following acts:

- Changing of grades or office records
- Using any materials that are not authorized by the instructor for use during an exam
- Talking during exams
- Copying from another student's paper during an exam
- Collaborating during an exam with any other person by giving or receiving information without specific permission of the instructor
- Stealing, buying, or otherwise obtaining information about the exam
- Any collaboration on lab work, take home exam, homework, or other assigned work when instructed to work independently
- Substituting for another person or permitting any other person to substitute for oneself to take an examination
- Submitting as one's own any theme, report, term paper, essay, computer program, other written work, speech, painting, drawing, sculpture, or other art work prepared totally or in part by another
- Submitting, without specific permission of the instructor, work that has been previously offered for credit in another course
- Plagiarizing, that is the offering as one's own work the words, ideas, or arguments of another person without appropriate attribution by quotations, reference, footnote. Plagiarism occurs when the words of another are reproduced without acknowledgment or when the ideas or arguments of another are plagiarized in such a way as to lead the reader to believe that they originated with the writer.
- Sabotage of another student's work
- Falsification or forgery on any high school form or document
- Submitting altered or falsified data as experimental data from lab projects, science projects, survey research, or other field research
- Any willful act or dishonesty that interferes with the operation of the academic process
- Facilitation or assistance in any act of academic dishonesty
- Submitting AI-generated assignments

The faculty and administration of Academics Plus expects students to abide by high standards of academic honesty. Any student who commits academic dishonesty/cheating will not be awarded honor graduate, salutatorian, or valedictorian.

Consequences:

Minimum: Zero/no credit for assignment and Parental Contact

Maximum: Recommendation for Expulsion

STUDENT USE OF ARTIFICIAL INTELLIGENCE (AI)

“Artificial Intelligence (AI) Tools” means Software applications or platforms that utilize machine learning algorithms to perform tasks typically requiring human intelligence, such as generating content, providing recommendations, or solving problems. For purposes of this policy, AI tools do not include the use of spell check or grammar check.

If students choose to use AI tools they must do so ethically and responsibly, aligning with APCS's educational objectives, and in a manner that does not harm themselves or others. As part of using AI tools responsibly, students should be cautious about the information they provide to AI tools and consult with a teacher if unsure. At no time shall students share personal, sensitive, or confidential information with AI tools, especially AI tools requiring data input.

When a student uses AI tools, a student shall:

1. Review and verify the accuracy of content that is generated by an AI tool;
2. Cite AI tools used as part of an assignment or project as a source, following APCI citation guidelines; and
3. Be transparent about their use of AI in completing assignments.

Students must ensure all submitted work is their own and properly acknowledge or cite any assistance from AI tools. Students are encouraged to ask questions if they are unsure about the acceptable use of AI tools.

The following actions regarding AI tools are strictly prohibited:

Misuse of AI tools for cheating, plagiarism, or any form of academic dishonesty, including the submission of assignments that were fully generated by an AI tool and presented as original student work;

Altering or falsifying academic documents or records using AI tools;

Using AI tools to:

- Gain unauthorized access to APCS systems; or
- Bypass APCS security measures;

Using AI tools to produce misleading or false information, imagery, or any form of false outputs about themselves, other students, or staff members.

Students should report any inappropriate content or security concerns encountered while using AI tools to a teacher or administrator.

Violations of this policy shall be handled in accordance with APCS disciplinary procedures and may include multiple rule infractions.

Consequences:

Minimum: Warning

Maximum: Recommendation for Expulsion

ASSAULT ON A SCHOOL EMPLOYEE

It is unlawful, during regular school hours or during any school activity for any person to address a public school employee using language that is calculated to cause a breach of the peace or materially and substantially interfere with the operation of the school. Persons guilty of such an offense may be subject to legal proceedings in addition to student disciplinary measures.

Consequence:

Minimum: Out of School Suspension and duty to report all threats and violence to authorities.

Maximum: Recommendation for Expulsion

BULLYING

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 Trustees. 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.

A 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 means 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 means 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:

1. May address an attribute of the other student, public school employee, or person with whom the other student or public school employee is associated;
2. Involves an actual or reasonably perceived power imbalance;
3. Is repeated or has a high likelihood of repetition; and
4. 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 of Bullying means 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 means 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; and **Substantial Disruption** means 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:

- Cyberbullying;
- Sarcastic comments "compliments" about another student's personal appearance or actual or perceived attributes
- Pointed questions intended to embarrass or humiliate
- Mocking, taunting or belittling

- Non-verbal threats and/or intimidation such as “fronting” or “chesting” a person
- Demeaning humor relating to a student’s race, gender, ethnicity or actual or perceived attributes
- Blackmail, extortion, demands for protection money or other involuntary donations or loans
- Blocking access to school property or facilities
- Deliberate physical contact or injury to person or property
- Stealing or hiding books or belongings, and/or
- Threats of harm to student(s), possessions, or others
- Sexual harassment is also a form of bullying
- Teasing or name-calling based on the belief or perception that an individual is not conforming to expected gender roles.

Students are encouraged to report behavior they consider to be bullying; including a single action which, if allowed to continue, would constitute bullying, to their teacher or the building Principal. 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 and will be made at the principal’s discretion.

Notice of what constitutes bullying, the School’s prohibition against bullying, and the consequences for bullying 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. Copies of this policy shall be available upon request. Legal Reference: A.C.A. § 6-18-514

Consequences:

Minimum: Warning

Maximum: Recommendation for Expulsion

CELL PHONE AND PERSONAL ELECTRONIC DEVICES

Definitions

“Emergency” means a serious, unexpected, and dangerous situation that requires immediate action, including without limitation:

- An active fire;
- An active tornado or earthquake;
- An active shooter;
- An evacuation of school grounds; or
- A medical emergency

“Personal electronic device” means without limitation a:

- a. Cellular telephone;
- b. Paging device;
- c. Beeper;
- d. Mobile telephone that offers advanced computing and internet accessibility;
- e. Digital media player;
- f. Portable game console;
- g. Tablet, notebook, or laptop computer;

- h. Digital camera;
- i. Digital video or audio recorder;
- j. Smart watch; and
- k. Device that can connect and transmit data through Bluetooth technology.
- l. Headphones and earbuds. (classes where headphones are required for instruction are exempt with permission from the teacher).

“School day” means from the time students arrive at school until the time students are dismissed from school.

Possession of Personal Electronic Device

Except as permitted under this policy, a student shall not be in possession of a personal electronic device during the school day. A student may possess a personal electronic device during the school day if:

- The personal electronic device is required by the student’s individual education plan (IEP), 504 Plan, or Individual Health Plan for health reasons;
- The possession of the personal electronic device is during an emergency as defined by this policy;
- The personal electronic device is issued by APCS for the student’s use during the school day; or
- The possession of the personal electronic device is during a special event during the school day.

A student shall be deemed to be in possession of a personal electronic device if the device can be seen or heard.

Silenced personal electronic devices may be stored in the student’s bag, locker or vehicle.

Use Of Personal Electronic Device

Except as permitted by this policy, a student shall not use a personal electronic device during the school day. A student may use a personal electronic device during the school day if:

- The personal electronic device is required by the student’s individual education plan (IEP), 504 Plan, or Individual Health Plan for health reasons;
- The use of the personal electronic device is during an emergency as defined by this policy;
- The personal electronic device is issued by APCS for the student’s use during the school day; or
- The use of the personal electronic device is during a special event during the school day.

A student may possess and use a personal electronic device at a special school event for the purpose of taking photographs. APCS shall inform the students and students’ parents, legal guardians, persons having lawful control of the student, and persons standing in loco parentis the following before a special school event takes place:

- When and where the special school event will take place;
- Whether or not personal electronic devices shall be allowed at the special school event; and
- Where personal electronic devices may be used at the special school event.

The use of personal electronic devices at school sponsored functions outside the regular school day is permitted to the extent and within the limitations allowed by the event or activity the student is attending.

Misuse of Personal Electronic Devices

Even if a student is allowed to possess or use a personal electronic device under this policy, the misuse of a personal electronic device is prohibited. Misuse of personal electronic devices includes, but is not limited to:

1. Using personal electronic devices issued by APCS during class time in any manner other than specifically permitted by the classroom instructor;

2. Permitting any audible sound to come from the personal electronic 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 personal electronic device to record audio or video or to take photographs in areas where a general expectation of personal privacy exists, including but not limited to locker rooms and bathrooms;
5. Creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person regardless of whether the image is real or created through the use of artificial intelligence;
6. Using a personal electronic device issued by APCS I in a manner that violates the Electronic Device and Internet Use Agreement regardless of whether the violation occurred on or off campus;
7. Using a personal electronic device at an event during the school day that was not designated as a special school event or in a manner or location that was not authorized as part of the special school event; or
8. Using a personal electronic device for the purposes of browsing the internet; composing or reading emails and text messages; or making or answering phone calls while driving a motor vehicle that is in motion and on school property.

Discipline

A student may have a personal electronic device confiscated if:

- The student is found to possess or use a personal electronic device when the use or possession is not authorized by this policy and the personal electronic device was not issued by APCS I;
- The student misuses a personal electronic device as defined by this policy; or
- The student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis uses the remote recording or listening capabilities of a personal electronic device, either through an app installed on the personal electronic device or the built-in capacity of the personal electronic device, except when authorized by APCS I.

Confiscated personal electronic devices may be picked up at the school's administration office by the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis . Students have no right of privacy as to the content contained on any personal electronic devices that have been confiscated. A search of a confiscated device shall meet the reasonable individualized suspicion requirements for Search, seizure and Interrogations.

A student and the student's parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis expressly assume any risk associated with a student's possession or use of a student's personal electronic device that is not issued by APCS I. APCS I shall not be liable for a personal electronic device that is confiscated if the personal electronic device is lost, stolen, or damaged.

In addition to the confiscation of a personal electronic device for a violation of this policy, a student may be subject to the following discipline:

Consequences:

Minimum: Warning: Confiscation of Device

Maximum: Recommendation for Expulsion

To protect the integrity of the administration of the assessments under the Arkansas Educational Support and Accountability Act, a student who is found to be in possession of or to use a personal electronic device during the

administration of a statewide assessment that is not required by the student's IEP, 504 Plan, or issued by APCSI shall have the discipline the student is subject to increased by an additional level.

SCHOOL ISSUED ELECTRONIC DEVICE USE POLICY

APCSI makes computers 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. Use of School computers is for educational and/or instructional purposes. It is the policy of this School to equip each computer with Internet filtering software designed to prevent users from accessing material that is harmful to minors. For the purposes of this policy "harmful to minors" is defined as any picture, image, graphic image file, or other visual depiction that:

- taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
- taken as a whole, lacks serious literary, artistic, political, or scientific value as 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 the student is under the age of eighteen [18]) is on file.

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 School-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.

General Information

Receiving Your Chromebook

- Parents and students must sign and return the APCSI Chromebook Agreement and Acceptable Use Policy before a Chromebook will be issued.

Chromebook Check-in

- Chromebooks will be returned before the end of the school year, on dates to be provided, so they can be checked for serviceability and be stored for the summer. If a student transfers out of the APCSI during the school year, the Chromebook, charger and any other accessory will be returned at that time.
- Students who graduate early, withdraw, are expelled, or terminate enrollment at APCSI for any reason must return the Chromebook, charger and any other accessory, on or before the date of termination.
- If a student fails to return the Chromebook, charger and any other accessory at the end of the school year or upon termination of enrollment in APCSI, the student will also pay the replacement cost of the Chromebook, charger and any other accessory. Failure to return the Chromebook, charger and any peripheral device or accessory could result in theft charges being filed against the student and/or parent/guardian.

Check-in Fines

- If at any point during the school year there is damage, loss, or theft of a Chromebook, the student must contact administration immediately.
- Any technical issue with the device must be brought to the attention of administration or technology support staff immediately. This includes, but is not limited to:
 - Chrome Operating System
 - Battery issues
 - Loss of network connectivity
 - Damaged keyboard keys
 - Cracked screen
 - Busted USB ports/charger ports

- Damaged power cord
- Web Cameras
- Any hardware/software repairs that are not due to misuse or damage will be covered without cost; however, any accidental or intentional damage to the device will incur the cost of repair.
- After two incidents of accidental damage, the student may lose some privileges, including the permission to take the device home. This may also result in disciplinary action.
- All reports will be investigated and addressed on a case-by-case basis.

General Precautions:

- The Chromebook is school property and all users will follow this policy and the APCSI Acceptable Use Policy for technology.
- No food or drink is allowed next to your Chromebook while it is in use.
- Cords must be inserted carefully into the Chromebook to prevent damage.
- Chromebook and Chromebook accessories must remain free of any writing, drawing, stickers, or labels that are not the property of APCSI school system.
- Chromebooks must never be left in an unlocked locker, unlocked car, or in any unsupervised area.
- Students are responsible for keeping their Chromebook's battery charged for school each day.
- Do not stack any books, heavy materials, etc. on top of the Chromebook as it could damage the device.
- Take care to protect your password. Do not share your password. Lock your screen when you leave your Chromebook unattended for any amount of time.

Screen Care:

- The Chromebook screens can be damaged if subject to rough treatment. The screens are extremely sensitive to damage from excessive pressure on the screen.
- Chromebooks should never be carried while the screen is open
- Do not lean on top of the Chromebook when it is closed.
- Do not place anything near the Chromebook that could put pressure on the screen front or back.
- Do not place anything on the keyboard before closing the lid (e.g. pens, pencils, or disks).
- Do not "bump" the Chromebook against lockers, walls, car doors, floors, etc. as it will eventually cause damage to the Chromebook.

Actions Requiring Disciplinary Action:

The misuse of Chromebooks has the potential to earn disciplinary consequences. Examples of conduct warranting disciplinary action include, but are not limited to the following:

- Downloading inappropriate apps and media.
- Leaving Chromebook unattended.
- Deleting/changing school installed settings from a Chromebook.
- Lack of adequate care for Chromebook and accessories.
- Adjusting setting on someone else's Chromebook.
- Leaving Chromebook at home/Lack of preparation for classes
- Loaning of student devices to other students inside and outside of school.

Multiple damage instances caused by lack of care for the Chromebook and school-issued accessories.

Consequences:

Minimum: Warning and Restitution

Maximum: Out of School Suspension

DAMAGE, DESTRUCTION, VANDALISM OR THEFT OF SCHOOL PROPERTY

A student shall not cause or attempt to cause damage to school property or steal or attempt to steal school property or property of other students. APCI will recover damages from the student destroying school property. Regardless of which disciplinary action, restitution will be made to the party from which the theft was made.

Parents of minor students under the age of 18 will be liable for damage or theft caused by said minor. Depending on the offense, police may be contacted.

Consequences:

Minimum: Parent Contact or Parent Conference and Restitution

Maximum: Recommendation for Expulsion

DISREGARD OF DIRECTIONS OR COMMANDS/INSUBORDINATION

A student shall comply with reasonable directions or commands of teachers, student teachers, substitute teachers, teacher aides, administrative personnel, school bus drivers, school officers, and other authorized personnel. A student shall not refuse to respond to adults or refuse to identify self to faculty or staff. A student shall not behave in a disrespectful manner to any school employee via behavior, speech, gestures, etc.

This includes willful rudeness to classmates as well as staff. Under this rule, students may be punished for back talking or making rude comments to authority, misconduct with food in the cafeteria (grabbing others' food, making messes, etc.), cutting in line, slamming objects in anger, unauthorized meddling with or pilfering of classmates' or teachers' property, blocking passageways, doorways, water fountains, mimicking, horseplay, etc.

Consequences:

Minimum: Warning

Maximum: Recommendation for Expulsion

DISRUPTION OF SCHOOL OR CLASS

No student shall, by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause the disruption of any lawful mission, process, or function of the school, or engage in any such conduct for the purpose of causing disruption or obstruction of any lawful mission, process, or function; nor shall any student encourage any other student to engage in such activities.

Disorderly activities by any student or group of students that adversely affect the school's orderly educational environment shall not be tolerated at any time on school grounds. Teachers may remove from class and send to the Principal or Principal's designee office a student whose behavior is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to teach the students, the class, or with the ability of the student's classmates to learn. Students who refuse to leave the classroom voluntarily will be escorted from the classroom by the school administration.

A teacher may remove a student from class and send him/her to the Principal's office in order to maintain effective discipline in the classroom. Teachers may remove from class a student:

- Who has been documented by the teacher as repeatedly interfering with the teacher's ability to teach the students in the class or with the ability of the student's classmates to learn; or
- Whose behavior the teacher determines is so unruly, disruptive or abusive that it seriously interferes with the teacher's ability to teach the students in the class or with the ability of the student's classmates to learn.

Consequences:

Minimum: Warning

Maximum: Recommendation for Expulsion

DRUGS AND ALCOHOL

The use of alcohol or drugs is illegal by students and diminishes the capacity of students to learn and function properly. Therefore, no student shall possess, attempt to possess, consume, use, distribute, sell, buy, attempt to sell, attempt to buy, give to any person, or be under the influence of any substance as defined in this policy, or what the student represents or believes to be any substance as defined in this policy. This policy applies to any student who; is on or about school property; is in attendance at school or any school sponsored activity; has left the school campus for any reason and returns to the campus; is coming to or from school or any school sponsored activity.

Prohibited substances shall include, but are not limited to, alcohol, or any alcoholic beverage, inhalants or any ingestible matter that alter a student's ability to act, think, or respond, LSD, or any other hallucinogen, marijuana, cocaine, heroin, or any other narcotic drug, PCP, amphetamines, steroids, "designer drugs," look- alike drugs, or any controlled substance.

Selling, distributing, or attempting to sell or distribute, or using over-the-counter or prescription drugs not in accordance with the recommended dosage is prohibited.

Students may be subject to drug testing if administration has reasonable cause to think that a student may be taking a controlled substance. Parents will be notified if possible.

Consequences:

Minimum: Out of School Suspension

Maximum: Recommendation for Expulsion

FIGHTING/VIOLENCE/THREATENING

Students will be deemed as fighting when blows are being exchanged with a display of anger being present. Any student who strikes or attempts to strike, cause physical injury, or behaves in such a way as could reasonably cause physical injury to another student is considered fighting or violent behavior. Fighting is defined as: Martial arts, wrestling, boxing, dangerously rough play (i.e. shoving back and forth), slamming, arranging and or cheering fighters are punishable under this rule. If a student is found to have not initiated the fight, alternative punishment may be applied with regard to actual involvement. In cases where premeditation or potential for serious injury exists, local law enforcement authorities will be notified. (Arkansas Law 5-71- 207, Act 1108 of 1997) A student will not harass, threaten or attempt to cause injury or physical harm to another student, nor will a student strike or beat another student, nor direct verbal abuse toward another person. (Act 207 of 1997, Act 706 of 1997)

Consequences:

Minimum: Saturday School

Maximum: Recommendation for Expulsion

GANGS AND GANG ACTIVITY

- Gangs and their activities shall not be allowed on school grounds or at school functions. The following actions are prohibited:
- Wearing or possessing any clothing, bandanas, jewelry, symbol, or other sign associated with membership in, or representative of, any gang;
- Engaging in any verbal or nonverbal act such as throwing signs, gestures, or handshakes representative of membership in any gang;
- Recruiting, soliciting, or encouraging any person through duress or intimidation to become or remain a member of any gang; and/or extorting payment from any individual in return for protection from harm from any gang.
- 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.

Consequences:

Minimum: Out of School Suspension

Maximum: Recommendation for Expulsion

HARASSMENT

A student shall not engage in conduct or repeatedly commit an act that alarms or seriously annoys another person and serves no legitimate purpose. (Legal Reference: A.C.A. § 5-71-208) A student shall not engage in insults, name calling, ethnic or racial slurs, or derogatory statements regarding another student. A student shall not film or record students or school employees without consent.

Consequences:

Minimum: Saturday School

Maximum: Recommendation for Expulsion

IMMORALITY AND VULGARITY

Students shall abstain from indecent and immoral acts. This includes, but is not limited to: abusive, vulgar, profane or obscene language, acts or gestures, possessing any pornographic or obscene printed material to include computer or other electronic devices, written or drawings, at school or at any school-sponsored event or activity or on school property.

Public displays of affection are not allowed. (Public display of affection is hand-holding, kissing, fondling, or any affectionate touching).

Consequences:

Minimum: Lunch Detention

Maximum: Recommendation for Expulsion

LASER POINTERS

Students shall not possess any hand held laser pointer while in school, on or about school property, before or after school, in attendance at school or any school-sponsored activity, in route to or from school or any school-sponsored activity, off the school grounds at any school bus stop or at any school-sponsored activity or event. School personnel shall seize any laser pointer from the student possessing it and the student may reclaim it at the close of the school year, or when the student is no longer enrolled in the School.

Consequences:

Minimum: Saturday School

Maximum: Recommendation for Expulsion

PLAYGROUND CONDUCT

Play in assigned areas.

Use playground equipment correctly.

Play together courteously.

Show respect to others (students and adults).

Keep hands, feet, and all objects to self at all times.

APCSI has a responsibility to protect the health, safety, and welfare of students and employees. To help maintain a safe environment conducive to high student achievement, the Board establishes policies necessary to regulate student behavior to promote an orderly school environment that is respectful of the rights of others and ensures the uniform enforcement of student discipline. Students are responsible for their conduct that occurs: at any time on the school grounds; off school grounds at a school sponsored function, activity, or event; going to and from school or a school activity.

SEXUAL HARASSMENT

Sexual harassment is a form of discrimination that undermines the integrity of the educational environment and will not be tolerated. It shall be a violation for any student to subject another person to, sexual harassment as defined in this policy.

Sexual harassment refers to unwelcome sexual advances, requests for sexual favors, or other personally offensive verbal, visual, or physical conduct of a sexual nature.

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: *sexting; 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; 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, 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.

Legal References: Title IX of the Education Amendments of 1972, 20 USC 1681, et seq. A.C.A. § 6-15-1005 (b) (1)

Consequences:

Minimum: Saturday School

Maximum: Recommendation for Expulsion

STUDENT ASSAULT OR BATTERY

A student shall not threaten, physically abuse, or attempt to physically abuse, or behave in such a way as to be perceived to threaten bodily harm to any other person (student, school employee, or school visitor). Any gestures, vulgar, abusive or insulting language, taunting, threatening, harassing, or intimidating remarks by a student toward another person that threatens their well-being is strictly forbidden. This includes, but is not limited to, fighting, racial, ethnic, religious, or sexual slurs.

Furthermore, it is unlawful, during regular school hours, and in a place where a public school employee is required to be in the course of his or her duties, for any person to address a public school employee using language which, in its common understanding, is calculated to: a) cause a breach of the peace; b) materially and substantially interfere with the operation of the school; c) arouse the person to whom it is addressed to anger, to the extent likely to cause imminent retaliation. Students guilty of such an offense may be subject to legal proceedings in addition to student disciplinary measures. Consequences:

Consequences:

Minimum: Out of School Suspension

Maximum: Recommendation for Expulsion

Assaults with substantial risk of death or serious physical harm: Recommendation for expulsion. Law enforcement may be contacted.

TERRORISTIC THREATS

A student should not threaten another student, making them feel they could be physically harmed. (Legal References: A.C.A. § 5-13-301, A.C.A. § 6-17-113)

Students shall not, with the purpose of terrorizing another person, threaten to cause death or serious physical injury or substantial property damage to another person or threaten physical injury to teachers or school employees. (Legal Reference: A.C.A. § 6-17-113)

Consequences:

Minimum: Warning

Maximum: Recommendation for Expulsion; duty to report all threats and violence to authorities.

TOBACCO, TOBACCO PRODUCTS AND VAPING

Due to the serious health risks associated with tobacco, tobacco products and vaping, all aspects of this policy shall be strictly enforced. For the purposes of this policy, tobacco is defined to include tobacco or tobacco products in any form including, but not limited to, cigarettes, e-cigarettes/vaping, cigars, chewing tobacco, and snuff. All vaping is prohibited whether the instrument contains tobacco or not.

Smoking, vaping or the use of tobacco products by any individual in or on any property owned or leased by the School, including school buses or any other school vehicle is prohibited. This prohibition extends to anyone attending school sponsored events on campus and to students and staff attending school sponsored events off campus

Tobacco Prevention Education

Students shall be presented with tobacco prevention education in all grades at a level appropriate to their grade. The tobacco education program shall be integrated into the general health education program and be designed to:

- Instruct about immediate and long-term undesirable physiologic, cosmetic and social consequences of tobacco use;
- Decrease the social acceptability of tobacco use;
- Address reasons why young people smoke;
- Teach how to recognize and refute advertising and other social influences that promote tobacco use;
- Develop students' skills for resisting social influences that promote tobacco use; and
- Develop necessary assertiveness, communication, goal-setting, and problem-solving skills that may enable students to avoid tobacco use and other health-risk behaviors.

Consequences:

Minimum: Saturday School

Maximum: Recommendation for Expulsion

WEAPONS AND DANGEROUS INSTRUMENTS

No student shall possess a weapon, display what appears to be a weapon, or threaten to use a weapon while in school, on or about school property, before or after school, in attendance at school or any school sponsored activity, in route to or from school or any school sponsored activity, off the school grounds at any school bus stop, or at any school sponsored activity or event.

A weapon is defined as any knife, gun, pistol, revolver, shotgun, BB gun, rifle, pellet gun, razor, ice pick, dirk, box cutter, nunchucks, pepper spray or other noxious spray, explosive, or any other instrument or substance capable of causing bodily harm.

Possession means having a weapon, as defined in this policy, on the student's body or in an area under his/her control. If, prior to any questioning or search by any school personnel, a student discovers that he/she has accidentally brought a weapon to school including a weapon that is in a vehicle on school grounds, and the student informs the Principal or a staff person immediately, the student will not be considered to be in possession of a weapon. The weapon shall be confiscated and held in the office until such time as the student's parent/legal guardian shall pick up the weapon from the school's office.

Consequence:

Minimum: Saturday School

Maximum: Recommendation for Expulsion

Students found to be in possession on the school campus of a firearm shall be recommended for expulsion for a period of not less than one year. The Executive Director or Chief Operating Officer shall have the discretion to modify such expulsion recommendation for a student on a case-by- case basis. Parents or legal guardians of students expelled under this policy shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property.

Legal References: A.C.A. § 6-18-502 (c) (2)(A)(B) A.C.A. § 6-18-507 (e) (1)(2)
20 USCS § 8921 A.C.A. 5-73-102, 5-73-104, 5-73-108, 5-73-119, 5-73-120, 5-73-122, 6-21-608)

BUS CONDUCT

Because of safety considerations on school buses and at bus stops, students shall be required to conduct themselves in a manner consistent with established standards for behavior. A student who becomes a disciplinary problem on the school bus or at the bus stop may have transportation privileges suspended or terminated. Video cameras may be used to record student behavior on the buses.

Consequences:

Minimum: Warning

Maximum: Expulsion from bus/school

BEHAVIOR NOT COVERED

APCSI reserves the right to pursue disciplinary or legal action for behavior which is subversive to good order and discipline in the schools even though such behavior is not specified in written rules. (Inappropriate infractions will be specified and punishment will be determined based on a case-by-case basis).

Consequences:

Minimum: Warning

Maximum: Recommendation for Expulsion

DISCIPLINE OF STUDENTS WITH SPECIAL NEEDS

Students with special needs will be subject to the same disciplinary procedures as regular students. The only differentiations will be those required by state or federal law. Disciplinary cases of magnitude involving disabled students will be coordinated with the Special Education Supervisor to make sure that the student's due process rights are preserved. Some individualized procedures may be necessary for students for whom normal discipline is inappropriate. The student's Individual Educational Plan or 504 Plan will outline any behavior accommodations or behavior plans that warrant individual discipline.

BEHAVIOR CONSEQUENCES

RESTORATIVE DISCIPLINE

Restorative Discipline is a practice that seeks to build healthy relationships among peers and staff by identifying harmful behaviors and developing consequences that fix the harm and repair the relationship. There is not a one-size-fits all approach to restorative discipline; however, the intended effect is to create individualized consequences according to the nature of the violation and establish accountability and empathy for the student that results in improving the students' behavior and minimizes the need for a student to violate expectations. For example, a student who throws food in the cafeteria may be assigned to clean the cafeteria before or after school as well as writing an apology letter to their peers

and the custodial staff/teachers for their infraction. The goal of restorative discipline is to reduce repeated negative behaviors, reflect on behaviors, build student self-regulation, and promote student growth and commitment towards making impactful change. When applicable, teachers and administrators are encouraged to assign restorative discipline to help achieve the desired student growth and expectations for attending APCS

DETENTION

A teacher may assign before-school, after-school detention or lunch detention for any infraction of classroom rules which, in the teacher's opinion, do not warrant an office referral. With all detentions the teacher will advise the student of the detention and fill out the appropriate forms. The student will be responsible for taking the parent copy home, getting it signed and reporting to the assigned detention room with the form. Students will not be allowed to serve without the signed parent copy. If a student fails to report, reports late, or reports without parent signatures, the following process will be followed.

Consequences:

Minimum: Additional Detention

Maximum: Out of school suspension

Detention assignments will take precedence over all other activities, including extracurricular activities as well as personal business with discretion granted by the principal.

SATURDAY SCHOOL

Saturday School may be assigned to students who have excessive tardies or for various discipline infractions. With all Saturday School assignments, the person assigning the Saturday School will advise the student and fill out the appropriate forms.

- Students must report to the designated room before 7:00 a.m. school time and remain until 11:00 a.m.
- A student will not be admitted after 7:00 a.m. school time.
- Students are to adhere to the school uniform policy.
- Students who violate the Saturday School policies will have days added or face possible suspension from school.
- Students will be required to bring all books, paper, pencils, and other materials to Saturday School.
- Students will be allowed individual bathroom breaks for five (5) minutes each hour.
- Students will follow the instructions and rules of the person in charge of Saturday School and will follow all policies in the student handbook.
- There is to be absolutely no talking, sleeping, tardiness, eating, or drinking during class time.
- The supervisor will make determinations not covered in the above rules and
- Those determinations will be reviewed by the principal if questions arise.
- If a student who was issued Saturday School fails to report, the student will be issued a three (3) day suspension beginning the following Monday.

CORPORAL PUNISHMENT

The APCS Board authorizes the use of corporal punishment to be administered in accordance with this policy by the Principal or his/her designated staff members who are required to have a state-issued license as a condition of their employment, except a child who is intellectually disabled, non-ambulatory, non-verbal, or autistic

Prior to the administration of corporal punishment, the student receiving the corporal punishment shall be given an explanation of the reasons for the punishment and be given an opportunity to refute the charges.

Corporal punishment will:

- Be administered only for cause, be reasonable, and follow a warning that the misbehavior will not be tolerated.
- Be administered by a teacher or a school administrator or his or her designee, who shall be a certified teacher or administrator employed by the School.
- Be witnessed by a certified staff member of the School.
- Be administered without malice.
- Be administered on the buttocks.

Legal Reference: A.C.A. § 6-18-505 (c) (1)

Severe Clause: If the administration deems it necessary, parents may be requested to pick up their child immediately. Parents who do not wish their child to receive corporal punishment must submit a request in writing to the classroom teacher and the office each year. These requests will be honored. When a student who is not to receive corporal punishment misbehaves to the extent that other students would receive corporal punishment, the student will be removed from class and the parent will be contacted to pick up the child. The number of days the student is to remain suspended from class will be determined at that time.

SUSPENSION FROM SCHOOL & IN-SCHOOL SUSPENSION

The Principals or their designees have the authority to suspend students for disciplinary reasons for a period of time not to exceed ten (10) school days, including the day upon which the suspension is imposed. The suspension may be in school or out of school. A student may be suspended for behavior including, but not limited to that which:

- Is in violation of school policies, rules, or regulations;
 - Substantially interferes with the safe and orderly educational environment;
 - School administrators believe will result in the substantial interference with the safe and orderly educational environment; and/or
 - Is insubordinate, incorrigible, violent, or involves moral turpitude.
- The School Principal or designee shall proceed as follows in deciding whether or not to suspend a student.
- The student shall be given written notice or advised orally of the charges against him/her;
 - If the student denies the charges, he/she shall be given an explanation of the evidence against him/her and be allowed to present his/her version of the facts;
 - If the Principal finds the student guilty of the misconduct, he/she may be suspended.

When possible, notice of the suspension, its duration, and any stipulations for the student's re- admittance to class will be given to the parent(s), legal guardian(s), or to the student if age 18 or older prior to the suspension. Such notice shall be handed, phoned, or mailed to the parent(s), legal guardian(s), or to the student if age 18 or older.

Generally, notice and hearing should precede the student's removal from school, but if prior notice and hearing are not feasible, as where the student's presence endangers persons or property or threatens disruption of the academic process, thus justifying immediate removal from school, the necessary notice and hearing should follow as soon as possible.

Out-of-School Suspensions: During the period of their suspension, students serving out-of- school suspensions shall not be permitted on campus or to attend school sponsored events. The exception is to attend a student/parent/administrator conference.

In-School Suspension: During the period of their suspension, students serving in-school suspension shall not attend any school-sponsored activities during the imposed suspension nor shall the student participate in any school-sponsored activities. Students, assigned in-school suspension, may be assigned work detail as part of their punishment.

Students will be **REQUIRED** to **make up all work** while assigned in or out of school suspension. The work will be graded and reduced by one letter grade as a result of the suspension.

Suspensions initiated by the Principal or his/her designee may be appealed to the Executive Director or Chief Operating Officer, but not to the Board. Suspensions initiated by the Chief Operating Officer may be appealed to the Executive Director. Suspensions initiated by the Executive Director may be appealed to the Board.

EXPULSION

The Executive Director or Chief Operating Officer may expel a student for a period longer than ten (10) school days for violation of the school's written discipline policies. The Executive Director or Chief Operating Officer may expel a student for conduct deemed to be of such gravity that suspension would be inappropriate, or where the student's continued attendance at school would disrupt the orderly learning environment or would pose an unreasonable danger to the welfare of other students or staff.

The Executive Director, Chief Operating Officer or designee shall give written notice to the parents or legal guardians (mailed to the address reflected on the School's records) that the student be expelled for the specified length of time and state the reasons for the recommendation to expel.

The parent/guardian or students 18 years of age or older may appeal the expulsion decision to the board. Notice of the appeal will be given in writing to the executive director, Chief Operating Officer or chairman of the board within ten (10) days of the expulsion notice.

The hearing shall be conducted not later than ten (10) school days following the date of the appeal request, except that representatives of the Board and student may agree in writing to a date not conforming to this limitation.

The Chairman of the Board, Hearing Officer, or other designated trustee shall preside at the hearing. The student may choose to be represented by legal counsel. The hearing shall be conducted in open session of the Board unless the parent, or student if age 18 or older, requests that the hearing be conducted in executive session. Any action taken by the Board shall be in open session.

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

The Executive Director or Chief Operating Officer shall expel any student for a period of not less than one (1) year for possession of any firearm or other weapon prohibited on school campus by law. The Executive Director or Chief Operating Officer shall, however, have the discretion to modify the expulsion recommendation for a student on a case-by-case basis.

Legal Reference: A.C.A. § 6-18-507

SEARCH, SEIZURE, AND INTERROGATIONS

The Executive Director, Chief Operating Officer, Principals, and their designees have the right to question/interrogate students, and inspect/search school property and equipment without parental consent. 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 Executive Director, Chief Operating Officer, Principals, 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 School 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. 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. (There may be an exception if the Department of Human Services is involved.) 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.

GRIEVANCE/DUE PROCESS for issues other than expulsion

Students and parents have the responsibility to know and obey school rules and to express grievances in an appropriate setting. Students have the responsibility to give parents correct information concerning misconduct. If a student or the parent of a student has a grievance the following chain of command should be followed to address the concern:

1. Teacher
2. Principal or Assistant Principal
3. Executive Director or Chief Operating Officer

VIDEO SURVEILLANCE AND OTHER STUDENT MONITORING

The Board of Trustees 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 restrooms or dressing areas where an expectation of bodily privacy is reasonable and customary. A.C.A. 6-21-122 requires audio recording devices be installed in each locker room and changing room located on APCS property by the 2027-2028 school year.

APCSI shall retain copies of video recordings until they are erased which may be accomplished by either deletion or copying over with a new recording. Other than video recordings being retained under the provisions of this policy's following paragraph, the district's video recordings may be erased any time greater than five (5) days after they were created.

Videos, automatic identification, or data compilations containing evidence of a violation of student conduct rules and/or state or federal law shall be retained until the issue of the misconduct is no longer subject to review or appeal as determined by the 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.

ACADEMIC POLICIES

ADVANCED PLACEMENT (AP) STIPENDS

Students will receive \$100 for a score of 3, \$150 for a score of 4, and \$200 for a score of 5. Academics Plus will pay the first \$50 upon receiving the incentive money from the State of Arkansas. Outside organizations such as the PTO or Maumelle Foundation for Education will provide the additional funding. Qualifying students will receive the incentive during the fall semester each school year. Qualifying students are defined as those having graduated the previous May or those who are currently attending an APCS school. Non-graduating students who leave APCS are not eligible. The incentive is based upon the availability of funding from the State of Arkansas and fundraising activities.

COMMUNITY SERVICE LEARNING

Middle School Students: Students in grades 6-7th must complete ten (10) community service hours each school year. The hours must be pre-approved by the principal or designee. These hours are mandatory and must be completed prior to receiving a passing grade in English/Language Arts for the spring semester. Hours may be accumulated over the summer for the upcoming school year.

Students in 8th grade are required to complete 25 hours by the end of the academic year. Students are allowed to receive more than 25 hours but the hours achieved in 8th grade do not transfer to the 9-12th grade CSL requirements. These hours are mandatory and must be completed prior to receiving a passing grade in English/Language Arts for the spring semester. Hours may be accumulated over the summer for the upcoming school year.

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

CONCURRENT COLLEGE AND HIGH SCHOOL CREDIT REGULATIONS

(1.1) These regulations are the Arkansas Department of Education regulations governing concurrent college and high school credit for students who have completed the 9th grade.

(1.2) These regulations are enacted pursuant to the authority of the State Board of Education under Arkansas Code Annotated Section 6-18-223.

(2.1) The purpose of these regulations is to provide concurrent college and high school credit for public school students who have successfully completed the 9th grade.

(3.1) A student who has successfully completed the 9th grade is a student that has been promoted to the 10th grade.

(3.2) Consistent with Act 34 of 1984, as amended, a student in grades 9-11 is considered “enrolled” in public school if she/he is taking four high school courses which count toward high school graduation, and a student in grade 12 is considered “enrolled” in a public school if she/he is taking three high school courses which count toward high school graduation.

(3.3) Private institution is defined as a higher education school accredited by the Western Association of Colleges and Schools, New England Association of Schools and Colleges, Northwestern Association of Schools and Colleges, or North Central Association of Colleges and Schools.

(4.1) Any student who is enrolled in grades 10-12 in an Arkansas public school shall be eligible to enroll in a publicly supported community college, technical college, or 4-year college or university in accordance with the rules and regulations adopted by the college or university.

(4.2) Any public-school student in grades 10-12 who enrolls in and successfully completes a course(s) 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 (credit earned by CLEP examination may not be counted as high school credit) toward graduation, as outlined in these regulations.

(4.3) Students must comply with applicable enrollment or graduation requirements of the public high school.

(4.4) Three semester hours of college credit taken by a student in grades 10-12 at a publicly supported community college, technical college, or 4-year college or private institution shall be the equivalent of one unit of high school credit.

(4.5) College credit earned at a publicly supported college or private institution shall be counted by the high school toward graduation, including credit earned during summer terms.

APCSI partners with higher education institutions to provide concurrent credit on campus at no charge to our students. A tenth through twelfth grade student who meets entrance requirements of the participating institution may enroll in concurrent credit courses. A student who successfully completes a college course(s) shall be given credit toward high school grades and graduation requirements at the rate of 1 high school credit per completed course. It is the student’s responsibility to obtain the transcript from the providing higher education institution. Students will be responsible for payment of a college credit course if the student drops the course after the designated “drop” period set by the college.

CREDIT RECOVERY/GRADE RECOVERY/SIMULTANEOUS CLASSES/DIGITAL LEARNING

The Digital Learning Act 1280 of 2013 requires that beginning with the entering ninth grade class of the 2014- 2015 school year, each high school student shall be required to take at least one (1) digital learning course for credit to graduate.

Credit Recovery: Students who take a digital class or classes for credit recovery, must complete required course(s) by June 30th of that current school year. Students are eligible to apply for Credit Recovery if the final grade earned in a course required for graduation is a failing grade. Students taking a course for credit recovery will be responsible for payment of that course. Alternatively, such a student can choose to repeat a course in its entirety during the next regular school term. The grade received for credit recovery will be added to the transcript and the failing grade will also remain on the transcript. Any course taken for credit recovery must have prior approval of the principal or designee. To qualify for grade recovery the course must be taken prior to or simultaneously with higher level courses.

Grade Recovery: Students are eligible to apply for Grade Recovery if the grade received in a course required for graduation or promotion is passing but below 90%. If a student is eligible for grade recovery, the new grade received will replace the grade recorded previously. The new grade(s) will only be a replacement grade if the course taken is the same course. Students taking a course for grade recovery will be responsible for payment of that course. Any course taken for grade recovery must have prior approval of the principal or designee.

Simultaneous Digital Learning: Students may simultaneously enroll in a digital course to supplement the APCS classroom instruction. The final grade will be given by the APCS classroom teacher. Students taking a course simultaneously will be responsible for payment of that course. Any course taken simultaneously must have prior approval of the principal or designee.

EARLY GRADUATION

Any student who wishes to graduate before his/her cohort, must apply for that privilege prior to between his/her sophomore and junior year, unless an extenuating circumstance is presented and can be verified. Early graduation requires a written graduation contract on file within the Counselor's Office, which is signed and approved by the student, the guardian, a counselor, and high school administrator. The cohort is defined as a group of students who share a common starting point. Students are assigned to their cohort the first year they enter grades 9 through 12 at any educational institution.

In order to be considered for early graduation, the student must be able to complete all credits and have all grades to the registrars in the counselor's office one week prior to the graduation date. Only two credits or less can be contracted to be completed outside of the regular school day. Students who need more than two credits in addition to their year credits are not eligible for early graduation.

Early graduate applicants cannot participate in senior activities or receive accolades to include valedictorian, salutatorian, senior pictures, early release from school and/or any other senior specific activities. However, early graduation applicants can walk as seniors for graduation for that current year (specific to their application for early graduation). Diplomas will specify the graduating year to also be the current year of early graduation application.

SENIOR INTERNSHIP AND EARLY RELEASE

Seniors enrolled in the internship career focus course are allowed to leave campus at lunch ONLY if they meet the following criteria:

- All other graduation requirements are completed before lunch and the senior is passing all classes.
- Students have exhibited adequate attendance in all classes.
- Students have secured a qualifying internship opportunity that has been approved by the internship teacher, parents, and site supervisor within the first two weeks of school.
- All internship paperwork must be up-to-date with the internship coordinator, including a weekly record of hours and internship experience form.

- The student is making adequate progress towards their internship portfolio and submitting assignments in a timely manner.
- Students follow the classroom and worksite expectations outlined in the internship manual.
- The student attends all scheduled in-class meetings to receive 18 or more documented classroom hours.
- Seniors must enroll in the internship program in order to leave campus prior to the end of the school day . Students failing to meet the internship criteria at any time during the school year will be removed from the course and are prohibited from leaving campus during the instructional day. The internship coordinator, counselor, academic facilitator, and/or administrator have the authority to remove students from the internship program and/or reassign students if the student:
 - Fails to meet expectations established by the internship course
 - Exhibits inadequate attendance and academic progress
 - Seniors must have all of their community service hours documented by the end of their junior year.
 - Students must have a minimum of a 3.0 cumulative GPA by the end of their junior year.
 - Participation is first come, first serve. The total number of students enrolled is not to exceed 25 students at each campus.

FOREIGN EXCHANGE STUDENTS

APCSI welcomes exchange students to our campus. The following has been adopted to ensure that both the organization and the student understand the expectations of the school. Foreign exchange students must have a local contact person. The student will be required to attend the full academic school year. Students should be able to speak the English language and must complete the required immunizations before being admitted. Approved organizations will provide a transcript (translated to English) of the student's academic record. Approved organizations are responsible for translating APCS transcripts to the student's native language. Foreign exchange students shall not be included in any class ranking list. Foreign exchange students shall not be eligible for scholarship programs. Foreign exchange students will be allowed to walk in the graduation ceremony. However, they will not be eligible to receive a diploma from APCS. Foreign exchange students will receive a certificate of attendance.

GRADING

The school shall issue progress reports mid-quarter and grades at the end of each nine-week grading period in order to keep parents/guardians informed of their student's progress.

Grades assigned to students reflect educational objectives only.

Kindergarten and First grade will use a skills achievement check-list to determine proficient, advanced, basic, or below basic. Any student completing a high school course for credit will be graded on the high school grading scale.

Grading at K-1 is a standards based report card.

Grading Scale (Students 2nd – 12th)

A = 100 – 90

B = 89 – 80

C = 79 – 70

D = 69 – 60

F = 59 and below

GRADE POINT AVERAGES

Grade point averages (GPA), on transcripts, will be computed on credits earned. GPA's are computed on a four-point scale, with the exception of weighted courses (Advanced Placement (AP) courses, or International Baccalaureate (IB) courses), which are computed on a five-point scale. In order for students to receive weighted credit, the student must take the applicable AP and/or IB examination after having completed the entire compatible AP and/or IB course and the teacher who is teaching the applicable AP and/or IB course has taken the approved AP and/or IB training for the applicable course as outlined by the College Board. All grade point averages are carried

three places past the decimal and then rounded back to the nearest hundredth of a point. Note: For purposes of transcripts concurrent courses are not weighted courses unless the Arkansas Department of Education changes policy.

For career and technical education courses taken after July 1, 2023, career and technical courses that are eligible for weighted credit are those career and technical education courses that are approved by the Division of Career and Technical Education (DCTE) to exceed the curriculum standards for a non-weighted class and lead to an approved industry-recognized certification. A student shall receive weighted credit for each approved career and technical education course upon the student:

- Completing the relevant career and technical pathway; and
- Earning the high-value industry credential aligned with the career and technical pathway
 - For the purpose of determining grade point averages, the numeric value of each letter grade shall be: A = 4 points, B = 3 points, C = 2 points, D = 1 point, F = 0 points.
 - Weighted courses grading scale (ADE approved Honors courses, IB, & AP courses): A = 5 points, B = 4 points, C = 3 points, D = 2 points, F = 0 points.

Students who transfer into APCS will be given weighted credit for the AP courses; IB courses; honors;¹ and other courses approved by DESE and DCTE for weighted credit that were taken for weighted credit at his/her previous school(s) according to the preceding scale.

HOMEWORK

Homework is defined as written or non-written tasks assigned by a teacher to be completed outside the classroom. Homework is a natural extension of the school day and an important part of a child's educational experience. Homework encourages self-discipline, pride in one's work, positive self-esteem, and an interest in learning. Homework reinforces the home/school connection.

HONOR ROLL

2-5

Students making all A's including *core and **weekly classes will be named to the Principal's All A Honor Roll. Students making the A/B Honor Roll must have A's and B's in all subjects (core and weekly) with at least one A in core classes.

6-12

Students making all A's will be named to the Principal's All A Honor Roll. Students making the A/B Honor Roll must have A's and B's..

*Core is defined as language arts, math, science, and social studies.

**Weekly classes at the elementary level including physical education, art, music, computer science, or other.

IDEA – REFERRALS FOR SPECIAL SERVICES

Under IDEA (Individuals with Disabilities Education Act), students are eligible for special education and related services (such as speech therapy) if they are within the age range specified by the state's plan for special education (usually age 3 through 21 years), meet the eligibility criteria for one of the 13 categories of disabilities specified by IDEA, and require special education and related services because of the disability. Truancy 300.7.c). For children aged 3-5 years, states and local agencies (LEA's) may choose to use the category of developmental delay, rather than label the child with a particular disability. Children must have a delay in one or more of the following areas: physical development, cognitive development, social or emotional development, or adaptive development, and

because of the delay need special education and related services (Sec. 300.7.b). **If students' disabilities do not adversely affect their educational performance, they do not qualify for special education and related services under IDEA.**

MAKE-UP WORK

Students who miss school due to an absence can make up the work they missed during their absence. It is the student's responsibility to arrange for all make-up work with his/her teacher(s). Students have one day per absence after returning to make up work per day missed. (Example: 3 days out sick would allow for 3 days to make up work after returning to school.) Or 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. We request that parents not come to school to pick up work without calling first. The office will not interrupt class instruction to get make-up work.

Any graded classwork missed during an absence will be made up at school during non-instructional time and/or after school.

PROMOTION RECOMMENDATIONS

When a student completes a grade level and is ready to be considered for promotion to the next grade, we recommend that each child meet or exceed these minimum performance levels in order to successfully participate in the next grade:

Kindergarten

- Social Skills/Maturity Level
- Attendance
- Literacy Dibels
- Classroom Assessments
- Formative Assessments
- ATLAS Assessment

First Grade

- Literacy Dibels
- Classroom Assessments
- Formative Assessments
- Attendance
- ATLAS Assessment

Second Grade

- Literacy Dibels
- Classroom Assessments
- Attendance
- Formative Assessments
- ATLAS Assessment

Third Grade-Fifth Grade

- ATLAS Assessment
- Classroom Assessments
- Formative Assessments
- Attendance

Each child in kindergarten through fifth grade will be evaluated based on his/her individual performance abilities and circumstances before a recommendation of retention is made. Parents will be notified if their child is struggling to meet these minimum requirements. If a child is being considered for retention after the third nine weeks and improvement is not being made, the teacher will notify the parents at the spring conference of the possibility of retention. If the student still does not show mastery of the learning a retention committee will meet before the end of school to make a final decision. The committee will be composed of the classroom teacher, administrators, and other staff members critical to the specific student. The decision to promote or retain students is a school personnel decision. The principal and/or teacher will conference with the parent concerning the decision made by the committee.

Promotion to 7th – 8th

Should a student's individual performance indicate that he/she is in danger of not mastering core subject material, at semester, parents will be notified that the student is being considered for summer school or retention. At this time, the student could be placed in a foundational support class or be required to attend mandatory weekly after school tutoring. The student's progress will be reviewed again at the end of the third nine weeks and again at the end of the fourth nine weeks.

Promotion to 9th

Students are expected to progress annually from grade to grade. A student that has not passed both semesters of language arts and math, and does not have 2 or more passing semester grades in science and/or social studies, shall be referred to the retention committee. This committee will look at all available data including but not limited to: teacher recommendation, input from parents, medical history, grades, work samples, prior educational history, age, and attendance. The retention committee will then determine the grade placement that is in the best interest of the student. If the committee determines the student should be promoted, the student must participate in a remediation plan for the upcoming academic school year.

Promotion to 10th – 12th Grade

Students in 9th through 11th grade must successfully complete a minimum number of credits to advance to the next grade level. The following number of credits must be obtained by students for each classification.

- Sophomore/10th Grade = 6
- Junior/11th Grade = 12
- Senior/12th Grade = 18

If there is doubt concerning the promotion or retention of a student, or their retaking a course, a conference between the parents, teacher(s), counselor, and/or principal shall be held before a final decision is made. If the attendees fail to agree concerning the student's placement, the final decision will rest with the Principal.

SEMESTER EXAMS

Comprehensive semester exams or comprehensive semester projects will be given in all classes, grades 9th – 12th.

Semester exams/projects will count 20% of the semester grade, whereas each of the two quarter grades per semester will count as 40% of the semester grade.

APCSI Semester Test Exemption Policy

Students in high school credit-bearing courses shall qualify to be exempt from taking the Spring semester test in a class when they have:

- maintained a 90% average or higher for the semester;
- zero unexcused absences and no more than 3 excused absences per semester. Three (3) tardies in a class will equal one (1) day of absence.
- not been suspended in school or out of school.

Students will be exempt on a class-by-class basis. Each teacher will keep records on a per class basis. The teacher will inform the students of their exemption status.

Students will have been enrolled during the entire semester. Students transferring in during the semester cannot be exempt from tests that semester.

Absences designated as school business will not be counted in determining eligibility for the exemption. For the purpose of this policy, the definition of school business is a student's absence from the physical school facility while under the supervision of school personnel for a school or academic-related activity.

Students may opt to take the semester exams even if they have met the requirements for exemption.

Students are not eligible for exemption from any final/semester exams for Virtual Arkansas courses, Concurrent Credit courses, and AP Exams. All students are required to participate in semester exams during the Fall semester.

GRADUATION FEE

Each graduating senior will be assessed a \$40 non-refundable graduation fee to go toward costs associated with graduation. This fee must be paid in full by fall break of their senior year. The school does not guarantee the award of a diploma or any certification of satisfactory completion of any course of study. The student must meet the requirements set by the school and the state in terms of courses taken and credit received.

GRADUATION REQUIREMENTS

All graduates are required to meet StateCore Curriculum requirements, career focus requirements, and other state requirements. A minimum of twenty-three (23) units is required for graduation. In addition to other state requirements, Accelerated learning courses or career education courses that are determined by DESE to be eligible for use in the place of a listed course may be substituted for the course as designated by DESE. APCSI requires graduates to have at least **two (2) successive credits in one foreign language, four (4) science credits** instead of three (3) required by the state, and **two (2) credits in Advanced Placement (AP) and/or Concurrent Credit Courses**. Beginning with the graduating class of 2029, APCSI students will be required to complete three (3) credits in Advanced Placement (AP) and/or Concurrent Credit courses.

For the Advanced Placement Course to count as a graduation requirement for APCSI, students are required to complete the AP exam at the end of the course. Failure to take an AP exam will also result in student reimbursement for the cost of the exam.

The requirements to graduate from APCSI including the state requirements and additional APCSI requirements are as follows:

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

Oral Communications: one-half ($\frac{1}{2}$) unit

Mathematics: four (4) units

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

* A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four (4) unit requirement.

Science: four (4) units

1. DESE approved biology – 1 credit;
2. DESE approved physical science – 1 credit; and
3. A third unit that is either:
 - a. An additional science credit approved by DESE; or
 - b. A computer science flex credit may be taken in the place of a third science credit.
4. A fourth unit required by APCSI (the 23rd overall required unit for APCS graduation):
 - a. An additional science credit approved by DESE, or
 - b. A computer science flex credit may be taken in the place of a fourth science credit

Social Studies: three (3) units

- Civics one-half ($\frac{1}{2}$) unit
- World history, one (1) unit
- American History, one (1) unit
- Other social studies – one-half ($\frac{1}{2}$) unit

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

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

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

Economics: one half ($\frac{1}{2}$) unit – dependent upon the licensure of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.⁷

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

Computer Science: one (1) unit (May count as a science, math or career focus credit, but cannot count for multiple required units).

Foreign Language: two (2) consecutive units as required by APCSI (May count toward career focus credits)

CAREER FOCUS: - six (6) units

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

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

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

CONCURRENT CREDIT/ADVANCED PLACEMENT : two (2) units as required by APCSI. Beginning with the graduating class of 2029, APCSI students will be required to complete three (3) credits in Advanced Placement (AP) and/or Concurrent Credit courses.

OTHER STATE REQUIREMENTS:

Civics: All students must receive a passing score on the Arkansas Civics Exam.

Personal and Family Finance: All students must receive credit in a course covering personal and family finance standards.

CPR: All students must be trained in quality psychomotor skill bases in Cardiopulmonary Resuscitation (CPR) and the use of automated external defibrillators.

Community Service: Beginning with the graduation class of 2027, all students must receive seventy-five (75) clock hours of community service in grades (9-12) that is certified by the service agency or organization where the student volunteers or the student's parent/guardian.

Unless exempted by a student's IEP, all students must successfully pass all end-of-course (EOC) assessments they are required to take or meet the remediation requirements for the EOC assessment to receive academic credit for the applicable course and be eligible to graduate from high school.

A student must attain a GPA of 2.75 in order to receive the Arkansas Department of Education seal.

Legal References: Standards of Accreditation 9.03 – 9.03.1.9, 14.03.1 – 14.03.3 ADE Guidelines for the Development of Smart Core Curriculum Policy, Smart Core Informed Consent Form

TRANSCRIPTS

Requests should be made one week in advance of the date needed through the guidance counselor's office.

VALEDICTORIAN/SALUTATORIAN SELECTION CRITERIA

To honor superior academic achievement, graduation ceremonies shall include recognition of valedictorian and salutatorian.

- The graduating student must have attended Academics Plus High School four (4) consecutive semesters.
- The graduating senior must be enrolled in the 12th grade and graduate with his/her cohort. A cohort is defined as a group of students who share a common starting point. Students are assigned to their cohort the first year they enter grades 9 through 12 at any educational institution.
- Valedictorians and salutatorians will be based on all high school courses taken up to and including the first semester of their senior year.
- Foreign exchange students are not eligible for valedictorian, or salutatorian recognition.
- Any student who has received discipline for academic dishonesty/cheating is not eligible for selection.
- Advanced Placement, International Baccalaureate (IB), ADE Honors approved and Concurrent courses will be tallied on the 5.0 weighted grading scale when determining class valedictorian, and salutatorian. If additional weighted courses or higher weights are added into the State GPA by DESE, these will also be considered. This could include classes being on a 6.0 scale or additional classes receiving a 5.0 scale.

The following criteria will be used to select the **Valedictorian**:

- The valedictorian must have earned the highest grade point average of their graduating class based on the weighted grading scale method stated above.
- If two (2) or more graduating seniors meet the qualifications the student from that group with the highest composite ACT score shall be selected.
- If more than one (1) graduating senior from that group has the highest composite ACT score, those students shall be selected as co-valedictorians.

The **Salutatorian** is the student with the next highest academic grade point average.

- If two (2) or more graduating seniors meet the qualifications, the student from that group with the highest composite ACT score shall be selected.
- There shall be no salutatorian if co-valedictorians are selected.
- If more than one (1) student qualifies as salutatorian, those students shall serve as co- salutatorians.

Date Adopted: February 9, 2009 Last Revised: July 2011

Honors Recognition is awarded to signify a student's academic excellence over the course of high school.

- The students with a cumulative State GPA of 3.75 or higher based upon all high school courses taken up to and including their first semester of their senior year will receive honors recognition. Concurrent credit courses will not be weighted on a 5.0 scale for honors recognition unless they are added into the State GPA calculation by DESE..

504 REFERRALS AND SPECIAL SERVICES

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against persons with a disability in any program receiving federal financial assistance. Section 504 defines a person with a disability as anyone who:

- Has mental or physical impairment which substantially limits one or more major life activities such as caring

for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working.

- Has a record of such impairment.
- Is regarded as having such impairment.

No discrimination against any person with a disability shall knowingly be permitted in any program or practice. Under Section 504, the Charter has the responsibility to identify, evaluate, and if the student is determined to be eligible under Section 504, to afford access to appropriate educational services. Students may be eligible for services under the provisions of Section 504 even though they do not require Special Education services.

If any person believes that the staff has inadequately applied the principles and/or regulations of Section 504 of the Rehabilitation Act of 1973, he/she may bring forward a complaint, which shall be referred to as a grievance. The building administrator or the 504 Coordinator may be contacted for information regarding grievances.

MEDICAL POLICIES

COMMUNICABLE DISEASES & PARASITES

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

To help control the possible spread of communicable diseases, school personnel shall follow the Charter's exposure control plan when dealing with any blood borne, foodborne, and airborne pathogens exposures. Standard precautions shall be followed relating to the handling, disposal, and cleanup of blood and other potentially infectious materials such as all body fluids, secretions and excretions (except sweat).

The Charter shall maintain a copy of each student's immunization record and a list of individuals with exemptions from immunization which shall be education records as defined. That policy provides that an education record may be disclosed to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.

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

Head Lice

Head lice are a fairly common problem in school aged children. They are most prevalent in the preschool and elementary populations. While head lice are a nuisance, they do not pose a significant health hazard and are not known to spread disease. They can be acquired anywhere in the community and may not be identified until weeks or months after exposure. Having head lice is not related to cleanliness of the person or environment. If a child is assessed as having head lice, confidentiality must be maintained so the child is not embarrassed. The child's parent/guardian should be notified that day and educated on the prompt, proper treatment of head lice.

When a student has suspected head lice:

1. The school nurse or trained staff member will assess the student with suspected head lice as needed to determine the action steps required.
2. If live adult lice are found, the student's parent/guardian will be notified with instructions on how to ensure that treatment guidelines are followed.
3. Students will be picked up from school by parent/guardian upon identification of adult head louse/lice.
4. Students will not be excluded from school for the identification of nits only and will be allowed to remain in class.
5. The parent must provide proof of treatment to the school nurse or building administrator.
6. The student will be assessed by the school nurse or trained staff member after a head lice treatment has been administered at home.
7. A follow up assessment of the student will be completed by the school nurse or trained staff member within 7-10 days.
8. The parent/guardian is instructed to ensure that all treatment guidelines have been followed so that re-infestation does not occur.
9. The school will only notify the parents of the infected student.
10. The American Academy of Pediatric Physicians does not recommend that routine screenings of the entire school population be completed, nor any school wide notification occur when a student has head lice. Therefore, building wide screenings nor notifications are not recommended.

If a student has frequent infestation of active adult head lice, the school nurse or trained staff member will assess each student in the appropriate classroom(s) as deemed necessary by the school nurse.

The best method of controlling an outbreak of head lice is by the parent/guardian doing regular checks of the child's hair and scalp at home.

RIGHT TO PRIVACY

The School shall respect the student's/employee's right to privacy and need for confidentiality. Therefore, the knowledge that a student has an infectious/communicable disease will be confined to the parent/guardian of the student. Federal Law mandates this right to be protected.

EMERGENCY HEALTH SERVICES

The School has the services of a licensed nurse for routine hearing, vision, etc. Facilities for sick children are extremely limited. If your child becomes sick or is injured, the School will make every effort to notify you immediately so you can pick up your child or make arrangements for someone else to do so. Please make sure that you have listed on your child's enrollment form at least **two** other people who can pick up your child in an emergency. **If the injury or illness requires medical attention, School officials shall act to secure medical attention.**

PHYSICAL EXAMINATIONS OR SCREENINGS

Before beginning school, each student will need a well-student check-up with a health care provider of the parent's choice. The health care provider must verify, and update required inoculations. A physical is required for student participation in athletic programs and required physical education classes. The check-up must include screening for scoliosis for students entering the seventh (7th) and ninth (9th) grades and should include vision and hearing screenings. Transfer students must have health screenings prior to admittance.

It is understood that students who refuse to have a physical exam will not be allowed to participate in certain extracurricular activities. The rights provided to parents under this policy transfer to the student when he/she turns 18 years old.

STUDENT ILLNESS/ACCIDENT

If a student becomes too ill to remain in class and/or could be contagious to other students, the School Nurse, Principal or designee will attempt to notify the student's parent or legal guardian. The student below the age of 18 will remain in the school's health room or a place where he/she can be supervised until the end of the school day or until the parent/legal guardian can check the student out of school.

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

To return to school after an illness, your child must be free from fever, diarrhea, and vomiting for a period of 24 hours.

STUDENT MEDICATIONS

Prior to the administration of any medication, including any dietary supplement or other perceived health remedy not regulated by the US Food and Drug Administration, 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 or otherwise authorized by this policy, students are not allowed to carry any medications, including over-the-counter (OTC) medications or any dietary supplement or other perceived health remedy not regulated by the US Food and Drug Administration while at school. The parent or legal guardian shall bring the student's medication to the school nurse. The student may bring the medication if accompanied by a written authorization from the parent or legal guardian. When medications are brought to the school nurse, the nurse shall document, in the presence of the parent, the quantity of the medication(s). If the medications are brought by a student, the school nurse shall ask another school employee to verify, in the presence of the student, the quantity of the medication(s). Each person present shall sign a form verifying the quantity of the medication(s).

Medications, including those for self-administration, must be in the original container and be properly labeled with the student's name, the ordering provider's name, the name of the medication, the dosage, frequency, and instructions for the administration of the medication (including times). Additional information accompanying the medication shall state the purpose for the medication, its possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings. Schedule II medications that are permitted by this policy to be brought to school shall be stored in a double locked cabinet.

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

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

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 disposed of by the school nurse in accordance with current law and rules.

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.³ 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.⁴

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:

- Self-administer either a rescue inhaler or auto-injectable epinephrine;
- Perform his/her own blood glucose checks;
- Administer insulin through the insulin delivery system the student uses;
- Treat the student's own hypoglycemia and hyperglycemia; or
- Possess on his or her person:
 - A rescue inhaler or auto-injectable epinephrine; or
 - the necessary supplies and equipment to perform his/her own diabetes monitoring and treatment functions.

A student may be authorized to self-administer a stress dose medication to treat the student's adrenal insufficiency with:

- The written authorization of the student's parent, legal guardian, or person standing in loco parentis; and
- A written order from the student's treating physician stating that the student:
 1. Is capable of completing the proper method of self-administration of the stress dose medication,; and
 2. Has been instructed on the details of the student's medical condition and the events that may lead to an adrenal crisis.

The parent, legal guardian, or person standing in loco parentis of a student who is authorized to self-administer a stress dose medication shall sign an IHP developed by the school nurse for the school where the student is enrolled. The IHP shall include a requirement for the notification of appropriate staff following the self-administration of a stress dose medication, which shall include the school nurse, teacher of the classroom where the stress dose medication was administered, and a school administrator.

Students who have a current consent form on file shall be allowed to carry and self-administer such medication while:

- In school;
- At an on-site school sponsored activity;
- While traveling to or from school; or
- At an off-site school sponsored activity.

A student is prohibited from sharing, transferring, or in any way diverting his/her medications to any other person. The fact that a student with a completed consent form on file is allowed to carry a rescue inhaler, auto-injectable epinephrine, diabetes medication, stress dose medication, or combination does not require the student to have such on the student's person. The parent or guardian of a student who qualifies under this policy to self-carry a rescue inhaler, auto-injectable epinephrine, diabetes medication, stress dose medication, or any combination on the student's 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. The parent or guardian of a student may provide written documentation authorizing specifically named District employee(s), in addition to the school nurse, to assist a student in the application of sunscreen. The District employee(s) named in the parent or legal guardian's written authorization shall not be required to assist the student in the application of sunscreen.

Emergency Administration of Glucagon and Insulin

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

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

When the nurse is unavailable, the trained volunteer school employee who is responsible for a student shall be released from other duties during:

- The time scheduled for a dose of insulin in the student's IHP; and
- Glucagon or non-scheduled insulin administration once other staff have relieved him/her from other duties until a parent, guardian, other responsible adult, or medical personnel has arrived.

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

Emergency Administration of Epinephrine

The school nurse or other trained school employees designated by the school nurse as a care provider who have been certified by a licensed physician may administer an epinephrine auto-injector in emergency situations to students who have an IHP that provides for the administration of an epinephrine auto-injector in emergency situations.

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

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

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

Emergency Administration of Albuterol

The school nurse or other trained school employees designated by the school nurse as a care provider who have been certified by a licensed physician, advanced practice registered nurse, or physician assistant may administer albuterol in emergency situations to students who have an IHP that provides for the administration of albuterol in emergency situations.

The parent of a student who has an authorizing IHP, or the student if over the age of eighteen (18), shall annually complete and sign a written consent form provided by the student's school nurse authorizing the nurse or other trained school employee(s) certified to administer albuterol to administer albuterol to the student when the employee believes the student is in perceived respiratory distress.

The school nurse for each District school shall keep albuterol on hand. The school nurse or other trained school employee designated by the school nurse as a care provider who has been certified by a licensed physician, advanced practice registered nurse, or physician assistant may administer albuterol to those students who the school nurse, or other trained school employee certified to administer albuterol, in good faith professionally believes is in perceived respiratory distress.

Emergency Administration of Anti-opioid

The school nurse for each District school shall keep anti-opioid injectors on hand and the school nurse and school resource officer shall possess an anti-opioid at all times when on duty. The school nurse, other school employee, volunteer, or student may administer anti-opioid in accordance with the District's procedures to a student who the school nurse, or other observer, in good faith believes is having an opioid overdose.

An opioid overdose rescue kit shall be placed within all storage locations in the District high school buildings that currently contain an automated external defibrillator for public use. The opioid overdose rescue kits shall be located where it is readily available to the public, be visually free of advertisement, and contain an anti-opioid.

Emergency Administration of Emergency Adrenal Insufficiency Medication

The school nurse or other trained school employees designated by the school nurse as a care provider who have been certified by a licensed physician may administer an injectable emergency dose medication in emergency situations to students who have an IHP that provides for the administration of an injectable emergency dose medication in emergency situations.

The parent of a student who has an authorizing IHP, or the student if over the age of eighteen (18), shall annually complete and sign a written consent form provided by the student's school nurse authorizing the nurse or other trained school employee(s) certified to administer an injectable emergency dose medication to administer an injectable emergency dose medication to the student when the employee believes the student is having an adrenal crisis due to adrenal insufficiency.

Students who have met the requirements to be authorized to self-administer a stress dose medication under this policy shall provide the school nurse an emergency injectable dose of the student's medication. This emergency injectable dose will be used in the event the school nurse, or other school employee certified to administer an injectable emergency dose medication, in good faith professionally believes the student is having an adrenal crisis due to adrenal insufficiency.

Seizure Disorder Medications

Students who have been diagnosed with a seizure disorder shall have a seizure action plan that shall be a written IHP designed to acknowledge and prepare for the healthcare needs of the student. The student's seizure action plan shall be created in collaboration between District staff and the student's Parents, legal guardians, persons having lawful control of the student, or persons acting in loco parentis or the student if over eighteen (18). As part of the creation of the student's seizure action plan, the student's Parents, legal guardians, persons having lawful control of the student, or persons acting in loco parentis shall:

- Provide the school with written authorization to administer the seizure medication at school;
- Provide a written statement from the student's healthcare provider that shall contain the following information:
 - The student's name;
 - The name and purpose of the medication;
 - The prescribed dosage;
 - The route of administration;
 - The frequency that the medication should be administered; and
 - The circumstances under which the medication should be administered;
 - Provide the prescribed medication to the school in its unopened, sealed package with the label affixed by the dispensing pharmacy intact, which shall be stored in a safe and secure location accessible only by District personnel or volunteers with training to administer seizure medication.

The written authorization, written statement, and seizure action plan shall be kept on file in the office of the school nurse or school administrator and distributed to any school personnel or volunteers responsible for the supervision or care of the student.

Security:

Prescription medication shall be stored in the nurse's office in a locked medicine cabinet. Access to the locked medication cabinet shall be under the authority of the school nurse.

It is the parent's responsibility to provide the appropriate medication, correctly labeled; to get the medication to school; and to provide an appropriate supply.

Reference: Arkansas State Board of Nursing: School Nurse Roles and Responsibilities A, C.A. 6-18-707

ADMISSION & WITHDRAWAL PROCEDURES

ADMISSIONS PROCEDURES

We understand that making the selection of where children will attend school is one of the most important, and difficult, choices any parent or student makes in their educational career. Therefore, the admissions process at APCS (APCSI) is very simple and straightforward. Application and entry into APCS is not materially different from the admissions processes experienced in any other public education system. APCS will afford the same services and educational opportunities to homeless children as are afforded to non-homeless children.

The following general guidelines are established and presented to aid prospective and returning students to understand the admissions process. If at any time during your admissions experience you require additional information or have questions or comments of any kind, just call 501-803- 9730 or email Maumelle.registrar@academicsplus.org (for Maumelle students) or scott.registrar@academicsplus.org (for Scott students).

APCS Lottery applications can be found at www.applyacademicsplus.schoolmint.com/login or other websites communicated by APCS. The parent will need to create a Guardian Account by choosing "Create an account" or by using the guardian's Google or Facebook identification. The Guardian Account can be created with either an email or phone number and must contain a password containing at least 6 characters with at least 2 of the following:

- upper & lower case letters;
- letters & numbers; and
- at least one special character.

The Guardian will need to enable SMS Text Notifications and Email Notifications. Text and email notifications are sent with important enrollment dates when a student has been invited to attend an APCS school. Once the Guardian Account has been created, the Guardian will click “Add a Student” and continue through the next Lottery Application screens by clicking “Continue to Student Information”. A total of 6 tabs are required to complete the Lottery Application. A lottery application must be submitted for each child applying to attend an APCS school.

To enroll in APCS students may enter kindergarten if they will attain the age of five (5) on or before August 1st. Any student who has been enrolled in a state-accredited or state-approved kindergarten program in another state for at least sixty (60) days, who will become five (5) years old during the year in which he/she is enrolled in kindergarten.

Any child who will be six (6) years of age on or before October 1 of the school year of enrollment and who has not completed a state-accredited kindergarten program shall be evaluated by the Charter and may be placed in the first grade if the results of the evaluation justify placement in the first grade and the child’s parent or legal guardian agrees with placement in the first grade; otherwise the child shall be placed in kindergarten.

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

Any child who has been enrolled in the first grade in a state-accredited or state-approved elementary school in another state for a period of at least sixty (60) days, who will become age six (6) years during the school year in which he/she is enrolled in grade one (1) may be enrolled in the first grade. The public schools in Arkansas shall be open and free through completion of the secondary program to all persons in this state between the ages of five (5) and twenty-one (21) years whose parents, legal guardians, or other persons having lawful control of the person under an order of a court reside within the school and to all persons between those ages who have been legally transferred to the Charter for education purposes.

Home-schooled students shall be evaluated by the School to determine their appropriate grade placement.

The Charter shall make no attempt to ascertain the immigration status, legal or illegal, of any student or his/her parent or legal guardian presenting for enrollment.

Prior to the child’s admission to APCS:

The parent, guardian, or other responsible person shall furnish the child’s social security number, or if they request, the Charter will assign the child a nine (9) digit number designated by the department of education.

The parent, guardian, or other responsible person shall provide the School with one (1) of the following documents indicating the child’s age:

- A birth certificate;
- A statement by the local registrar or a county recorder certifying the child’s date of birth;
- An attested baptismal certificate;
- A passport;
- An affidavit of the date and place of birth by the child’s parent or guardian;
- United States military identification; or
- Previous school records.

The parent, guardian, or other responsible person shall indicate on school registration forms whether the child has been expelled from any other school or is a party to an expulsion proceeding.

The child shall be age appropriately immunized from poliomyelitis, diphtheria, tetanus, pertussis, red (rubella) measles, rubella, and other diseases as designated by the State Board of Health, or have an exemption issued by the Arkansas State Department of Health. Proof of immunization shall be by a certificate of a licensed physician or a public health department acknowledging the immunization.

Exemptions are also possible on an annual basis for religious reasons from the Arkansas Department of Health. To continue such exemptions, they must be renewed at the beginning of each school year. A child enrolling in a Charter school and living in the household of a person on active military duty has 30 days to receive his/her initial required immunizations and 12 months to be up to date on the required immunizations for the student's age.

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

SCHOOL REGISTRATION

Returning students will automatically be registered for the next year unless the school receives notification from the parent that the student will not return.

Applications for new students will be accepted throughout the year. Acceptance is based on space availability. Students with enrolled siblings and students of staff members will have priority of placement.

STUDENT LOTTERY

To participate in the student lottery, applications must be received by the school on or before February 28th prior to the following school year. All applications received after February 28th will be placed on the waiting list in the order they are received following the placement of all lottery students. Students entering the lottery are randomized electronically. The lottery will be held according to the guidelines outlined on the website. After the lottery, all available slots will be filled in order received until grade level capacity is reached at which time the student will be placed on a waiting list. Students will be accepted into APCS schools throughout the school year (after July 1) as long as there is space available up to the limit of the student capacity at each school.

TRANSFER BETWEEN SCHOOLS

The following guidelines shall be used when students are transferring to APCS from accredited, non- accredited, and home schools.

Any student transferring from a school accredited by the Department of Education to APCS shall be placed into the same grade the student would have been in had the student remained in the former school.

Any student transferring from a home school or from a school that is not accredited by the Department of Education shall be evaluated for grade and subject placement by the school's staff and/or building principal.

Students in grades 9-12th from home schooling or non-accredited schools must provide the school with their most recent standardized achievement test scores. A student's scoring below the 50th percentile in a given achievement area shall be subject to testing by the school's designee. Such a student must score 60% or more on a school designed test for each subject in which the student wishes to receive academic credit. For performance type courses, the school may designate auditions in lieu of written examinations whenever appropriate. Subject area examinations will be developed from the state approved frameworks.

In situations where a student is transferring from a non-accredited school or a home school and where local testing is required, every effort will be made to expedite a student's placement. However, the school reserves the right to withhold final placement until such time as testing and placement recommendations are complete.

TRANSFERRING FROM NON-ACCREDITED INSTITUTIONS AND APPROVED HOME SCHOOLS

Students enrolling in APCS from home/non-accredited instructional programs will be admitted subject to the following guidelines:

- Parents must submit a list of subjects completed and materials used.
- Any student desiring to re-enter school claiming to have been in home schooling must have proof that application for home schooling has been filed and approved.

Students must attend the two consecutive semesters of their senior year to be eligible to graduate from APCS. A copy of the most recent standardized achievement score must be available for each year of home/non-accredited instruction. If a student scores below 60% in a given subject/grade achievement test or requests credit for a course not examined by the current standardized achievement test, she/he must score 60% or more on a school designed test for each subject in which the student wishes to receive academic credit. The school may designate auditions in lieu of written examinations whenever applicable. Subject area examinations will be developed from the state approved curriculum guides in the subject area tested.

The school reserves the right to suspend enrollment until such time as testing and placement recommendations are complete.

WITHDRAWAL FROM SCHOOL

All students who withdraw from school will secure a withdrawal form from the school office. All textbooks and library books must be returned. Lunch bills and any other unpaid bills must be paid before the student withdraws from school. The signature of a parent or guardian is required by APCS in order to release school records to another school.

FOOD POLICIES

Act 1220 FOOD IN CLASS

Act 1220 Paragraph 5.02.4 states "School Events- Students may be given any food and/or beverage items during the school day for up to nine different events each school year to be determined and approved by school officials. These items may not be given during meal times in the areas where school meals are being served or consumed."

The "school events" dates will be set and determined by administrators.

These school event dates are for class parties to celebrate holidays and classroom accomplishments. The homeroom parent will work with the classroom teacher to organize the food for these events.

Act 1220 Paragraph 5.02.6 states "Foods for Instructional Purposes – Foods integrated as a vital part of the instructional program are allowed at any time. Examples include edible manipulatives such as a square of cheese to teach fractions, a nutritional food experience, and food science units." These are not counted as "school event" days but rather as an extension of the instruction.

Teachers will notify parents at least three (3) days prior to a lesson that will contain food as part of instruction. If a student has a food allergy or medical condition, the classroom teacher will select a food that child can have and use it for all students. If a parent does not want their child using the food provided by the teacher, the parent may provide their own substitution for the lesson.

Parents must contact the school nurse, food service director, and classroom teacher and provide any medical documentation of food allergies or health concerns.

FOOD SERVICES

Students arriving at school by 8:05 a.m. will be able to purchase a breakfast. The APCS Food Services serves a nutritional school breakfast and lunch every day. Menus for the week are posted on our school website and may be sent home by classroom teachers. Students are encouraged to bring breakfast and/or lunch money on Monday for the week. **Breakfast** will be offered at no charge to all students. **Lunch** costs **\$3.85**. per student. Applications for free and reduced meals are sent home at the beginning of the school year and are available at any other time through the central office or online.

One carton of milk is furnished with the meal. Only those students with a written doctor's consent will be furnished with a milk alternative. Students who bring their lunch to school may buy milk (\$.50 per carton). Carbonated drinks in any type of container are not allowed.

School Cafeteria Menu Substitutions:

Our school will provide substitute menus to accommodate students with handicapping conditions related to special dietary needs as defined in USDA regulations. You must fill out a Certification of Disability for Special Dietary Form to request such accommodation.

Remember that everyone can apply for free and reduced price meals. If you have a pending application, you must pay for all school meals until you receive an approval letter.

Paying for Meals, a la carte items and/or extra items:

Payments may be made by the following methods:

- Linq– This is an online payment system that may be accessed from the website/app to pay for student meals, a la carte items and/or extra items.
- Pay in advance with cash or check.
- Pay at the time the meal, a la carte item or extra item is received.
- Debit cards may be used for paying charges or for the single meal, a la carte items or extra items at the time of purchase. Lost debit cards or misuse by students will not be the responsibility of APCS. Debit cards are just like cash and students must be responsible for proper use.

Cafeteria Charging Guidelines:

Extra food items may not be charged to a meal account for later payment. Any money left in the student account at the end of the year will be carried forward to the following year. Refunds of account balances will be given only to seniors or students who move out of the school.

- Parents will be notified weekly of any negative balances.
- Students will not be allowed to charge for extras (milk, food, etc.) Extras will have to be paid for with money in a student's account or cash.
- Students are expected to pay for any charges they have incurred in a timely manner.

Students will not be allowed to purchase extras or ala carte items if they have a negative balance, unless a minimum payment of \$1.00 is paid towards their negative student account.

As a business, APCS has a charge policy which has been adopted by all schools. Unpaid charges reduce revenue that affects the ability to pay food bills, employee salaries and many other expenses. Unpaid charges and the cost associated in collecting these charges result in higher prices for all meals for all students.

Scott Charter School:

All meals, breakfast and lunch, will be offered at NO CHARGE to ALL students enrolled at Scott Charter School. Parents will not need to fill out a meal application. Extra items may be available, but students cannot charge for a la carte items or extra items. Students and parents are still responsible for any current charges owed to APCS from previous years.

Maumelle Charter Schools: Free Breakfast:

In accordance with A.C.A. § 6-18-722, a student shall be provided one (1) breakfast at no cost during each school day upon the student's request regardless of whether the student qualifies for a federally funded free or reduced-price meal.

VISITOR POLICIES

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 Charter 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.

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, 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 PARENTS

In order to maintain the safety of all students and to limit potential disruption, parents wishing to speak to their children during the school day must register first with the office then their student will be called to the office. It is not appropriate or acceptable for parents to seek out their child on campus (on foot or by car) without first registering in the appropriate campus office.

GUIDELINES FOR VISITORS

Parents, and other adults interested in the school, are WELCOME to visit. The purpose for these guidelines is to ensure the safety of all persons in the school and to ensure the educational process is not disturbed.

All visitors must sign in at the main office of the campus being visited and inform office personnel concerning the nature of visit and be issued a visitor's pass. APCS campuses utilize the Raptor system in order to screen potential threats. Visitors must produce their driver's license or other acceptable photo ID and leave their car keys or identification card as collateral. When leaving the building, return to the office to return the pass and retrieve keys or identification cards. Visitors coming to lunch will be designated a room or area to eat lunch with their student

If you plan to observe in a classroom the following guidelines apply:

- Let the teacher know you are there without disturbing the class.
- The teacher will assist you in determining a place to sit. Please follow the instructions of the teacher.
- Observe only. Do NOT disturb the class by talking to your child or OTHER students.
- If you need to conference with the teacher, leave a note with the office secretary and the teacher will call you to set up an appointment. If you need immediate assistance, notify the principal.

It is very important that all visitors understand and follow the school rules. It is our responsibility as adults to set the example for the students and not allow any disruptions to interrupt instruction.

Visitors Violating Tobacco Use Policy

Visitors found using tobacco products shall be informed of this policy and asked to cease their use of such products. Visitors who refuse shall be asked to leave the school campus or activity. Administrators are authorized to seek the assistance of law enforcement officers in removing visitors who refuse to leave voluntarily.

PARENT CONFERENCES AND VISITS

The School considers parent/teacher/principal communication a vital part of the student's educational experience. Each teacher has a daily period designated for planning and parent conferences during this time. Parents and legal guardians should make every effort to make an appointment to speak to a teacher, if possible. This makes any employee able to plan his/her day more efficiently. Parents are encouraged to communicate with teachers on a regular basis in various ways (written notes, telephone, email and conferences). Parents and teachers are encouraged to establish mutually agreed methods of communication. Academics Plus expects parent phone calls to be returned within a 48-hour period.

Teachers are expected and required to communicate with the parent(s) or guardian(s) of every student during the school year to discuss the student's academic progress, and must do so in a minimum of two parent- teacher

conferences per year for each student. More frequent communication will be expected with the parent(s) or guardian(s) of students not performing at the level expected for their grade. All conferences will be scheduled at a time and place agreed upon by the parent/guardian and teacher. Teachers will strive to accommodate parent/guardian preferences for the time and location of the meeting to best ensure parent participation.

Classroom visitation by a parent will be to observe his/her child's behavior and learning. Parent observers in classrooms will not participate in instructional activities; interfere with the learning environment established by the teacher, or draw attention to their presence in the classroom.

Children who are not enrolled in the school may not visit classrooms during instructional time. Students considering attending APCS may shadow age appropriate classrooms with permission from the principal.

Parents, guardians, and representatives outside of APCS are expected to maintain professionalism with APCS staff and students at all times. Should a visitor engage in conduct unbecoming of a professional (ex: use of profanity, threatening, yelling, belittling, mocking, taunting, etc) over the phone, through electronic means, or in-person, the school reserves the right to contact authorities and ban the visitor from campus for one calendar year. Principals are also authorized to seek the assistance of law enforcement officers in removing visitors who are disruptive and refuse to leave voluntarily.

MISCELLANEOUS

BICYCLES

At Maumelle campus, bicycle racks are provided for the parking of bicycles. The school cannot be responsible for the safekeeping of bicycles. Students are expected to obey safety rules when riding to and from school. Students riding bicycles to school must get off their bike whenever they enter campus and walk their bike to the rack. No bicycles are to be ridden on campus.

CLOSED CAMPUS

APCS shall operate closed campuses. Students are required to stay on campus from their arrival until dismissal at the end of the regular school day.

Students who leave campus without proper permission are truant. Once a student has arrived on campus, he/she may not leave without permission from an administrator. Students must sign out in the office upon their early departure.

DELIVERIES

Deliveries including balloons, flowers, etc. for students will **NOT** be allowed.

DISTRIBUTION OF LITERATURE

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

The regulations shall:

- Be narrowly drawn to promote orderly administration of school activities by preventing disruption and may not be designed to stifle expression
- Be uniformly applied to all forms of literature
- Allow no interference with classes or school activities
- Specify times, places, and manner where distribution may and may not occur
- Not inhibit a person's right to accept or reject any literature distributed in accordance with the regulations.

- Students shall be responsible for the removal of excess literature that is left at the distribution point for more than three days.

Legal References: A.C.A. § 6-18-1202, 1203, & 1204; Tinker v. Des Moines ISD, 393 U.S. 503 (1969); Bethel School No. 403 v. Fraser, 478 U.S. 675 (1986); Hazelwood School v. Kuhlmeier, 484 U.S. 260 (1988)

DRIVING

Students who drive vehicles to school must present driver's license, car tag number and proof of insurance to the office prior to driving the vehicle to school, and purchase a parking permit at a fee of \$ 10.00. If the parking pass is lost or misplaced, a replacement parking permit fee of \$10 will be assessed. The school reserves the right to ask for vehicle keys to be stored in the office during the school day. Students may not transport non-family members without written permission being on file in the office. Students may lose the privilege to drive to School as a result of disciplinary actions or not adhering to campus traffic procedures.

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

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

Failure to follow these guidelines may result in the revocation of the parking permit, and other appropriate disciplinary measures. The School reserves the right to suspend vehicle privileges at any time. Cars parked without a visible permit will be ticketed with a \$25.00 fine or revoke vehicle privileges.

EXTRACURRICULAR ACTIVITIES

The Board believes in providing opportunities for students to participate in extracurricular activities that can help enrich the student's educational experience. At the same time, the School believes that a student's participation in extracurricular activities cannot come at the expense of his/her classroom academic achievement. Interruptions of instructional time in the classroom are to be minimal. Extracurricular activities are defined as: any school sponsored program where students from one or more schools meet, work, perform, practice under supervision outside of regular class time, or are competing for the purpose of receiving an award, rating, recognition, or criticism, or qualification for additional competition. Examples include, but are not limited to, interscholastic athletics, cheerleading, band, choral, math, or science competitions, and club activities.

Grades K-12 extracurricular activities not governed by the Arkansas Activities Association (AAA) – School administration, sponsors and coaches may develop participation requirements for extracurricular activities including, but not limited to academic and behavior standards.

Grades 7 -12 extracurricular activities governed by AAA – In order to participate in AAA governed extracurricular activities, students must meet all eligibility requirements as determined by the AAA. School administration, sponsors and coaches may set additional participation requirements for items including, but not limited to, behavior and academics over and above the minimum eligibility requirements determined by the AAA Any student in K-5 grades attending any extracurricular event (i.e. basketball game or performance) must be accompanied by a parent or guardian. Students are not to be left at events unattended by parents/guardians.

GUIDANCE AND COUNSELING SERVICES

The School Counselor is available to assist students with any personal, career, academic or social concern. Services are tailored to meet the specific needs of each individual. Counselors will also assist with course selection and class scheduling issues.

LOCKERS (6TH-12TH GRADES)

Lockers, when available, are provided for the storage of a student's school supplies and personal items. A yearly locker rental fee of \$5.00 will be assessed. Combination locks are provided to the students. Students may not use a lock on lockers other than the one issued by the school. If this lock is misplaced or lost, a replacement fee of \$5.00 will be assessed. Locks found on lockers which were not issued by the school will be cut off and disposed of.

Lockers are school property and remain at all times under the control of the school. School authorities may conduct periodic general inspections at any time for any reason related to school administration. Inspection of individual lockers may occur at any time and in those cases, at least two (2) staff members will be present.

OFF CAMPUS AREAS

APSCI is not responsible for students once they leave campus. In Maumelle, this includes, but is not limited to,

- the Maumelle Public Library
- Jess Odom Community Center
- Playground/splash pad next to the library
- Maumelle City baseball and softball fields

These areas are not supervised by school personnel and the school is not responsible for the students in these areas. Parents are encouraged to find after school care that is supervised and safe for the students.

PLACEMENT OF MULTIPLE BIRTH SIBLINGS

The parent, guardian or other person having charge or custody of multiple birth siblings in grades Kindergarten through 6th 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; or
- 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 Director. The Director's decision regarding the appeal shall be final.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance shall be recited during the first class period of each school day. Those students choosing to participate shall do so by facing the flag with their right hands 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.

PRIVACY OF STUDENTS' RECORDS/ DIRECTORY INFORMATION

Except when a court order regarding a student has been presented to the Charter to the contrary, all students' education records are available for inspection and copying by the parents of his/her student who is under the age of eighteen (18). At the age of eighteen (18), the right to inspect and copy a student's records transfers to the student. The School forwards education records, including disciplinary records, to schools that have requested them and in which the student seeks or intends to enroll, or is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer.

The School shall receive written permission before releasing educational records to any agency or individual not authorized by law to receive and/or view the educational records without prior parental permission. For purposes of this policy, the APCSI does not distinguish between a custodial and noncustodial parent, and a non-parent such as a person acting in loco parentis or a foster parent with respect to gaining access to a student's records. Unless a court order restricting such access has been presented to the Charter to the contrary, the fact of a person's status as parent or guardian, alone, enables that parent or guardian to review and copy his child's records.

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

A parent or guardian does not have the right to remove any material from a student's records, but such parent or guardian may challenge the accuracy of a record. The right to challenge the accuracy of a record does not include the right to dispute a grade, which must be done only through the appropriate teacher and/or administrator, the decision of whom is final. A challenge to the accuracy of material contained in a student file must be initiated with the building Principal, with an appeal available to the Executive Director or his designee. Any appeal above that level will be subject to the procedure set out in federal law and/or regulation.

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

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

The right to opt out of the disclosure of directory information under FERPA does not prevent the Charter from disclosing or requiring a student to disclose the student's name, identifier, or institutional email address in a class in which the student is enrolled.

Special education and 504 records will be destroyed after six years upon a student leaving the program. Former students, or legal guardians of the student who receives these services, have the right to receive the records before they are destroyed. These records are not permanent school records.

RECESS

Students will be required to go outside for recess when weather permits. In instances where a child must stay inside, **a note from the parent** must be sent to the teacher. Wind chill and air temperature are checked before students are sent outside. Students are kept indoors if temperatures are below freezing or extremely hot. The school requests that parents check their child's clothing before they leave for school to make sure it is appropriate for the weather conditions. In the event a child arrives inappropriately dressed, all efforts will be made to contact parents to bring adequate clothing.

SEVERE WEATHER

When weather conditions make it dangerous for parents to transport students to school, Little Rock television stations 4, 7, 11, and 16 will announce school closings as early as possible. Parents will also be notified through the electronic notification system. In case of sudden inclement weather after school begins, school-closing announcements will be made the same as listed above. Please plan ahead and make arrangements for your child in the event weather conditions should cause school to close and be sure to inform the school office of these plans.

STUDENT DISTRIBUTION OF NONSCHOOL LITERATURE, PUBLICATIONS, & MATERIALS

A student or group of students who distribute non-school literature, publications, printed materials, flyers, photographs, or other visual or auditory materials (hereinafter "non-school materials"), shall do so in a time, place, and manner that does not cause a substantial disruption of the orderly education environment. A student or group of students wishing to distribute non-school materials shall have school authorities review their non-school materials at least three (3) school days in advance of their desired time of dissemination. The Principal shall review non-school publications prior to their distribution and will bar from distribution those non-school materials that are obscene, libelous, pervasively indecent, or advertise unlawful products or services. Material may also be barred if there is evidence that reasonably supports a forecast that a substantial disruption of the orderly operation of the school or educational environment will likely result from the disruption. Concerns related to any denial of distribution by the Principal shall be heard by the Executive Director, whose decision shall be final. No political materials may be distributed to or by students, parents, volunteers, or staff.

STUDENT HANDBOOK

It shall be the policy of APCSI that the most recently adopted version of the Student Handbook be incorporated by reference into the policies of this Charter. In the event that there is a conflict between the student handbook and a general board policy or policies, the more recently adopted language will be considered binding and controlling on the matter provided the parent(s) of the student, or the student if 18 years of age or older have acknowledged receipt of the controlling language.

Principals shall review all changes to student policies and ensure that such changes are provided to students and parents, either in the Handbook or, if changes are made after the handbook is printed, as an addendum to the handbook.

Principals and counselors shall also review SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS and the current DESE Standards for Accreditation Rules to ensure that there is no conflict. If a conflict exists, the Principal and/or Counselor shall notify the Executive Director immediately, so that corrections may be made and notice of the requirements given to students and parents.

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. Non-school persons may not direct, conduct, control, or regularly attend activities of student groups.

All meetings held on school premises must be scheduled and approved by the principal. The school, its agents, and employees retain the authority to maintain order and discipline, to protect the 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 Charter'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 PUBLICATIONS ON SCHOOL WEB PAGES

Student publications that are displayed on school web pages shall:

- Not contain any non-educational advertisements.
- Not contain any personally identifying information, as defined by "Directory Information" (Privacy of Student Records), without the written permission of the parent of the student or the student if over eighteen (18)
- State that the views expressed are not necessarily those of the School Board or the employees of the School.

TRANSPORTATION

APCSI provides transportation to students in the Oak Grove, Marche, Morgan and Palarm Communities for Maumelle Charter Schools. APCS provides transportation to students in Faulkner Crossing, Cypress Crossing, Willow Beach Estates, and Stone Links for Scott Charter School.

PARENTAL INVOLVEMENT PLAN

Academics Plus Charter School will foster effective parental involvement strategies and support partnerships among school, parents, and the community to improve student achievement by developing and disseminating the district involvement plan. The LEA will provide the District messenger system for schools to notify parents by phone and email of upcoming events. The LEA will support the schools use of ESchool to provide specific classroom information to parents.. The district will provide coordination, technical assistance, and other support necessary to enhance the awareness and skills of teachers, pupil service personnel, principals, and staff in reaching out to, communicating with, and working with parents as equal partners. The district will build the school's capacity for parental involvement by providing information to participating parents in such areas as national, state, and local education goals, including parents' rights as defined in Title I. The district will involve parents in accordance with the Parent Involvement Plan.

ACHIEVEMENT GAP

Academics Plus will maintain a task force on Closing the Achievement Gap. The task force shall meet regularly and shall report to the local school board of trustees regularly. The task force may establish subcommittees to research answers to the critical questions. If subcommittees are established, they shall present their findings to the full task force.

ACADEMICS PLUS CHARTER SCHOOLS, INC. - TRUSTEE APPOINTMENT

APCSI is governed by nine (9) trustees as outlined in the APCS Bylaws found on the APCS website. Each year three (3) board appointed trustee positions come available. Each position is appointed for three (3) year terms. The appointment of trustees is considered during the APCS Annual Meeting held in May unless it is rescheduled by the board of trustees. Individuals interested in serving as a trustee are encouraged to submit their resume to the chief executive officer no later than May 1st.

APCSI STUDENT ACCEPTABLE USE / INTERNET SAFETY POLICY AND AGREEMENT

Academics Plus makes computers and/or computer Internet access available to students in pursuance of their education. It is the policy of the Charter to equip each device with Internet filtering software designed to prevent users from accessing material that is harmful to minors. The term "minor" is defined under Arkansas Family Law as an individual who is under the age of 18 years old. 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 the student is under the age of eighteen [18]) 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.

Academics Plus Charter School, by itself or in combination with the Internet access provider, will utilize active restriction methods to filter software or other technologies to prevent students from accessing visuals that are: (1) obscene, (2) child pornography, or (3) harmful to minors. The district will also monitor students through direct observation and/or other means, to ensure that students are not accessing inappropriate materials. The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]) as meaning any picture, image, graphic, or other visual that (1) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (2) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; (3) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

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 Charter-owned computers or Internet access in any way, including using mobile devices except as directed or assigned by staff or teacher using devices to violate any other policy or contrary to the computer use agreement, attempting to defeat or bypass Internet filtering software, or using the devices to access or create sexually explicit or pornographic text or graphics, will face disciplinary action.

Conditional Privilege: The Student's use of the Charter's access to the Internet is a privilege conditioned on the Student's abiding to this agreement. No student may use the Charter's access to the Internet unless the Student and his/her parent or guardian have read and signed this agreement.

Acceptable Use: The Student agrees that he/she will use the Charter's Internet access for educational purposes only. In using the Internet, the Student agrees to obey all federal and state laws and regulations. The Student also agrees to abide by any Internet use rules instituted at the Student's school or class, whether those rules are written or oral.

Penalties for Improper Use: If the Student violates this agreement and misuses the Internet, the Student shall be subject to disciplinary action.

Consequences:

Minimum: Warning

Maximum: Out of school suspension

Repeated violations may result in the recommendation of long-term suspension or expulsion. Any violation that involves pornographic or offensive material may result in the penalties for the 2nd or 3rd offense or the recommendation for repeated violations.

Note: Giving someone your password will result in an assignment of one-day in-school suspension. Receiving and/or using someone's password will result in a score of zero for the work done.

Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files will always be private.

"Misuse of the Charter's access to the Internet" includes, but is not limited to, the following:

- Using the Internet for other than educational purposes;
- Gaining intentional access or maintaining access to materials which are "harmful to minors" as defined by Arkansas law;
- Using the Internet for any illegal activity, including computer hacking and copyright or intellectual property law violations;
- Making unauthorized copies of computer software;
- Accessing "chat lines" unless authorized by the instructor for a class activity directly supervised by a staff member;
- Using abusive or profane language in private messages on the system; or using the system to harass, insult, or verbally attack others; Bullying
- Posting anonymous messages on the system;
- Using encryption software;
- Wasteful use of limited resources provided by the school including paper;
- Causing congestion of the network through lengthy downloads of files; Intentionally wasting limited resources, including the use of chain letters and message broadcaster to a mailing list or an individual
- Vandalizing data of another user;
- Obtaining or sending information which could be used to make destructive devices such as guns, weapons, bombs, explosives, or fireworks;
- Gaining or attempting to gain unauthorized access to resources or files;
- Identifying oneself with another person's name or password or using an account or password of another user without proper authorization;
- Invading the privacy of individuals;
- Divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email. Personally identifying information includes full names, address, and phone number.
- Using the network for financial or commercial gain without Charter permission;
- Theft or vandalism of data, equipment, or intellectual property;
- Attempting to gain access or gaining access to student records, grades, or files;
- Introducing a virus to, or otherwise improperly tampering with the system;
- Degrading or disrupting equipment or system performance;
- Creating a web page or associating a web page with the school or school Charter without proper authorization;
- Providing access to the Charter's Internet Access to unauthorized individuals;

- Failing to obey school or classroom Internet use rules;
- Taking part in any activity related to Internet use which creates a clear and present danger of the substantial disruption of the orderly operation of the Charter or any of its schools; or
- Installing or downloading software on Charter computers without prior approval of the technology director or his/her designee.
- Liability for debts: Students and their cosigners shall be liable for any and all costs (debts) incurred through the student's use of devices or the Internet including misuse of devices and penalties for copyright violations.
- No Expectation of Privacy: The Student and parent/guardian signing below agree that if the Student uses the Internet through the Charter's access, that the Student waives any right to privacy the Student may have for such use. The Student and the parent/guardian agree that the Charter may monitor the Student's use of the Charter's Internet Access and may also examine all system activities the Student in, including but not limited to email, voice, and video transmissions, to ensure proper use of the system. The Charter may share such transmissions with the student's parents/guardians.
- To comply with FCC Order FCC-11-125A1 CIPA Order, Effective July 1, 2012:

APCSI will educate minors about appropriate online behavior, including interacting with other individuals on social networking websites, and in chat rooms, and cyberbullying awareness and response as well as take the following measures to ensure Internet Safety for minors:

- provide Education of Minors on appropriate online behavior, including interacting with other individuals on social networking websites
- provide information on Cyberbullying Awareness
- provide information on Cyberbullying Response
- prevent access by minors to inappropriate matter on the Internet and World Wide Web
- provide education on the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications
- prevent unauthorized access including "hacking" and other unlawful activities by minors online
- prevent unauthorized disclosure, use, and dissemination of personal information regarding minors
- implement measures designed to restrict minors' access to materials harmful to minors

No Guarantees: The Charter will make good faith efforts to protect children from improper or harmful matters which may be on the Internet. At the same time, in signing this agreement, the parent and Student recognize that the Charter makes no guarantees about preventing improper access to such materials on the part of the Student.

Signatures: We, the persons who have signed below, have read this agreement and agree to be bound by the terms and conditions of this agreement.

Note: The Neighborhood Children's Internet Protection Act (PL 106-554, 47 USC 254 (h) (I)) requires Charters to hold at least one public hearing on its proposed Internet safety policy. The regulations do not require this to be a special meeting and it is allowable for it to be part of a regular school board meeting.

APCSI Parental Engagement Summary

Academics Plus Charter Schools (APCSI) recognize that a child's education is a responsibility shared by the school and family during the entire time a child spends in school. To accomplish this purpose, each school has a Parental Engagement Plan which addresses the need for schools and parents/guardians to work together as partners to promote the educational success of their children. Involving parents/guardians is essential to improve student achievement. Parents/guardians are always welcome and are encouraged to visit the school any time to visit your child's classroom, eat lunch with your child, and become an active volunteer at your child's school.

Parents may provide foods or candy to their own child, but may not provide these foods for other children. Visitors are asked to present their valid state identification, which is scanned, and to wear the visitor badge given to them at check in. Should you have any questions concerning the contents of this handbook, you are encouraged to call your child's school administrator.

APCSI understands the importance of involving parents and the community as a whole in promoting higher student achievement and general goodwill. APCSI shall strive to develop and maintain the capacity for meaningful and productive parental and community involvement that will result in partnerships that are mutually beneficial to the school, students, parents, and the community. To achieve such ends, APCSI:

- Recognize that a child's education is a responsibility shared by the school and family.
- Recognize that to educate all students effectively, the schools and parents must work together as knowledgeable partners.
- Recognize that parents are an integral part of a school's ability to provide for the educational success of their children.
- Recognize that engaging parents is essential to improving student achievement.
- Recognize that our schools will foster and support active parental involvement

APCSI schools will:

- Survey parents and evaluate their responses to help improve the educational programs at the school.
- Involve parents in developing each school's improvement plan.
- Provide informational materials to parents to assist them in being involved with their child's education.
- Explain to parents, families, and the community how the district's curriculum is aligned with the State's academic and achievement standards, state and local assessments, and how parents and families can work with the school to improve student achievement.

To view the Parental Engagement Plan for each individual school, please visit the APCSI website at www.academicplus.org.

EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR HOME SCHOOLED STUDENTS

Home-schooled student means a student legally enrolled in an Arkansas home school and who meets or has met the criteria for being a home-schooled student, as established by A.C.A. § 6-15-503.

Interscholastic activity means an activity between schools subject to rules of the Arkansas Activities Association that is outside the regular curriculum of APCSI, such as an athletic activity, fine arts program, or a special interest group or club.

Home-schooled students will be permitted to pursue participation in an interscholastic activity in APCSI if:

- The superintendent of the student's resident district and the chief executive officer of APCSI both agree in writing to allow the student to participate in interscholastic activities at APCSI; or
- The student's resident school does not offer the interscholastic activity and the chief executive officer of APCSI agrees to allow the student to enroll in the interscholastic activity.

Although not guaranteed participation in an interscholastic activity, home-school students who meet the provisions of this policy, AAA Rules, and applicable Arkansas statutes shall have an equal opportunity to try out and participate in interscholastic activities without discrimination.

No student shall be required to pay for individual/ group instruction in order to participate in an interscholastic activity. To be eligible to try out and participate in interscholastic activities, the student or the parent of a student shall mail or hand deliver the student's request to participate to the student's school's principal before the signup, tryout or participation deadline established for APCSI students. Additionally, the student shall demonstrate academic eligibility by obtaining a minimum test score of the 30th percentile or better in the previous 12 months on the Stanford Achievement Test Series, Tenth Edition; another nationally recognized norm-referenced test; or a minimum score on a test approved by the State Board of Education.

A student who meets the requirements for eligibility to participate in an interscholastic activity is required to register for no more than one non-academic course in an APCSI school where the student is intending to participate in an interscholastic activity that coincides with the interscholastic activity in which the homeschooled student participates and shall be required to be at school only when participation in the interscholastic activity requires other students who participate in the interscholastic activity to be at school.

The student shall regularly attend the class in which the student is registered beginning no later than the eleventh (11th) day of the semester in which the student's interscholastic activity participation is desired. The student must attend the practices for the interscholastic activity to the same extent as is required of traditional students.

A student and the parent or legal guardian of the student shall sign and return an acknowledgement of receipt and review of an information sheet regarding signs and symptoms of sudden cardiac arrest before the student may participate in an athletic activity and before each school year the student participates in an athletic activity.

A home-schooled student who has met the try out criteria; and who has been selected to participate in the interscholastic activity shall meet the following criteria that also apply to APCSI students enrolled in the school:

- standards of behavior and codes of conduct;
- attend the practices for the interscholastic activity to the same extent as is required of APCSI students;
- required drug testing if applicable;
- permission slips, waivers, physical exams; and
- participation or activity fees.

Students who participate in extracurricular or athletic activities under this policy will be transported to and from the interscholastic activities on the same basis as other students are transported.

A home schooled student may begin participating in an interscholastic activity immediately upon being approved to participate by APCSI if:

- The home schooled student has not withdrawn from an Arkansas Activities Association member school; or
- The student has withdrawn from an AAA member school and enrolled in a home school but did not participate in an interscholastic activity that is a varsity sport at the student's resident district prior to the student's withdrawal from the AAA member school.

A homeschooled student shall not be eligible to participate for up to 365 days if:

1. The homeschooled student is not approved to participate in an interscholastic activity that is a varsity athletic activity at APCSI by June 1 of the school year the student will be enrolled in grade seven (7), eight (8), nine (9) or ten (10); or

2. The homeschooled student withdrew from a AAA member school and participated in an interscholastic activity that is a varsity athletic activity at the student's resident district during the previous three-hundred-sixty-five (365) days and is seeking to participate in an interscholastic activity that is a varsity athletic activity in APCSI.

A student who is prohibited from participation in an interscholastic activity that is a varsity athletic activity due to numbers 1 or 2 shall not be eligible for full participation in an interscholastic activity that is a varsity athletic activity until the completion of the three hundred sixty-five (365) day period.

EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR PRIVATE SCHOOL STUDENTS

Interscholastic activity means an activity between schools subject to rules of the Arkansas Activities Association that is outside the regular curriculum of the school district, such as an athletic activity, fine arts program, or a special interest group or club.

"Private school" means a nonpublic elementary or secondary school that is a registered nonprofit and accredited or licensed by an accrediting association recognized by the State Board of Education.

"Private school student" means a student attending a private school.

Private school students residing within the Pulaski County Special School District attendance zone will be permitted to pursue participation in an interscholastic activity if the private school the student attends does not offer the interscholastic activity.

Although not guaranteed participation in an interscholastic activity, home-school students who meet the provisions of this policy, AAA Rules, and applicable Arkansas statutes shall have an equal opportunity to try out and participate in interscholastic activities without discrimination.

No student shall be required to pay for individual or group instruction in order to participate in an interscholastic activity.

To be eligible to try out and participate in interscholastic activities, the student or the parent of a student shall mail or hand deliver the student's request to participate to the student's school's principal before the signup, tryout or participation deadline established for APCSI students. Additionally, the student shall demonstrate academic eligibility by obtaining a minimum test score of the 30th percentile or better in the previous 12 months on the Stanford Achievement Test Series, Tenth Edition; another nationally recognized norm-referenced test; or a minimum score on a test approved by the State Board of Education.

A student who meets the requirements for eligibility to participate in an interscholastic activity is required to register for no more than one non-academic course in an APCSI school where the student is intending to participate in an interscholastic activity that coincides with the interscholastic activity in which the homeschooled student participates and shall be required to be at school only when participation in the interscholastic activity requires other students who participate in the interscholastic activity to be at school.

The student shall regularly attend the class in which the student is registered beginning no later than the eleventh (11th) day of the semester in which the student's interscholastic activity participation is desired. The student must attend the practices for the interscholastic activity to the same extent as is required of traditional students.

A student and the parent or legal guardian of the student shall sign and return an acknowledgement of receipt and review of an information sheet regarding signs and symptoms of sudden cardiac arrest before the student may participate in an athletic activity and before each school year the student participates in an athletic activity.

A home-schooled student who has met the try out criteria; and who has been selected to participate in the interscholastic activity shall meet the following criteria that also apply to APCSI students enrolled in the school:

- standards of behavior and codes of conduct;
- attend the practices for the interscholastic activity to the same extent as is required of APCSI students;
- required drug testing if applicable;
- permission slips, waivers, physical exams; and
- participation or activity fees.

Students who participate in extracurricular or athletic activities under this policy will be transported to and from the interscholastic activities on the same basis as other students are transported.

ANTISEMITISM

“Antisemitism” means a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities. Antisemitism may be expressed in speech; writing; visual forms; and actions, and employs sinister stereotypes and negative character traits.

The following are examples of actions, when taken as a whole, that may constitute antisemitism:

- The targeting of the state of Israel, conceived as a Jewish collectivity;
- Charging Jews with conspiring to harm humanity;
- Calling for, aiding, or justifying the killing or harming of Jews in the name of a radical ideology or an extremist view of religion;
- Making mendacious, dehumanizing, demonizing, or stereotypical allegations about Jews as such or the power of Jews as collective — such as, especially but not exclusively, the myth about a world Jewish conspiracy or of Jews controlling the media, economy, government or other societal institutions;
- Accusing Jews as a people of being responsible for real or imagined wrongdoing committed by a single Jewish person or group, or even for acts committed by non-Jews;
- Denying the fact, scope, mechanisms (e.g. gas chambers) or intentionality of the genocide of the Jewish people at the hands of National Socialist Germany and its supporters and accomplices during World War II (the Holocaust);
- Accusing the Jews as a people, or Israel as a state, of inventing or exaggerating the Holocaust;
- Accusing Jewish citizens of being more loyal to Israel, or to the alleged priorities of Jews worldwide, than to the interests of their own nations;
- Denying the Jewish people their right to self-determination, e.g., by claiming that the existence of a State of Israel is a racist endeavor;
- Applying double standards by requiring of Israel a behavior not expected or demanded of any other democratic nation;

- Using the symbols and images associated with classic antisemitism (e.g., claims of Jews killing Jesus or blood libel) to characterize Israel or Israelis;
- Drawing comparisons of contemporary Israeli policy to that of the Nazis; or
- Holding Jews collectively responsible for actions of the state of Israel.

Antisemitism does not include criticism of Israel similar to the criticism leveled against any other country.

Discrimination and harassment based on antisemitism is expressly prohibited.

A student or a student's parent may contact the District Title VI Coordinator directly with any complaints of discrimination or harassment based on antisemitism. District employees are responsible for timely notifying the District Title VI Coordinator of any complaints they receive or incidents they witness of discrimination or harassment based on antisemitism. The Title VI / Title IX Coordinator contact information can be found on page 1 of this document under the heading of "Equal Opportunity."

A student who is found to have violated the provisions of this policy may be subject to discipline, up to and including expulsion.

In addition to the filing of a complaint under this policy, complaints of discrimination or harassment based on antisemitism may be submitted directly to the Title VI Coordinator at the Arkansas Department of Education.

Nothing in this policy shall be construed to diminish or infringe upon any right protected under the First Amendment to the United States Constitution or Arkansas Constitution, Article 2, §§ 4, 6, and 24.

FORMS



PERMISSION FOR THE PUBLICATION OF STUDENT WORK/PICTURES

I understand that, from time to time, the school may wish to celebrate students' accomplishments by publishing students' names, projects, photographs, etc. in print or electronic media. Please check one of the following options.

_____ .My child's name, photographs, and work may be published on the school's website, in electronic media, or in print media.

_____ .My child's name, photographs, and work may NOT be published on the school's website, in electronic media, or in print media.

Student Name (please print): _____

Parent or Guardian name(s) (PRINT CLEARLY)

Phone

Parent or Guardian signature(s) (IN INK)

Date



APCSI Student Acceptable Use / Internet Safety Policy USER AGREEMENT FORM

Every user, regardless of age, must read, complete and sign below:

I have read, understand and agree to abide by the terms of the foregoing Acceptable Use and Internet Safety Policy. Should I commit any violation or in any way misuse my access to the school's computer network and the Internet, I understand and agree that my access privilege may be revoked and school disciplinary action will be taken.

Printed name (PRINT CLEARLY)

Use the form of your name you prefer to logon with (Mike or Michael for example) Last four digits of Social Security Number: XXX-XX-XXXX

(Select One): Administration Elementary High School

IMPORTANT! - YEAR OF GRADUATION _____

Address _____

Student Signature (IN INK)

Date

USER (place an "X" in the correct BOX):

- _____ I am under 18 years of age
_____ I am 18 years of age or older

If I am signing this Policy when I am under 18, I understand that when I turn 18, this Policy will continue to be in full force and effect and agree to abide by this Policy.

PARENT'S OR GUARDIAN'S AGREEMENT

To be read and signed by parents or guardians of students who are under 18 years of age:

As the parent or legal guardian of the above student, I have read, understand and agree that my child or ward shall comply with the terms of APCS! Acceptable Use and Internet Safety Policy for the student's access to APCS! computer network and the Internet. I understand that access is being provided to the students for educational purposes only. However, I also understand that it is impossible for the APCS! to restrict access to all offensive and controversial materials and understand my child's or ward's responsibility for abiding by the Policy.

I am therefore signing this policy and agree to indemnify and hold harmless APCS! and the Data Acquisition Site that provides the opportunity to APCS! for computer network and Internet access against all claims, damages, losses and costs, of whatever kind, that may result from my child's or ward's use of his or her access to such networks or his or her violation of the foregoing policy. Further, I accept full responsibility for supervision of my child's or ward's use of his or her access account if and when such access is not in the school setting. I hereby give permission for my child or ward to use the building-approved account to access APCS!'s computer network and the Internet.

Parent or Guardian name(s) (PRINT CLEARLY)

Phone

Parent or Guardian signature(s) (IN INK)

Date



CORPORAL PUNISHMENT

APCSI may use corporal punishment as a consequence for undesirable behavior.

➡ If you DO NOT want your child to receive corporal punishment, please sign below:

Parent/Guardian Signature

Date

➡ If you DO want your child to receive corporal punishment and be contacted for prior permission, please sign below:

Parent/Guardian Signature

Date

Please list name and phone number to be contacted before corporal punishment is administered:

| Name | Relation | Phone # |
|------|----------|---------|
|------|----------|---------|

| Name | Relation | Phone # |
|------|----------|---------|
|------|----------|---------|



Objection to Publication of Directory Information

(not to be filed if the parent/student has no objection)

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

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

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

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

- Deny disclosure to Military Recruiters
- Deny disclosure to Institutions of Postsecondary Education
- Deny disclosure to Potential Employers
- Deny disclosure to all Public and School Sources

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

Deny disclosure to all Public Sources

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

Student's Name (printed): _____

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

To be filled in by office personnel:

Date form was turned in to office:



Academics Plus Charter Schools, Inc.

Student Handbook Acknowledgement

Vision

It is the Vision of Academics Plus Charter Schools, Inc. to be the highest performing College Preparatory Institution in the United States.

Mission

To provide an academically rigorous college preparatory program for all students regardless of race, ethnic origins, national background, or socioeconomic level. All children can learn when challenged by big expectations. We believe that attitude, behavior, effort and attendance, as well as ability, determine academic success.

STATEMENT OF RESPONSIBILITY

This handbook contains policies for students in Academics Plus Charter Schools, including discipline, homework and attendance policies. Parents and/or students should read them carefully. Please contact the building principal or assistant principal if clarification is needed. By our signatures below, we signify that we have access to a copy of the Student-Parent/Guardian Handbook. We understand that these policies will be enforced, and my student(s) will not be permitted to attend school if this form is not signed and returned within two weeks of the first day of school or the date of enrollment.

Student Signature _____ Date _____

Parent Signature _____ Date _____

To access a copy of the APCS student handbook online visit:

<https://www.academicsplus.org/District/1364-Student-Handbook.html>