

Mountain Home Junior High School



2018-2019
Parent and Student Handbook

mhbombers.com

MOUNTAIN HOME JUNIOR HIGH SCHOOL

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MOUNTAIN HOME PUBLIC SCHOOLS

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Committed to Excellence in Education...
Every Student – Every Time!

We believe in:

- Cultivating and supporting life-long learners.
- Challenging every student to his or her highest potential.
- Partnering with home, school, and community for student success.
- Acknowledging that students must share in the responsibility for learning.
- Preparing students to be contributing citizens in the 21st Century.
- Practicing good citizenship among students and staff.
- Providing a safe, nurturing, and orderly environment as an essential part of learning.

Mountain Home Junior High School

SCHOOL MOTTO: WE BELIEVE IN YOU!

SCHOOL COLORS: BLUE AND GOLD

SCHOOL EMBLEM: THE BOMBER

SCHOOL SONG: BOMBER MAN

Oh, when that BOMBER MAN goes down that field
He is a perfect Joe from head to heel.
He's got that smile, that style, that winning way.
No matter where you go you'll recognize him and you'll say,
"Now there's a man I'd like to know.
He's got that Bomber Spirit, pep and go!"
And when you look at him, it's quite a treat.
You cannot beat . . . A BOMBER MAN!

ALMA MATER

Hail to thee, our Alma Mater,
'Neath an Ozark sky!
Sing we now, thy sons and daughters,
To old Mountain Home High.
As you stand in hills of splendor,
Near the lakes' blue tide,
Hail to thee, our Alma Mater,
Great and dignified!

Holding high what thou hast taught us,
Thee we'd not decry;
There's a pride which thou has brought us,
Dear old Mountain Home High.
So we love our Alma Mater,
Decked with gold and blue;
We will always carry honor,
And a love for you!

All the peace of your surroundings
Adds to our heart's thrills;
We are glad that you are nestled in the Ozark hills.
As we leave those halls of learning,
May our thoughts apply
To the place for which we're yearning,
Dear old Mountain Home High.

--written by Reba Dearmore

**Mountain Home School District
2018-2019 School Calendar**

| | |
|------------------|---|
| August 6-7 | Teacher In-service (PD) |
| August 8 | Teacher Work Day (CT) |
| August 8 | Teacher Work Day (CT) |
| August 9 | District Open House 1:00-7:00 (CT) |
| August 10 | Teacher In-Service (PD) |
| August 13-14 | No School |
| August 15 | First Day of School for Students |
| September 3 | Labor Day (No School) |
| October 16 | First Quarter Ends (44 days) |
| October 17 | Second Quarter Begins |
| October 25 | Early Dismissal K-12- (Parent teacher conferences 1-7pm) |
| October 26 | Teacher Independent Contract Flex Day (CT) (No school for students) |
| November 19-20 | Teacher In-Service (FLEX) (PD)(No school for students) |
| November 21-23 | Thanksgiving Break (No School) |
| December 19 | Second Quarter Ends (40 days) End of First Semester (84 days) |
| Dec. 20 - Jan. 1 | Christmas Break (No school) |
| January 2 | Teacher Work Day/Independent Contract Flex Time (No school for students)(CT) |
| January 3 | Third Quarter Begins |
| February 7 | Early Dismissal K-12 (Parent/Teacher Conferences 1-7pm) |
| February 8 | Teacher In-Service (Flex) (PD) (no school for students) |
| March 13 | Third Quarter Ends (49 days) |
| March 14 | Start of Fourth Quarter |
| March 18-22 | Spring Break (No School) |
| April 19 | Good Friday (No School) |
| April 22 | Teacher Contract Day (CT) (No School) |
| May 24 | Last Day For Students (45 quarter) (94 semester) (178 total) |

First Quarter- 43 Days
 3 Teacher In-Service Days (PD)
 1 Teacher Workday (CT)
 1 Open House (CT)

178 Instruction
 6 Teacher In-service
 5 Teacher Contract
 2 P/T Conference Days
 191 Total Teacher Contract Days

Second Quarter- 42 Days
 2 Teacher In-service Days (PD)
 1 Teacher Independent Work Day (CT)

Emergency Use Days (In Order)
 12/20/18, 12/21/18, 5/28/19, 5/29/19,
 5/30/19, 5/31/19, 5/27/19, 4/19/19, 6/3/19,
 6/4/19

Third Quarter- 44 Days
 1 Parent/Teacher Conference Day
 1 Teacher Independent Work Day (CT)
 1 Teacher In-Service (PD)

Flex Days:10/26/18 (CT), 11/19/18
 (PD)11/20/18 (PD), 1/2/19 (CT)
 2/8/19 (PD)

Fourth Quarter- 47 Days
 1 Teacher Contract Day (CT)

Board Approved January 18, 2018

ENROLLING/WITHDRAWING A STUDENT

To enroll in a school in the District, the child must be a resident of the District as defined in District policy (4.1—RESIDENCE REQUIREMENTS), meet the criteria outlined in policy 4.40—HOMELESS STUDENTS, be accepted as a transfer student under the provisions of policy 4.4, or participate under a school choice option and submit the required paperwork as required by the choice option.

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

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

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

Students who move into the District from an accredited school shall be assigned to the same grade as they were attending in their previous school (mid-year transfers) or as they would have been assigned in their previous school. Home-schooled students shall be evaluated by the District to determine their appropriate grade placement.

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

Prior to the child's admission to a District school:

1. The parent, guardian, or other responsible person shall furnish the child's social security number, or if they request, the district will assign the child a nine (9) digit number designated by the department of education.
2. The parent, guardian, or other responsible person shall provide the district with one (1) of the following documents indicating the child's age:
 - a. A birth certificate;
 - b. A statement by the local registrar or a county recorder certifying the child's date of birth;
 - c. An attested baptismal certificate;
 - d. A passport;
 - e. An affidavit of the date and place of birth by the child's parent or guardian;
 - f. United States military identification; or
 - g. Previous school records.
3. The parent, guardian, or other responsible person shall indicate on school registration forms whether the child has been expelled from school in any other school district or is a party to an expulsion proceeding.
4. The child shall be age appropriately immunized from poliomyelitis, diphtheria, tetanus, pertussis, red (rubeola) measles, rubella, and other diseases as designated by the State Board of Health, or have an exemption issued by the Arkansas Department of Health. Proof of immunization shall be by a certificate of a licensed physician or a public health department acknowledging the immunization. Exemptions are also possible on an annual basis for religious reasons from the Arkansas Department of Health. To continue such exemptions, they must be renewed at the beginning of each school year. A child enrolling in a district school and living in the household of a person on active military duty has 30 days to receive his/her initial required immunizations and 12 months to be up to date on the required immunizations for the student's age.

FOREIGN STUDENT ENROLLMENT POLICY

A. Foreign Exchange Program

1. The Mountain Home School District will allow a maximum of six foreign exchange students to attend Mountain Home High School, and only exchange programs with a local representative will be accepted.
2. Exchange students who plan to attend Mountain Home Schools must demonstrate an adequate proficiency in English by submitting an essay to the Building Selection Committee (principal/assistant principal and counselors) prior to acceptance. Students will be expected to take a normal curriculum class load. Most students will be enrolled in American studies (history and literature) and any other courses deemed appropriate by the high school counselor(s).
3. The representative or organization must inform the building principal of a request to enroll an exchange student in writing by May 1 of the year preceding the desired enrollment. This is to allow all the necessary paperwork to be completed, host families finalized, schedules developed, etc. before the school year ends.
4. All decisions concerning organizations/exchange students' acceptance will be determined by the Building Selection Committee and approved by the Mountain Home Board of Education.
5. No organization will be allowed more than two (2) slots in any given school year, unless there are fewer than six eligible students who apply. Slots will be delegated at the discretion of the Building Committee.
6. The class needs of resident students will be met before accommodating the needs of in-coming exchange students.
7. Entering foreign visiting students must submit the following immediately upon acceptance into the district:
 - a. Name of the host family and representative
 - b. A current transcript that includes:
 - 1) course titles for each subject taken
 - 2) the school year the class was taken
 - 3) the grade earned for each class
 - c. A full copy of all the student's application papers
8. Exchange students can remain a maximum of one year at M.H.H.S. and typically, because of credit problems, they will not be able to receive a diploma at Mountain Home High School.
9. Exchange students will be expected to abide by all the rules of the Mountain Home School District.
10. The committee reserves the right to accept or reject any or all applicants.
11. Foreign students eligible to qualify are encouraged to participate in athletics and activities.

A. Other Foreign Students

1. The Mountain Home School District will allow a maximum of two foreign students to attend Mountain Home High School.
2. Foreign students must pay tuition to attend Mountain Home High School. The Mountain Home School Board will set the amount of tuition.
3. Foreign students must pay any required governmental or agency fees or charges related to the student's attendance at Mountain Home Junior High School.
4. Foreign students may stay more than one year but must reapply each year.
5. Foreign students must adhere to the same rules, regulations and time lines as Foreign Exchange students with the exceptions noted in "B" above.

Cross References: 4.1—RESIDENCE REQUIREMENTS, 4.4—STUDENT TRANSFERS, 4.5—SCHOOL CHOICE, 4.40—HOMELESS STUDENTS

Legal References: A.C.A. § 6-18-201 (c), A.C.A. § 6-18-207, A.C.A. § 6-18-208, A.C.A. § 6-18-702, A.C.A. § 6-15-504 (f), A.C.A. § 6-27-102, 105, A.C.A. § 9-27-103, Plyler v Doe 457 US 202,221 (1982)

MEDICAL REQUIREMENTS

Required Immunizations for enrollment: Arkansas Department of Health revised the Rules and Regulations pertaining to Immunization Requirements effective as 09/01/14.

DTaP/Tdap (Tetanus, Diphtheria & Acellular Pertussis)---All students who are 11 years old or older by 09/01/2014 are required to have vaccinations. All students K-12 need to have completed 4 doses of DTaP/Tdap vaccine or 3 doses if none were given before age 7.

Polio---All students are required to have three doses. One dose must be after the student's 4th birthday.

MMR (Measles, Mumps, and Rubella)---All students are required to have two doses. One dose must be after the student's 1st birthday.

Varicella (Chickenpox) ---All students in K-12th grades required to have TWO vaccines, **unless** documentation by a medical provider (MD, APRN, or PA) is provided.

Hepatitis B---ALL students required to have series of three vaccinations.

MCV4 (Meningococcal)--- All 7th grade students and all students who will be 16 yrs old by 09/01/14 will be required to have one vaccination.

Students who transfer from another school district are allowed 30 calendar days to meet Arkansas immunization requirements. If the student cannot be vaccinated within 30 calendar days because of the time intervals between doses dictated by the Center for Communicable Diseases, and "in-process" document must be presented for attendance. If a student does not produce documentation of additional immunizations per the schedule, the student must be excluded from school until documentation is provided.

Immunization requirements "Shall not apply if the parents or legal guardian of the child object thereto on the grounds that immunizations conflict with the religious or philosophical beliefs of the parent or guardian." To obtain an exemption, parents must sign a notarized statement requesting a religious, medical, or philosophical exemption from the Department of Health (DOH). The parents must then complete an educational component prepared by the DOH, sign an informed consent with a refusal to vaccinate statement, and a signed statement of understanding that the unimmunized child may be removed from school during an outbreak. **NO** exemptions may be granted under this law, "until the application process has been implemented by the DOH and completed by the applicant." This process has to be renewed each school year for each student claiming a philosophical/religious exemption. A copy of the letter of exemption has to be brought to the school nurse prior to the start of school.

BODY MASS INDEX (BMI) SCREENING

HB1173 requires the collection of the Body Mass Index from all school children in Arkansas beginning with Kindergarten and then every other year (Grades 2, 4, 6, 8) until the 10th grade. The bill also requires a written statement for opting out of the collection of data by the student's parent or guardian. Comprehensive data collection protocol will be developed and adhered to by all school personnel when collecting the Body Mass Index on students.

VISION AND HEARING SCREENING

Students in K, 1, 2, 4, 6 and 8 will be screened for vision problems. Any student who fails the screening will be referred for treatment. All students who are referred for treatment will be required to have a vision examination conducted by an optometrist or ophthalmologist within sixty days of receipt of a vision referral. Students who do not return a completed referral will be reported to the Arkansas Department of Education per Act 1438 of 2005. Hearing screenings will be done during the same school years. Referrals will be made after two failed hearing screens. Special Education students and those referred by a teacher will also be screened. Any student who fails the screening will be re-screened and referred if he/she fails the second screening.

SCOLIOSIS

Act 41 of 1987, "Every public elementary and secondary school in this State and every other institution supported by State funds which provides education to our minor children shall institute a continuing scoliosis screening program to be conducted in accordance with regulations promulgated by the State Board of health." Girls in the sixth grade and the eighth grade shall receive a scoliosis screening. Boys shall receive a scoliosis screening in the eighth grade.

ILLNESSES

Students with communicable diseases or with parasites shall demonstrate respect for other students by not attending school while they are contagious. In some instances a letter from a health care provider may be required prior to the student being readmitted to the school. If a student becomes too ill to remain in class and/or could be contagious to other students, the nurse, principal, or designee will attempt to notify the student's parent or legal guardian. The student will remain in the school's health room or a place where he/she can be supervised until the parent/legal guardian can check the student out of school. Chicken pox is a highly contagious disease marked by a rash with tiny raised center that looks like a blister. Exclusion/Readmission: Students may return to school after chicken pox lesions have dried.

FEVER

If a student has a temperature of 100 degrees or more, it usually means the child is ill enough that they do not feel up to school activities & may have an infection that could be spread to other students. A child with a temperature of 100 degrees or more will be sent home. We ask that you keep the child home until the fever is gone for 24 hours without the use of fever reducer, especially if the child was sent home during the previous school day.

MEDICINE

Medicine that needs to be given during school hours must be accompanied by a signed Medication Release Form (See APPENDIX). Students who require medication need to come to the office at the time their medication is due. Since there is not a nurse on duty full time at every school, secretaries often give the medication.

A supply of adult strength (325 mg each) generic brand Tylenol is kept in the school office. Should any child need a dose of Tylenol for a bad headache or other discomfort, we will use our supply. However, we are required to get a parent's permission.

After attempting to notify parents, nurses will dispose of any medication left at the end of the school year. Any behavioral medication that is considered a Class 2 substance will be sent to the state pharmacy for disposal. Any antibiotic or other medication that has an expiration date will be disposed of after the expiration date passes.

MOUNTAIN HOME DISTRICT HEAD LICE POLICY

The parents or legal guardians of students found to have live lice or nits will be asked to pick their child up at school. The parents or legal guardians will be given information concerning the eradication and control of head lice. Before students may be readmitted following an absence due to head lice, the school nurse or designee shall examine the student to make sure they are free of any lice or nits. Each school may conduct screenings of students for head lice as needed. The screening will be done in a manner that respects the confidentiality of each student.

GUIDANCE/COUNSELING

Counseling at the Junior High School is offered to students on a voluntary basis. A student does not have to wait to be referred or invited. Information is confidential and will not be released to other persons without the student's permission, unless a harmful statement is made. If the situation is life threatening, the counselor is mandated to report to the appropriate authority. The main purpose of the counseling department is to assist students with any problems (educational, vocational, or personal) that are of concern to him/her.

BRIDGES

Bridges is a non-profit MHPS program that partners with the community to assist in meeting the needs of students so they may benefit from education. Bridges works to bridge the gap between student need and student success.

Assistance from Bridges is available for any Mountain Home Public School student. Bridges may be accessed by parents who contact Bridges directly via the phone number (870-321-3998) or they may contact their school counselor or teacher. School officials may also seek assistance from Bridges on behalf of their students. A teacher may either contact their building counselor or contact the Bridges' facilitator directly in order to gain assistance for the student in need. Any services provided to students or their families must have a direct, positive impact on the child.

PEER MEDIATION

Mountain Home Junior High offers students the opportunity to solve disputes through the peer mediation process. This mediation program has been highly successful in reducing the number of serious conflicts by allowing student mediators to help other students in conflicts and arrive at peaceful resolutions. Students and faculty involved in the program are trained by professional mediators. Any student who thinks this program would be helpful should see Ms. Taylor or Mrs. Killian who will refer him or her to a mediator.

TARDINESS

Tardiness is disruptive to the classroom. Students should be in class by the time the tardy bell sounds. Students arriving to school after the tardy bell must report to the front desk to receive a tardy admit to class. Students who are late to one classroom from another class will not be given a tardy admit slip. All tardiness will be considered unexcused unless a doctor, dentist, court, or counseling appointment card (or excuse) is presented. Student's who miss more than half of a class period without an excuse will be counted absent and may be considered truant. Refer to the tardy policy stated in the discipline section.

SCHOOL RELATED ABSENCES

Class absences as a result of approved school activities will not count within the 6 day limit. Unless otherwise indicated, students who miss class due to requests from administrators and counselors fall within the approved school activities category. Administrators and counselors will do their best to call students from classes only when other opportunities are not available. If a student misses a class due to school related business, prior approval must be obtained.

ATTENDANCE POLICY

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

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

Excused Absences

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

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

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

Unexcused Absences

Absences not defined above or not having an accompanying note from the parent or legal guardian, presented in the timeline required by this policy, shall be considered as unexcused absences. Students with six (6) days in one or more classes in a semester (Grades 8-12) / six (6) days (Grades K-7) shall not receive credit for that course. At the discretion of the principal after consultation with persons having knowledge of the circumstances of the unexcused absences, the student may be denied promotion or graduation. Excessive absences shall not be a reason for expulsion or dismissal of a student.

In Grades K-12, parents, guardians, or persons in loco parentis will be notified that their child has missed one-half (1/2) of the allowable absences.

Notification –three (3) days in one or more classes in a semester (Grades 8-12) / three (3) days (Grades K-7). Notification shall be from the principal or his/her designee either by telephone by the end of the school day in which such absence occurred, by US mail with a return address, or e-mail.

When a student has Students with six (6) days in one or more classes in a semester (Grades 8-12) / six (6) days (Grades K-7) unexcused absences, his/her parents, guardians, or persons in loco parentis shall be notified. Notification shall be by telephone by the end of the school day in which such absence occurred or by regular mail with a return address sent no later than the following school day.

Whenever a student exceeds Students with six (6) days in one or more classes in a semester (Grades 8-12) / six (6) (Grades K-7) unexcused absences in a semester, the District shall notify the prosecuting authority, and the parent, guardian, or persons in loco parentis shall be subject to a civil penalty as prescribed by law.

At any time prior to when a student exceeds the number of unexcused absences permitted by this policy, the student, or his/her parent, guardian, or person in loco parentis may petition the school or district's administration for special arrangements to address the student's unexcused absences. If formal arrangements are granted, they shall be formalized into a written agreement which will include the conditions of the agreement and the consequences for failing to fulfill the agreement's requirements. The agreement shall be signed by the student, the student's parent, guardian, or person in loco parentis, and the school or district administrator or designee.

Students who attend in-school suspension shall not be counted absent for those days.

Days missed due to out-of-school suspension or expulsion shall be unexcused absences.

The District shall notify the Department of Finance and Administration whenever a student fourteen (14) years of age or older is no longer in school. The Department of Finance and Administration is required to suspend the former student's operator's license unless he/she meets certain requirements specified in the statute.

Applicants for an instruction permit or for a driver's license by persons less than eighteen (18) years old on October 1 of any year are required to provide proof of a high school diploma or enrollment and regular attendance in an adult education program or a public, private, or parochial school prior to receiving an instruction permit. To be issued a driver's license, a student enrolled in school shall present proof of a C average for the previous semester or similar equivalent grading period for which grades are reported as part of the student's permanent record.

ESCHOOL HOME ACCESS CENTER (HAC)

Eschool Home Access Center (HAC) is an educational communication tool used by the teacher, parent, and student. The uses of HAC are supplying the parent/student with current academic progress, supplying the parent/student with current assignments, and providing the availability of electronic communication for parent to teacher. HAC can be accessed at <http://mhbombers.com> by selecting Eschool HAC. It is a secure site that requires an access code when used by a parent/student. Parents/students will be given their personal access code during the first few weeks of the school year.

MAKE-UP WORK

Requesting make-up work shall be the responsibility of the student. Students that miss for school related activities should check with their teacher **before hand** to get assignments. Students will have two consecutive school days following an absence to confer with the teacher and arrange for all make-up work. A due date for missed work will be established at that time. All classroom work missed during out-of-school suspension must be made up after the student provides documentation of completed community service. Students may elect to do community service in order to receive credit. Other major tests or projects which are equivalent to quarter tests will also be allowed credit. No credit whatsoever is given for make-up work required for truancies.

LIBRARY

The library is open from 7:45-3:30. It is also open on Tuesday evening from 3:30-6:00. All students are eligible to check out materials from the library media center. Students must have a pass to use the library during class time. Regular library books may be checked out for three weeks. Videos and DVDs may be checked out for two days. Reference books may be checked out overnight only. Late charges will be charged for all materials that are not turned in on time. Regular books have five cents per day late charge. Videos, DVDs and reference books have a twenty-five cent per day late charge. Computers are available for students to use in the library; however, in order to access the Internet, students must have a note from a teacher indicating that they have permission.

ID BADGES/FRESHMAN

If your ID Badges are misplaced, a replacement ID Badge will be made at the cost of \$3.00. If the student arrives for a replacement ID Badge after first block, the student will be issued a D-Hall and a replacement ID Badge will be made at the cost of \$3.00.

CAFETERIA

Breakfast and lunch are available for all students every school day. Current meal prices are available on the school website, bombers.k12.ar.us, under School Menus. Free or reduced lunches are available for those families that qualify. All food purchased in the cafeteria must be eaten in the cafeteria or other designated areas. Students will use their student ID number as their cafeteria account number.

The following guidelines should be observed:

1. There is no charging of lunches or ala carte sales at the Junior High School.
2. The free and reduced students cannot give their meal account number to anyone else to use.
3. Students shall receive one lunch at the full price, reduced price, or free, whichever applies and the second lunch will be the price of a lunch for an adult.
4. The cashiers will NOT ACCEPT ANY BILL LARGER THAN A \$10.00 BILL since they are not able to keep enough change on hand at any given time.
5. The lunchroom cannot cash checks just for cash, make change for vending machines, or cash two-party checks because they can only keep enough change on hand for those purchasing meals.

STUDENT TRANSFERS

The Mountain Home School District shall review and accept or reject requests for transfers, both into and out of the district, on a case by case basis at the July and December regularly scheduled board meetings. The District may reject a nonresident's application for admission if its acceptance would necessitate the addition of staff or classrooms exceed the capacity of a program, class, grade level, or school building, or cause the District to provide educational services not currently provided in the affected school. The district shall reject applications that would cause it to be out of compliance with applicable laws and regulations. Any student transferring from a school accredited by the Department of Education to a school in this district shall be placed into the same grade the student would have been in had the student remained at the former school. Any student transferring from home school or a school that is not accredited by the Department of Education to a District school shall be evaluated by District staff to determine the student's appropriate grade placement. The Board of Education reserves the right, after a hearing before the Board, not to allow any person who has been expelled from another district to enroll as a student until the time of the person's expulsion has expired. The responsibility for transportation of any nonresident student admitted to a school in this District shall be borne by the student or the student's parents. The District and the resident district may enter into a written agreement with the student or student's parents to provide transportation to or from the District, or both.

STUDENTS EXPELLED IN THEIR FORMER DISTRICT

In accordance with Act 472 or 1995, when a student, otherwise eligible for enrollment, is currently under an order of expulsion from the last school district he or she attended, a hearing before the Mountain Home School Board shall be held before that student may be enrolled. Prior to the hearing the Superintendent shall obtain a full report from the former district, and have an opportunity to question the student and his or her parents concerning the alleged misconduct. The Board may rule that the student may not enroll until the student's expulsion from his or her former district has expired.

HALL PASSES

Personal school business should be taken care of before school, between classes, at lunch or after school. If a student is on campus and not where his/her daily schedule indicates he/she should be, the student must have the hall pass page in their agenda signed and should present it to any staff member who requests it. A student who leaves class should have the hall pass page in their agenda signed by the teacher. Passes must be utilized when traveling throughout the building.

BUS TRANSPORTATION

A fleet of buses is used to transport students in our school district. State transportation regulations must be observed at all times. The Board of Education establishes routes, stops, and other transportation policies. For information on routes call the transportation office at 425-1240.

TELEPHONE REGULATIONS

Students are NOT to use the telephones in the offices except for legitimate school business. Students are permitted to use the pay telephone for personal calls before school, at lunch, and after school. Students will not be permitted to make calls during any class period.

FLOWERS AND GIFTS

In order to minimize disruption of the school day, no deliveries of flowers, balloons, or other gifts will be accepted until 2:00 p.m. (unless special permission is granted).

VISITORS

Students are not allowed to bring visitors to school. Parents are always welcome, but are encouraged to make an appointment to see a teacher, the principal, or visit their child's classes. All visitors on the Mountain Home High School campus need to check in at the front office through the Raptor system. A driver's license is required. This includes attending activities during the school day (ex. Pep rallies, assemblies, drama performances, etc.). Students are not to ask their friends to visit them at any time while on campus.

VIDEO SURVEILLANCE

The Mountain Home School Board authorizes the use of video cameras on district property for surveillance purposes concerning the health, welfare, and safety of staff, students, and visitors to district property. Video surveillance will also be used to monitor district facilities and equipment. Students in violation of board policies, administrative regulations, building rules, or law shall be subject to appropriate disciplinary action. Others may be referred to law enforcement agencies. Video recording may become a part of a student's educational record. The district shall comply with all applicable state and federal laws related to record maintenance and retention.

LOST AND FOUND

Articles found on or near the school grounds or in the school building should be turned in immediately to the principal's office.

LOCKERS

Lockers are issued by the assistant principal's office at no charge to the student. Students should keep their books and belongings in their assigned lockers. Students are responsible for keeping their lockers locked. Students are discouraged from bringing valuables to school. If students use a lock, it must be one owned by the school. The maintenance fee for the lock is \$2.00 and the lock must be returned at the end of the school year.

CRISIS PLAN

Teachers are trained in the district's crisis plan. A variety of crisis situations are addressed, and proper procedures to assist in student safety are also addressed. The Mountain Home schools each have particularized plans in case of crises such as criminal acts, natural disasters, and so on. In case of evacuation of a school or the need to pick up children, parents should tune into local radio stations (KTLO 97.9, KKTZ 93.5) for directions on how to most easily contact their children.

FIRE AND TORNADO DRILLS

Fire drills are held at irregular intervals to help clear the building quickly in case of fire. Fire drill directions are posted in each room. The fire alarm signal is a continuous buzzer. Tornado drills are conducted four times a year. Teachers have been instructed by the crisis team about where to go during a tornado. The teacher and students should go to that designated area and sit on the floor along the innermost wall. The tornado alarm signal is a verbal announcement.

TEXTBOOK/SCHOOL ISSUED DIGITAL DEVICE POLICY

Students are responsible for the care and preservation of all instructional materials checked out to them. Textbooks/School Issued Digital Device checked out to you with your Mountain Home Junior High ID card are the property of the Mountain Home Public School District, and it is your privilege to use these books while you are a student at Mountain Home Public Schools. Students will be issued textbooks only for those classes in which they are enrolled. Students are required to return all textbooks/school issued mobile device at the conclusion of the class, at the direction or request of the administration, teacher, or library staff, or if the student leaves Mountain Home Schools. Separate School Issued Digital Device Policy can be found in Appendix 8.

TEXTBOOK RULES:

- Textbooks are checked out with a valid MHJH/MHHS ID Card. Books have barcodes and linked to each student's account.
- Students are to protect textbooks from damage. Non-adhesive book covers are to be used. If you notice a problem with the text book when it is checked out to you, let the MHJH Library staff know within the first 2 weeks so you are not held responsible for the damage.
- Students are not to write, underline, or highlight textbooks.
- HOWEVER, you should write your name in the front inside cover or its facing page of the book when it is issued to you, so that when you return it at the end of the course, you know that you're returning your textbook and not your friend's
- All textbooks and materials checked out to the student must be returned in good, usable condition with the barcode still attached to the book or materials at the end of a class.
- If a textbook or material is lost or damaged, the student is required to pay all costs for the textbook or material that was checked out to him or her.

Seniors will not be given their diploma until all textbook obligations are met. Schedules, diplomas, and school privileges, such as Prom/Parking Tag may be withheld until all materials are returned or fines/fees have been paid for.

VISUAL/AUDIO/IMAGES POLICY

Mountain Home High School and Mountain Home Junior High School do not allow Audio/Visual/Images of students, teachers or staff without permission.

EMERGENCY CLOSING

In the event that emergencies arise, such as excessive snow or icy roads, the superintendent may declare an emergency and close school. School closings will be announced on local radio stations. Stations are listed in the "Where to Find Help" section. Please do not call individual teachers, the school office or radio stations concerning school closings. Additional school closing and bus snow route information can be found at the district website: www.mhbombers.com

STUDENTS ON OTHER CAMPUSES

Students are welcome at all school-sponsored activities that are open to the public. While visiting any school, students are expected to obey all rules and regulations of the Mountain Home Public Schools. During the school day, students must have permission before going to another campus. Bus riders must ride a shuttle bus to Pinkston Middle School and must stay in the bus loading area if they ride the bus home from school. Students attending other buildings within the district are expected to wear an ID badge at all times.

STUDENTS WITH DISABILITIES

If you suspect that your child has a physical, mental, or emotional disability, your local school district would like to help you provide him/her with a program to meet his/her needs. Call your school principal and ask for help. Junior High School Building Designee Assistant Principal: Elise Biggs 425-1231.

VOLUNTEERISM

Parent Teacher Organization (PTO) is a non-profit volunteer organization which provides assistance to teachers and other staff members of the school district by promoting volunteerism with the theme of "Helping Teachers Help Kids". PTO provides services to all schools in many capacities in order to maximize the effectiveness of the district's educational programs. They also serve as a link between the schools and the community by providing patrons and citizens an opportunity to be involved in the education of youngsters. Students and parents can contact the office to link up with this helpful organization.

EQUITY GRIEVANCE

A grievance shall mean a complaint or dispute of an individual student of the Mountain Home School District alleging a discriminatory practice, policy, or procedure currently in effect in the School District which discriminates against individuals on the basis of race, color, national origin, religion, sex, age, or qualified handicap. Students have the right to present official grievances and shall be assured freedom from restraint, interference, discrimination and reprisal. A formal grievance must be presented in writing within two weeks of alleged violation. Forms and procedures are available in the principal's office. Any person having inquiries concerning compliance with Title VI (race), Title IX (sex), or Section 504 (handicap) is directed to contact the equity coordinator at the district's administrative office at 2465 Rodeo Drive, Mountain Home, AR 72653, phone 425-1201.

CIVIL RIGHTS RESPONSIBILITIES

The Mountain Home Public School District and Baxter County assures the Director, General Division, Arkansas Department of Education that all schools within the district are in compliance with the following civil rights regulations as stated;

Title VI, Section 601, of the Civil Rights Act of 1964: No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Title IX, Section 901, of the Education Amendment of 1972: No person in the United States shall on the basis of sex, be excluded from participation in, be denied the benefits of, or subject to discrimination under any education program or activity receiving Federal financial assistance. Section 504 of the Rehabilitation Act of 1973: No otherwise qualified handicapped individual in the United States....shall, solely by reason of handicap, be excluded from the participation in, be denied the benefit of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

SCHOOL BASED MENTAL HEALTH

Mountain Home Public Schools is committed to improve the outcomes of the students of the district by collaborating with the community provider, Baxter Regional Medical Center, in providing comprehensive and support services relevant to mental health in the public school setting. All students in the Mountain Home Public School District shall be behaviorally and emotionally prepared to come to school so that he/she may benefit from the academic and social opportunities that public school and the educational experience has to offer. Not every child/student that is having difficulty is eligible to receive School-Based Mental Health services. A comprehensive mental health assessment must be conducted by a qualified Mental Health professional and a referral from the child's/student's Primary Care Physician is required to receive this service. Not every child/student that is having difficulty is eligible to receive School-Based Mental Health services. The school's counselor may refer a child/student for a comprehensive mental health assessment from qualified Mental Health professionals. The schools contracted mental health provider will work with the Mountain Home Public School's personnel in a collaborative effort to provide quality mental health services to the students of our district.

The Office of Special Education – Mountain Home Public School----425-1247
School Based Mental Health – Day Spring----425-8642

TECHNOLOGY

Students are required to review and follow guidelines established by the Mountain Home School District Student/Staff Network User Policy. The appropriate forms must be completed before students may access information from the Internet.

ASSEMBLIES AND PROGRAMS

Various assemblies are offered throughout the year for entertainment and/or educational value. Any student that is assigned SAAC, Saturday School or Out-Of-School Suspension may forfeit their privilege to attend these assemblies during the semester in which the infraction occurred (excluding tardies).

ADVANCED PLACEMENT CLASSES

Classes designated as Advanced Placement or Pre-Advanced Placement are designed for the academically able student. They are fast-paced, in-depth, challenging courses that require extra work at home and in class. Teacher recommendation and previous pre-AP classes are suggested but not mandatory.

DRIVING PRIVILEGES

Junior High students are allowed to drive to and park on the Junior High campus. The following is the recommended policy:

1. Students must present a valid driver's license to the office.
2. Parents must provide permission for the student to be able to drive to school.
3. Students will be assigned a designated parking spot.
4. There will be zero tolerance. Any violation will result in the forfeiture of driving privileges for the remainder of the school year.
5. Violations include, but are not limited to:
 - *4 times late arrival
 - *leaving campus without permission
 - *speeding
 - *reckless or dangerous driving
 - *failing to park in designated spot

SCHOOL RESOURCE OFFICER

The Mountain Home Police Department has assigned a Police Officer to the Mountain Home Jr. High. He/she is here to assist students in any way possible. Feel free to visit with him/her at any time.

DISTRIBUTION OF LITERATURE

Students shall have the right to distribute and possess literature including, but not limited to, newspapers, magazines, leaflets and pamphlets, except that the district may prohibit a specific publication if there is substantial, factual basis to believe its possession or distribution will cause, or is causing, substantial disruption of school. The time, place, and manner of distribution of literature may be reasonably regulated by the district, provided such regulations:

- A. Are uniformly applied to all forms of literature;
- B. Allow distribution at times and places where no interference with school activities will occur;
- C. Be specific as to places and times where distribution is prohibited; and
- D. Do not inhibit a person's right to accept or reject any literature distributed in accordance with the rules.
- E. Nothing shall be distributed on school grounds or properties for personal gain or profit (see Level 1 offenses concerning discipline).

All petitions shall be free of obscenities, libelous statements, and personal attack and shall be within the bounds of reasonable conduct. Students signing such petitions shall be free from recrimination from members of the staff and administration.

MHJH ACT ASPIRE EXAM REMEDIATION

As stated in the rules pertaining to ACT 35 of 2003, students who do not score at the Ready or Exceeding level on the ACT Aspire Exam (s) **must** participate in a remediation plan. The plan must be individualized based on the student's areas of deficiencies and must be signed by the parent or guardian. Students that do not satisfy the requirements of their remediation plan in grades 9-12 shall not receive credit for the respective course.

A student may satisfy the requirements of their remediation plan by achieving a score of at least 70% on prescribed supplemental work for all areas identified on their Academic Improvement Plan (AIP) and/or by maintaining an 80% attendance rate for the designated remediation sessions.

MHJH will use an Accelerated Growth Session (AGS) that will take place from 8:00-8:50 on Wednesday mornings for students on an Academic Improvement Plan (AIP) to fulfill the state requirement of remediation due to scoring Close and Needs Support on an ACT Aspire Exam. If a student has a score of Close or Needs Support on any ACT Aspire Exam, then their attendance is mandatory at AGS sessions. Failure to attend the sessions will result in disciplinary action and may result in loss of credit for the respective course (see above paragraph).

WHAT I NEED (WIN) INTERVENTION

What I Need Intervention (WIN) will be used by MHJH to help students with grade problems. The goal of WIN is to reduce the number of failing grades by helping students that are having trouble in their classes. Students are assigned to WIN if they have a failing grade in any core course (English, Math, Science, and Social Studies) at progress report card or quarter/semester grade report card times. Students without failing grades are also welcome to attend to receive extra help or to help other students. Attendance is mandatory for all students with a failing grade in a core course, but the students can get out of WIN if their failing grade improves to a passing grade by the next progress report or grade report (usually every 5 weeks). Student attendance is mandatory until they are told by an administrator or their teacher that they are no longer required to attend WIN. **Times can be set at the discretion of the teacher.**

4.45 CORE/SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS **Mountain Home Public Schools Core/ Smart Core**

All students are required to participate in the Smart Core curriculum unless their parents or guardians, or the students if they are 18 years of age or older, sign a *Smart Core Waiver Form* to not participate. While Smart Core is the default option, both a *Smart core Informed Consent Form* and a *Smart Core Waiver Form* will be sent home with the students prior to their enrolling in seventh grade, or when a 7-12 grade student enrolls in the district for the first time and there is not a signed form in the student's permanent record. Parents must sign one of the forms and return it to the school so it can be placed in the students' permanent record.¹ While there are similarities between the two curriculums, following the Core curriculum may not qualify students for some scholarships and admission to certain colleges could be jeopardized. Students initially choosing the Core curriculum may subsequently change to the Smart core curriculum **providing** they would be able to complete the required course of study by the end of their senior year.² Students wishing to change their choice of curriculums must consult with their counselor to determine the feasibility of changing paths. For a detailed explanation/discussion of district options and full policy can be found on the Mountain Home Public School District website: www.mhbombers.com

CORE DIPLOMA FOR 2017 AND BEYOND GRADUATES

State of Arkansas Requirements: (22 credits)

English – 4 credits: 9th, 10th, 11th and 12th grade

Mathematics – 4 credits: Must be Algebra 1 (1.0), Geometry (1.0), Algebra II (1.0) and 1 elective credit

Science – 3 credits: Must be Physical Science (1.0), Biology (1.0), and 1 elective credit

Social Studies – 3 credits: Must be Civics (.5), Economics (.5), World History (1.0), American History (1.0).

Physical Education - .5 credits: May be a P.E. class, any sport taught by a certified P.E. teacher that lasts 18 weeks, or ROTC (IT CANNOT BE BAND)

Health - .5 credits

Oral Communication - .5 credits

Fine Art - .5 credits: Can be Band, Choir, Drama (high school ONLY), Art, Art History or Survey of Fine Art

Career Focus – 6 credits – 1 credit must be a digital learning course

Additional Mountain Home High School Requirements: (2 additional credits) the following must be included.

Practical Art – 1 credit: Can be taken as part of the Career Focus 6 credits

American Sign Language 1 and 2 will count as a foreign language.

Requirements: 1.0 Grade Point Average and a total of 24 combined credits.

SMART CORE DIPLOMA FOR 2017 AND BEYOND GRADUATES

State of Arkansas Requirements: (22 credits)

English – 4 credits: 9th, 10th, 11th and 12th grade

Mathematics – 4 credits: Must be Algebra 1 (1.0), Geometry (1.0), Algebra II (1.0) and 1 elective credit above Algebra II

Science – 3 credits: Must be Physical Science (1.0), Biology (1.0), and 1 elective credit which must be Chemistry or Physics

Social Studies – 3 credits: Must be Civics (.5), Economics (.5), World History (1.0), American History (1.0).

Physical Education - .5 credits: May be a P.E. class, any sport taught by a certified P.E. teacher that lasts 18 weeks, or ROTC (IT CANNOT BE BAND)

Health - .5 credits

Oral Communication - .5 credits

Fine Art - .5 credits: Can be Band, Choir, Drama (high school ONLY), Art, Art History or Survey of Fine Art

Career Focus – 6 credits – 1 credit must be a digital learning course

Additional Mountain Home High School Requirements: (4 additional credits) the following must be included.

Practical Art – 1.0 credit: Can be taken as part of the Career Focus 6 credits Foreign Language – 2.0 credits: Must be the same language/two consecutive levels

American Sign Language 1 and 2 will count as a foreign language

Requirements: 2.5 Grade Point Average and a total of 26 combined credits.

TO BE AN HONOR GRADUATE IN 2017 AND BEYOND GRADUATES

To graduate with honors, a student must complete the Smart Core diploma requirements in addition to completing at least two AP courses. The following designations are made based on a student's GPA: summa cum laude = above 4.00; magna cum laude = 3.75-4.0; cum laude = 3.50-3.74

State of Arkansas Requirements: (22 credits)

English – 4 credits: 9th, 10th, 11th and 12th grade

Mathematics – 4 credits: Must be Algebra 1 (1.0), Geometry (1.0), Algebra II (1.0) and 1 elective credit above Algebra II

Science – 3 credits: Must be Physical Science (1.0), Biology (1.0), and 1 elective credit which must be Chemistry or Physics

Social Studies – 3 credits: Must be Civics (.5), Economics (.5), World History (1.0), American History (1.0).

Physical Education - .5 credits: May be a P.E. class, any sport taught by a certified P.E. teacher that lasts 18 weeks, or ROTC (IT CANNOT BE BAND)

Health - .5 credits

Oral Communication - .5 credits

Fine Art - .5 credits: Can be Band, Choir, Drama (high school ONLY), Art, Art History or Survey of Fine Art

Career Focus – 6 credits – 1 credit must be a digital learning course

Additional Mountain Home High School Requirements: (4 additional credits) the following must be included.

Practical Art – 1.0 credit: Can be taken as part of the Career Focus 6 credits

Foreign Language – 2.0 credits: Must be the same language/two consecutive levels

Advance Placement Classes (AP) = 2.0 credits: Choices include AP Calculus, AP Literature/Composition, AP Biology, AP Environmental Science, AP Chemistry, AP American History, and AP World History

Elective Credits: Elective credits are any classes taken in addition to the required course. It does not matter if those credits are in the elective area or in a core subject area. (The University of Arkansas requires 3 electives to be chosen from foreign language, oral communication, math, science, social studies, or computer science).

American Sign Language 1 and 2 will count as a foreign language.

Requirements: 3.5 Grade Point Average and a total of 26 combined credits.

DIGITAL LEARNING COURSES

The District shall offer one or more digital learning course(s) through one or more District approved provider(s) as either a primary or supplementary method of instruction. The courses may be in a blended learning, online-based, or other technology-based format.⁷ In addition to the other graduation requirements contained in this policy, students are required to take at least one (1) digital learning course for credit while in high school.

CAREER FOCUS

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.

TO ATTAIN 10TH GRADE STATUS

A student wishing to go to the high school as a sophomore must have **four** completed credits. Two of the four credits must be English I and Algebra I.

CONCURRENT CREDIT

A ninth through twelfth grade student who successfully completes a college course(s) from an institution approved by the Arkansas Department of Education shall be given credit toward high school grades and graduation at the rate of one-half (1/2) high school credit for each three (3) semester hours of college credit. Unless approved by the school's counselor **prior to enrolling for the course**, the concurrent credit shall be applied toward the student's graduation requirements as an elective. Students are responsible for having the transcript for the concurrent credit course(s) they've taken sent to their school in order to receive credit for the course(s). The transcripts are to be received by the school within thirty (30) school days of the end of the semester in which the course is taken. Students may not receive credit for the course(s) they took or the credit may be delayed if the transcripts are not received in time, or at all. This may jeopardize students' eligibility for extracurricular activities or graduation. Students will retain credit applied toward a course required for high school graduation from a previously attended, accredited, public school. Any and all costs of higher education courses taken for concurrent credit are the student's responsibility.

As pursuant to the rules and regulations of the Arkansas Department of Education, "any student who has successfully completed the 8th grade" and is enrolled in an Arkansas public school, "shall be eligible to enroll in a publicly supported community college, technical college or four year college or university" in accordance with that institution's rules and regulations. Furthermore, "any public school student in grades 9-12 who enrolls in and successfully completes a course(s) offered by such a college, university or private institution shall be entitled to receive both high school...and college credit," and have the credit count toward graduation.

Legal Reference: AR Code 6-18-223, A.C.A. § 6-15-902(c) (2)

Arkansas Department of Education Rules and Regulations: Concurrent College and High School Credit for Students Who Have Completed the Eighth Grade

GRADUATION REQUIREMENT UPDATE/ADDITION

Three semester hours of college credit taken by a student in grades 9-12 at a publicly supported community college, technical college, four-year college or university, or private institution shall be the equivalent of one unit of high school credit in the same subject area. A three-semester hour remedial/developmental education course shall be the equivalent of one-half unit of credit for a high school career focus elective. A remedial/developmental education course cannot be used to meet the core subject area/unit requirements in English and mathematics.

HOMEBOUND POLICY

Any student that is absent from school because of illness, an accident resulting in serious injury, pregnancy, or other physically handicapping conditions, shall upon approval, receive educational services during the academic year with his/her facility of confinement for as long as the handicap condition prevents the student from safely and adequately attending school. A statement, from the attending physician as to the student's diagnostic reason for confinement and the approximate length of time that such services will be needed, must be submitted to the principal **PRIOR** to approval. Homebound applications may be picked up in the assistant principal's office.

It shall be the responsibility of the homebound student to complete all assigned work before he/she starts receiving the services of the homebound teacher. After homebound services begin, the student will complete all assigned work to the best of his/her ability. The homebound student shall complete all the work within five school days and failure to complete the work will result in termination of the homebound services.

The student will receive instruction in math, science, English and social studies. Assignments for elective classes may also be given to the student to complete on their own. A determination by the principal/teacher may be necessary in order to determine continued placement in the elective course for credit.

The parent of the homebound student will provide a quiet environment with little or no disruptions and will work with their child to be sure they are studying and putting forth every effort possible to ensure they receive quality instruction.

HOME SCHOOL POLICY

Credit for Home School or Non-Accredited School Transfers:

Students who have been home schooled or have attended a non-accredited school may request an end-of-course semester exam to prove proficiency and receive credit for a class. Testing for credit is only allowed in the core subject areas (English, Math, Science and Social Studies). No testing will be done for elective credit.

SEMESTER TESTS

All students will be required to take comprehensive semester tests. First semester exams must be made up by January 15th and second semester exams must be made up by June 15th (unless an extension has been approved by the building principal). *All Seniors* will be exempt from taking spring semester finals. Seniors enrolled in a college credit class, concurrent credit class or online class may be required by the university or teacher to take a comprehensive spring semester final. Students may request a final be given to them in order to raise their grade.

GRADING

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

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

A = 100 – 90

B = 89 – 80

C = 79 – 70

D = 69-60

F = 59 and below

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

A = 4 points

B = 3 points

C = 2 points

D = 1 point

F = 0 points

AR Code 6-15-902 refers to the grade point values for Advanced Placement (AP), International Baccalaureate (IB), and approved honor courses shall be one point greater than for regular courses with the exception that an F shall still be worth 0 points. (Refer to MH School Board Policy 5.15 – Grading)

Legal References: A.C.A. § 6-15-902

State Board of Education: Standards of Accreditation 12.02

Arkansas Department of Education Rules and Regulations Governing Uniform Grading Scales for Public Secondary Schools

ADVANCED PLACEMENT GRADING

Students who take advanced placement courses and concurrent college courses for weighted credit or honors courses approved for weighted credit by the Arkansas Department of Education shall be graded according to the following schedule.

- A = 100 – 90
- B = 89 – 80
- C = 79 – 70
- D = 69-60
- F = 59 and below

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

- A = 5 points
- B = 4 points
- C = 3 points
- D = 2 point
- F = 0 points

Students taking AP courses shall receive weighted credit as described in this policy. Credit shall be given for each grading period during the course of the year, but shall be retroactively removed from a student's grade for any course in which the student fails to take the applicable AP exam. Students who do not take the AP exam shall receive the same numeric value for the grade he/she receives in the course as if it were a non-AP course. Students who transfer into the district will be given weighted credit for the Advanced Placement courses, honors courses approved by the Arkansas Department of Education, and concurrent college courses taken for weighted credit at his/her previous school(s) according to the preceding scale.

Legal References: Arkansas Department of Education Rules and Regulations Governing Uniform Grading Scales for Public Secondary Schools
ADE Rules Governing Advanced Placement Courses in the Four Core Areas in High School
A.C.A. § 6-15-902(c) (1)
A.C.A. § 6-15-902(c) (3)

CREDIT RECOVERY

A meeting will be set up between the student and his/her counselor (parents are invited) to do paperwork necessary to prepare student for enrollment in the Guy Berry College & Career Readiness Center for credit recovery. MHHS summer school can be discussed at this time as well. Student paperwork will require the signatures of both an MHHS counselor and the building principal in order to give the student permission to attend.

HONOR ROLL

The honor roll is compiled each 9 weeks. To be on the honor roll, a student must make all A's or B's during the grading period.

SCHEDULE CHANGES

All class changes must be made by school administration or the MHJH counselors. Changes to a student's schedule after the schedule change process is complete must be approved by the principal. A schedule change can be made if a student changes from Smart Core to Core.

RETKING A COURSE

Summer School is considered credit recovery and is not the same as retaking a course. Only correspondence courses taken from an accredited college and approved by a counselor can be completed for grade replacement.

STUDENT RECORDS

The Family Education Rights and Privacy Act of 1974 (Public Law 93-380) states in part that "all academic and personal records pertaining to individual students are confidential and can only be inspected by students, parents, and school officials." Parents of students may inspect these records and challenge any records that may be misleading, inaccurate or otherwise inappropriate. Personally identifiable data concerning a student may only be released with his/her parents' written permission, unless required by state or federal law. Requests to release records or give personal information over the phone cannot be honored by law. For the protection of the student, a person requesting records may be required to sign a form before the school will release student information. Other school officials within the same school, officials of other schools, or school systems in which the student has enrolled may request and receive a student's records. Records that are given to the school by students/parents are unofficial. Official records can only be obtained between school districts. A copy of the student's permanent record shall be provided within ten (10) days after the date of the request from the receiving school district is received. When any student has reached the age of 18 or is attending an institution of post secondary education, the law states that "the rights accorded to and the consent required of the parent of the student shall thereafter only be accorded to and required of the eligible student." Student records include files, documents, tapes, films, etc., which contain personally identifiable information directly related to a student.

EXTRACURRICULAR ACTIVITIES

Any school/club organization that is not an extension of the school curriculum as mandated by the Arkansas Department of Education is considered to be an extra-curricular activity. Extracurricular and non-instructional activities will be limited to minimize interruptions of classroom instruction. Mountain Home Junior High School is a member of the Arkansas Activity Association and has agreed to adhere to its by-laws.

The extracurricular activity policy is as follows:

1. The previous semester average for all courses will be used to determine a student's eligibility for participation in the extracurricular activity. The previous semester average must be a minimum of a 2.0 GPA or the student must enroll in the Supplemental Instruction Program (SIP) to become eligible to participate in activities. The SIP is 100 minutes of supplemental instruction each week as implemented by the coach or club sponsor. If the student fails to acquire 100 minutes of SIP per week, he/she will be ineligible to participate in extracurricular activities the following week. All students will be monitored weekly to make sure they are meeting their 100 minutes per week.
2. The policy concerning absences for participation in extracurricular activity events is as follows:
Mountain Home Junior High School - 15 days per school year
3. The principal may decide if special circumstances exist, to waive the number of allowed absences per school year for extracurricular activities participation.

If a pep bus is going to an activity, the cheerleaders must ride the bus, both coming and going to the event. All students riding the bus to an activity are expected to return on the bus. The only exceptions are if the student and his/her parent/guardian inform the chaperon of the bus that they will be returning home with them. No student will be given permission to ride home with another student, boyfriend or girlfriend, etc. If you do not plan on riding the bus home, do not ride it to the event.

At the present time, the following extra-curricular activities are offered at the Junior High: Art Club, Band, Baseball, Basketball, Cheerleading, Chess, Choir, Christians in Action (CIA), Cross Country, FBLA, FCCLA, FFA, Fire Marshals, Fishing Club, Football, Golf, Journalism, NJROTC, Military Club, Odyssey of the Mind, Performing Arts, Photography Club, Quiz Bowl, Rotary Youth Leadership, S.A.F.E, Soccer, Softball, Student Council, Track, Volleyball, and Youth Shooting Sports/Trap Team.

Many of these activities are completed within the school day so students may ride the bus at the regular time. Each club has a constitution which contains specific rules of conduct and policies which must be observed.

SPORTSMANSHIP

Our goal at Mountain Home Junior High School is to show good sportsmanship at all school events, here and at other schools. Therefore, all behavior of spectators and participants should show positive support and contribute to the success of our teams and organizations.

The following are rules of good conduct:

1. Students attending sporting events are expected to sit and watch the event unless they wish to go to the restroom or concession stand.
2. Students attending school events must abide by all rules as if they were attending school.
3. All cheering and yelling should show support for your own team and should not be directed against the opposing team or group.
4. Any signs used should be of a positive nature, encouraging our school's participants.

The following behaviors show poor sportsmanship:

- Throwing objects of any kind onto a playing field or floor.
- Running or horseplay.
- Vulgar or suggestive language or gestures.
- Booing of officials or opposing team members.
- Any form of disrespect to the opposing team or fans.
- Making noise at times when players' concentration is needed.

Students in grades 8 and 9 who attend an athletic event will be expected to comply with the following rules:

The Student:

1. Must remain inside the fenced area or the gymnasium upon entry to the athletic event. Exiting will require another cost of admission.
2. Will stay away from the restroom areas except to use the facility.
3. Will only go inside the track area to form a spirit line.
4. Will not stand on seats near the edge or top row of the bleachers for safety reasons.
5. Will not be allowed to engage in dangerous or disruptive play such as throwing/kicking objects or running.
6. Should realize that this is a school activity and school rules apply.
7. Will be asked to leave the event should he/she become disruptive.

6A Conference rules apply at all events. These prohibit full-face and body painting, unless the building administrator during special events throughout the year gives permission.

PRIVACY OF STUDENTS' RECORDS/DIRECTORY INFORMATION

Unless the parent or guardian of a student (or student, if above the age of eighteen [18]) objects, directory information about a student may be made available to the public, military recruiters, post secondary educational institutions, prospective employers of those students, as well as school publications such as annual yearbooks and graduation announcements. "Directory information" includes, but is not limited to, a student's name, address, telephone number, electronic mail address, photograph, date and place of birth, 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 District. A student's name and photograph will only be displayed on the district or school's web page(s) after receiving written permission from the student's parent or student if over the age of eighteen (18).

The form for objecting to making directory information available is located in the back of the student handbook and must be completed and signed by the parent or age-eligible student and filed with the building principal's office no later than ten (10) 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.

MOUNTAIN HOME PUBLIC SCHOOLS DISCIPLINE PLAN GRADES 8-12 (ACT 1475, 1999)

STUDENT CONDUCT

All pupils are expected to conduct themselves at all times in a manner that will contribute to the best interest of the school system and not infringe on the rights of others. The following activities are considered improper conduct and will subject the pupil to disciplinary action. Disciplinary action will range from verbal warning to expulsion. A violation of the rule will occur whether the conduct takes place in the "school zone" which is on school grounds at any time, off the school grounds at a school activity, function, or event, or en-route to and from school. Disciplinary action may also be applied for off-campus misconduct if the action is aimed at harassing, vandalizing, or retaliating against a school district employee or their property. **Since every situation cannot be anticipated, the Mountain Home School District reserves the right to take disciplinary action for inappropriate student conduct that is not spelled out in the handbook.** (AR Code 6-18-502 & 6-18-503)

EXTENDED RIGHTS POLICY

The "Extended Rights Policy" (ERP) is school policy for extending authority beyond the "School Zone". The ERP gives the school the right to protect and control beyond the "school zone" versus the obligation to do so. When a student leaves the "school zone", the school's obligation ends, but its rights continue. These rights include but are not limited to the right to investigate, gather, and exchange information with the police department. In addition, the school has the right to make a determination whether actions of the student creates a clear dangerous/disruptive connection back to and upon the safe and orderly educational atmosphere of the school. During any disciplinary appeal, the disciplinary action will be served by the student. If the appeal overturns the discipline administered, that disciplinary action will be removed from the student's record.

The consequences for inappropriate actions by students can range from a warning to expulsion.

Key for abbreviations:

W--Warning

PC--Parent Contact

LS--Late School

SS--Saturday School

S--Suspension

ISS--In-School-Suspension

OSS--Out-of-School Suspension

PA--Prosecuting Authorities

MHPD--Mountain Home Police Dept.

AD--Administrator's Discretion

NOTE: All suspensions require parent/guardian or responsible adult contact. Parent contact may be verbal or written. Students assigned to OSS or SS may forfeit their privilege to attend assemblies for the remainder of the semester. Administrators will attempt to make contact with parents/guardians on office referrals (verbal and written). Some offenses, depending upon the severity, may require notification of the MHPD, and Prosecuting Authorities or both.

Administrators will make a reasonable, good faith effort to contact parents/guardians when their child has been reported to, interviewed, or taken in to custody by law enforcement personnel and for other purposes (Act 1217 of 2001).

Prohibitive Conduct

The consequences for inappropriate actions by students can range from a warning to expulsion. Recurring violation of rules will escalate disciplinary consequences with each referral.

1. **Disruptive, Disrespectful, Disorderly Conduct**

Students shall refrain from disruptive and/or disrespectful behavior.

2. **Failure to Comply**

A pupil shall not fail to comply with reasonable directions or commands of teachers, student teachers, substitute teachers, teachers' aides, principals, administrative personnel, superintendents, secretaries, custodians, school bus drivers, school security officers, or any other authorized school personnel.

3. **Damage or destruction of school or public property**

A pupil shall not cause or attempt to cause damage to school property or private property. The school district may take legal steps, if necessary, to recover damages from the student destroying the school property. Parents or guardians of any minor under the age of 18 will be liable for damages caused by said minor. (AR. Code 9-25-102)

4. **Possession of Contraband.**

A student shall not possess contraband that is disruptive but non-dangerous. The purpose is to avoid distracting and time-consuming episodes of inattention, ownership disputes, emotional upset over lost items, and to insure that students can hear instructions. Examples are items like trading cards, drug paraphernalia, tobacco like products, or any other item that resembles or is represented as a weapon such as, offensive sprays, lighters, matches, wallet chains, choker chains, bullets, ammunition, etc. Students are not to bring laser pointers to school during school hours (Act: 1408, 1999) (AR Code 5-71-277). Mountain Home Junior High School cannot be responsible for lost or stolen items.

5. **Harassment, Hazing**

Harassment of others at Mountain Home Public Schools will not be permitted. Harassment shall be considered any act that intentionally and repeatedly causes another to become embarrassed, ashamed, angry, or uncomfortable. Harassment may be physical, verbal or merely unwanted/intimidating looks directed at a person for the purpose of initiating an emotional response. Students are encouraged to report harassment (AR. Code 5-71-208). Engaging in any activity defined by the laws of Arkansas to be "hazing" is prohibited (AR. Code 6-5-201). These include:

a. Any willful act on the property of Mountain Home Junior High School by one student alone or acting with others which is directed against any other student and done for the purpose of intimidating him with social or other ostracism or by submitting such student to shame or disgrace among his fellow students, and acts calculated to produce such results.

b. The playing of abusive tricks on the property of Mountain Home Junior High School by one student alone or acting with others, upon another student to frighten or scare.

- c. Any willful act on the property of Mountain Home Junior High School by one student alone or acting with others which is directed against any other student done for the purpose of humbling the pride, stifling the ambition, impairing the courage of the student attacked, discouraging him/her from remaining at Mountain Home Junior High School, or reasonably to cause him/her to leave Mountain Home Junior High School rather than submit to such act.
 - d. Any willful act on the property of Mountain Home Junior High School by one student alone or acting with others in striking, beating, bruising, or seriously offending, threatening, or attempting to strike, beat, bruise, or maim; or to seriously offend, threaten, or attempt to do physical violence to any student of Mountain Home Junior High School or any other educational institution; or assault upon any such student made for the purpose of committing any of the acts or producing any of the results, to such student as defined by this paragraph.
6. **Sexual Harassment**
Sexual harassment occurs when a student makes unwelcome sexual advances, requests sexual favors, and other inappropriate oral, written, or physical conduct. Examples of prohibited conduct are verbal harassment or abuse, repeated remarks to a person with sexual or demeaning implications, inappropriate patting or touching, intentional brushing against another's body, or any sexually motivated, unwelcome touching. Any person who alleges sex discrimination or sexual harassment by any staff member or student is encouraged to complain directly to the building principal, guidance counselor, or to the district Equity Coordinator, at 425-1201. Any teacher that becomes aware of any such act or alleged act must report to at least one of these persons. Upon receipt of a complaint, the District will take such action as appropriate based on the results of the investigation. If the harasser is a student, disciplinary action may include suspension or expulsion. If the harasser is an employee, disciplinary action may include termination or nonrenewal. See Sexual Harassment Policy in the District Handbook (**Act 1108, 1997**).
 7. **Inappropriate Language, Gestures, or Materials**
Students shall not use or possess inappropriate language, gestures, or materials.
 8. **Public Display of Affection**
A student's displays of affection or emotions are restricted and are based on common courtesy. Examples of restricted student affection are as follows: Kissing, hugging, sitting on laps, etc. Students that do not refrain from the above behaviors will be disciplined.
 9. **Habitual failure to complete and turn in work**
Parents will be contacted if a student habitually fails to complete and turn in work.
 10. **Extortion**
No student shall intimidate others for food, money, protection, etc.
 11. **Gambling.**
A student shall not participate in any activity which may be termed gambling or wagering where the stakes are money or any other object or objects of value.
 12. **Gang-like, Gang, or Hate Group Related Activities (Activities including signs, emblems, signals, writing, and satanic markings – Act 1108, 1997)**
Unlawful student organizations (fraternities, sororities, secret societies, gangs or hate groups) are not permitted.(AR. Code 6-18-603) No student shall promote gang membership or gang or hate group activities by the wearing of gang-style clothing, the display of gang symbols or gestures.
 13. **Out of Bounds (Parking lot during school hours and loitering on or within 100 ft. of school property)** Students are considered out of bounds if they enter any area other than as dictated by their normal daily schedule. Students are also considered out of bounds if they are in any school parking lot during the school day without prior permission from school personnel. Students are not to loiter before or after school on or within 100 ft. of school property (AR.Code 6-21-607)
 14. **Dishonesty (forgery, cheating, lying)**
Students should not participate in any dishonest effort to receive credit or to allow others to receive credit for any assignment, project, test, etc.
 15. **Unauthorized Possession or Theft of Property**
 - a. A student shall not steal or attempt to steal property belonging to the school or public or private property while under jurisdiction of the school.
 - b. Students shall make restitution of any property stolen by them and shall be subject to other disciplinary measures.
 - c. Found items must be turned in to the office immediately.
 16. **Safety Violation (Rough Play, Wrestling, Throwing Objects)**
Students should not participate in any activities that could result in injury or present a disruptive atmosphere. Playful wrestling or boxing is prohibited. Students should never place their arms or hands around another person's neck as this could result in permanent injury or death.

17. **Abusive or Threatening Behavior (Verbal, Physical)**

Students should refrain from threats of physical harm to any person. Insinuations of death or harm to another are prohibited. Threats in some circumstances are felonious acts and severe violation of school rules. Appropriate action will be taken upon report of all threats (ranging from parent conference to expulsion and police involvement.). This includes oral, written, physical, or electronic communications (phone, internet, etc.). Any student who threatens others with serious injury or death or who talks of bringing a weapon to school automatically will be referred to Baxter County Juvenile Services/Mountain Home Police Department (AR. Code 6-17-113 as amended by Act. 1520, 1999).

18. **District Technology/Internet Policy** (AR Code 6-21-107 as amended by Act 912, 2001)

Policy is located in the District Handbook.

19. **Medication Policy**

This includes any prescribed medication, over-the-counter medication, or pills (No-Doz, Yellow Jackets, etc.), and Homeopathic medicine (herbal or naturally occurring supplements).

20. **Inappropriate Distribution of Materials**

Nothing shall be distributed on school grounds or school property for **personal** gain or profit.

21. **Anti-Bullying (ACT 681, 2003)**

Bullying means the intentional harassment, intimidation, humiliation, ridicule, defamation, or threat or incitement of violence by a student against another student or public employee by a written, verbal, electronic, or physical act that causes or creates a clear and present danger of physical harm to a public school employee or student or damage to the public school employee's or student's property. Additionally bullying means, substantial interference with a student's education or with a public school employee's role in education or a hostile education environment for one (1) or more students or with a 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. All types of Bullying are subject to disciplinary action. **All students are encouraged to talk to an administrator, counselor, or teacher when they are aware of a bullying situation as soon as possible.**

22. **Cyber Bullying (ACT 115, 2007) (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)**

Cyber Bullying is an electronic act 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.

23. **Tardies (Teachers will list each tardy on the attendance sheet.) A student is considered tardy if he/she is not in their assigned location as specified by their teachers when the tardy bell rings. All tardies are cumulative per nine weeks.**

****NOTE:** All tardies are unexcused unless you are detained by school personnel. Exceptions are made for students returning to school from medical, dental, or legal appointments. Proper documentation must be presented at the time of the student's return to school.

24. **Failure to Present an ID Badge. Failure to WEAR an ID Badge OR Possession of Another Student's ID Badge, Defacing, Improper Display, or Improper Use of an ID Badge. (Refusal to WEAR an ID Badge will result in 1 – 10 OSS)**

Students must present only **their own** ID Badge while at school.

25. **Inappropriate Personal Appearance**

The following regulations shall govern student dress:

- a. Dress and grooming should be clean and in keeping with health and sanitary practices.
- b. Students may not wear clothing, jewelry, or hairstyles that can be hazardous or disruptive.
- c. Dress and grooming should not disrupt the educational process. For example, a student shall not wear or use emblems, insignias, badges, or other symbols which distract other students, or otherwise cause disruption or interference with the operation of the school. This includes advertisements or symbols for alcoholic beverages, tobacco, and illicit drugs. This also includes any objects that may be deemed inappropriate or inflammatory due to circumstances at the time.
- d. Clothing that displays objectionable or inflammatory content such as a drug, alcohol or vulgar reference shall not be worn.
- e. Tops must cover the entire torso. Bare midriffs and narrow strapped tops (less than the width of a one-dollar bill) are not permitted. A student's shirt and pants/shorts/skirt must touch all the way around the waist at all times while standing or seated. No undergarments or midsection skin (front or back) can show at any time. Also, students shall not wear low-cut or revealing tops. If students have holes in their clothing, that bares skin, above a dollar bill from the kneecap, they will be asked to change their clothing.
- f. **Mesh** shirts and sweaters are permitted only if worn over an opaque solid garment.

- g. Shorts and skirts should extend at least the length of a one-dollar bill from the top of the kneecap upward to the bottom of the shorts or skirt while in a normal, standing position. Examples of appropriate shorts, worn as intended (not rolled up), would be athletic like shorts (such as Nike, Adidas, Under Armour, & New Balance) with or without the u-shaped side design. Wearing tights or leggings underneath these items does not allow an exception to this rule. **Tights are considered undergarments and may not be worn as pants.** If wearing leggings or leggings, the top being worn must extend to cover at least both the back and front of the hip and upper thigh area.
- h. Any headwear, including hats, caps, scarves, hoodies and bandannas may not be worn inside.
- i. Sunglasses shall not be worn inside the building.
- j. Any article that could be used as a weapon or inflict injury should not be worn. Example: wallet chains, choke chains, large rings, dog collars, etc.
- k. ACT 835-- Clothing that exposes underwear, buttocks, or the breasts of a female, while on the grounds of a public school during the day and at school-sponsored activities and events not applying to costumes or uniforms in a school-sponsored activity or event are not permitted.
- l. Clothing, outerwear, pins, symbols, or insignia of prohibited organizations or gangs shall not be worn to school or at any school related activity.
- m. There shall be no visible external body piercing which could be considered dangerous or a disruption to the educational process. There shall be no attempt at body piercing on school grounds or school property.

26. Vulgar, Obscene, Offensive Language, Gestures, or Materials

Students must refrain from using any and all vulgar, obscene, and offensive language or gestures during school or at any school event on or off campus.

27. Fighting (Act: 1108, 1997)

Students should not fight one another on campus.

****NOTE:** An expulsion recommendation will be made when a student has acquired 20 or more OSS days for fighting.

28. Skipping (Failure to attend class while on campus), Truancy (An absence from school without school or parent's prior knowledge), and Leaving Campus Without Permission

Skipping – Students must attend all classes on their schedule at the designated time while on school grounds. **Truancy** – Absent from school without school or parent's prior knowledge. Attendance may be used as basis for denial of course credit (AR. Code 6-18-222). **Leaving Campus without Permission** – Students may not leave campus during the school day without administrative approval. Students must have a parent/guardian call the school AND the student must sign out in the front office BEFORE they will be allowed to leave campus prior to the end of their school day.

29. Parking Violations (Students parking in a handicapped parking space will be issued a ticket by MHPD.)

Students must park in designated student parking and must have a school-issued parking tag displayed during the school day.

****NOTE:** If any person in the vehicle does not drive or rides the bus due to lack of a driver's license, driving privileges will be suspended when they obtain a driver's license or parking permit for sections F and G above!

30. Possession or Use of Tobacco and Nicotine Products

In keeping with regulations passed by the 1987 Arkansas legislature, there will be NO tobacco and or nicotine products carried or used on the campus of Mountain Home High School. Students will be disciplined if they are found either using or possessing tobacco or tobacco products on the campus. Lighters, matches, etc. are considered contraband (AR. Code 6-21-609 as amended by Act 1108, 1997). The TEG (Tobacco Education Group) program has been implemented in lieu of out-of-school suspension for first-time tobacco offenders. Intervening with Teen Tobacco Users is a research-based educational program that strives to inform teenage tobacco users about the negative consequences of tobacco use.

Smoking, possession or use of tobacco or products containing tobacco/nicotine in any form (including, but not limited to, vapes, cigarettes, cigars, e-cigarettes, chewing tobacco, and snuff) in or on any property owned or leased by a district school, including school related events/activities. Students who violate this policy may be subject to legal proceedings in addition to student disciplinary measures.

- a. First Violation – Three (3) days in-school suspension and completion of a tobacco education program.
- b. Second Violation – Three (3) days Tier 4. Loss of driving privileges/activities during this time. Completion of a tobacco education program.
- c. Third Violation – Three (3) days Suspension from school. Community service. Completion of a tobacco education program. Legal referral.

31. False 911 Call (Initiating or Participating in a False 911 Call) (AR Code 5-71-210 as amended by Act 567 of 2001)

Students shall not participate in reporting any false information to any emergency agency. (AR Code 5-71-210 as amended by Act 567, 2001)

32. Refusal to Comply, Defiance

Students must comply with any and all school personnel directives while the personnel are working in the capacity of their job responsibilities.

33. Cell Phone

For safety purposes, the district permits students to possess cell phones; however, cell phones must remain turned off and put away during instructional time. This is from the first bell of the day to the last bell of the day (except lunch periods and between classes), including during testing. A cell phone that is in silent mode is NOT off. Turned off means the phone is powered off. It cannot make or receive calls, text messages, or alerts. Students in violation will be subjected to disciplinary action. Cell phone use in the classroom is at the discretion of the teacher.

34. Repeated OSS (Out-of-School Suspension)

Multiple violations of school rules for which a student is suspended out-of-school 5 times in one school year or over 30 days of OSS. **Saturday School assignments are included if substituted for OSS.**

35. Refusal or Flight from Search

Fireworks are items commonly purchased whose purpose is to celebrate, not create damage or confusion. Bang-snaps, smoke or stink devices, and firecrackers are common examples. Possession or use of fireworks at school is disruptive and a possible safety issue that is prohibited.

36. Fireworks and Explosives

Fireworks are items commonly purchased whose purpose is to celebrate, not create damage or confusion. Bang-snaps, smoke or stink devices, and firecrackers are common examples. Possession or use of fireworks at school is disruptive and a possible safety issue that is prohibited. Explosives are defined as items which may cause harm or damage and may either be purchased or be homemade. Such items are absolutely out of place at school.

37. Weapon, Dangerous Object (possession, intent, or use) (Act 1590, 1999 – Expressed Intent to Harm)

A pupil shall not possess, threaten with, or use a knife, razor, ice pick (AR. Code 5-73-120), wallet chain, large ring, pepper or tear gas sprays (AR Code 5-73-124), laser pointer (AR. Act 1408 of 1999), or any other object that reasonably can be considered a weapon or dangerous to others. Any item that aids in the violation of school rules is prohibited.

38. Major Disturbance or interference with school.

NO PUPIL SHALL:

- a. Occupy the school building or properties with intent to deprive others of its use or where the effect, thereof, is to deprive others of its use.
- b. Block the doorway or corridor of any school building or property, so as to deprive others of access.
- c. Prevent, or attempt to prevent, the convening or continued functioning of any school class, activity, lawful meeting, or assembly on school grounds.
- d. Prevent students from attending a class or school activity.
- e. Block normal pedestrian or vehicular traffic on the school campus or adjacent grounds, unless under the direction of a school administrator.
- f. Continuously and intentionally make noise or act in any other manner so as to interfere seriously with the teacher's ability to conduct the class or any other school activity.
- g. In any other manner by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct intentionally causing the disruption of any lawful process or function of the school, or engage in any such conduct for the purpose of causing the disruption or obstruction of any such lawful process or function.
- h. Refuse to identify himself on request of any teacher, principal, superintendent, school bus driver, or other school personnel.
- i. Encourage other students to violate any rule or school board policy.
Participate, promote, or encourage school-wide disturbances such as fighting, riots, etc.

39. Verbal Abuse to School Officials (AR Code 6-17-106 as amended by Act 1565, 2001).

Verbal abuse to school officials is covered by Arkansas Statute 6-17-106, which reads "every person who shall abuse or insult a public school teacher while such teacher is performing normal and regular or assigned school responsibilities, shall be guilty of a misdemeanor and upon conviction, shall be liable to a fine of not less than \$100, or more than \$1500." (AR Code 6-17-106 as amended by Act 1565, 2001)

40. Physical abuse, assault of School Personnel, or Death Threat (as defined by Act 1046, 2001) of a School Personnel or Student (Act 1520, 1999)

A pupil shall not cause or attempt to cause physical injury or behave in such a way as could cause physical injury to a school employee, fellow student, or other individual. (Act: 1520, 1999)

41. False Fire or Bomb Threat (AR Code 5-71-210 as amended by Act 567, 2001).

Students may not initiate nor participate in reporting a false fire alarm or bomb threat.

42. **Arson or Attempted Arson** No person is allowed to start any type of fire during school or at any school event on or off campus (excluding teacher-led experiments in a classroom setting)

43. **Possession, Use, or Distribution of an Illegal Substance OR any Misrepresented or Misused Substances**

A pupil shall not possess, distribute, sell, use, transmit, or be under the influence of any mood altering drug, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, **prescription medication** or any other controlled substance as defined in AR Code 5-64-401 of the State of Arkansas, as amended; or beverage containing alcohol or intoxicants of any kind, or what the student represents or believes to be any of the above substances. Students should not use or be under the influence of any intoxicant. Students will be considered under the influence if any measurable amount of alcohol is found to exist. Penalties are as follows:

- a. 10 day Tier 4 placement
- b. Students found with drugs on campus, the discipline will range from placement at GBCCA for a minimum of a semester and or expulsion.
- c. Mandatory MHPS counseling program with parental involvement.

44. **Possession of Firearms (Act 1108, 1997 and Act 1282, 1999).**

No person shall possess a firearm (pellet gun, handgun, rifle, shotgun) on school property (AR. Code 5-73-119 as amended by Act 1282 of 1999). Such possession also mandates expulsion for a one-year minimum (AR. Code 6-18-507 as amended by Act 1150 of 1999); provided that the superintendent shall have discretion to modify such expulsion requirement on a case-by-case basis. Additionally, parents of students expelled for this offense must sign a statement, prior to re-enrollment, acknowledging that they have read and understand current laws regarding the possibility of parent responsibility for allowing a child to possess a weapon on school property. All such expulsions will be reported to the Arkansas Department of Education for inclusion in their Registry of Students Expelled for Firearms or Violence.

Policies for Students Riding the School Bus

1. Be at the bus stop at the scheduled time. Stand back about ten feet from the bus stop. Wait until the door is opened before moving close to the bus.
2. While loading or unloading, enter or leave the bus orderly and quickly.
3. While riding the bus, students are under the supervision of the driver and must obey the driver at all times. Students causing disciplinary problems on buses will be identified and disciplinary action will be taken.
4. Students are expected to conduct themselves in a manner such that they will not distract the attention of the driver or disturb other riders on the bus.
5. No food or drink is to be consumed on the route bus. Exceptions will be made for the consumption of water on days of high temperature. A further exception is made for activity trips subject to the approval of the sponsor. No knives or sharp objects are allowed. No firearms, ammunition, fireworks, pets, or other animals are allowed.
6. Students need to speak in a moderate voice; no yelling or screaming. Students **MUST** remain seated and out of the aisle while the bus is in motion. No backpacks, books, or items are to be left in the aisle. Keep the aisle clear. Do not put arms, hands, head, or anything out of the windows.
7. A student will be liable for any damage he/she does to the bus. This includes writing on seats, poking holes in the seats, tampering with any bus equipment or furnishings, etc.
8. Students who must cross the road or highway to enter the bus must always be on the right side of the road waiting on the bus. If you should arrive at the stop just as the bus approaches the stop, wait until the bus has come to a complete stop and the driver has signaled to you to cross.
9. Students who must cross the road after exiting the bus must go to a point on the shoulder of the road 15 feet in front of the bus or until you can plainly see the bus driver. Students must wait for the driver to signal them across.
10. Students must ride their assigned bus. Those needing to ride another bus, or get off the bus at a point other than normal for any reason, must bring a note with parent permission to the building principal. The office will issue a "Permit to Ride Bus" form which the student will present to the driver of the bus they are to ride that day. Mountain Home Public Schools will not assume responsibility for transportation of students to special events after school.
11. Mountain Home School District will not be responsible for any personal items lost, stolen, broken, or damaged on the school bus.
12. Due to critical safety issues which require full awareness at bus loading and unloading **cell phone usage is forbidden** at those times.
13. For transportation assistance before 8:00 a.m. and after 4:00 p.m., call 425-1229 or 425-1240.

BEHAVIOR OTHERWISE NOT COVERED

The school district reserves the right to punish behavior which is not conducive to good order and discipline in the schools, even though such behavior is not specified in the preceding written rules or any student handbook.

DISCIPLINARY ACTIONS-COMPOSITION AND RANGE

The following is a list of some specific actions that are used:

1. Detention
2. Loss of privileges
3. Work assignment-academic or other
4. Parent conferences
5. Restitution
6. Referral-school staff or other professional
7. Saturday School
8. Suspension
9. Expulsion
10. Other action as deemed appropriate
11. Referral to law enforcement-any felonious acts, assaults, or threats will be reported to the appropriate agency.

LATE SCHOOL, STUDENT ALTERNATIVE ATTENDANCE CENTER (SAAC) & SATURDAY SCHOOL

Late School, the Student Alternative Attendance Center (SAAC), and Saturday School are used by administrators for the violation of school rules/policy. The purpose of Late School, SAAC, and Saturday School is to provide a positive alternative to loss of class time for violation of school rules, regulations and policies when the school administration feels this type of placement would assist in the student's rehabilitation and ultimately, improve the discipline within the school. The usage of SAAC is not intended to remove suspension and/or expulsion as a valid disciplinary action for extreme or repeated violations. Those students who will not cooperate in the room will be suspended from school.

Late School Rules and Regulations

1. Be ready to work in the Late School room by 3:20 p.m.
2. Bring all materials necessary (pen/pencil, paper, books, projects, notes, calculator, etc.) and school work in order to stay busy on class-related work the entire time.
3. Students can only work on school-related work. Reading for pleasure, writing letters/notes, listening to music, talking, sleeping, etc. are not acceptable.
4. No student interaction of any kind is allowed.
5. Failure to be prepared to work or to strictly follow any rules or verbal instructions will result in out-of-school suspension.

SAAC Rules and Regulations

1. Students should be in SAAC room seated and ready to work by 8:00 a.m.
2. Students should bring all books and materials necessary for a regular scheduled day of class (including pen and/or pencil). Failure to be prepared for SAAC will result in out-of-school suspension for that day.
3. Students must complete all assigned classroom work and it must be turned in to the teacher at the beginning of the next class meeting. The SAAC teacher will assign additional work if the student finishes all assigned work.
4. Students will be allowed three restroom breaks throughout the day.
5. There will be no student interaction of any kind during the day (communication of any sort).
6. Failure to strictly follow any rules or verbal instructions while in SAAC will result in out-of-school suspension for the remainder of that day and the following school day.
7. SAAC students may spend approximately 30 minutes per day on campus clean up details.
8. SAAC is limited to 6 days of assignment per student per school year.

Saturday School Guidelines

1. Students will not be assigned to Saturday School for over 3 disciplinary problems (except tardiness).
2. A student's failure to attend or comply with Saturday School regulations will result in further disciplinary action at the administrator's discretion.
3. Dismissals from Saturday School will result in OSS. Students dismissed from Saturday School will lose Saturday School as a disciplinary option.
 - a. Assignments to Saturday School count the same as OSS (max 5) toward expulsion.
 - b. Saturday School schedule will be 8:00 a.m. to 11:00 a.m..
 - c. Parents or guardians will be contacted verbally or in a letter regarding their son's/daughter's assignment to Saturday School.
 - d. Saturday School may be used as an option for discipline for any level I or II offenses on the District's Secondary Discipline Plan. 1-3 OSS equals one Saturday School.

SUSPENSION (from class)

A teacher may dismiss any pupil from the class when deemed appropriate for disciplinary reasons. When this is the case, the student must go directly to one of the school's administrative offices. When feasible, the teacher shall accompany the student and shall, as soon as practical, file with the administrator a written statement of the reason(s) for the pupil's dismissal from the class. The administrator shall determine whether to reinstate the pupil into class, reassign him/her, or take other disciplinary action. If a student is dismissed a second time during any nine-week period a discipline conference must be held before the student can return to class (Act: 1281, 1999).

SUSPENSION (from school)

Administrators are authorized to suspend students from school for disciplinary reasons up to 10 days per violation. Excessive suspension may lead to a recommendation of expulsion. Students must serve their suspension on days that school is in session. During an out-of-school suspension, student/parents may elect to participate in a work program for no monetary compensation. After successful completion of the community service work program (duration is the length of suspension), the student will be issued an approved admit slip which will entitle them to make up work and assistance in any lost credit. A student who has been suspended out-of-school is not to be on school property or to attend/participate in any school function until after they return to school. However, when a student's suspension is interrupted by the official school breaks of Thanksgiving, Christmas, and Spring Break, the number of **days** of his/her extracurricular activities/events, as defined by the building principal/designee, missed during the break due to suspension from school may not exceed the number of suspension days remaining after the break is over.

For example, a student is involved in the activities of Band, Basketball, and FFA. The student receives a 6-day suspension two days before Christmas Break. Therefore, two of the suspension days will be before Christmas Break, and 4 of the suspension days will be after Christmas Break. Based on the policy, the student will only miss 4 **days** of activities during the break. To further clarify, during the break, the student has a FFA contest on Monday (can't attend or participate in the activity – **DAY 1**), Basketball practice and a Band concert on Tuesday (can't attend or participate in either activity – **DAY 2**), nothing on Wednesday, Basketball practice and a Basketball tournament game on Thursday (can't attend or participate in either activity – **DAY 3**), Basketball practice and a Basketball tournament game on Friday (can't attend or participate in either activity – **DAY 4**), Basketball practice and a Basketball tournament game on Saturday (**student CAN attend and/or participate since 4 days of activities have been missed by the student during the break**). The student **can** attend and/or participate in any activities for the remainder of the break. Please remember that this situation only applies to Thanksgiving Break, Christmas Break, and Spring Break. Upon return to school, the student will still have to complete his/her 4 remaining days of suspension. Per Arkansas Activities Association (AAA) rules/regulations and Mountain Home Public School Policy, the student cannot attend or participate in any extracurricular activities for the 4 days because he/she did not attend school.

EMERGENCY SUSPENSION

Notwithstanding the policy concerning suspension and expulsion procedures, students may be suspended indefinitely without notice, hearing, and the other rights provided herein being first given where the school is undergoing a violent upheaval or where orderly education processes have otherwise been substantially disrupted. This would apply only in RARE instances, such as when riots are taking place and where other emergency circumstances make it unreasonable for the administration and board to consider the case under their usual time. In all such cases, notice, hearings, and other rights shall be provided in accordance with the normal provisions at the earliest date.

DUE PROCESS

Prior to a suspension, the principal shall inform the pupil of the charges either orally or written. If the pupil denies the charges or the accusation, the principal shall explain to him/her the evidence which is a basis of the charge and shall permit the pupil to present his/her side of the story. If the principal considers that a suspension is proper, he shall notify the parent. Also, a notice explaining the reasons for the suspension, length of suspension, and any specific condition that the student must meet for re-admittance into school shall be provided. When possible, a personal conference with the parents will be arranged. After a conference between the parents and principal, if the parents disagree with the suspension, they may request a hearing before the superintendent of schools. If the parents are still not satisfied, they may request in writing a hearing before the Board of Education.

DISCIPLINE ADVISEMENT COMMITTEE (Grades K-12)

Second Chance Program

After the fifth Out of School Suspension or any expellable offense, the student will meet with the Discipline Advisement Committee/Second Chance Program before returning to class. The committee consists of a minimum of three school personnel which will include one administrator. The student and parent/guardian attendance is required. A representative of the student's choosing is welcome (teacher, preacher, friend, etc.). This committee will investigate problems that may be causing suspensions, and inform the student of imminent danger of expulsion. The committee's Second Chance actions may be to:

1. Establish a probation period (minimum of one (1) semester) at the base school
2. Formulate a schedule change
3. Mandate parent involvement
4. Require visits with a counselor
5. Assign a mentor
6. Enroll student in Guy Berry College & Career Center for a specified time
7. Any procedure to enhance the possibility of success
8. Mandate aggressive Replacement Training
9. Proceed with expulsion

The Superintendent will review the Discipline Advisement Committee's findings and recommendations and may adopt, reject, or modify them as he/she sees fit. The final approval of assignment to Guy Berry College & Career Center will be with the Guy Berry College & Career Center Director. The Guy Berry College & Career Center Director will also advise the respective building principal at the time of the student's re-entry to the base school. Upon advisement, the assignment to the Guy Berry College & Career Center may be extended.

EXPULSION

The principal may recommend to the superintendent that a pupil be expelled from school with loss of credit. The recommendation will include a written statement of the charge(s) against the pupil. If the superintendent concurs with the recommendation, he shall schedule a hearing before the Board of Education. The Board of Education may expel a student.

EXPULSION DUE PROCESS

The superintendent, or in his absence the assistant superintendent, shall give written notice of the pending expulsion, mailed within five school days from the administrative recommendation for expulsion. This notice will be given to the parent/guardian if the student is a minor or to the student if he/she is an adult. Such hearing will be conducted not earlier than three calendar days or more than seven calendar days following the date of the notice except that the superintendent and the pupil and the pupil's parent/guardian may agree in writing to a date not conforming to this limitation. Hearings may be waived by the student and parents in writing. In every case of a hearing held by a school board regarding the expulsion of a pupil, the president of the school board, or in his absence another member selected by the board, shall preside at the hearing. The student shall be entitled to representation by a lawyer or lay counsel. The superintendent or his designee shall present evidence and may present witnesses or statements of those persons having personal knowledge of the events or circumstances giving rise to the expulsion recommendation at the hearing. The student or his representative may then present witnesses or statements by witnesses with personal knowledge of events and circumstances giving rise to the expulsion recommendation at the hearing. Normally, formal cross-examination will not be permitted. During the course of the hearing, if the board determines that credibility of any of the witnesses is an issue, then it will permit cross-examination by the student and the superintendent, or their representative, of these witnesses as to whom credibility has become an issue. Opportunity shall be afforded for the student to observe all evidence offered against him/her. Members of the board may question any witness. (Arkansas law makes no provisions for the taking of the testimony under oath and no sanctions for perjury.) The president of the Board has the authority to limit unproductive, long, or irrelevant questioning or discussion by non-board members. At the conclusion of the hearing, the board may discuss the matter and will dispose of it by vote. If the board does not expel the pupil with loss of credit, they may impose less severe disciplinary action.

GROUP HEARINGS - SUSPENSION OR EXPULSION

When two or more students are charged with violating the same rule and have acted in concert and facts are basically the same for all such students, a single hearing may be conducted for them if the principal or superintendent believes the following conditions exist:

- a. A single hearing will not likely result in confusion, and
- b. No student will have his interest substantially prejudiced by a group hearing.

During the hearing if it is found that a student's interest will be substantially prejudiced by the group hearing, a separate hearing may be ordered for that student.

DISCIPLINARY POLICY REVISIONS

The discipline policy will be reviewed annually for possible modification. During this process, all suggested changes will be evaluated. Teachers, students, and parents may suggest changes by using the "Disciplinary Policy Revision Form." This form may be picked up in the principal's office.

DISCIPLINE FOR ELIGIBLE STUDENTS WITH DISABILITIES UNDER THE INDIVIDUALS WITH DISABILITIES ACT (IDEA), PUBLIC LAW (PL) 94-142

Individuals with disabilities are subject to normal school disciplinary rules and procedures if their right to a free, appropriate public education is not affected. Under IDEA, a student with a disability who brought a weapon to school may be immediately removed from school or subject to 10 days or less in-school discipline, as directed by a school administrator and the IEP Committee.

WHERE TO FIND HELP

The Junior High School office is open on all regular school days from 7:30 am to 4:00 pm. Transaction of business by students should be courteous and in a business-like manner. The office phone number 425-1231. The counselor's office phone number is 425-1267.

Principal:

Kyle McCarn 425-1231

Assistant Principal:

Elise Biggs 425-1231

School Resource Officer:

Lacy Holland 425-1231

Counselors:

Orene Traylor 425-1267

Tina Killian 425-1267

School Nurse:

Angie Horn 425-1231

Secretaries:

Bonnie Coleman 425-1231

Tina Henderson 425-1231

School Fax

424-4797

District Website: www.mhbombers.com

Emergency Information:

KTLO 1240 AM 425-3101

KTLO 101.7 FM 425-3101

KPFM 105.5 FM 492-6022

KKTZ 93.5 FM 492-6022

Emergency Numbers:

| | |
|--------------------------------|--------------|
| Emergencies Only | 911 |
| Police Dept (non-emergency) | 425-6336 |
| Anonymous Tips to Police Dept | 424-HELP |
| Fire Dept. (for non-emergency) | 425-2611 |
| Baxter County Sheriff | 425-7000 |
| Baxter Regional Medical Center | 508-1000 |
| Child Abuse Hotline | 00-482-5964 |
| Poison Control Center | 501-661-6161 |
| Rape Crisis Center | 800-818-1189 |
| Runaway Hotline | 800-231-6946 |
| Substance Abuse Hotline | 800-662-4357 |
| Suicide Hotline | 800-482-1500 |

Referral Information:

| | | | |
|---------------------------------|--------------|---|--------------|
| Alcoholics Anonymous | 800-808-8680 | Mountain Home Food Basket | 425-6902 |
| Al-Anon Family Group | 491-5904 | Narcotics Anonymous | 800-338-8750 |
| Baxter County Health Department | 425-3072 | National AIDS Hotline | 800-342-2437 |
| Crisis Center | 888-CRISIS 2 | Ozark Counseling Services | 425-6901 |
| Department of Human Services | 425-6011 | Ozark Legal Services | 800-234-3544 |
| Food Bank of North Central Ark | 499-7565 | Serenity, Inc. (Women/Children's Shelter) | 424-7233 |
| Juvenile Probation Office | 425-3840 | SPARKS Gamma House (Shelter) | 425-9186 |

ELECTRONIC COMMUNICATION DEVICES

Students using other electronic communication devices, cell phones, cameras, MP3 players, iPods, and other portable music devices after the first bell and before the last bell may have them confiscated. Confiscated cell phones and other electronic communication devices may be picked up at the school's administration office by the student's parents or guardians. (Students have no right of privacy as to the content contained on any cell phones and other electronic communications devices that have been confiscated.) Students who use school issued cell phones and/or computers for non-school purposes, except as permitted by the district's internet/computer use policy, shall be subject to discipline, up to and including suspension or expulsion. Student use of a cell phone during standardized testing is a serious offense that could result in an out-of-school suspension (1-10 days). Mountain Home Public Schools are not responsible for lost, broken or stolen personal electronic devices (including but not limited to cell phones, iPads, iPods, laptops, eReaders, Kindles, etc.).

ACTIVITY CODE OF CONDUCT/SUBSTANCE ABUSE POLICY

INTRODUCTION

For the purpose of providing a safe, drug, alcohol, and tobacco free school environment, this policy provides accountability for appropriate student conduct for those students who are involved in athletics, extracurricular, and co-curricular activities as well as those students who drive to school and attend dances/prom. This policy offers redirection and opportunities for help to those students who violate the Code of Conduct.

Students could have a violation of the Code of Conduct by any of the following but not limited to:

- Positive Random Drug Testing Result
- Positive Drug Test as a result of Reasonable Suspicion
- Arrest
- Inappropriate In-School Conduct
- Self-Report of Violation
- Police Report
- Act of Delinquency
- Other Major Handbook Violations

RANDOM DRUG TESTING PROCEDURE

The School Board requires that each high school student participating in an extracurricular and co-curricular programs, driving to school, or attending a school dance/prom sign an enrollment application agreeing that the student will participate in a random drug-testing program, conducted and paid for by the school corporation. Random drug testing will be administered on school grounds once a month. Date and time of test will be at the discretion of building administration. Students will not be allowed to participate in activities or drive to school until they have registered for the program. Initial registration will take place at the beginning of each school year. The program is designed to create a safe, drug free environment for students and assist them in getting help when needed. No student shall be expelled or suspended from school as a result of any verified “positive” test conducted by the school under this program; however, this program will not affect the policies, practices, or rights of Mountain Home school administrators in dealing with drug or alcohol possession on school grounds. Once enrolled in the Random Drug Testing Program, the students will remain enrolled for the duration of their time at Mountain Home Schools. Students will have the opportunity to withdraw from the program at the beginning of each academic year. The request must be in writing from a parent and/or guardian. Once a parent has withdrawn a child, he/she may not participate in one of the corporation interscholastic athletic programs, extracurricular or co-curricular programs, drive to school or attend a dance/prom unless enrolled back into the program. The superintendent will be responsible for developing regulations to implement this random drug testing policy. Parents and/or guardians must alert designated representatives of Mountain Home Schools if a student is taking any sedatives, opiates or sympathomimetic drugs.

SELECTION AND NOTIFICATION PROCEDURE

The number of individuals to be tested on a given date will be determined by the building principal or designee. Each individual in the testing pool will be assigned an identification number that will represent his/her name. The building principal will maintain a cross listing of the participants and their prearranged identification number. The selection for testing will be done randomly by the chosen agency from the numbers in the pool. Students will be eligible for selection even if they have previously been selected.

SPECIMEN COLLECTION PROCEDURE

The Principal or designee shall locate participants for testing and escort them to the collection site.

At the collection site each participant will be asked to complete a pre-testing form, which will include procedures that will be followed during the collection process.

Each student will remain under school supervision until he/she has produced an adequate specimen. If a student cannot produce a specimen, water will be provided and the student will be given 2 hours in which to give a specimen.

If a student cannot produce a specimen, the student will be considered to have failed the drug test. The student will be informed that he/she will no longer be eligible for activities until a new test can be given at an approved testing agency. Parents will be notified if this occurs.

All specimens must register between 92.0 and 99.8 degrees Fahrenheit to be valid.

Any student attempting to use urine other than their own or in any way attempting to alter the outcome of the test will face disciplinary action including possible suspension and/or expulsion from school. That student would also face a violation and the test would be considered positive.

Students refusing to test will result in the student being treated as if he/she had a positive test.

A student who is taking any prescription or over the counter medication which may contribute to a positive drug test shall inform the collector or designee of this fact at the time that the specimen is requested. This information may require confirmation from the parent/guardian or a physician if requested by the administration.

Parents and/or guardians must alert designated representatives of Mountain Home Schools if a student is taking any sedatives, opiates or sympathomimetic drugs.

The student will be released to return to class immediately after a specimen has been taken.

TEST FLOW CHART

*Steps contingent as to who is conducting the testing

1. Student names are entered into the data pool by assigned number.
2. The testing numbers are selected by the testing agency.
3. The principal matches the numbers to student names.
4. An administrator or designee will escort students to the testing site for specimen collection by the testing agency.
5. The testing agency will follow the chain of custody and test the samples.
6. The testing agency will notify the school principal of the results.
7. The school principal will notify parents and the student testing positive and set up a meeting with the parents and the student to explain the consequences of the positive test.
8. Parents of students testing negative will be notified by the principal in writing.

REASONABLE SUSPICION DRUG TEST

Students may be required to submit to drug testing or a Breathalyzer test when reasonable suspicion exists. Mountain Home Schools reserves the right to test any student who, at the time, exhibits cause for reasonable suspicion of drug or alcohol usage. Reasonable suspicion may arise from the following supportive indicators: (1) a student's behavior in conjunction with physical appearance and/or odor, (2) the student possesses drug paraphernalia, alcohol, marijuana, or any controlled substance, and (3) information communicated to an administrator by a teacher, staff member, parent, other adult, or a student indicating a student is using, possessing, or under the influence of alcohol, marijuana, or any other controlled substance. (Any such report will be investigated by the administration and will be substantiated by other indicators, if deemed necessary.) If a student tests positive as a result of being tested for reasonable suspicion, the student will be subjected to school rules as outlined in the Student/Parent Handbook. This could result in suspension and expulsion from school and possible arrest.

*If a student violates the code of conduct by creating a disruption at school or any other violation of the code of conduct not previously discussed in this policy, the principal has the discretion to investigate and determine if a violation has occurred and then to apply appropriate consequences.

**This Code of Conduct is in effect 365 days a year.

CONSEQUENCES FOR VIOLATIONS

*Mirror policy for any student who is found to have a violation that is not found through a random drug test.

First Violation

The student shall be put on suspension from all extracurricular activities and/or driving privileges for 365 days (one calendar year) from the day that the violation is verified. The student may resume activities and/or driving 4 weeks from the date a positive test is verified (or 2 weeks if a student or the student's parents or guardians self report the violation to the Mountain Home School administrator, coach or sponsor prior to the independent verification of a violation) if the following conditions are met:

1. Counseling Program. The student must agree to an appropriate program. The program must have approval by the Mountain Home School administration and will include a recommendation for parent or guardian participation. The cost of the program is the responsibility of the student and/or parents or guardians. Failure to complete the program will result in the student's original suspension of 365 days being enforced.
2. Drug Free. The student must supply the school with a negative test at the cost of the student and/or his/her parents or guardians. The follow-up test must be taken at the school. The results of the test will be sent directly to the parent/guardians of the student.
3. Administrative Drug Test. The student agrees to be tested once eligibility has been reinstated (steps 1 and 2 completed). The test will take place at the discretion of the administration. This might require the student to be included in the remainder of the drug tests. The cost of the test is the responsibility of the his/her parents or guardians. If the student tests positive during this test, it will be treated as a second violation and the student will be excluded from all extracurricular and co-curricular activities and/or driving privileges for 365 days from the verification of the second positive test.

*If the student cannot complete the Counseling Program requirement within the 4 weeks (2 weeks if self-reported), the student could be allowed to resume all activities and/or driving if the student is involved in the counseling program process (must have written verification) and the student has produced a negative drug specimen. If the student is allowed to return to activities and/or driving under these conditions but then fails to complete the counseling program, the original suspension will occur for the remainder of the 365 days. The Principal or designee will make this decision.

Second Violation The student shall be suspended from all extracurricular activities and/or driving privileges for 365 days (one calendar year) from the day the second violation is verified. The student may resume activities and/or driving after 365 days and only if the following conditions are met:

1. Counseling Program. The student must agree to an appropriate program. The program must have approval by the Mountain Home School administration and will include a recommendation for parent or guardian participation. The cost of the program is the responsibility of the student and/or parents or guardians. Failure to complete the program will result in the student's original suspension of 365 days being enforced.
2. Drug Free. The student must supply the school with a negative test at the cost of the student and/or his/her parents or guardians. The follow-up test must be taken at school. The results of the test will be sent directly to the parents/guardians of the student.
3. Administrative Drug Test. The student agrees to be tested once eligibility has been reinstated (steps 1 and 2 completed). The test will take place 365 days following reinstatement. The date of the test will be at the discretion of the administration. The cost of the test is the responsibility of the student and/or his parents or guardians. If the student tests positive during this test, it will be treated as a third violation and the student will be excluded from all extracurricular and co-curricular activities and/or driving privileges for the remainder of the student's career.

During the suspension, as long as the student is working to complete the conditions set forth to re-establish eligibility, the individual may continue to be a part of practices and/or meetings, but will not be allowed to participate as an active participant in any games, contests, performances or be allowed to drive to school or school activities. The coach, teacher or club sponsor may require the student to perform duties at games, contests or performances other than active participation in the event.

Third Violation

The student shall be excluded from athletics, extracurricular and co-curricular activities as well as driving to school and attending dances/prom for the remainder of the student's high school career.

SELF-REPORTING

Students will be able to self-report any violation to a Mountain Home Schools administrator, coach or sponsor prior to the independent verification of a violation and within 48 hours of the violation. Students will not be able to self-report once they have been notified of their selection to be tested through the random drug-testing program. Students who self-report may resume activities two weeks from the date of confirmation if requirements (stated above) are met.

No student will have the opportunity to exercise the self-reporting option more than once during attendance at Mountain Home Schools.

ALCOHOL

At the discretion of administrators, all students attending school functions may be required to submit to a Breathalyzer test as a condition of admittance. Breathalyzers may also be used in the case of reasonable suspicion of alcohol use.

Any open container brought to class during the school day must be clear. Open containers are subject to testing with reasonable suspicion. Open containers are not permitted at extracurricular events.

DEFINITIONS

Alcoholic Beverages – For the purpose of this policy, an alcoholic beverage would include beer, wine, distilled liquors and any other liquid containing alcohol. It could also include the misuse of cough syrup and/or mouthwash containing alcohol.

Co-Curricular Activities – School activities outside of the formal curriculum that are an extension of a curricular area.

Drugs – For the purpose of this policy, a drug includes, but is not limited to, marijuana (THC), cocaine, methamphetamines, amphetamines, barbiturates, benzodiazepines, opiates, phencyclidine (PCP), alcohol, anabolic steroids, nicotine, look alike substances such as Spice or K2, or any other substance which is defined as a controlled substance by Indiana law.

Extracurricular Activity – Any activity outside of the regular school day in which a student actively and voluntarily participates.

Student Pool – Includes any high school student who drives to school and parks on school grounds, any high school student who is a member of a school sponsored athletic team, any high school student who is a member of a school club or organization, any student who participates in a co-curricular activity, any student who wishes to attend a school dance/prom, and any student whose parents agree for the student to be a part of the student pool. Any student intending to participate in any extracurricular activity during second semester must enroll in the program by the end of the first semester.

Verification – Self-admitted involvement by the student, witnessed student involvement by a coach or any Mountain Home Schools staff member, parent admission of their student's violation of the code of conduct, and/or verification by an official police agency or probation.

365-Day Policy – This program is in effect from the time the student is enrolled in the program until the completion of their academic and athletic career.

STUDENT ACTIVITY CODE OF CONDUCT CONSENT FORM

I, _____, have read the Mountain Home Schools STUDENT ACTIVITY CODE OF CONDUCT POLICY and agree to abide by the rules set forth in said program.

This consent will be in effect for the duration of the student's initial enrollment in Mountain Home Schools for students in grade 9-12 unless withdrawn in writing by the parent/guardian.

Any student who withdraws for any reason and returns as a student must submit a new consent form upon enrolling. A student wishing to withdraw from the program must do so in writing prior to the start of the school year.

Student Name Printed

Student Signature

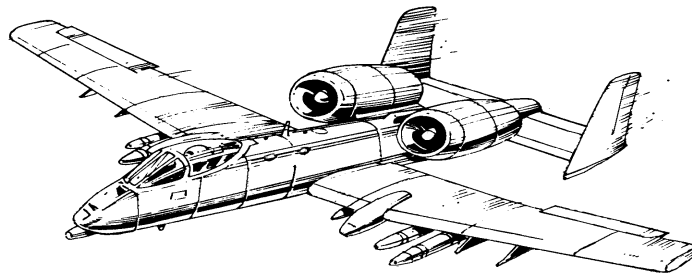
Date

Parent/Guardian Name Printed

Parent/Guardian Signature

Date

GRADUATION YEAR _____



MHJH Bell Schedule

| 8 th Grade 1 st Lunch | | Freshman Academy 2 nd Lunch |
|--|-----------------------------|--|
| 8:00 – 9:29 | | 8:00 – 9:29 |
| 9:34 – 9:58 | AAP | 9:34 – 9:58 |
| 10:03 – 11:32 | 2 nd Block | 10:03.– 11:32 |
| 11:32 – 12:02 | Lunch/3 rd Block | 11:37 – 12:11 1 st half of 3 rd Block |
| 12:07 – 1:36 | 3 rd Block/Lunch | 12:12.– 12:42 2 nd Lunch |
| | 3 rd Block | 12:47 – 1:36 2 nd half of 3 rd Block |
| 1:41 – 3:10 | 4 th Block | 1:41 – 3:10 |

updated 05/29/18

2018-2019

MHJH Faculty & Staff

Faculty

Adamson, Melody-Civics/History-B16
Albright, Jacquie—Agriculture—Agri Bldg
Banter, Vicki—Math—C7
Bergenstock, Laurie - Physical Science - B13
Biggs, Elise—Assistant Principal—G3
Bishop, Kathy-- Family/Consumer Science - G2
Blades, Robert - Math/Cross Country/Track—C9
Carpenter, Colleen - Special Education
Chentnik, Jill - Band - G6
Cudworth, Chris--Social Studies—A9
Cully, Mike-Co-Taught Math-A3
Bookout, Nicole—English—B18
Ellington, Melinda—Math—C14
Hamilton, Sharon-Science-A12
Hendrickson, Marion—Art - B2
Hickman, Whitney—Math—C3
Hopper, Laken—Choir—A17
Jones, Karyn—English/Drama—B12
Jones, Marjorie—Librarian—C6
Jones, Shelli - Vocational Business—B4
Justman, Angela - Science - A10
Killian, Tina-Counselor—B5
Lassen, Naomi - ESL Instructor—G4
Low, Josh—Assistant Girls Basketball—G1
Ludwig, Michelle—Science—B11
Luttrell, David—Co-Taught Math—A1
Maze, James—Social Studies—A4
Morris, Brad - PE/Golf/Boys Basketball—New Gym
Padgett, Michelle - English/Speech—C2
Parker, Ginger - Self Contained Special Ed
Quick, Tammye - Speech/Journalism—C4

Reid, Christy—Math—C8
Sargent, Ann—GATE
Shrum, Tyler-Social Studies/Football-A7
Story, Melissa—English—A2
Strain, Meagan - History - B14
Taylor, Phillip—Learning Skills/PE/Football—A6
Thurman, Jordan-English-A5
Traylor, Orene—Counselor—B5
VanMatre, Sandra - Co-Teach English
Walker, Sandy—Vocational Business—B6
Wilmath, Cody-Boys Basketball/Learning Skills-A7

Staff

Bolding, Lori - Cafeteria
Busch, Mary—Cafeteria
Coleman, Bonnie—Secretary—B1
Erisman, Rod - Study Hall—C1
Gunter, Connie—Cafeteria
Henderson, Tina - Secretary - B1
Hirsh, Gina - Custodian
Holland, Lacy - School Resource Officer—G3
Horn, Angie—Nurse—B3
Library Aide—C6
Morse, Debbie - Custodian
Smith, Tim - Custodian
Teague, Susie—Para Professional-A15
Thompson, Norissa - Cafeteria
Tumbleson, Bryan—Custodian

Updated 05/14/18

Mountain Home Public Schools' School Issued Digital Device Policy

Education at any level must prepare students to become successful contributing members of society. Students and teachers must be prepared to adapt and change both teaching and learning styles in order to stay abreast of the constantly changing role of technology in education. Technology has changed and is changing the fabric of today's society. Today's worker must be able to access information, manipulate data, and creatively express ideas to others. Mountain Home Public Schools believes that the use of technology will enhance the learning experience of each child. Using technology is a basic skill that will help students become lifelong learners capable of critical thinking and problem solving.

Life-long learners will have access to a technology rich environment which will allow them to develop their maximum potential for leading productive and fulfilling lives in a complex and changing society.

In order to receive a School Issued Digital Device, students and parents must abide by the guidelines and accept the terms of use.

FAQs

Can I take the School Issued Digital Device Home?

All 8th - 10th grade students will be allowed to take their School Issued Digital Device home (once insurance has been paid) as long as you and your parent/guardian accept the terms of use. Remember though, the School Issued Digital Device is school property. Even though you are at home, you still need to follow the school's Acceptable Use Policy and the rules in your handbook when using your School Issued Digital Device.

Am I allowed to install apps?

Yes, you can install apps as long as they are school appropriate and are downloaded from the Chrome App Store.

Am I allowed to change the wallpaper?

Yes, you can change the wallpaper to whatever you want as long as it is school appropriate.

I don't have wireless internet at home, how am I supposed to do homework?

You will need to make sure that you download anything you need at school before going home and upload any assignments when you show back up to school. Also, there are many places in the community that offer free wireless internet access.

How does the insurance work, and do I have to buy it?

You do not have to buy the school insurance to use a School Issued Digital Device **at school**. The school is offering insurance for students' School Issued Digital Devices that will be taken home at a cost of \$20 per year/\$30 for families with multiple students with a \$50 deductible if a School Issued Digital Device is damaged or lost/stolen. The insurance is good for 1 claim, but you are allowed to purchase insurance from the school a maximum of twice per year.

What happens if I break or lose my School Issued Digital Device?

If you purchased insurance through the school, the cost of repair or replacement will be \$50 for the deductible or the cost of repairs, whichever is less. If you **did not** purchase insurance through the school, the cost of repair or replacement will be market value for the same model School Issued Digital Device given to you or the cost of repairs, whichever is less. *If you do not pay your deductible, cost of repairs, or replacement costs you will be required to check out a School Issued Digital Device every day for school use and will not be allowed to take it home until the owed amount is paid.*

My School Issued Digital Device isn't working, what do I do?

Tell a teacher or take your School Issued Digital Device to the Tech Department. Your School Issued Digital Device will be looked at, and, if necessary, a loaner School Issued Digital Device will be given to you while yours is being repaired.

I have my own School Issued Digital Device or laptop, can I use it instead?

Yes, you are allowed to bring your own device instead of using the school provided School Issued Digital Device. Many of the same rules apply, such as making sure your device is charged enough to last all day and abiding by the Acceptable Use Policy in your handbook. However, the school's technology department is not responsible for repairs or making sure you are able to join the guest WIFI network. Also, the school is not responsible for damage to or theft of your personal device. If you have any questions, you should ask your teacher, the principal, or the tech department.

If I save notes and other data to my School Issued Digital Device and you take them up at the end of school, how do I get them back next year?

Using Google Drive will allow your data to be saved on the cloud and not on the device. This gives you access on any computer on the internet to all documents, spreadsheets, presentations, etc. stored there. If you are unsure about whether your data is safe for next year, ask a teacher or someone from the Tech Department for help.

I want to use my School Issued Digital Device or personal device in the classroom but my teacher said I couldn't use it in his/her classroom. Can I still use it?

The teacher in the classroom has the final say on procedures in the classroom. If he or she asks you not to use your technology tool, then you should follow those directions.

School Issued Digital Device User Agreement

1. Receiving and returning your School Issued Digital Device

1.1 Receiving Your School Issued Digital Device

School Issued Digital Devices will be distributed to all 8th - 10th graders at the beginning of the school year. These School Issued Digital Devices will be reissued each year to the student, for the insurance cost of \$20 per year/\$30 for families with multiple students and when the student graduates, the School Issued Digital Device becomes theirs to keep (after all fines in the office have been paid). Parents and students must sign and return the School Issued Digital Device Insurance Agreement in order to take the School Issued Digital Device home. The School Issued Digital Device and its accessories are, and at all times remain, the property of Mountain Home Public Schools, and are loaned to the student for educational purposes only for the academic school year. However, upon graduation, the School Issued Digital Device becomes the property of the student.

1.2 Returning Your School Issued Digital Device

School Issued Digital Devices and chargers will be collected during final week of school; however, seniors who have paid all fines will be allowed to keep their School Issued Digital Devices. If a student withdraws or is expelled from Mountain Home Public Schools prior to the end of the school year, the School Issued Digital Device must be returned at that time.

1.3 Failure to Return the School Issued Digital Device

Individual School Issued Digital Devices and accessories must be returned at the end of each school year (with the exception of seniors). If a student fails to return the School Issued Digital Device and accessories at the end of the school year or upon termination of enrollment at Mountain Home Public Schools, the student will be responsible for the replacement cost of the School Issued Digital Device and may be subject to criminal prosecution or civil liability. Failure to return the School Issued Digital Device will result in a theft report being filed with the Mountain Home Police Department and/or the Baxter County Sheriff's Office.

***Furthermore, the student will be responsible for any damage to the School Issued Digital Device and/or its accessories.

1.4 Right of Inspection

The student will make the School Issued Digital Device and/or its accessories available to Mountain Home Public Schools' faculty or technology department as necessary for purposes of inspection, maintenance, repair, upgrading, and/or software installation.

2. Care of your School Issued Digital Device

Students are responsible for the general care of the School Issued Digital Device they have been issued by the school. School Issued Digital Devices that are broken or fail to work properly should be taken to the library for an evaluation of the equipment.

2.1 General Precautions

The School Issued Digital Device is Mountain Home Public Schools' property and all users will follow these policies and the Acceptable Use Policy for technology.

- Only use a clean, soft cloth to clean the screen, no cleansers of any type.
- Cords and cables must be inserted carefully into the School Issued Digital Device to prevent damage.
- School Issued Digital Devices must remain free of any writing, drawing, stickers, or labels that are not the property of Mountain Home Public Schools.
- School Issued Digital Devices must never be left in an unlocked locker, car or any unsupervised area.
- Students should keep their School Issued Digital Device battery charged for school each day.

2.2 Carrying School Issued Digital Devices

The School Issued Digital Devices must be closed when carried or in a backpack.

2.3 Screen Care

The School Issued Digital Device screens may be damaged if subjected to rough treatment. The screens are particularly sensitive to damage from excessive pressure on the screen.

- Never close a School Issued Digital Device if there is a pen, pencil, or anything else on the keyboard. Remove these items before shutting the device.
- Do not play with the hinges on the School Issued Digital Device.
- Do not lean on the top of the School Issued Digital Device when it is closed.
- Do not place anything near the School Issued Digital Device that could put pressure on the device.
- Clean the screen with a soft, dry cloth or anti-static cloth.
- Do not "bump" the School Issued Digital Device against lockers, walls, car doors, floors, etc..

3. Using your School Issued Digital Device at school

School Issued Digital Devices are intended for use at school each day. In addition to teacher expectations for School Issued Digital Device use, school messages, announcements, calendars and schedules may be accessed using the School Issued Digital Device computer. Ninth grade students are responsible for bringing their School Issued Digital Device to all classes, unless specifically instructed not to do so by their teacher.

3.1 School Issued Digital Devices Left at Home

If students leave their School Issued Digital Device at home, they are responsible for getting the coursework completed as if they had their School Issued Digital Device present. ***If a student repeatedly leaves his/her School Issued Digital Device at home, they may be subject to disciplinary consequences.***

3.2 School Issued Digital Device Undergoing Repair

Loaner School Issued Digital Devices may be issued to students when they leave their School Issued Digital Devices for repair with the technology department. There may be a delay in getting a School Issued Digital Device should the school not have enough to loan.

3.3 Charging Your School Issued Digital Device's Battery

School Issued Digital Devices must be brought to school each day in a fully charged condition. Students need to charge their School Issued Digital Devices each evening. Repeat violations of this policy may result in the imposition of disciplinary consequences.

3.4 Screensavers/Background Photos

Wallpaper can be changed as long as it is school appropriate.

- Inappropriate media may not be used as a screensaver or background photo.
- Presence of guns, weapons, pornographic materials, inappropriate language, alcohol, drugs will result in disciplinary actions.

3.5 Printing

A component of the School Issued Digital Device program is encouraging a paperless environment. However, if necessary, students will be given information and instruction on printing with the School Issued Digital Device at school. Printing may only be done with prior permission from a teacher or faculty member.

3.6 Internet Access

Free wireless access will be provided by Mountain Home Schools. The District is not responsible for personal charges for accessing other wireless connections or other data charges.

4. Software on School Issued Digital Devices

You may install apps for personal use only from the Chrome App Store as long as the applications abide by the school's Acceptable Use Policy and handbook.

5. Acceptable use

It is important that you read the District's Acceptable Use Policies and ask questions if you need help in understanding them. It will be your responsibility to follow the rules for appropriate use. Inappropriate system use will result in the loss of the privilege of using this educational tool.

Please note that the Internet is a network of many types of communication and information. It is possible that you may run across some material you might find objectionable. While Mountain Home Public Schools will use filtering technology to restrict access to such material, it is not possible to absolutely prevent such access. ***It will be your responsibility to follow the rules for appropriate use.***

***Violations may result in disciplinary action up to and including suspension/ expulsion for students. When applicable, law enforcement agencies may be involved.

5.1 Responsible School Issued Digital Device Care

Students will be held responsible for maintaining their individual School Issued Digital Devices and keeping them in good working order.

- School Issued Digital Device batteries must be charged and ready for school each day.
- Only labels or stickers approved by Mountain Home Public Schools may be applied to the computer.
- School Issued Digital Devices that malfunction or are damaged must be reported to the library or technology department. The school district will be responsible for repairing School Issued Digital Devices that malfunction.
- Students are responsible for any and all damage to their School Issued Digital Device, unless optional insurance coverage is purchased.
- School Issued Digital Devices that are stolen must be reported immediately to the Office and the Police Department.

6. Protecting and storing your School Issued Digital Device

6.1 School Issued Digital Device Identification

Student School Issued Digital Devices will be labeled by Mountain Home Public Schools in order to identify and track each device. School Issued Digital Devices can be identified by a serial number and a Mountain Home Public Schools Label. ***Students are prohibited from altering these identifying marks.***

6.2 School Issued Digital Devices Left in Unsupervised Areas

Under no circumstances should School Issued Digital Devices be left in unsupervised areas. Unsupervised areas include, but are not limited to, the school grounds and campus, the lunchroom, computer lab, locker rooms, library, unlocked classrooms, dressing rooms and hallways. Any School Issued Digital Device left in these areas is in danger of being stolen. If a School Issued Digital Device is found in an unsupervised area, it will be taken to the office, and the responsible student may be subject to disciplinary consequences.

7. Repairing or replacing your School Issued Digital Device

Students and their parents/guardians are responsible for all damages incurred to the School Issued Digital Device. In the case of damage to the School Issued Digital Device and/or accessories, students/guardians will be assessed the actual cost of repair or replacement, whichever is less. Repairs to the School Issued Digital Device can only be performed by the technology department at Mountain Home Public Schools.

7.1 Insurance Coverage

Insurance Coverage is available for students and parents to cover School Issued Digital Device repair and replacement in the event of theft, loss, or damage.

- The insurance coverage premium is a yearly \$20 payment per student or \$30 for families with multiple students and is good for 1 claim.
- In the event of loss or damage, a \$50 deductible or the cost of repairs, whichever is less, will be charged to the student and parent/guardian.
- Insurance can be bought a maximum of twice per school year.
- The \$20.00 insurance premium is nonrefundable. Premiums will not be prorated for partial years.
- In cases of theft, vandalism and other criminal acts, a police or fire report **MUST** be filed by the student or parent. A copy of the police/fire report must be provided to the Principal's office.

7.2 Loss/Theft/Other Criminal Acts

In cases of theft, vandalism and other criminal acts, a police or fire report MUST be filed by the student or parent. A copy of the police/fire report must be provided to the Principal's office before replacement School Issued Digital Device will be issued to the student.

8. Repairs

Any technical or mechanical issues with a Mountain Home Public Schools'-owned School Issued Digital Device must be reported to the school and will be repaired by the Technology Department. Repairs can only be made by the technology department at Mountain Home Public Schools.

MHJH EXTRACURRICULAR ACTIVITIES

Please circle any club or sport you plan to participate in during this school year.

GRADES 8—9

Art Club

Band

Baseball

Basketball

Cheerleading

Chess

Choir

Christians in Action (CIA)

Cross Country

Drama

FBLA

FCCLA

FFA

Fire Marshalls

Fishing Club

Football

Golf

Journalism

Junior Robotics

Military Club

National Junior Honor Society

NNDCC

Odyssey of the Mind

Photography Club

Quiz Bowl

S.A.F.E.

Soccer

Student Council

Track

Volleyball

Youth Shooting Sports/Trap Team

OBJECTION TO PUBLICATION OF DIRECTORY INFORMATION--District Policy 4.13F
(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 state my objection to the disclosure or publication by the Mountain Home School District of a directory information as defined in Policy No. 4.13 (Privacy of Students' Records), concerning the student named below.

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

I understand that this form must be filed with the office of the 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 District to be bound by this objection. Failure to file this form within that time is a specific grant of permission to publish such information.

I object and wish to deny the disclosure 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 publication.

Deny disclosure to district and student publications and special event photography _____

Name of student (printed)

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

Date form was filed (To be filled in by office personnel)

MEDICATION ADMINISTRATION RELEASE FORM
(Please read the policy guidelines above before filling in all blanks on the form.)

I request that you give medication to my child during the school day in accordance with the Board Policy printed above. You are authorized to delegate this authority to another person (such as a secretary, principal, or teacher) if so desired. I will not hold the Mountain Home Public School Board and its employees responsible for any undesired reaction which may occur from the medication. I authorize the school nurse and my child's health care provider to exchange verbal and/or written information regarding the health needs of my child at school. I agree to pay for ambulance service if used to transport my child from school to the doctor or hospital should he/she have a reaction to the medication.

THE ACTUAL MEDICATION FORM IS AVAILABLE IN THE FRONT OFFICE, COUNSELOR'S OFFICE, ATTENDANCE OFFICE, OR THE NURSE'S OFFICE. PLEASE GO TO ONE OF THESE PLACES TO RECEIVE A FORM IF YOU WILL BE ON MEDICATION!

_____ Parent/Guardian Signature
Date _____

Student Name _____ Grade _____

Teacher/Advisor Name _____ Dr.'s Name _____

Medication Name _____ Dosage _____

Dates to Be Given _____ Time to Be Given _____

For Treatment of the Following Illness _____

Side Effects _____ Keep _____ Send Home _____

In Case of an Emergency Call _____ Phone _____

If your child is on long-term medication, do you want him/her to take the medicine on field trips? The medicine will have to be transported by the teacher and given by the teacher. Yes _____ No _____

**SMART CORE WAIVER FORM
(GRADUATING CLASS OF 2014 AND AFTER)**

Name of Student: _____
Name of Parent/Guardian: _____
Name of District: Mountain Home Public Schools
Name of School: Mountain Home High School Career Academies

Smart Core is Arkansas's college- and career-ready curriculum for high school students.

College- and career-readiness in Arkansas means that students are prepared for success in entry-level, credit-bearing courses at two-year and four-year colleges and universities, in technical postsecondary training, and in well-paid jobs that support families and have pathways to advancement. To be college- and career ready, students need to be adept problem solvers and critical thinkers who can contribute and apply their knowledge in novel contexts and unforeseen situations. Smart Core is the *foundation* for college- and career-readiness. All students should supplement with additional rigorous coursework within their career focus.

Successful completion of the Smart Core curriculum is one of the eligibility requirements for the Arkansas Academic Challenge Scholarship. Failure to complete the Smart Core curriculum for graduation *may* result in negative consequences such as conditional admission to college and ineligibility for scholarship programs.

Parents or guardians may waive the right for a student to participate in Smart Core. By signing this Smart Core Waiver Form, you are waiving your student's right to Smart Core and are placing him or her in the Core Curriculum.

Core Curriculum

English – 4 units

- English 9th grade
- English 10th grade
- English 11th grade
- English 12th grade

Mathematics – 4 units

- Algebra I or its equivalent
- Geometry or its equivalent
- All math units must build on the base of algebra and geometry knowledge and skills.
- ** A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the 4 unit requirement.

Science – 3 units

- At least one unit of Biology
- At least one unit of physical science

Social Studies – 3 units (see not beside economics)

- Civics – ½ unit
- World History – 1 unit
- American History – 1 unit

Oral Communication – ½ unit

Physical Education – ½ unit

Health and Safety – ½ unit

Economics – ½ unit (may be counted toward Social Studies or Career Focus)

Fine Arts – ½ unit

Career Focus – 6 units

Beginning with the entering 9th grade class of 2014 and 2015 school year, each high school student shall be required to take at least one digital learning course for credit to graduate. (Act 1280 of 2013)

(Comparable concurrent credit may be substituted where applicable.)

By signing this form, I acknowledge that I have been informed of the requirement and implementation of the Smart Core Curriculum and am choosing to waive the Smart Core curriculum for my child. I understand the potential negative consequences of this action as outlined on this form.

Parent or Guardian Signature Date

School Official Signature Date

Arkansas Department of Education – August 7, 2013

**Additional MHHS Core requirements: 1.0 GPA; 24 credits; 1.0 credit of practical art (which can be included in the 6.0 career focus requirement.) Class of 2015 and 2016 will need .5 credit of Contemporary US History

