

# WELCOME TO MEEKER HIGH SCHOOL

## MISSION STATEMENT

*Educating today, to succeed tomorrow*

## MOTTO

*Striving for Excellence*

*The purpose of this handbook is to familiarize you with the operation of our school so that we might work together effectively. Read the handbook carefully as it contains information pertaining to the entire school year.*

We not only invite but also encourage you to visit the school and get acquainted with your child's teachers. The offices of the administrators are always open to you, not just when problems arise, but when you have any questions or observations regarding the operation of the school.

We feel a deep responsibility to provide the best opportunity for learning at Meeker Schools. There can be no doubt that the atmosphere for learning at Meeker Schools is one of the best. Much effort and planning has gone into obtaining a staff, which works together with the parents, the administration, the school board, and the students. We are extremely proud of this harmony, as it is important in providing the very best possible education for the youth of this community.

The Board of Education, the superintendent and the principals have tried to establish guidelines which will make the school safe and will provide an atmosphere which will be conducive to the education process. Please study this handbook in order to familiarize yourself with the basic rules and guidelines of Meeker High School.

## GENERAL INFORMATION

The principal and/or superintendent will handle any event or circumstances not covered by these policies as the need arises. All employees of the school are charged with the responsibility of reporting any dangerous, damaging, or illegal act directed toward school children, personnel, or property.

Parent-Teacher conferences may be scheduled at any time during most days of the school year. Please call ahead (405-788-4540 ext. 401/402) so that the conferences may be scheduled during the teacher's planning time or before or after school.

Parents and students will be notified of school cancellations due to inclement weather by local television and radio stations and by School Messenger (telephone message broadcast).

Board meetings are generally held the second Monday of each month at 6:30 p.m. The first fifteen minutes of each meeting are reserved for public questions and comments.

Visits by students on vacation from other schools are not allowed.

School personnel shall have access to lockers, desks, and other school property to properly supervise the welfare of the students. School lockers, desks and other school facilities may be opened and examined by school officials at any time.

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# Meeker High School

## Student Handbook 2023-2024

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# ATTENDANCE

Regular attendance is expected in order to receive a proper education. If the principal or teacher determines attendance is irregular, excessive or interfering with academic progress a conference with the parents will be necessary. Students are expected to attend school. Parents should make every effort to encourage students to attend. **Each site will enlist the assistance of DHS and the district attorney in an effort to assure regular attendance.**

A student will be marked absent according to the rules of the State Board of Education. Absences are recorded by half days.

## **The following regulations will govern all absences, tardies, and make-ups associated with said attendance issues:**

- Students will be limited to a maximum of eight (8) absences in any one calendar semester. A calendar semester is defined as August 10, 2023 through December 15, 2023 and from January 4, 2024 through May 15, 2024. Said grading semester will be revised at the beginning of each school year.
- Any student accumulating over eight (8) absences in any one calendar semester will receive no credit for any and all assignments, including tests, in any classes in which they have accumulated over eight (8) absences. No credit will be recorded for each day over eight (8). Approved school activities, pre-arranged absences, and excused absences that are supported by doctors' notes (said note(s) must identify the specific date(s) absent) will **not** be counted towards the maximum number of allowable absences in a calendar semester. Students absent for a school related activity will acquire their assignments before leaving and are responsible for the completion of these assignments upon their return to class. School related absences will be excused.
- Pre-arranged absences will be limited to a maximum of five (5) in any one calendar semester and a maximum of eight (8) in an entire school year. Pre-arranged absences would include those situations in which a

parent/guardian deems it necessary that a child miss school for reasons such as observance of religious holidays, family trips, etc. These absences must be pre-arranged by obtaining the respective principal's approval at least three (3) school days prior to the absence. **Prior to pre-arranged absences, students must confirm with their principal the absence itself, make-up work, and due dates for that work.**

- Absences that apply to the maximum allowable will be determined on a class period-by-class period basis.
- Whether absences are supported or not by a phone call from parents/guardians, the absences will be counted toward the maximum number of allowable absences in a grading semester.
- Students guilty of an unexcused absence deemed by the site principal to be truancy will be subject to disciplinary action and will not be allowed to make up any classroom assignments for the class period or day involved.
- When a student will be absent from school the parent/guardian will need to call the high school office (405-788-4540 ext. 401/402 HS) and notify the attendance secretary or principal of the date(s) and reason for the absence. Absences documented by parent/guardian contact will count towards the maximum allowable. Absences supported by a doctor's note will **not** be counted towards the maximum allowable. All phone calls must be made within one day after the student returns to school.
- Doctor's note(s) must be turned into the office within 72 hours after the student returns to school.
- Students are responsible for making necessary arrangements for all make-up work when absent. Said arrangements must be made on the first day the student returns back to school.
- Make-up work will be allowed under the following conditions: to receive full credit on a make-up assignment, a student will have one (1) day for each day absent to make up work with a maximum of five (5) days beginning on the day the student returns to school. If the work is not made up by the day required, then ten (10) percent will be deducted for each day late, up to and including the third day. After the third day, the student will not be allowed to

make up the work for credit. Students will not be permitted to make up work missed due to an unexcused absence or in the event the student exceeds the maximum absences allowable in any one grading semester.

- When a student is sick and will be absent for 3 days or more and the parent wants to pick up class assignments for their child, the school needs to be notified by **9:00 a.m.** in order to have the work ready to be picked up by 3:00 pm that day.
- Tardies will be defined as being late to school or a class period or checking out of last period before 3:15 p.m.
- State statutes for mandatory attendance will continue to be followed as outlined in the district policy manual.

**Parents are encouraged to make doctor and dental appointments before or after school whenever possible. When this cannot be accomplished, parents are to notify the school of the appointment and its time and location.**

### **STUDENT CHECKOUT**

- A student checking out during the day MUST SEE the principal or secretary in the main office before leaving the school building. **Parental permission must be verified before leaving campus.**
- Once a student gets to the campus, **HE/SHE MAY LEAVE THE CAMPUS ONLY WITH PERMISSION FROM THE OFFICE.**
- Check outs are issued (**at the request of parents**) to students who are ill, have medical appointments, etc. If a parent or guardian requests that a student be checked out for any part of the day, he/she MUST communicate with the office by phone or in person (405-788-4540 ext. 401/402 HS).
- Teachers may not send students away from the school on errands except with the approval of the superintendent or principal AND the parent/guardian.
- A student who is absent without parental contact will be considered truant.

### **TARDIES**

Students will be tardy if they enter class without proper materials with which to work, i.e. paper, books, pencil, pen, etc. Students are tardy when the **BELL STARTS TO RING**, signaling the beginning of each class period. Habitual tardies, even when parent contact is made, will not be excused.

Teachers will assign one day of **NOON DETENTION** for the second tardy. The third tardy will be an office referral and the consequences will be as followed.

3 TARDIES=3 Days of Noon Detention

4 TARDIES=2 Days ISD

5 TARDIES=3 Days ISD

Tardies will be recorded in the principal's office. Consequences regarding excessive tardies will be determined by the administration.

### **TRUANCY**

A student is considered truant when he/she leaves school without permission from the office or if he/she remains away from school. Cutting class for just one hour will be considered truancy, even though the student may not have left the school grounds.

Consequences of truancy can result in detention, ISD, and/or out of school suspension. If truancy persists, the student could be suspended for the remainder of the semester for lack of attendance. During home suspension, students will be allowed to make-up work for 70% credit.

### **VIRTUAL STUDENT ATTENDANCE**

Virtual Students will follow the MEC Handbook that they agreed upon regarding attendance. If/when all students are required to go to a virtual classroom for an extended period of time, attendance will be taken on a daily basis. Depending on the teacher and class it may be taken in a variety of different ways (zoom, google hangout, email, text, etc.) Time on task will also be included in taking attendance.

# ACADEMICS

## ACADEMIC LETTER JACKET

The applications for Academic Letter Jacket will be available in the principal's office and are due the first day after Labor Day. Applicants must be working toward "Distinguished Graduate" status.

## ADVANCED PLACEMENT CLASSES

Advanced Placement Classes must be recommended by the Meeker High School System administration and approved by the Meeker Board of Education before they are offered as course work for credit. When students take one of the classes listed below, their grades will be calculated on a sliding scale.

AP ENGLISH III	AP U.S. HISTORY
AP ENGLISH IV	AP WORLD HISTORY
AP ART III	AP ART IV

### SLIDING SCALE FOR ADVANCED PLACEMENT CLASSES

87 - 100	=	A
78 - 86	=	B
69 - 77	=	C
60 - 68	=	D

### Course Prerequisite

Students must pass a previous required class in order to advance to the next level of study.

For example, if a student fails to pass units of 9<sup>th</sup> grade English, the student must make it up in summer school or the student must repeat the course of 9<sup>th</sup> grade English before being allowed to enroll in 10<sup>th</sup> grade English.

## CONCURRENT ENROLLMENT

Meeker High School encourages qualified juniors and seniors to enroll concurrently in college courses. They may begin taking college courses the summer after their sophomore year. However, students who might jeopardize their diplomas by concurrent enrollment will be prohibited from doing so.

By taking concurrent enrollment the student gives the school officials the right to check on dates, times, grades, and fees that relate to their college class work. In order for a student to be exempt from 1 or 2 hours of the normal 7 period day, the student must bring the paid enrollment receipt to the counselor's office for filing. Only core courses are acceptable for this educational opportunity.

Students taking concurrent classes must remain in the concurrent classroom until the end of Meeker class periods. Concurrent students are still students of Meeker High School and all rules and regulations will apply.

The following concurrent classes will receive a full year's credit for each semester class taken concurrently and the grade will be recorded as a 1.0 unit of credit on the student's transcript:

- All science courses which include a lab
- All math courses College Algebra I and above
- All foreign languages

All other credits will be .5 unit of credit on the student's transcript.

## DISTINGUISHED GRADUATE

The designation of "Distinguished Graduate" is placed on transcripts and diplomas of student who qualify. "Distinguished Graduates" are recognized at commencement exercises. Such a designation is awarded to students who meet the following requirements:

1. Minimum cumulative GPA of 3.5 for seven semesters at the time of the application.
2. Minimum ACT score of 21.
3. No semester grade lower than a B.
4. Completion of the following courses in addition to graduation requirements:  
Trigonometry or Pre-Calculus or Calculus  
Anatomy/Physiology or Chemistry or Physics
5. Completion of at least two credits from the following courses:  
AP English III                      AP English IV  
AP US History                      AP World History  
Honors Biology                      College Algebra  
English Comp I                      English Comp II

Any student who desires to be recognized as a "Distinguished Graduate" should apply to the principal beginning in January of his/her senior year. Applications are available in the high school office. It is the student's responsibility to apply for Distinguished Graduate before the deadline. The application deadline is **February 2, 2024**. A designation of "Distinguished Graduate" will be made immediately on transcripts for college admission and scholarship applications.

### **DROPPING A SUBJECT**

Class changes will only be allowed when approval has been received from the teachers involved, parents, and administration. All class changes must be completed the first two days of each semester.

Students enrolled in an athletic class must remain in the class until the season is completed or until the end of the semester. Failure to do so could result in an "F" being recorded for the class.

### **GORDON COOPER VO-TECH**

Meeker High School honors suspensions from Gordon Cooper Technology Center. This means if you are suspended from Gordon Cooper, you are also suspended for the same length of time from Meeker High School. A morning Vo-Tech student must park his/her vehicle in his/her assigned parking area immediately after arriving in Meeker from the Vo-Tech. The student must then walk downtown to eat lunch just as other students do. An afternoon Vo-Tech student must not have his/her vehicle parked at a business establishment in Meeker from 11:55 – 12:30 on a school day.

Violation of any of the above rules will result in suspension of driving privileges as determined by the principal.

### **GRADING SCALE**

100-90 A	79-70 C	59-0 F
89-80 B	69-60 D	

### **GUIDANCE PROGRAM**

Guidance services assist the individual in the process of making wise choices and adjustments. They focus on

goals of education of the individual. They further both personal satisfaction and socio-economic effectiveness.

They are concerned with the education, vocational, and personal-social adjustments of all boys and girls. The Meeker School System's main objective is to aid each person in two ways:

1. To help him/her achieve the best growth of his/her abilities for useful living.
2. To give him/her a lasting understanding of our American culture and the democratic way of life.

The right and obligations for the individual to make his/her own decisions are emphasized, and he/she must assume the responsibility for these decisions. The school counselor is available by appointment and welcomes student and parent concern.

### **HONOR ROLL**

In order to recognize academic accomplishment, students may earn honor roll status under the following criteria:

Superintendent's Honor Roll: All A's  
Principal's Honor Roll: All A's and B's

### **LONG-TERM ASSIGNMENTS**

When a teacher has given a long-term assignment and a student is absent on the day that the assignment is due, the student **WILL BE REQUIRED** to deliver the assignment on the day they return to class and **WILL NOT BE ALLOWED** extra time to make up that assignment. The student has had prior knowledge as to the due date of the assignment and should have been ready prior to the absence.

### **PROFICIENCY BASED PROMOTION**

Upon the request of a student, parent, guardian, or educator, a student will be given the opportunity to demonstrate proficiency in one or more areas of the core curriculum. The opportunity for proficiency assessment will be provided twice each school year. If further information is needed, contact the counselor or building principal.

## REQUIREMENTS OF HIGH SCHOOL GRADUATION

The Meeker Board of Education recognizes that a 12-year course of study in certain specific subject areas has proven to be beneficial in assisting students to become productive citizens and to prepare for advanced study. Therefore, it is the policy of the Board of Education that a minimum of twenty-four (24) units of credit be earned in the subject areas listed below to be eligible for graduation and be within one (1) unit of meeting graduation requirements in order to participate in graduation ceremonies.

4 Units	English
3 Units	Mathematics
3 Units	Science
1 Unit	Arts (Vocal, Band, Art, Speech, Humanities)
2 Unit	Computer Education
1 Unit	American History
.5 Unit	Oklahoma History
.5 Unit	Government
1 Unit	World History or Other (Geography, Economics, or Civics)
16 Units	Required
8 Units	Elective
24 Units	Required for Graduation

The Oklahoma State Regents for Higher Education require that students preparing for college have the following number of requirements for college admission:

- 4 Units of English (not substitute speech)
- 3 Units of History
- 3 Units of Science (2 lab sciences)
- 3 Units of Math (Algebra I and above)

Studies have shown that higher ACT scores have been linked to the taking of core classes above requirements for graduation. Algebra I taken in Middle School will be elective credit in High School.

## MEEKER HIGH SCHOOL ACT CODE: 372360

### SEMESTER TESTS

**1st SEMESTER TESTS:** All students will be required to take semester tests during the first semester. If you

miss a scheduled test, it is your responsibility to make up that test. Semester tests will not be given early. We will still have an amended schedule but you will not be allowed to leave until all testing is completed for the day. Testing on Thursday, December 14<sup>th</sup> and Friday, December 15<sup>th</sup> begins at 8:05 AM and will be completed by 12:00 PM each day. Students must have completed permission slip signed by parents to leave after semester tests.

**2nd SEMESTER TESTS:** All students making an A, B, or C will be exempt from taking semester tests. All the following criteria must be met for students to be exempt from semester tests. You will be exempt with no more than 3 absences and an A, no more than 2 absences and a B, and no more than 1 absence and a C. The only absences that will not count against your semester test exemptions are those school related activities that require students to miss class during the school day. Three tardies will equal 1 absence. Absences are counted on a class by class basis. Students must have library clearance and must have met all financial obligations in order to be exempt. If a student wants to take the test in an attempt to make a higher grade, he/she will be allowed to do so. All students making a D or below will be required to take the semester test. If you are exempt from all semester tests, you will not be required to attend school on May 14<sup>th</sup> and 15<sup>th</sup>. Check with your individual teachers because you will be required to take tests in any class in which you are not exempt. Students must have completed permission slip signed by parents to leave after semester tests.

### STUDENT RESPONSIBILITIES

Each student has the responsibility to develop good work and study habits.

- The student should clarify with the teacher any questions pertaining to the instructions for homework at the appropriate time.
- The student should learn to budget his/her time.
- The student should take advantage of study time provided during the day.
- It is the student's responsibility to return all WORK completed to the teacher by the date requested.
- Students should make up work missed during an absence.

### **SALUTATORIAN-HIGH SCHOOL**

Students recognized as salutatorian will be the students with the second highest GPA and a "Distinguished Graduate".

In order for a student to be considered as valedictorian or salutatorian, he or she must be presently enrolled as a full time student. Students that have received all graduation credits at midterm (December) will be considered as Valedictorian/Salutatorian.

To participate in commencement exercise or to appear on the senior panel, a senior must be within one unit of completing requirements, and must be currently enrolled in summer school or correspondence work to make up the deficiency. Two of the last three units required for a diploma must be completed while in attendance at Meeker High School.

### **VALEDICTORIAN-HIGH SCHOOL**

Students recognized as valedictorian will be the students with the highest GPA and a "Distinguished Graduate".

# ACTIVITIES

Students planning to miss school for a school sponsored activity must collect all assignments before attending a school sponsored activity. The sponsor of the activity is responsible for ensuring that these students' names are on an activity list. To be eligible for an evening extracurricular activity, the student must be in school at least half of the school day. One half of the school day is being present for three (3) consecutive class periods.

Among other regulations, the state association requires that every boy or girl who competes in athletics must have written permission of his/her parents, must pass a physical examination, must not be 19 years of age before September 1<sup>st</sup>, and must reside/transfer in this community.

Meeker High School will endeavor at all times to bring a well-rounded program of school activities to the student body. Students should be aware that while the activity programs are for their benefit, they must accept the obligation and responsibility to see that the school is never embarrassed by their actions.

No harassment of officials or visiting team members and fans will be tolerated. Meeker Schools retains the right and school officials will exercise their responsibility to others to eject from the premises anyone demonstrating irresponsible behavior and those who attempt to consume alcoholic beverages or drugs at school sponsored activities at home and away. Police force will be used if necessary.

In an effort to protect the health and safety of its extra-curricular activities students from illegal and/or performance enhancing drug use and abuse, the Meeker School Board has adopted the Activity Student Drug Testing Policy for drug testing of activity students. The complete policy will be issued to each student involved and is located on the school website. A participating student who refuses to submit to a drug test authorized under this policy shall not be eligible to participate in any activities covered under this policy.

## ACTIVITY ABSENCES

The maximum number of absences for activities which removes any student from the classroom shall be ten for any class period of each school year. Excluded from this number are state and national levels of school-sponsored contests. State and national contests are those for which a student must earn the right to compete. A copy of the 10-day policy is in each principal's office.

## ACTIVITY ELIGIBILITY PROCEDURE

1. A student must be passing in all subjects in which he/she is enrolled in on a week to week basis.
2. If a student is failing in one or more classes during a week of eligibility, he/she will be placed on probation for one week. If a student is failing one or more classes the next week of eligibility, then the student is ineligible to participate in any extracurricular event or activity.
3. It is not possible to be placed on probation for two consecutive weeks. Once a student becomes ineligible, he/she will remain ineligible for a period defined by the rule to be from Monday through Sunday.
4. Any student who is ineligible may be denied attendance to any school assembly or pep rally.
5. Students failing to have a passing grade in five (5) classes at the end of any semester will not be eligible during the first 6 weeks of the next semester.
6. To be eligible, a student must be in attendance ninety (90) percent of the time.
7. Teachers are to use the grade book program to calculate eligibility.
8. Teachers should have eligibility calculated by the end of the day on Thursday. No grades will be allowed after the deadline on Thursday.
9. It will be the coaches'/sponsors' responsibility to personally check student eligibility. Posting of students will be by noon Friday.
10. It will be the responsibility of each teacher to submit eligibility on a timely basis in such a way that the student grade is fairly assessed.

Eligibility is not to be used as punishment. The teacher does not determine eligibility. He or she determines the

grade a student is making at the time the teacher signs the form. Grades are to be cumulative and begin at the first of each semester.

### **CLASS DUES**

High School students will be expected to pay class dues of \$10 per school term beginning with their freshmen year of high school. These dues will be used to fund the Jr. /Sr. Prom and other class activities sponsored by Meeker High School. Students failing to pay class dues will not be allowed to participate in Prom activities, school dances or receive their student athletic passes.

### **CLASS ORGANIZATION**

The classes, organizations, and student council representatives in the high school will organize as early in the school year as it is feasible. Each class will elect a president, vice-president, secretary-treasurer, and reporter at the class elections in the fall. A sponsor will be appointed in the fall. Class time for organizational meetings will be limited.

To hold a class office, high school students must have a 3.0 GPA the previous two semesters with no grade lower than a "C".

### **EXTRA-CURRICULAR ACTIVITIES**

Meeker High School offers many extra-curricular clubs and organizations. All students are encouraged to be part of one of these groups so that they may have the best possible experiences while in high school. The clubs and organizations are FFA, Band, Speech and Drama, Native American Club, Student Council, Football, Basketball, Softball, Baseball, Track, Cheerleading, and National Honor Society.

In an effort to protect the health and safety of its extra-curricular activities students from illegal and/or performance enhancing drug use and abuse, the Meeker

School Board has adopted the Activity Student Drug Testing Policy for drug testing of activity students. The affected activities include those listed above. The complete policy will be issued to each student involved and is located on the high school website. A participating student who refuses to submit to a drug test authorized under this policy shall not be eligible to participate in any activities covered under this policy.

### **FUNDRAISING**

School organizations are required to submit budgets detailing the necessity of raising funds. It is desirable for these organizations to become identified with a maximum of two campaigns so the public knows what to expect from whom and when. Groups soliciting the community must obtain permission from the office. **All fund raisers must be approved through the office in advance.**

### **HOMECOMING ROYALTY**

A committee of the activity involved will determine the rules for football, band, basketball, and other royalty events.

### **NATIONAL HONOR SOCIETY SELECTION CRITERIA, MEEKER CHAPTER**

Membership to the NHS is an honor bestowed upon a student. Selection is by the faculty council upon recommendation by the general faculty and is based on outstanding scholarship, character, leadership and service. Once selected, members have the responsibility to demonstrate these qualities.

Selection Requirements:

1. Students must have attended Meeker High School the equivalent of one semester.
2. Membership is open to qualified sophomores, juniors, and seniors.
3. To be invited for consideration as a member, a student must have a minimum cumulative GPA of 3.7 based on all work done beginning with the 9<sup>th</sup> grade and figured on a weighted scale.
4. Students must then complete an information form to be considered by the NHS Faculty Council.
5. In making the final selection for induction into NHS, the Faculty Council will consider scholarship, leadership, service, and character.
6. A majority vote of the Faculty Council is required for a student to be inducted into the National Honor Society.
7. A candidate will not be considered a member until he/she has completed orientation activities, paid a one-time initiation fee and attended the formal induction ceremony held during the second semester.

## NATIONAL HONOR SOCIETY DISMISSAL

Members who fall below the standards which were the basis for their selection shall be promptly warned in writing and given a reasonable amount of time to correct the deficiency, except in the case of flagrant violation of school rules or civil laws a member does not necessarily have to be warned.

In the case of grades, a student will have one semester to regain the required cumulative average.

In the case of pending dismissal, a member shall have a right to a hearing before the faculty council. Members who resign or are dismissed are never again eligible for membership or its benefits.

## SCHOOL SPONSORED DANCES

All students must be enrolled in grades 9-12 for high school and be in good standing to attend school dances (not under any discipline action such as suspension).

The following rules will also apply:

- Students will not be allowed to loiter in the parking lot. When students arrive they will proceed immediately to the dance. Students arriving more than an hour after the scheduled starting time will not be allowed to enter unless prior arrangements have been made with the dance administration. **This includes the school sponsored Junior/Senior Prom.**
- While in attendance at the dance the students will conduct themselves as ladies and gentlemen. The same rules of conduct that apply during the school day will be in effect during the dance. Suggestive, i.e. rude dancing or behavior will not be tolerated. Dancing privileges may be revoked if in the opinion of the sponsors or administrators if rude or suggestive dancing or behavior is occurring.
- Students leaving the dance will not be allowed to return. Students must proceed immediately to their mode of transportation and leave the school property.
- No guests will be allowed to attend any dance sponsored by Meeker Schools with the exception of the junior/senior prom which requires prior approval from the high school principal. Guests to the junior/senior prom must be under the age

of 21. Any guest with a felony record will NOT be allowed to attend. The prom guest form can be found in the school handbook and in the high school office.

- No refreshments of any kind will be brought into the dance. Refreshments will be provided or sold at the dance.

## SCHOOL SPONSORED TRIP RULES

According to Senate bill #586 each school sponsored trip is to be approved upon individual basis by the Meeker Board of Education.

1. NO BOATING
2. Swimming ONLY where there is a LIFEGUARD on duty.
3. The coach or sponsor shall be required to make arrangements through the office of the principal for transportation of students to games/events away from home, setting the time of departure and the approximate time of return.
4. All coaches or sponsors of the teams or groups shall be required to ride with the students to and from the games/events and shall be held responsible for the conduct of the students while traveling and participating in the game or contest.
5. Students are required to ride in school furnished transportation to the activity/event. Students may ride home from the event with their parents, if the parents personally notify the sponsor at the event.
6. After returning to the school from an activity/event, sponsors will provide each student the opportunity to call their parents. Sponsors will provide the students and parents a schedule of the events including departure time and approximate arrival time.
7. No school vehicle or private vehicles are to be driven by a student on a school sponsored trip.
8. Permission slips must be signed by parents/guardians and on file in the Principal's office before a student leaves on a school sponsored trip.
9. There will be NO alcohol, drugs or tobacco taken, purchased or used on a School sponsored trip. Students disobeying these rules will be suspended and could lead to expulsion.

Permission slips will be drafted by the Administration/Sponsors accompanying students on sponsored trips.

### **STUDENT COUNCIL**

The Meeker High School Student Council consists of two elected representatives from each grade, 9-12.

- Students in grades 9-10 must have a 3.0 GPA the previous two semesters with no grade lower than a "C".

Students in grades 11-12 must have a 3.2 GPA the previous two semesters with no grade lower than a "C".

### **VIRTUAL ELIGIBILITY PROCEDURE**

To determine eligibility for students in activities/sports:

Split semesters in to groups of 3 week periods (3-6-9-12-15-18)

For each period a certain percentage of each class must be achieved. Students must be enrolled in at least 6 classes.

Students must have completed for half credit course:

16% by end of 3<sup>rd</sup> week  
34% by end of 6<sup>th</sup> week  
50% by end of 9<sup>th</sup> week (end of 1<sup>st</sup> quarter)  
68% by end of 12<sup>th</sup> week  
84% by end of 15<sup>th</sup> week  
100% by end of 18<sup>th</sup> week (end of semester)

Students must have completed for full credit course:

8% by end of 3<sup>rd</sup> week  
17% by end of 6<sup>th</sup> week  
25% by end of 9<sup>th</sup> week (end of 1<sup>st</sup> quarter)  
32% by end of 12<sup>th</sup> week  
41% by end of 15<sup>th</sup> week  
50% by end of 18<sup>th</sup> week (end of 1<sup>st</sup> semester)  
58% by end of 21<sup>st</sup> week  
67% by end of 24<sup>th</sup> week  
75% by end of 27<sup>th</sup> week (end of 3<sup>rd</sup> quarter)  
83% by end of 30<sup>th</sup> week  
91% by end of 33<sup>rd</sup> week  
100% by end of 36<sup>th</sup> week (end of 2<sup>nd</sup> semester)

# BEHAVIOR/DISCIPLINE

## DEFACEMENT OF SCHOOL PROPERTY

Any student who cuts or otherwise damages any school building, property, or bus, or writes anything profane or obscene, or draws lewd pictures on school premises shall be liable to suspension or other punishment befitting the offense. Other punishment might include cleaning, painting, or paying for the damage.

Textbooks are the property of Meeker Public Schools. It is your responsibility, as the student, to take care of this property when issued to you. **It is your responsibility when a textbook(s) is lost or stolen to find it or pay the replacement cost.** Do not have books checked out to you in other students' lockers or classrooms.

## DISCIPLINE AND STUDENT CONDUCT

The responsibility to deal with and correct student misbehavior is shared by parents, teachers, and administrators. Good discipline originates in the home because the parent is the first teacher of the child. It is the parents' responsibility to teach by example and to develop in the child, good habits of behavior as well as proper attitudes toward the school; however, the home and school must work together to provide for and maintain proper student conduct.

Parents have the responsibility to develop in their children, through teaching, counseling, and role-modeling, good behavior habits, respect for authority and a positive, proper attitude concerning school.

Teachers have the responsibility to provide a classroom environment that is safe, appropriate and orderly, and to establish an atmosphere conducive to learning.

Administrators have the responsibility to establish a climate of high expectations for teachers and students, and to deal effectively with students who choose to interrupt the educational process.

Typically students are expected to behave in a manner that is consistent with societal standards. Ideally we hope that each student will develop and maintain a sense of self-discipline and direction, but we recognize the fact that external measures must sometimes be

applied and enforced. Schools will respond to undesirable or inappropriate student behavior by one or more of the following means.

1. Counseling and guidance sessions
2. Parental conferences
3. Assignment of lunch detention
4. Assignment of ISD
5. Assignment of community service
6. Probation
7. Suspension (out-of-school)
8. Referral to proper legal authorities.

Reasonable attempts and resources available will be utilized to aid individual students experiencing disciplinary difficulties. However, students will not be permitted to jeopardize the learning opportunities of other students or the instructional efforts of staff members.

To provide consistent and appropriate disciplinary action, building principals have defined student misbehavior and resulting consequences according to severity. A policy of this nature cannot cover every set of circumstances that may be encountered in the diverse and complex social setting of a public school. Therefore, administrators charged with the responsibility of creating and maintaining a physically safe and appropriate learning environment, may find it necessary to use options and procedures not covered in these policies.

## DISCIPLINARY STEP PROCESS

Our disciplinary process will include a five (5) step process for students sent to the office for disciplinary action. Each disciplinary action given by an administrator will be considered on an individual basis.

**Each step the student receives will include the following process and procedure:**

- \*The student will report to the administrator for an explanation and a conference concerning the incident.
- \*The incident/consequence will be entered into the student's discipline file on the computer.
- \*Parental contact will be made by telephone for major infractions (or a conduct report will be sent home with the student if telephone contact is unsuccessful.)
- \*Warning of next step's consequences will be given.
- \*The Step Removal procedure/policy will be discussed with the student.
- \*Student may be referred to the counselor.

## DRESS CODE

Students that attend Meeker Schools are expected to dress neatly and appropriately as well as to be well groomed. It is our belief that dressing appropriately for school aids in establishing an educational environment that is conducive to learning.

It is impossible to include all the specific items for clothing not appropriate for school because the names and fashions change constantly, but students should be aware of the following guidelines as they prepare to dress for school:

- Articles of clothing or jewelry that display offensive language, advertise, depict, or otherwise suggest the support of drugs, alcohol, tobacco, sex, Satanism, or pornography are prohibited.
- Articles of clothing or jewelry that contain written messages or pictures that are not consistent with the mission and standards of the school are prohibited.

This policy is not intended to suppress religious or political expression providing such expression does not create a disruption. Said dress code is to be obeyed at school and/or while taking part in any school sponsored activity. This includes commencement/graduation ceremonies.

**Any student who violates the dress code will be required to change their attire before they continue classes. For disciplinary action refer to the minor infractions consequences on page 16.**

Seniors who do not follow the dress code during commencement ceremonies will not be allowed to walk until inappropriate dress problems have been rectified.

- **Dresses, skirts, shorts, or skorts must be past the fingertips while arms are resting naturally at the sides.**
- Sagging pants that fall below the normal belt line are prohibited as well as pants that contain large cargo pockets if the administration feels that these pockets may be able to hide weapons or contraband.
- Clothes that are shredded or tattered, worn independently or with other clothing (**this**

**includes pants with holes above the knees) are prohibited.**

- No "crop tops" or low riding pants (shirts and blouses must cover the stomach completely).
- **No tank tops – the top of a sleeveless shirt must be at least the width of a dollar bill.** Sleeveless shirts and tank tops may not be combined to equal the width of a dollar bill – the top of your main shirt must be at least the width of a dollar bill.
- No racer back shirts without an undershirt.
- No halter tops.
- No spaghetti strap shirts without an undershirt.
- All shirts should cover your undergarments completely.
- No "armhole cutout" shirts.
- No low cut blouses or shirts.
- Shirt hems should extend well below the waist of pants/shorts/skirts whether in a sitting or standing position.
- Shoes must be worn at all times.
- House shoes or slippers are not appropriate and are prohibited.
- Students may not wear jewelry or other objects in pierced body parts other than normal sized earrings in the ears or nose. (This includes gauges and/or plugs). Spiked jewelry is prohibited.

Hats, caps, hoods, sunglasses, or bandanas for males or females are not to be worn in the halls, classrooms, or any other school buildings. If worn to school, they should be placed in the student's locker upon entering the building.

## DRUG & ALCOHOL ABUSE POLICY

Students voluntarily seeking help from any staff member for a drug dependency problem will get assistance, not punishment.

Students "caught" using or in possession of controlled dangerous substances, including alcohol, may be suspended for the remainder of the current semester and the following semester.

Students must have proof of counseling and a parent conference before being readmitted to school.

## DRUG & ALCOHOL SUSPENSION POLICY

Attending classes alert and ready to learn is a prime responsibility of students at Meeker Public Schools. The inability to function in class may occur because of illness, injury, or drug use, prescribed or illegal. A student may be referred to the principal's office after demonstrating one or more of the following behaviors: sleeping in class, drowsy or listlessness, slurred speech, poor general health (red eyes, flushed skin, etc.) odor of smoke, abnormal or erratic behavior, inability to concentrate, wearing jewelry or clothing which promotes drug, alcohol, or tobacco use, fighting, possession of an illegal drug, alcohol or tobacco.

An employee of Meeker Public Schools may check the neurological function of the student by means of a simple examination of the pupil's reflexes and muscle functions of the eye. This procedure is frequently used in athletic programs to determine if the brain functions have been impaired by injury, illness, or disease. If neurological dysfunction is suspected, regardless of the cause, the parent/guardian will be contacted immediately. The above behaviors as well as the neurological examination may be sufficient probable cause to search the student (clothes, locker, vehicle, bag, etc.) for illegal drugs, drug paraphernalia, weapons, or other contraband.

A student found possessing, distributing or using alcohol or drugs or other contraband at school or school sponsored activities will receive:

**1<sup>st</sup> Offense:** OUT OF SCHOOL SUSPENSION UP TO EIGHTY-FIVE SCHOOL DAYS.

**2<sup>nd</sup> Offense:** OUT OF SCHOOL SUSPENSION FOR THE REMAINDER OF THE SEMESTER AND THE FOLLOWING SEMESTER.

### DUE PROCESS

In the event a student is suspended for more than 10 days, he or she has the following due process rights.

- To know the charges being brought and the rule which has been broken
- To tell or write what he/she knows as fact
- To know what action will be taken by the school.

A due process hearing may be requested by:

Contacting the Superintendent of Schools or requesting a hearing in writing to the Board of Education within 10 days of the date of suspension.

### GLASS BOTTLES/CONTAINERS

There will be NO glass bottles or containers allowed in the parking lots, buses or any building/classroom. Only transparent plastic bottles filled with water are allowed at school.

### IN-SCHOOL DETENTION (ISD)

The ISD program for Meeker Public Schools is designed to provide an educational alternative to student suspension. This program enables students to continue their academic program while being disciplined by separation from the regular class environment. The ISD program is designed primarily for short-term disciplinary actions of approximately 3 days. However, under special circumstances, students may be placed for longer time. Classroom hours for the ISD program are 8:00 a.m. to 3:20 p.m. Student's transportation to school during their stay in ISD will be the same as any other day of regular school.

When a student is assigned to ISD, the teachers will provide assignments. It is the student's responsibility to complete assignments made for the ISD period.

Students must be allowed to complete any unit, nine week or semester tests that were given during the ISD period. Teachers may give these tests during the ISD placement if they choose to do so. It is the student's responsibility to check in with the office before reporting to the ISD room. Students assigned ISD will receive full credit for assignments completed and will not be counted absent. ***Students will not be allowed to participate in or attend any school functions during the entire day they are assigned ISD.***

Failure to comply with rules and attendance requirements of ISD will result in suspension.

### MAJOR INFRACTIONS/CONSEQUENCES

#### Possible Major Infractions:

1. Repeated violation of school rules and/or disruption of classroom decorum.
2. Fighting
3. Disrespect of faculty, staff, and/or students

4. Truancy (skipping school). Failure to check out of school when leaving campus will constitute truancy. Failure to be in the assigned class during class time without authorization will constitute truancy.
5. Theft of school/personal property
6. Refusal to obey reasonable requests of school personnel
7. Lying- Intentionally giving information to misinform or mislead.
8. Verbal or physical threats
9. Throwing rocks
10. Bullying
11. Knowledge of any type of illegal or improper materials/behavior of any type of illegal or improper materials/behavior of any type and failing to report it to someone in authority.
12. Inappropriate behavior such as indecent exposure, possession/sale of pornographic materials, inappropriate sexual comments.
13. Encouraging others to fight or engage in an altercation or illegal acts.
14. Use of cell phone to video or photograph inappropriate activity or in inappropriate areas (restroom, locker room, etc.).
15. Any reckless behavior that directly and/or intentionally endangers the welfare of an individual, a group of students, or the school in general including irresponsible use of social media that negatively impacts a student or group.

- Drugs: Any item intended to resemble an illegal drug.)
7. Possession/use of any tobacco product including electronic cigarettes or vaping paraphernalia. \*
  8. Wearing, carrying, writing, displaying, GANG paraphernalia, clothing or signs.
  9. Tampering with Fire Alarm system or equipment.
  10. Verbal threats of violence.  
Participating in illegal activities on campus.

## **MINOR INFRACTIONS/CONSEQUENCES**

### **Possible Minor Infractions:**

1. Disruption of classroom – talking, etc.
2. Excessive tardies
3. Failure to do consequences (depends on infraction)
4. Horse playing
5. Inappropriate clothing
6. Inappropriate language
7. Littering
8. Misconduct
9. Public display of affection (PDA)
10. Rude/Discourteous behavior
11. Uncooperative behavior
12. Unprepared for class
13. Throwing any object (food, cans, paper wads, pencils, etc.) other than items designed to be thrown.
14. Cell phone violations

### **Major Infractions: Consequences:**

1 <sup>st</sup> Offense	<b>Step 3</b> & ISD
2 <sup>nd</sup> Offense	<b>Step 4</b> & ISD/Suspension
3 <sup>rd</sup> Offense	<b>Step 5</b> Long Term Suspension (10 days or more).

### **THE FOLLOWING INFRACTIONS MAY RESULT IN AN AUTOMATIC STEP 5 PLACEMENT. THESE MAY INCLUDE BUT ARE NOT LIMITED TO:**

1. Extortion (demanding money/items of value from someone through use of threats)
2. Assault or Assault and Battery
3. Sexual Harassment
4. Vandalism or destruction of school/personal property. Restitution will be required.
5. Gambling or any illegal activity. \*
6. Possession/Distribution/Use of imitation controlled dangerous substances, or "Turkey Drugs." (Turkey

### **Minor Infractions: Consequences:**

1 <sup>st</sup> Offense	Warning/Conference
2 <sup>nd</sup> Offense	<b>Step 1</b> & Noon Detention/ISD
3 <sup>rd</sup> Offense	<b>Step 2</b> & Noon Detention/ISD
4 <sup>th</sup> Offense	<b>Step 3</b> & Noon Detention/ISD
5 <sup>th</sup> Offense	<b>Step 4</b> & Noon Detention/ISD/ Short Term Suspension
6 <sup>th</sup> Offense	<b>Step 5</b> & Long Term

### NOON DETENTION

Noon detention is a consequence that can be given to students at MHS for accumulating too many tardies, for minor classroom infractions, and for behaving inappropriately or disrespectfully during lunch time. The administration at MHS reserves the right to assign lunch detention for deserving students for other reasons as required. If a student is assigned to lunch detention, s/he will be required to report to the appropriate location and be on time (12:00 pm) with either paper and pencil or homework that can be completed. The lunch detention monitor will allow each student no more than 15 minutes to eat his/her lunch and put away the resulting trash in a waste container. Once finished with lunch, the student will either complete homework in the classroom or write from a teacher-assigned writing prompt for the remainder of the lunch period. At the designated time, the teacher will release the student in lunch detention to go to their next regularly scheduled class.

Skipping detention will result in additional disciplinary action. Teachers may hold a student in their rooms for detention or after school when a parent has prior notification.

### OUT-OF-SCHOOL SUSPENSION

Suspension denies the students the opportunity to attend class, school, or school-sponsored activities.

Length of suspension may be:

- 1) for the rest of the day,
- 2) for a specific period of time,
- 3) until a conference with parents is held
- 4) for the balance of the current semester,
- 5) or for the remainder of the school year.

Suspension is used in extreme cases of misconduct or nonconformity to school rules, destruction of public/personal property, or actions endangering the welfare of others. Students who are suspended will receive full credit for assignments completed while they

are assigned out-of-school suspension. For short term suspensions assignments are due the day the student returns back to school. For long term suspensions the due date for assignments will be determined on an individual basis. **No suspended student will be permitted to loiter about the school grounds or attend any school functions during their suspension.** After reinstatement, continuation of those acts which led to the suspension of the pupil is just cause for suspension for the balance of the current school semester or the remainder of the year.

**In Long-Terms Suspension cases, the student and his/her parents have the right to the following appeal process:**

**Parent(s)/Guardian(s) must request a hearing before the Superintendent of Schools within two (2) school days after the receipt of notice of suspension. Failure to request a hearing within the specified time shall constitute a waiver of the student's right to a hearing.**

**POLICE CAN BE CONTACTED ON ANY OF THESE INFRACTIONS.**

Additional Consequences for Steps 3 & 4

Students will lose all in-school privileges if the student is on STEP 3 OR ABOVE. The student will have to remove enough steps to be on Step 2 before he/she will be allowed to participate. (See Step Removal Procedures).

**\*Loss of in-school privileges means no reward activities, athletic participation, school concerts, student council, school dances, etc.**

**\*\*Receiving a consequence for failure to complete an assigned discipline does not eliminate the previous consequences.**

**THE FOLLOWING INFRACTIONS WILL RESULT IN AN AUTOMATIC SUSPENSION. THESE MAY INCLUDE BUT ARE NOT LIMITED TO:**

1. Possession or use of any type of fire arm, gun, or explosive device, including replica and/or toy weapons.
2. Possession or use of any type of knife or instrument used as a knife-like weapon.
3. Possession, use, or distribution of any type of drug. (OTC, illegal, prescription, etc.)
4. Making a bomb or bomb threat
5. Making a prank 911 call
6. Arson

7. Making a terrorist threat including any written or verbal threat to kill or do severe bodily harm to another person. Any synonym of "kill" will be considered a violation of this rule.

### **POSSESSION OF A DANGEROUS WEAPON**

A student could be suspended for the remainder of current semester and all of the next semester for possession of a dangerous weapon or "look-a-like" weapon on any school property or while under the authority of the school or on any function authorized by the school district.

A student who threatens the use of a dangerous weapon or who attempts to use or uses such weapon against any student or person will be suspended for a period of one calendar year.

### **SEARCH AND SEIZURE**

The superintendent, principal, or teacher, upon reasonable suspicion may detain and search, or authorize the search of, any pupil or property in the possession of the pupil if the pupil is on any school premises or in transit under the authority of the school, or attending any function sponsored or authorized by the school. The student may be searched for any contraband. The student may also be search for missing or stolen property if such property is reasonably suspected to have been taken from a pupil, school employee or the school during school activities. The search shall be conducted by a person of the same sex and witnessed by at least one other authorized person, preferably by a person of the same sex. Only cold weather outerwear shall be removed. The official shall have authority to detain the pupil and to preserve any of the items mentioned above and found on the student.

Pupils shall have no expectation of privacy in lockers, desks, or other school property from school personnel or law enforcement officers. No reasonable suspicion shall be required to conduct a locker, desk, or other school property search. Bags of any type, including purses, brought on campus are subject to inspection at any time by any certified staff member.

# BUS/LIBRARY/CAFETERIA

## BUS POLICIES AND PROCEDURES

To ensure the safety of our students, we have the following list of bus rider rules that we ask each rider to follow. Failure to comply with these rules could result in the student not being permitted to ride the bus.

Violators of these rules will first be admonished by the driver with the second offense being handled by the principal. The principal will contact the parents if the student continues to disobey. If at any time you have a question concerning the transportation of your child, please contact the school.

**A student who rides a bus other than the one to which he/she is assigned (or to another stop on the same bus route) must provide the building principal with a phone call or request signed by his/her parent or guardian. Bus drivers have been instructed to allow no additional riders unless a note from the principal is presented when boarding the bus.**

### **Prior to Loading (on the road and at school):**

- Be on time at the designated bus stop.
- Stay off the road while waiting for the bus.
- Wait until the bus comes to a complete stop before attempting to enter.
- Be careful in approaching bus stops.
- Bus riders are not permitted to move toward the bus at the school loading zone until the bus comes to a complete stop.

### **While on the Bus:**

- Keep hands and head inside the bus.
- Assist in keeping the bus safe and clean.
- Remember that loud talking/laughing or unnecessary confusion diverts the driver's attention and may result in a serious accident.
- Treat bus equipment with respect.
- Bus riders should never tamper with the bus or any of its equipment.
- Leave no books, lunches or other objects on the bus.
- Keep books, packages, coats and all other articles out of the aisles.
- Help look after the safety and comfort of small children.

- Do not throw anything out of the window.
- The bus driver reserves the right to assign seats as he/she deems necessary.
- Bus riders are not permitted to leave their seats while the bus is in motion.
- Horseplay is not permitted around or on the school bus.
- Bus riders are expected to be courteous to fellow pupils, the bus driver and others who may be on the bus.
- Keep absolutely quiet when approaching a railroad-crossing stop.
- Do not use profane language or make insulting remarks.
- In case of a road emergency, children are to remain on the bus unless instructed otherwise.
- Inflated balloons are not allowed on the bus.
- No food, drinks, or chewing gum should be consumed while on the bus.

### **After Leaving the Bus:**

- When crossing the road, go at least 10 feet in front of the bus, stop, check traffic, watch for the bus driver's signal, and then cross.
- Students living on the right side of the road should immediately leave the bus and stay clear of traffic.
- Help look after the safety and comfort of small children.
- The driver will not discharge riders at places other than the regular bus stop, except by proper authorization from the parent or school official.

**SCHOOL BUS RIDERSHIP IS A PRIVILEGE AND NOT A RIGHT.** Misconduct by bus passengers will result in having transportation privileges suspended. District reserves the right to suspend disruptive students from bus transportation, and students who misbehave may be denied the privilege of riding the bus, in which case Parent(s) must make alternate arrangements to transport their children to school. Students may also be disciplined for poor conduct while riding the bus.

**SUSPENSION FROM THE BUS IS NOT AN EXCUSE FOR BEING ABSENT FROM SCHOOL,** unless the infraction is of a serious nature, in which case a school suspension may be assigned in addition to the bus riding suspension. Parents will be held liable for any damages or destruction to property, persons, or bus caused by their child.

**It shall be the responsibility of all principals to abide by the following procedure for enforcing the bus conduct policy:**

- **FIRST OFFENSE:** The principal shall take proper disciplinary action, which may include suspension from riding the bus, based on the nature or severity of the offense.
- **SECOND OFFENSE:** The principal shall suspend the student from riding the bus for at least five (5) school days.
- **THIRD OFFENSE:** The principal shall suspend the student from riding the bus for at least ten (10) school days.
- **FOURTH OFFENSE:** The principal shall suspend the student from riding the bus for the remainder of the semester.
- **FIFTH OFFENSE:** The principal shall suspend the student from riding the bus for the remainder of the school year.

**CAFETERIA PRIVILEGES**

The cafeteria will be in operation for your use and benefit. All meals, whether you bring your lunch or breakfast, or buy it, shall be eaten in the lunchroom. No food shall be eaten elsewhere in the school. We are striving to serve you the best meals possible at the lowest possible price. All lunches should be paid two weeks or a month in advance. Hot lunches will be served. **No more than \$25.00 in charges will be permitted.**

It is our desire that no student goes hungry and undernourished. If it becomes impossible for parents to pay for a student's meals, the parents should contact the superintendent and when it is determined that the necessity exist, proper arrangements can be made.

**LIBRARY RULES**

The Library is for your use and convenience. It will be open at 8:00 a.m. until 3:30 p.m. A library pass signed by the teacher is required for visits during school hours.

1. All damages to books beyond reasonable wear and all losses shall be assessed against the borrower.
2. Each borrower is held responsible for all books checked out in his/her name and for all fines that occur.

3. There is a two book check out limit. When a fine exists, it must be paid and the overdue books returned before another book can be checked out and before transcripts will be forwarded.
4. A book will be considered lost if overdue for 30 days.

# DISTRICT INFORMATION

## ACCEPTABLE INTERNET USE POLICY

All Meeker High School students will be educated in acceptable internet use. Students and their parents will sign the Internet Policy before the student will be allowed to use the Internet at school. There is no legitimate expectation of privacy in the use of the school district's technology.

## ADMISSIONS

Students who live in our district are admitted to Meeker High School on presentation of a certificate of promotion from an accredited eight-year elementary school or an accredited junior high school.

They are also admitted on the presentation of a transcript from another accredited high school when the student proves residency in our district. State law requires students to have current and complete immunization records on file with the school. We honor other school districts' discipline actions.

## AIDS EDUCATION

70 O.S. Section 11-103.3 School Laws of Oklahoma mandates acquired immune deficiency syndrome (AIDS) prevention education to be taught in the public schools. AIDS prevention education is to be limited to the discussion of the disease, its spread and prevention. Students shall receive such education:

- A minimum of once during the period from grades 7 through 9; and
- A minimum of once during the period from grades 10 through 12.

The State Department of Education shall develop curriculum and materials for AIDS prevention education in conjunction with the State Department of Health.

## COMMUNICABLE DISEASE

Students suspected of having any communicable disease, or living with persons thus affected, shall not be permitted to remain in the public schools unless specially authorized by the local department of health or a local doctor. In all cases the school officials shall be governed

by the orders of the local health officer or doctor or by the County Nurse or the State Board of Health.

House Bill #1984 authorizes the local principal or his designated representative to conduct periodic inspections of school children to identify lice infestation. These inspections may be of specific children or of general population. If an infestation is found, the child will be dismissed from school until the situation is resolved.

## COOPERATION

The education of a child must be a cooperative venture between parents and school. The success of this process can often be measured in terms of how well the school and home have communicated their mutual interests in the child.

The school is here to cooperate, and we will work with any concerns that students or parents may have. Excellence in education is our focus, and the individual student's education is our primary goal.

## HARASSMENT, INTIMIDATION AND BULLYING (POLICY FNCD)

It is the policy of this school district that threatening behavior, harassment, intimidation, and bullying of students by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school-sponsored activities, or at school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Threatening behavior, harassment, intimidation, and bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school.

Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such manner as to

be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Harassment includes but is not limited to harassment on the basis of race, sex, creed, color, national origin, religion, marital status, or disability.

As used in the School Bullying Prevention Act, "harassment, intimidation, and bullying" means any gesture, written or verbal expression, electronic communication or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Harassment, intimidation, and bullying include, but are not limited to, gestures or written, verbal, or physical acts, or electronic communications. Such behavior is specifically prohibited.

In administering discipline, consideration will be given to alternative methods of punishment to insure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment

8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency or to a delinquency prevention and diversion program administered by the Office of Juvenile Affairs
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

Harassment set forth above may include, but is not limited to, the following:

1. Verbal, physical, or written harassment or abuse;
2. Repeated remarks of a demeaning nature;
3. Implied or explicit threats concerning one's grades, achievements, etc;
4. Demeaning jokes, stories, or activities directed at the student;
5. Unwelcome physical contact.

The superintendent shall develop procedures providing for:

1. Prompt investigation of allegations of harassment;
2. The expeditious correction of the conditions causing such harassment;
3. Establishment of adequate measures to provide confidentiality in the complaint process;
4. Initiation of appropriate corrective actions;
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process where the provisions of this policy are disseminated in writing annually to all staff and students.

**A copy of this policy will be furnished to each student and teacher in this school district.**

**REFERENCE: 21 O.S. §850.0  
70 O.S. §24-100.2**

*THIS POLICY REQUIRED BY LAW.*

### **MEDICATION**

Any medication, prescription or non-prescription, is to be checked into the office. An administrator or designated school employee, pursuant to the written authorization of the parent/guardian of the student, may administer:

- A non-prescription medicine;
- A filled prescription medicine as that term is defined by Section 353.1 of Title 59 of the Oklahoma State Statutes pursuant to administering medicine as listed on the label or otherwise authorized by a licensed physician.

The person authorized to administer the medicine shall not be liable to the student or parent/guardian of the student for civil damages for any personal injuries to the student which result from acts or omissions in administering any medicine pursuant to the provisions of the statutes. This immunity shall not apply to acts or omissions constituting gross, willful or wanton negligence. (70-1-116.2)

### **MEEKER SCHOOLS WEBSITES**

For general information about Meeker Schools, please go to the website, [www.meeker.k12.ok.us](http://www.meeker.k12.ok.us). This website provides names and email addresses of the teachers and staff, a list of activities, times, and places of athletic events, as well as other important information. For additional information about events at our school please go to Facebook and like our Meeker High School page. There is also a link for the grade book program on the website. To go directly to this program, the address is: <https://ok.wengage.com/meeker>. Each student has a user name and password which will allow the parent or guardian to view the student's assignments and grades. If you have not received your student's user name and password by the end of August, please contact the office.

### **PROOF OF RESIDENCY**

Parents or guardians of students attending Meeker Schools will be required to provide school administrators with proof of residency. A utility bill such as an electric or water bill; Proof of payment of ad valorem taxes; or a Lease Agreement that lists the name and address of the parent or guardian will be accepted.

### **RETESTING**

Students are expected to be prepared for daily assignments as well as class participation and daily tests. These tests may be oral or written and may include on-task participation over the objectives. Students who make-up work from excused absences will not be allowed to retest. Retests will be given at the teacher's discretion. No retests will be given on nine-weeks or semester tests.

### **SEXUAL HARASSMENT**

Meeker Schools have a zero tolerance for all types of sexual harassment. It will be treated as an assault. Further information regarding sexual harassment may be found in the district wide policy manual. A copy of this manual is kept in the principal's office, the superintendent's office, in the school library, and on the school web site.

### **STATEMENT OF RIGHTS NOTIFICATION OF RIGHTS UNDER FERPA**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records.

They are:

1. The right to inspect and review the student's education records within 45 days of the day the School District receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading or in violation of student rights.

Parents or eligible students may ask the School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate, misleading or in violation of student rights.

If the School District decides not to amend the record as requested by the parent or eligible student, the School District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student participating in a school service program or serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the School District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. (NOTE: FERPA requires a school district to make a reasonable attempt to notify the student of records

request unless it states in its annual notification that it intends to forward records on request.)

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-4605.

Parents also have the right to obtain a copy of the School District's FERPA policy. Copies of this policy are located in the principal's office of each school building and at the superintendent's office. The Meeker School District will arrange to provide translations of this notice to non-English speaking parents in their native language. All rights and protection given parents, under FERPA and district policy transfer to the student when the student reaches 18 or enrolls in a post-secondary school.

#### **TESTING PROGRAM/STUDENT SURVEYS (REGULATION) (POLICY EK-R1)**

The board of education recognizes surveys can be a valuable resource for schools and communities in determining student needs for educational services. Such collection of input from students and parents may be used to assist school staff in decision-making related to curriculum and instruction and in program development and operations. To this end, the board supports the use of appropriate surveys in accordance with the guidelines contained in these regulations.

Administrators, teachers, other staff members, and the board of education may use surveys for many purposes, which may include, but are not limited to, the need for student services, the determination of prevailing views pertaining to proposed policies and/or practices, or the determination of student knowledge and/or attitudes related to a specific subject or unit. These are examples of surveys and not intended to be an all-inclusive listing. Administrative approval is required for surveys. Responses will not be used in any identifying manner.

Surveys used in any experimental program or research project will be subject to the requirements outlined in policy found elsewhere in this manual. (See GVA-P.) Parents shall have the right to inspect all instructional material that will be used for a survey, analysis, or evaluation as part of a federal program.

Prior to administering a survey, the board of education must approve all those that are received by the superintendent that include reference to any of the factors listed below. No student may, without prior parental consent, take part in a survey, analysis, or evaluation in which the primary purpose is to reveal information concerning:

1. Political affiliations or beliefs of the student or the student's parent;
2. Mental and psychological problems of the student or the student's family;
3. Sex behavior and attitudes;
4. Illegal, antisocial, self-incriminating, and demeaning behavior;
5. Critical appraisals of other individuals with whom students have close family relationships;
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers; or
7. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program); or
8. Religious practices, affiliations, or beliefs of the student or the student's parent.

Prior consent to any such survey, analysis, or evaluation means the prior written consent of the student's parent or guardian or, if the student is emancipated, of the student.

Surveys conducted for other agencies, organizations, or individuals must have the recommendation of the superintendent of schools and the approval of the board of education as to content and purpose. The results of such approved surveys must be shared with the board of education.

Parents/guardians shall have the right to inspect, upon their request, a survey created by a third party before the survey is administered or distributed by a

school to a student. Such requests shall be made in writing with a response to be at least two weeks in advance of any survey to be given.

Overall survey results following decisions must be shared with all parties who request such information.

Parents/guardians shall be notified at least annually, at the beginning of the school year, of this policy and when enrolling students for the first time in district schools. This notification must explain that parent/guardians, or students 18 or older, have the right to "opt the student out of participation," in writing, in the following activities:

1. The collection, disclosure, and use of personal information gathered from students for the purpose of marketing or selling that information. This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to students, such as:
  - A. College or other postsecondary education recruitment, or military recruitment;
  - B. Book clubs, magazines, and programs providing access to low-cost literary products;
  - C. Curriculum and instructional materials used in schools;
  - D. Tests and assessments;
  - E. Student recognition programs; and
  - F. The sale by students of products or services to raise funds for school-related activities.
2. The administration of any survey that delves into the restricted sensitive subject areas identified and listed above; or
3. The administration of any non-emergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school not necessary to protect the immediate health or safety of the student or other students and not otherwise permitted or required by state law.

Parents/guardians of a student shall also have the right to inspect, upon request, any instructional material used as part of the educational curriculum.

#### Definitions

The term "survey" includes an evaluation.

The term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

The term "personal information" means individually identifiable information, include a student's or parent's name, address, telephone number, or social security number.

The term "instructional material" means instructional content that is provided to a student, regardless of format. It does not include tests or academic assessments.

These terms do not include ordinary classroom activities or teaching techniques.

### **TRAFFIC SAFETY & STUDENT VEHICLES**

Students must register ALL vehicles they drive to school with the principal by purchasing a parking permit. Parking permits must be displayed in the vehicle windshield at all times. Students must park in their assigned area east of the gym. The speed limit between the parking lot and highway is 10 MPH. Students must obey all traffic rules while their vehicle is on campus just as they must at other times.

Once a vehicle is parked in the parking lot, students must not be in or near it or any other vehicle during the school day unless permission is granted from the principal. **This includes during the lunch period.**

### **WIRELESS COMMUNICATION POLICY (CELL PHONES)**

State law requires boards of education to implement rules regarding student possession of a wireless telecommunication device. The rules shall provide that a student may possess a wireless telecommunication device upon the prior consent of both a parent or guardian and school principal or superintendent.

## **70 O.S. § 24-101 WIRELESS COMMUNICATION POLICY**

Meeker Public Schools promotes an environment for instructional learning that is safe and secure. Therefore, in order to promote digital citizenship, students are urged to practice mature and responsible cell phone usage. The District establishes the following rules for the use of wireless communication devices during the school day.

Students may possess wireless communication devices during school hours under the following conditions:

1. In the classroom, the device must be turned off and not be visible.
2. Students are prohibited from using the device in the classroom except when a teacher allows the use of the device for academic purposes.
3. Beyond the authorized classroom use, students may only use their electronic devices before or after school hours, in between classes, or during lunch.
4. No electronic devices may be used in areas where a reasonable expectation of privacy exists, including, but not limited to, restrooms and locker rooms.

Misuse of the wireless communication device may result in additional discipline consequences. Examples of misuse include, but are not limited to, cheating, unauthorized use or the creation or sharing of inappropriate pictures or videos.

Discipline will be administered according to the following guidelines:

#### **FIRST OFFENSE:**

Student with their device shall be sent to the administration. Verbal warning. Student signs statement which indicates understanding of wireless communication device policy.

#### **SECOND OFFENSE:**

Student with their device shall be sent to the administration. No less than two days lunch detention will be assigned.

**THIRD AND OTHER OFFENSES:**

Student with their device shall be sent to the administration. Conference with parent and no less than three days ISD will be assigned. Other disciplines may include suspension of cell phone privileges.

Possession of a cell phone by a student is a privilege which may be forfeited by any student not abiding by the terms of this policy. Students shall be personally and solely responsible for the security of their cell phones. Meeker Public Schools shall not assume any responsibility for theft, loss, or damage of a cell phone, or unauthorized calls made on a cell phone.

**WITHDRAWAL FROM SCHOOL**

If you plan to withdraw from school, your parents should advise the office of your intention, and on the morning of the last day in attendance, you must report to the principal's office to obtain a withdrawal slip. You must present this slip to each of your teachers and return it to the office with a parent's signature.

All school and state-owned books must be returned to the subject teacher who assigned them. You must pay for lost books before records will be released. Final clearance is obtained in the high school office.



**Meeker High School**  
**214 E. Carl Hubbell Blvd.**  
**Meeker, OK 74855**  
**405-788-4540 ext. 401**

**Junior/Senior Prom Date Form**

**Date's School's Approval**

Dear School Official:

\_\_\_\_\_ has been invited to a school-sponsored event for Meeker High School. Your signature below indicates he/she is in good standing at your school and will serve as a responsible guest at our school event.

---

*(School Official's Signature and Title)*

*(Date)*

---

*(Name of School)*

*(School's Phone Number)*

**Date's Parent's Information**

Your son/daughter has been invited to a Meeker High School event. Your signature below indicates that you are aware of this and that you agree that he/she can function under appropriate expectations at our school's event.

---

*(Parent's Signature)*

*(Parent's Printed Name)*

*(Date)*

Parent's Phone Number: \_\_\_\_\_

This student is the guest of: \_\_\_\_\_

(Meeker High School Student)

**Note: This form must be completed in its entirety in order for the guest to be placed on the guest list at the events entrance.**