

MOORELAND SCHOOLS

SCHOOL SONG

**For the Blue and the White overall,
May we rise to the skies, never fall.**

May we look to the stars and stripes

For the colors in which we fight, fight, fight.

We're the students of MHS,

The school that is always the best.

We've stood every trial, every test;

With all our might, the Blue and White

Shall win forever.

SCHOOL COLORS – Royal Blue and White

GUIDELINES FOR LIFE

1. If you open it, close it!
2. If you turn it on, turn it off!
3. If you unlock it, lock it!
4. If you break it, repair it!
5. If you can't fix it, call someone who can!
6. If you borrow it, return it!
7. If you make a mess, clean it up!
8. If you move it, put it back!
9. If it belongs to someone else and you want to use it, get permission!
10. If you do not know how to operate it, leave it alone!
11. If it does not concern you, mind your own business!

OKLAHOMA

Oklahoma,
where the wind comes sweeping down the plain,
And the wavin' wheat can sure smell sweet,
When the wind comes right behind the rain.
Oklahoma, every night my honey lamb and I
Sit alone and talk and watch a hawk
Makin' lazy circles in the sky.

We know we belong to the land,
And the land we belong to is grand!
And when we say:\nYeow! A Yipp-i-o-ee-ay
We're only saying,
"You're doin' fine, Oklahoma!"
Oklahoma! O.K."

WELCOME

Mr. Kellner, the faculty and I would like to welcome you back to Mooreland Schools for the 2018-2019 school year. I am looking forward to a safe, enjoyable and productive school year so that maximum learning can take place. As we progress through the new millennium, many of you know how the work place is changing. It is our job to prepare your son/daughter to be a productive citizen in this dynamic work force. This can only happen if we all work together toward this common goal.

This handbook has been approved by the Mooreland School Board of Education. Please read it carefully as it contains most of the policies, rules and regulations that will be in place at school and at all school sponsored activities. Also, please understand that this handbook cannot cover every conceivable situation that might arise. Any situation that might arise that is not covered in the handbook will be dealt with on an individual basis.

Good luck to each of you this year and if I can be of any assistance to you, please don't hesitate to contact me.

Mr. Ron Wilson
High School Principal

SCHOOL SPIRIT

There are many elements which make up school spirit. Some of the more important ones are:

The comradeship and friendliness that are experienced in the classroom or hall, in the gymnasium, or on the campus;

The feeling that we must have the good will and respect of fellow students and teachers;

The good sportsmanship that makes us modest in victory and gracious in defeat;

Our feeling of pride that is aroused when students and teachers earn honors for themselves and the school; or the feeling of warmness that prevails when we see athletic teams, academic teams and organizational groups proudly demonstrating their talents;

The joy of living and belonging in a school that believes in a democratic way of life where each individual is considered important;

That something which crops up in our memory in later years that prompts us to say proudly, "I went to Mooreland Schools," or that draws us back whenever we get a chance to come.

All of these characteristics and others, too, mean school spirit. Every student plays an important part in promoting it. We are proud ours ranks high. Let us pledge ourselves to maintain a never-dying, ever-brightening torch, the School Spirit of Mooreland School.

FOREWORD

This handbook has been prepared to serve for your use and guidance. You are to keep it in your possession during the school term and refer to it when necessary. Many of the statements of policy are the same as in past years. However, there are some additions and changes which you will want to read very carefully. The essence of a smooth-running school is for each student to know the policies of the school and to do his part in carrying them out. The steps in this handbook are a guide and if a situation warrants, preceding steps may be skipped and a more severe penalty may be imposed. This is at the discretion of the Principal.

The primary purpose of this handbook is to serve as a guide for students of Mooreland School and to present to you the opportunities that the school has to offer. We feel that Mooreland School is one of the best and that you will want to share its achievements and experience.

This book gives definite information with which each student should be familiar, and it will serve as a ready reference to regulations and policies.

Parents may use this book to become familiar with and understand the operation of the school. It will help them clarify their minds as to just what the school presents to the students.

NON-DISCRIMINATION STATEMENT

Students enrolled in the Mooreland School District shall have an equal opportunity for a quality public education without discrimination regardless of their race, religion, sex, sexual orientation, color, age, marital status, national origin or disability in its education programs, activities or employment policies as required by Title VI, Title IX, and Section 504 of the Education Amendments of 1972, Americans with Disabilities Act and other non-discrimination laws or regulations. Inquiries concerning this policy may be referred to Ron Wilson, High School Principal, Coordinator of the Title IX, and Section 504 responsibilities, Mooreland Public Schools, P.O. Box 75, Mooreland, Okla. 73852, (580) 994-5426.

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VANDALISM AND THEFT

Any student found guilty of vandalism will be suspended from school for a length to be determined by the principal and must pay restitution for repairs. Students found guilty of stealing another student's property or from the school will be suspended from school for a length of time to be determined by the principal and will not be allowed to participate in any school activities (including extracurricular activities, athletics, etc.) for the remainder of the school year and possibly the next school year.

VIDEO

No video, photography or audio recording will be allowed in any classroom without the expressed consent of the teacher. Penalties for unauthorized photos, videos or audio in a classroom will result in punishment in addition to the punishment administered for violating the school cell phone policy (pg. 35).

VISITORS

If you have a student who wishes to visit school with you, you must obtain permission from the principal. Due to the flow of a regular school day, visitors will usually not be allowed. If permission is obtained, a badge will be issued and must be worn at all times while on campus. No student visitor will be allowed in the building without it.

WEIGHTED GRADING SCALE

AP Art	Honors English	Geometry	AP Biology
Algebra II and III	Math Analysis	AP Calculus, Calculus	Biology II Physics
AP English	Chemistry I and II	Spanish I, II and III	Honors English
Trigonometry	All College Courses	Pre-Calculus	

Additions to the weighted classes will not be retroactive to past years.

WIRELESS COMMUNICATIONS SYSTEMS

It is the policy of the Board of Education that no student shall possess or use a wireless communications system while at school during the school day. A student, though, may carry communication devices to extracurricular school events whether they are during or after school hours. If, and only if, you are leaving on a school activity before the conclusion of the school day, you may keep your cell phone in your locker until you depart for the trip. The cell phone though, must remain in your locker and must be turned off the entire time while at school. For extra security, you may also check your cell phone into the office until the time you leave for your trip.

A student may, *under special accommodations*, possess and use a wireless communications system upon prior written consent of the student's parent or guardian, and the superintendent or principal. Such consent will be granted only upon a showing of medical necessity or other compelling reason as determined by the superintendent or principal.

Any student in violation of this policy will be subject to the following.

1. First Violation – The communication device will be confiscated for the remainder of that day and will be returned at the end of that day. Also, five days of closed campus at lunch will be issued or five days of after school detention will be issued.
2. Second Violation – The communication device will be confiscated and will be held in the Principal's office and will be returned only to the parent. Also, one Saturday School will be issued.
3. Third Violation – The communication device will be confiscated and will be held in the Principal's Office and will be returned only to the parent. Also, 3 days of In-School Detention will be issued.
4. Fourth Violation – The communication device will be confiscated and will be held in the Principal's office and will be returned only to the parent. Also, 1 day of Out-of-School Suspension will be issued.
5. Fifth and Subsequent Violations – The communications device will be confiscated and will be held in the Principal's office and will be returned only to the parent. Also, 3 days of Out-of-School Suspension will be issued.

WITHDRAWAL FROM SCHOOL

Students wishing to withdraw from school must see their Principal to obtain a check-out sheet. These must be completed in detail, in order for grades and other information to be forwarded to the next school.

WORK PERMITS

No Mooreland High School student will be dismissed on a regular basis during the school day except where work is part of the high school curriculum.

YEARBOOK

The Mooreland School will publish a yearbook annually under the supervision of a sponsor appointed by the Superintendent. Students are urged to participate in this program as much as possible.

transfer, the following procedures will be used. First the applicant or applicants must meet with the appropriate building principal. A separate application must be submitted for each student who desires a transfer. The building principal will make the decision on the transfer. The decision will be based on the following, but not limited to, the following: (1) Students who have exhibited no discipline problems the previous and current school year, that is, no suspensions or disciplinary referrals. (2) Students must have exhibited good attendance, that is, a minimum of 90% attendance in the previous and current school year. (3) To ensure that a sufficient allocation of District resources exists for potential incoming resident students, requests for *open* or *emergency transfers* may be denied if the approval of such transfer would cause Mooreland Public School district staff, programs or space to exceed 75% of available capacity. (4) Transfers may also be denied if Mooreland Public School does not offer the program the student requires or desires. (5) The potential transfer must not have a criminal record.

Mooreland Public Schools strives to keep a safe and productive environment for all of its students. In considering requests for students to transfer into Mooreland Public Schools, the principal shall consider the requests on a first come, first serve basis. An appeal can be placed with the superintendent and then with the Mooreland Public School Board of Education on a denial made by the principal. The Board of Education will vote on transfer appeals only at regularly scheduled board meetings that have been properly placed on the agenda. Mooreland Public Schools shall not accept or deny a transfer based on ethnicity, national origin, gender, income level, disabling condition, proficiency in English, measure of achievement, aptitude, or athletic ability.

Any student who wants to transfer out of the district with an emergency transfer will be given a signed application from Mooreland Public Schools as soon as the parent or guardian applies for the transfer.

TRESPASSING

Unauthorized access to any building operated by Mooreland Public Schools will not be allowed. Trespassing and/or vandalism charges can and will be brought against any student and/or person entering any building operated by Mooreland Public Schools after hours without permission.

TRUANCY

Truancy is defined as a deliberate or unexcused absence from school. A student is truant any time during the school day that he leaves school without his parents clearing the absence with school officials in advance. It also includes being sent to school from home but not arriving at school.

The first offense will be treated in a conference with the principal and the student involved. The second offense will involve a conference with the principal, the student and the parents of the student. The third offense results in suspension of the student. Please do not be truant! It does not take much time to clear your absence.

VALEDICTORIAN AND SALUTATORIAN

A valedictorian and salutatorian will be chosen annually from the senior class and freshman class. A valedictorian and salutatorian shall be chosen on a grade average using the weighted grade scale.

Figuring the valedictorian and salutatorian and honors graduates is the only time the weighted grading scale is used at Mooreland High School. Additional summer courses will not be counted if it is determined the course will be a detriment to you in figuring the Grade Point Averages for Valedictorian and Salutatorian. The following criteria will be used when figuring the weighted class listed under Weighted Grading Scale:

A = 5.00; B = 4.00; C = 3.00; D = 2.00

Junior high valedictorian and salutatorian will be chosen by using the grade point average. Weighted grades will not be used. If an 8th grader takes Algebra I, that class will be counted as a weighted class for purposes of calculating high school valedictorian and salutatorian.

Valedictorian will be the person who delivers an address at commencement and ninth grade promotion respectively. Salutatorian will deliver the welcome address at each exercise.

VALEDICTORIAN SCHOLARSHIP

For the purpose of students receiving a scholarship to selected colleges and universities, Mooreland High School will recognize on a weighted grading scale any student who attains a 4.00 or higher. These students will not participate in any of the activities reserved for the top two students of the senior class. The title of valedictorian will be sent to the college or university where the student plans to attend and no other recognition will be allowed by Mooreland High School. The top two students recognized by Mooreland High School will carry-out their responsibilities as listed in the student handbook.

ABSENCES

1. Excused absences — Excused absences will include:
 - a. Illness (confirmed with parent or guardian).
 - b. Bereavement or funeral for family member.
 - c. Doctor appointments (confirmed with parent or guardian).
 - d. Seniors are allowed two days in which to visit colleges and universities they might wish to attend. The students will be required to make arrangements with each teacher at least one school day before their visit, and the student must be passing all classes.
 - e. School activities.
Student activity absence forms will be used for students who miss class for a school activities. These forms must be turned in to the principal before a student can leave on a school trip. On this form will be the student's daily assignments, homework and dates of test for each class. The forms will be signed by each teacher that a student has during the time missed.
 - f. Other approved by the principal.

A student can make up work missed that was assigned during an excused absence. Teachers will allow one day for each day missed for make up work. An example would be if a student missed three days for an excused absence, that student would have three days to make up the homework that was assigned *during* the excused absence. Any assignments that were assigned preceding the absence will still be due on the original due date or immediately upon return if the due date occurred while the student was absent.

2. Excused by Arrangement — This category of absences is intended for use with those days a student misses which cannot be considered excused but require his/her absence such as court appearances, trips and other absences that could be avoided or rescheduled to a time school is not in session. Recognizing the necessity and benefits of these absences, they will be excused with the following provisions. The student will have the responsibility to inform the building principal and teachers of their future absence and to arrange for making up their school work before, during and/or after the absence, depending on the teacher's preference. To encourage each student to attend classes as much as possible, the student's score on any work assigned by arrangement will not be reduced more than a letter grade. Students are limited to five (5) school days for "excused by arrangement absences."

3. Unexcused Absences — Unexcused absences are those for which there is no valid reason. Unexcused absences will also result when arrangements have not been made to leave school and permission given from the office. Unexcused absences may result in disciplinary action and referral to authorities for truancy. Unexcused absences will receive a zero for all work missed.

4. Any approved absences due to school sponsored trips and events will not be counted as absences in the register.

ACADEMIC ALL STATE

The Oklahoma Foundation for Excellence will select 100 students from across the state to receive the honor of "Academic All State."

This application must be completed in typewritten form and verified by the school Principal or Superintendent on behalf of the student nominee who is a currently enrolled senior in an Oklahoma Public School. In addition to this form the application must include:

1. A letter of nomination and recommendation from a teacher who is an instructor for the student in the fall term.
2. A completed application form by the nominated student.
3. A 250 word essay by the student nominee. Topic to be announced.
4. A high school transcript of completed courses.
5. At the student's option, a maximum of two letters of recommendation for the student nominee, not to exceed one page in length may be attached.

Each student must meet one of the following standards:

1. ACT score of at least 30 (on a National Testing Day)
2. SAT score of last least 1350 (on a National Testing Day)
3. National Merit Scholarship Program Semi-Finalist

ACTIVITY FUND ACCOUNTS

The Superintendent's office will serve as the central treasurer for all classes and organizations. Money may not be withdrawn without the consent of the organization sponsor. A recapitulation of the previous month's business will be published on the office bulletin board. The superintendent's secretary will be fully bonded with the bond paid for from the activity fund.

When writing checks, they should be made to the Mooreland School Activity Fund.

Checks for lunches should be written to the Mooreland School Lunch Fund.

Any purchase made from the different activity accounts must have full documentation of expenditures before any funds can be expended.

ACTIVITY POLICY

1. Goals and Philosophy

The Mooreland Board of Education encourages students to be in attendance in their regularly scheduled classes so that maximum learning can occur. The curriculum (regularly scheduled classes) is built on the foundation of continuity of instruction and participation in the classroom setting. The consistent, regular classroom attendance can assist students toward development of strong work habits, responsibility and self-discipline.

The co-curricular program is designed to facilitate a balanced education for each student. It, coupled with the curriculum, shall provide opportunities and motivation for the development of abilities sufficient to satisfy academic, economic, societal and personal needs.

The extracurricular program contains activities which are necessary to school operation, provide reinforcement to the concepts developed in the co-curricular program and enhance leadership opportunities to a wider range of students.

The number of co-curricular and extra-curricular activities to supplement the curriculum to be allowed in Mooreland School District is the purpose of this policy.

2. Activity Policy

1. The co-curricular and extracurricular activity program shall be approved annually by the Board of Education. Each activity will be reviewed to determine that it is necessary for school operation, that it contributes to the development of students and whether any school class time will be allowed. Extracurricular activities are not to use class time unless absolutely required.

2. The Board of Education will appoint an Internal Activities Review Committee at the beginning of each school year. The committee members shall be recommended by the superintendent. The committee shall be responsible for reviewing and recommending any exceptions to this policy to the Board of Education. The board shall also receive a listing and categorization of co-curricular and extra-curricular activities.

3. The principal shall be responsible for developing adequate attendance records to accurately verify each student's absence.

4. Any student participating in a school activity on a school day must attend at least half a day (4 class periods) in order to participate in the school activity. Exceptions can be made in cases of emergency, but you must receive permission from the high school principal.

5. The Board of Education is a lay board and cannot be involved initially in resolving a request for an exception of this policy. Therefore, the resolution of conflict prior to a hearing before the Board of Education will be as follows:

A. A parent shall request an exception to this policy for their student by submitting signed, written request to the principal. Within ten days, the principal shall call a meeting of the I.A.R.C. They shall make a determination of an exception to the policy. If an exception is granted, it shall be recommended to the Board of Education for approval or disapproval.

B. If the parent disagrees with the decision of the I.A.R.C., he may appeal the decision to the Board of Education. The Board of Education will consider the exception request at their next regular meeting.

C. If the parent disagrees with the decision of the Board of Education, he may appeal their decision to the Accreditation Section of the State Department of Education. They shall investigate using a team approach and file a written report of their findings to the State Board of Education, Mooreland Board of Education, and the superintendent.

AFTER SCHOOL DETENTION

Mooreland Public Schools will have an after school detention program that will be from 3:25 - 4:25 p.m. on Tuesday, Wednesday and Thursday each week. Students can be placed in after school detention for discipline issues, receiving zeros on an assignment or at the principal's discretion.

1. Fourth tardy or first office visit for tardies – Five days closed campus at lunch.
2. Fifth tardy or second office visit for tardies – One Saturday School Session.
3. Sixth tardy or third office visit for tardies – Three days In-School Detention.
4. Seventh tardy or fourth office visit for tardies – Five days In-School Detention.
5. Eighth tardy or fifth office visit for tardies – Three days Out-of-School Suspension.
6. All subsequent tardies or office visits for tardies will result in Step 5 above.

TELEPHONE

Students will not be called from class for telephone calls unless for urgent business. Students may use the telephone for business calls but should not abuse this privilege. No long distance calls are to be made without permission.

Students are not allowed to use telephones in the teacher's rooms. Students are to use telephones in the high school gym and by the concession machines next to the office.

TESTING PROGRAMS

Each year many of the Mooreland School students will be given standardized tests in areas such as achievement, aptitudes, interest, etc., for vocational and personality guidance purposes. Parents are urged to discuss these test scores with the school counselor.

TESTS

No single project or test will count over 20% of a final semester grade.

TEXTBOOKS

The school district and the State Department of Education will furnish textbooks to students in Mooreland School. Students should return the books checked out to them in the same condition they receive them, minus normal wear. Students will be expected to pay for books lost or destroyed. The replacement costs for all textbooks will be \$100.00.

TOBACCO/ALCOHOL/DRUGS

Students may not use, or have in their possession, tobacco (this includes e-cigarettes), alcohol, or non-prescribed drugs in any form on the school property during the school day, or at any school sponsored event in which they are representing Mooreland Schools.

Possession or usage of illegal drugs or alcohol is prohibited on school property, while participating in any school sponsored activity, or on the way to or from school. Offenders will be subject to suspension for an indefinite period of time, removal from the premises, arrest or all three.

Alcohol and/or drug abuse shall be defined as possession, use, and/or being under the influence of alcohol or any illegal substance while under the supervision of the school or in attendance at any school related function. Any student found guilty of any of the above activities shall be suspended for an indefinite period of time. The school official issuing the suspension shall notify the home and the local police department immediately and request they come to the school to discuss the facts involved. If at all possible, the student shall be detained at school until both the parent or guardian and law enforcement official arrive. All confiscated drugs or drug paraphernalia shall be turned over to the Police Department. The school officials shall determine whether the suspension will be short term (ten days), or if the suspension is to be long term (more than ten days). When, in the opinion of a school principal, the conduct of a pupil is detrimental to the school program, said principal may suspend (under provision of State Law) such pupil.

Suspended students shall be readmitted to school only after the parent or guardian has visited with the school principal or a school representative and a plan of action outlined to assure that the student will receive the help needed and that there will not be further involvement in drug abuse.

TOLL FREE NUMBERS

Students who live outside the Mooreland 994 phone directory can call 1-888-779-7373 for the elementary and 1-888-779-7374 for the high school toll free.

TRANSFERS

For a student to receive an *open transfer* into Mooreland Public Schools, the transfer must be completed before April 1 of the preceding school year. By May 1, Mooreland Public Schools will notify the sending school district an application has been made. By June 1, Mooreland Public Schools will notify the applicant that the transfer has been approved or denied for the next school year. *Emergency transfers* may be applied for, and either approved or denied at any time during the school year.

For a student to transfer into Mooreland Public Schools, using either an *open transfer* or an *emergency*

your assignments because this negative attitude will make your work more difficult for you. You will not learn as readily.

Other suggestions for effective study:

1. Have the assignment clearly in mind.
2. Gather the necessary items for preparation.
3. Begin at once on the work to be done.
4. Concentrate on the job, without interrupting your own work unnecessarily.
5. Try to stay with it until you finish.

Much can be accomplished in an hour if students keep in mind the importance of time set aside for study. Independent work on an assignment is generally most rewarding.

Thinking again about your high school diploma, it may help you into college or on a job, but your own information and skill will determine how long you will stay there or how much progress you will make. Your own store of knowledge, know how and personality are in the making as you study. Sounds important, doesn't it? It is!!!

SUPPLEMENTAL ONLINE COURSES

Supplemental online course is an online program that allows students who are enrolled in Mooreland Public Schools to supplement their education by enrolling part time in online courses that are educationally appropriate for the student, which are equal to the equivalent of classroom instruction time required by student attendance and participation in the district.

SURVEILLANCE CAMERAS

Cameras have been installed around the elementary school and high school. These cameras are installed for your safety and protection. The cameras are operational 24 hours a day and will be monitored and reviewed as needed.

SUSPENSIONS

Suspensions will normally be for a period of three days, but the number of days may vary depending upon the seriousness of the offense or the number of previous suspensions. A suspended student is suspended to the custody of the student's parents and is not allowed to be on or near school premises nor attending any school activity while the student is suspended. To do so will result in further suspension. A student who is suspended "in-school" shall attend school, but he is restricted as above outside of the school day.

A student who is suspended "in-school" will receive credit for all homework and tests done during in-school suspension.

Out-of-school suspension — Students will receive 80% academic credit for work satisfactorily completed under the educational plan for students suspended for five days or more as directed by the administration.

Any student who is guilty of the following acts while in attendance at school or in transit by school transportation or under school supervision to or from school or at any school function or when present on any facility under the control of the school district may face possible suspension.

1. Conduct which jeopardizes the safety of others.
2. Possession, threat, or use of dangerous weapon.
3. Selling, passing, or buying or in any way in possession of, consumption, or under the dangerous substances. (Controlled dangerous substance is any drug being consumed or in possession of a student not specifically prescribed by a physician for the said student.)
4. Fighting, assault and battery.
5. Immorality or profanity.
6. Theft, or possession of stolen property.
7. Destroying or defacing school property.
8. Showing disrespect for faculty, staff or school employees.
9. Conduct which disrupts the normal education process.
10. Violation of school rules, regulations or policies.

TARDIES

It is the student's responsibility to be in their classroom on time. In order for a student not to be counted tardy, the student needs to be at their work station and prepared for class. In addition to the following steps, three tardies will equal one absence, which will count toward your 13 absences you are allowed to miss before failing the class for the semester. The following steps will be utilized for tardies.

ASBESTOS

A report done by Precision Testing showed the floor tile to be in good shape with no damage. The only asbestos that our district has is the nine inch tile at the south end of the elementary, auditorium in the high school, janitors' workroom and the dressing rooms in the foyer of the high school gym. We have no friable asbestos in the facility. If anyone wants to look at the asbestos plan for our school, it is in the superintendent's office at the high school.

ASSEMBLY ETIQUETTE

An assembly for the school students will be held as needed in the auditorium. Special assembly programs will be scheduled from time to time.

All students should be courteous toward speakers. Although a program may not be of interest to some students, there are other students nearby who are interested. Applause is the correct and courteous way of showing your approval of a program or speaker; stamping, yelling and whistling are not in good taste. Students should remember that any public demonstration such as clapping is not correct at a religious program. The impression of a school that a speaker takes away with him is an important reason for good assembly etiquette. Your school's reputation can be greatly damaged by bad behavior in assemblies.

ATHLETICS

A. Eligibility:

Every student who represents Mooreland Schools in an athletic event must meet the minimum requirements of the Oklahoma Secondary Schools Activity Association. All junior and senior high students must have a physical examination to play interscholastic sports.

B. Lettering:

1. A student who earns a place on the traveling squad of a sport on our high school teams and who finishes the year in good standing in that sport will be considered lettered in that sport. Also, students who participate in band, vocal or FFA and finish the year in good standing with the instructor may purchase a letter jacket with our "M" on the front.
2. Any student who is named as manager of a team will be considered lettered in that team sport.
3. Cheerleaders in high school shall be considered as lettered in the sports for which they are a cheerleader.
4. Jacket and letter awards will be handled as follows:
 - a. Students who letter may purchase their jacket and letter any year during high school.
5. When you are issued school equipment, it shall be returned in the same condition, except for normal wear and tear. If your uniform or equipment is not returned in the condition in which it was checked out, you will be charged the replacement cost of the item.
6. Any other student who does not letter in one of the school sanctioned activities may be able to purchase a blue/white letter jacket but you will not be able to purchase the letter "M" to be placed on the jacket.

C. Sportsmanship:

Your school and community are judged by your actions on the field, court, or in the stands. Booing or other unsportsmanlike behavior is not a part of the Mooreland School tradition. Play hard to win but learn defeat gracefully.

D. Transportation:

The school will provide transportation to all athletic contests for its athletes. If you ride the bus to a contest, you must return the same way, or with a parent. A student's parents must personally talk to the sponsor before a student will be released.

E. Athletic Credits:

For participation the full year, students will receive one non-solid credit per school year.

F. Student Costs:

Students will be required to furnish some of their own athletic equipment such as shoes, socks, insurance, etc.

G. Freshmen will be eligible to participate on all high school teams. The coach/sponsor must first consult with the athletic director, the student and his/her parents or guardians before they are allowed to participate on a high school team when junior high sports are offered. If the student/athlete chooses to participate in both junior high and senior high programs that student must maintain a "C" or better in all of their classes.

H. It is solely up to the Head Coaches discretion on playing time and starting positions. If a parent has concerns about a coaches decision an appointment may be made during the school day to visit with the coach. At no time will a coach be required to visit with a parent or guardian following a game or activity.

ATTENDANCE POLICY

All students must attend each class a minimum of 85% of the time to receive credit for that class. This means you cannot miss more than 13 days a semester and still receive credit for the class. Consideration will be given to personal emergencies such as hospitalizations and bereavement. Also, three *tardies* will equal one unexcused absence, which will be counted against your 13 days you are allowed to miss before failing the class for the semester.

The intent is to encourage students to be in their classroom as much as possible. Our concerns are directed toward the best interests of the students.

Oklahoma Secondary Schools Association eligibility rules will apply towards co-curricular and extracurricular activities.

Any student who misses 10 or more days, that the principal deems unexcused, will be reported to the district attorney for prosecution.

ATTENDING ACTIVITIES

Mooreland Public School students may be excused for various school sponsored activities. Which events the students may attend and not be counted absent will be solely up to the building principal. If the activity is designated as an event where the student will not be counted absent if they attend, the following rules for the student will be followed:

1. The student must not be on the ineligible list.
2. The student must not have had a discipline referral in the preceding 30 calendar days.
3. The student must not be currently suspended from school.

Any student who attends an activity and has not been excused through the principal's office will be given an unexcused absence and appropriate discipline consistent with the handbook will be issued. When attending a school sponsored activity in question, a call to the school from a parent will not be sufficient. If a student is not on the excused list to attend the activity, then the student must be in class.

AUTOMOBILES, CYCLES AND BICYCLES

When automobiles, cycles and bicycles are driven to school, they must be parked in the designated areas and not moved except by special permission, during lunch, or when school is dismissed. Safety first should be practiced at all times by drivers while arriving and leaving school.

The discipline for speeding or reckless driving during school hours or during school sanctioned events will be solely at the discretion of the building principal.

Students must not park or drive on the school yard at any time. See Parking section of this handbook for parking instructions.

BEARCAT BEHAVIOR

Bearcat behavior is a program that strives to create positive and productive atmosphere in every classroom and the hallways. Students will be evaluated daily on their conduct, respect, appearance, responsibility, pride and integrity. A student who does not display appropriate behavior will receive an opportunity to learn (OTL). This program will be executed similar to our eligibility program. A poor evaluation (OTL) from a staff member will place the student on probation the following week. The student will be given an opportunity to learn and must visit with the staff member who issued the poor evaluation and let the staff member know they will be improving their behavior. The parent will also receive a copy of the poor evaluation so we may work together to achieve the desired behavior. Students who receive a subsequent poor evaluation while on probation will be ineligible to participate in any extracurricular or school sponsored activities the following week. If you receive an opportunity to learn and you do not participate in any extracurricular activities, refer to page 13 under DISCIPLINE for a list of possible punishments which will be utilized.

BOOK BAGS

In elementary, book bags are to remain in lockers during the school day and not to be transported from class to class.

BULLYING PREVENTION

I. Prohibition of Incidents of Bullying

any function sponsored or authorized by the school. The student may be searched for dangerous weapons, controlled dangerous substances, intoxicating beverages, and low-point beer. The student may also be searched for missing or stolen property if such property is reasonably suspected to have been taken from a pupil, school employee, or the school during school activities. The search shall be conducted by a person of the same sex and witnessed by at least one other authorized person of the same sex. Only cold weather outerwear shall be removed.

The official shall have authority to detain the pupil and to preserve any of the items mentioned above and found on the student. Any dangerous weapon, controlled dangerous substance and intoxicating beverages, including low-point beer, shall be given to the police department for appropriate handling.

Pupils shall have no expectation of privacy in lockers, desks, or other school property from school personnel or law enforcement officers. No reasonable suspicion shall be required to conduct a locker, desk, or other school property search.

SENIOR PICTURES

For the purpose of the senior panel, yearbook and local paper, seniors need to have four color pictures by November 1st of their senior year. Lifetouch Studio has been retained as the contracted school photographer. Pictures for the senior panel and yearbook must be taken by Lifetouch. If you contract senior pictures with another studio, you still must have a basic setting taken by Lifetouch. No other picture will be placed in yearbook or senior panel taken by another studio.

SENIOR SKIP DAY

Mooreland Public Schools does not recognize any type of Senior Skip Day. An absence, by a student, that the Principal deems as being a Senior Skip Day will result in an unexcused absence including zeros recorded for all assignments that day and one full day of school will be made up at the conclusion of the school year.

SEXTING

Sexting is the sending, forwarding, displaying, posting, storing, or receiving of sexually explicit or sexually suggestive images or video via chat. Not only is sexting socially inappropriate, it violates school policy and could result in disciplinary actions by the school including, but not limited to, detention, suspension or expulsion from school and/or criminal charges could also be filed.

SICKNESS OR ACCIDENT

When students suffer physical damage or become ill, every effort to contact their parents will be made by the school. In the event that parents cannot be located, the school officials will use their best judgment on determining the need for professional care. The school, or any teacher, will assume no obligation for any medical bills.

SMOKE FREE FACILITIES

Smoking will not be permitted in any Mooreland Public School indoor or outdoor facilities.

SNOWBALLS

Snowballs must not be thrown on school property. The risk of accidental student harm and property damage is simply too great.

SOCIAL CONDUCT

The development of personality is a matter of training. Good manners, politeness, and friendliness are excellent ways to train yourself. Practice speaking to your classmates and teachers and learn patience and cooperation. These are attributes that will be a decided asset.

Holding hands is the only form of affection which will be allowed while at school or school sponsor activities.

STUDY IS ESSENTIAL

Sell yourself on the idea that study is essential, and the battle is half won. Are you thinking of your high school diploma as a stepping stone leading to a college campus, or as your No. 1 recommendation for a job? Either way, it is of real worth to you only if, along with your diploma, you have acquired a background of information essential to further learning or certain skills which you can use on a job.

Being willing to study and having a desire to know the content of the assignment at hand, clear the way for concentration and learning should follow readily. This willingness to study and desire to learn is the first step toward profitable study. Make them a part of your personal philosophy, your thinking, as you make your daily preparations. Don't let yourself harbor resentments and objections concerning

1. Students will be permitted to wear shorts to school. The shorts, skirts, or dresses must be no shorter than 4 inches above the knee. In addition, you may not wear cut-offs with frayed edges, gym shorts, cheerleading shorts or biking shorts.
2. Tank tops will not be permitted.
3. Sleeveless shirts must have a snug fit around the arms. In addition, t-shirts, or any other type of shirt, which have been altered and the sleeves have been cut out will be prohibited.
4. Clothing which is worn out of season, large coats or jackets or gang related clothing will be prohibited.
5. No holes or tears above the knee will be allowed in jeans, shorts or skirts.
6. No undergarments of any kind should ever be exposed at school.
7. Excessive oversized clothes or sagging will not be allowed.
8. Clothes, at all times, must completely cover the mid-riff.
9. Clothes or Jewelry which is considered profane, vulgar or lewd will not be permitted. *This includes any type of clothing that can be deemed suggestive or lewd in nature.* (Examples include, but not limited to: Hooters shirts, Bite Me shirts, I got crab shirts, shirts that promote illegal substances, etc.)
10. Any *clothing or accessories* that can be considered a distraction to the educational process will not be allowed.
11. In elementary, no flip-flop shoes of any kind will be permitted.
12. Heeleys are not allowed to be used on school property or any school activity.
13. Pajama pants and/or house shoes will not be allowed.
14. Spandex tights will be allowed but a long shirt must be worn that completely covers your hips. In addition, no part of the spandex tights may be see through.
15. No shirts can be worn off the shoulder.

The following steps will be followed in disciplining the school dress code offenders.

1. First Violation – Clothing must be changed, either with school issued clothing or clothing your parents bring to school. Also, 3 days of after school detention will be assigned.
2. Second Violation – Same as step 1 except 5 days of after school detention will be assigned.
3. Third Violation – Clothing must be changed and 2 days of ISD (in school detention) will be assigned.
4. Fourth Violation – The fourth and all subsequent violations will result in 2 days of out-of-school detention.

SCHOOL INJURY VERIFICATION FORM

If you sustain an injury while representing Mooreland Public Schools at a sanctioned school event/activity that requires you to miss school those absences may not be counted against you with regards to semester exams on the condition that a school injury verification form be completed and signed by you and your coach and turned into the principal's secretary's office within one calendar week of the absence. Also, a note from the doctor or physical therapist must accompany the school injury verification form. Failure to complete this form and turn it into the office within one week of the absence will result in the absence being counted with regards to semester exams. Further, any absence incurred for the verified school injury must be reported to the principal's secretary in a timely fashion. Waiting until the end of a semester to report such absences will not be acceptable for semester test exemption.

SCHOOL PROPERTY

The school is home for students many hours of each day. The school district spends a great deal of money in the purchase and maintenance of the property. Students should show the same consideration for school property as they would if it were their own. Any deliberate damage of school property or equipment must be paid for by the person responsible. Any damage not paid for within a four-week period will result in suspension of the student(s) until the damage restitution is received.

SCHOOL RINGS

During the school year, sophomores will be allowed to purchase a Mooreland school ring. No one will be required to purchase a ring.

SEARCH AND SEIZURE

The superintendent, principal, or any teacher employed by Mooreland School District upon reasonable suspicion, may detain and search, or authorize the search of, any pupil or property in the possession of the pupil if the pupil is on any school premises or in transit under the authority of the school, or attending

It is the policy of Mooreland Public School to prohibit all bullying of any person at school. This policy shall extend to all schools in Mooreland Public School District. Prohibited conduct includes incidents of bullying instigated by use of electronic communication specifically directed at students or school personnel.

II. Definitions

The following words and terms used in this policy shall have the following the meaning:

- **At School:** means on the school grounds, in school vehicles, at school sponsored activities, at school sanctioned events and at designated bus stops.
- **Bullying:** means any pattern of harassment, intimidation, threatening behavior, physical acts, verbal communication or electronic communication directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student.
- **Electronic communication:** means the communication of any written, verbal or pictorial information or video content by means of an electronic device, including, but not limited to, a telephone, a mobile or cellular telephone or other wireless telecommunication device or a computer.
- **Threatening behavior:** means any pattern of behavior or isolated action, whether or not it is directed at another person, that a reasonable person would believe indicates potential for future harm to students, school personnel or school property.

The complete district policy along with bullying incident report forms and additional bullying prevention information can be found on the Mooreland Public School website home page, www.mooreland.k12.ok.us

BUSES

School Laws of the State of Oklahoma stipulate that transportation by bus may be furnished by the school district but that the district is not required to do so. Therefore, by law, it is a privilege to ride the school bus and not a right to such transportation. Due to the high cost of fuel, Mooreland Public Schools may alter the bus routes at any time during the school year. One measure that may be enacted is having one central pick-up and drop-off point for the students.

The privilege of pupils to ride the bus is conditioned on their good behavior and observances of all bus rules and regulations. Drivers are authorized to enforce these rules. Should any student violate any of these rules, it will be the duty of the driver to refer such disobedience to the principal for the proper disciplinary action.

A bus driver has the same authority as a teacher or parent. Students will be expected to maintain good conduct while riding buses. The bus driver will stop at each stop, each morning that it is possible. If no one is there, he will sound his horn; if no recognition is shown, he will drive on. It is only common courtesy to notify the driver before he leaves home if you do not wish to ride.

The principal will have the authority to restrict any pupil from riding the bus. The Superintendent must be immediately notified by the Principal of any pupils that have been denied the privilege of riding the bus. If it is their decision that these pupils should be suspended from riding the bus for a period of time, proper notification will be made to their parents.

A driver will not remove a student from the bus for a violation of bus rules and regulations at any point other than the school or the student's regular stop. An exception would be an instance of a student physically abusing another person on the bus.

The student bus rider has an important role in bus behavior. The good student will inform himself of all rules and regulations pertaining to riding a bus and will seek to obey them. They will encourage fellow students to do likewise. Students are well aware that most injuries on buses are caused by carelessness or student horseplay. They should be safety conscious while they are bus riders and should be commended for their good behavior.

It is sincerely hoped that parents will recognize that rules and regulations are for the safety and well-being of all students riding the buses and that they will actively assist in support of the school as they endeavor to administer the bus program.

I. Previous to Loading (on the road and at school)

1. Be on time at the designated school bus stops-keep the bus on schedule.
2. Stay off the road at all times while waiting for the bus.
3. Wait until the bus comes to a complete stop before attempting to enter.

4. Be careful in approaching bus stops.
5. Bus riders are not permitted to move toward the bus at the school loading zone until the bus has been brought to a complete stop.

II. While on the Bus

1. Keep hands and head inside the bus at all times after entering and until leaving the bus.
2. Assist in keeping the bus safe and sanitary at all times.
3. Remember that loud talking and laughing or unnecessary confusion diverts the driver's attention and may result in a serious accident.
4. Treat bus equipment as you would valuable furniture in your own home. Damage to seats, etc., should be paid for by the offender.
5. Bus rider should never tamper with the bus or any of its equipment.
6. Leave no books, lunches, or other articles on the bus.
7. Keep books, packages, coats, and all other objects out of the aisles.
8. Help look after the safety and comfort of small children.
9. Do not throw anything out of the bus window.
10. Bus riders are not permitted to leave their seats while the bus is in motion.
11. Horse-play is not permitted around or on the school bus.
12. Bus riders are expected to be courteous to fellow pupils, the bus driver, and teachers.
13. Keep absolutely quiet when approaching a railroad crossing stop.
14. In case of a road emergency, children are to do exactly what the driver says.
15. Once a student boards a bus he or she is to remain on the bus to their respective school, home or parents. If shuttle bus is involved, student is to wait on shuttle bus to be transported to their respective school, home, or parents.

III. After leaving the bus

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

IV. Bus Discipline

1. The driver will give one verbal warning for disruptive behavior.
2. With the next warning the rider will be removed from the bus for five days.
3. If there is another problem the rider will be removed for a period of ten school days.
4. If there is another problem the rider will be removed from the bus for the remainder of the semester.
5. With the fifth problem the student will be removed from the bus for the remainder of the school year.

The school principal will call the parents when they receive a discipline referral from the bus driver and will either send a copy of the referral with the student or mail a copy of the referral home.

V. Extracurricular Trips

The above rules and regulations will apply to any trip under school sponsorship. Pupils shall respect the wishes of a competent chaperon appointed by the school officials.

Railroad Crossings

1. Please obey all warning signs and signals.
2. Do not attempt to "beat" the train, wait until it passes and the warning lights go off.
3. Cross at designated crossings.
4. Do not ride a bicycle across the tracks, get off and push it across.
5. Do not place any objects on the track.
6. Please pay attention when crossing. Do not linger in crossing.

Bicycles

1. Please be careful in going to and from school and obey all traffic laws.
2. Do not ride your bicycle after you get to school.
3. Do not leave until the buses have gone.

boys and her escort is selected by the basketball girls.

D. Prom Queen and King: Will be selected by the junior class during the prom.

E. Miss Mooreland: Chosen by outside judges during the Miss Mooreland Pageant.

REPORTING STUDENTS UNDER THE INFLUENCE OF OR POSSESSING NONINTOXICATING BEVERAGES, ALCOHOLIC BEVERAGES, OR CONTROLLED DANGEROUS SUBSTANCES

It shall be the policy of the Mooreland Board of Education that any teacher who has reasonable cause to suspect that a student may be under the influence of or said student has in his or her possession:

1. Nonintoxicating beverages; (i.e., "Beverages containing more than 1/2 of 1% of alcohol by volume, and not more than 3.2% alcohol by weight").
2. Alcoholic beverages; or a
3. Controlled dangerous substance;

As the above are now defined by state law, shall immediately notify the principal or his or her designee of such suspicions. The principal shall immediately notify the superintendent of schools and a parent or legal guardian of said student of the matter. Reference: O.S. Title 70 Section 133.

Any suspension and/or expulsion of said student shall be subject to any applicable school policy, state law or student handbook regulation.

Every teacher employed by Mooreland Board of Education, who has reasonable cause to suspect that a student is under the influence of or has in his or her possession nonintoxicating beverages, alcoholic beverages, or a controlled dangerous substance and who reports such information to the appropriate school official shall be immune from all civil liability. Reference: O.S. Title 70 Section 24-132.

RESIDENCE POLICY

In order to enroll in Mooreland Public Schools, all students must reside within our district with a parent, legal guardian, or with a family who has been designated as legal custodians. The only exceptions are those students who are admitted under our transfer policy.

The building principal will make the final determination as to the acceptance of a student under our residence policy or transfer policy.

SAFE SCHOOL

If you spot any activity which hurts students or our school, you may call 1-877-723-3225, ext. 651. This call is toll free and you remain anonymous.

SATURDAY SCHOOL

Saturday School will be used as a source of discipline of students. Saturday School sessions will begin promptly at 8:00 a.m. and conclude at 12:00 p.m. Saturday School may consist of a study hall environment or the students may be directed to help clean, pick-up trash, etc. Saturday School will be supervised by a certified faculty member.

Failure to attend a required Saturday School will result in three days of In-School detention for the first offense. The second and subsequent offenses of missing a required Saturday School will result in three days Out-of-School Suspension.

SCHOOL DAY

The school day will be from 8:10 a.m. until 3:20 p.m. in the high school and 8:10 a.m. until 3:10 p.m. in the elementary school.

High School Schedule	
First Bell.....	8:10
First Hour.....	8:15-9:05
Second Hour.....	9:09-9:59
Third Hour.....	10:03-10:53
Study Hall/Activity/Remediation Period.	10:53-11:13
Fourth Hour.....	11:17-12:07
Lunch.....	12:07-12:37
Fifth Hour.....	12:41-1:32
Sixth Hour.....	1:36-2:26
Seventh Hour.....	2:30-3:20

SCHOOL DAY PICTURES

For school day pictures (including senior pictures), students will not wear any facial jewelry and will not have any visible tattoos.

SCHOOL DRESS CODE

Students shall be expected to present a clean and groomed appearance in school. Clothing should reflect a concern for modesty and appropriate attire. The following guidelines will be followed at school and all related school sponsored activities.

to the satisfaction of the junior class sponsor, they shall have to pay a sum equal to the amount raised by each student in the football concession stands in order to attend the prom festivities.

3. The banquet and prom shall be a **formal** event. No jeans, T-shirts, etc., will be allowed. Also, any dress that is not considered the norm for Mooreland will not be allowed.
4. If you are selected as a sophomore server, from the time you are notified until prom, the selected server must remain eligible in all classes. In addition, if you are selected to be server for the banquet and you choose not to fulfill your obligation (this includes becoming ineligible) then you are ineligible to attend the banquet.

PROMOTION AND RETENTION OF STUDENTS

The decision of whether to promote a student to the next grade or to retain him or her in the current grade is a decision that Mooreland Schools Board of Education considers to be very important. Additionally, whether a student passes or fails an individual class is also important. Therefore, the process to make final determination of such situations shall be as follows:

Students shall be placed at the grade level to which they are best adjusted academically, socially, and emotionally. The educational program shall provide for the continuous progress of students from grade to grade, with students generally spending one school year in each grade. However, retention may be considered in the following situation:

1. The student is in grade K-3, or, on rare occasions, when the student is in grades 4-8.
2. The student is achieving significantly below expected grade-level performance. If a student doesn't pass four or five core courses he/she will not be promoted to the next grade level.
3. The student has not been previously retained.

When retention is considered for any third-grade student due to a reading deficiency pursuant to the Reading Sufficiency Act (as referenced in HB 2878 of the 1998 Legislative Session), the parent or guardian of the student shall be included in the retention consideration.

Teachers and administrators are expected to adhere to the district's retention procedural guidelines when considering retention as an educational recommendation. Procedural guidelines will be reviewed annually to ascertain efficiency and applicability.

If the parent/guardian disagrees with the decision to retain they may appeal to the superintendent and then to the BOE. The BOE will consider the exception request at their next regular meeting.

Reading Deficiency Retentions

1. Pursuant to 70 O.S. Section 1210.508C (H), beginning with students entering the first grade in the 2011-2012 school year, if the reading deficiency of a student, as identified based on assessments administered as provided for by the state and pursuant to statute, is not remedied by the end of the third grade, as demonstrated by scoring at the below basic on the reading portion of the third-grade criterion-referenced test administered pursuant to state law, the student shall be retained in the third grade. Parents of children who may be subject to retention under this section of the law will be notified in writing of same, and of their options for remediation to avoid mandatory retention, as per statute.

2. Students who have been retained in the third grade pursuant to statutory reading deficiency requirements may be allowed to promote at mid-year, upon fulfillment of the following conditions:

- a. Student demonstrates he/she is a successful and independent reader;
- b. Student is reading at or above grade level; and
- c. Student is ready to be promoted to the fourth grade.

3. In determining whether mid-year promotion shall be effected according to the above criteria, the district will re-evaluate the student using tools such as subsequent assessments, alternative assessments and portfolio review, in accordance with State Board of Education rules.

4. Retained students may only be promoted upon demonstration of a level of proficiency required to score above the below basic on the third-grade statewide criterion-referenced test and upon showing progress sufficient to master appropriate fourth-grade-level skills, as determined by the district.

5. Retained students may only be promoted mid-year prior to November 1.

QUEENS

Several queens will be selected from the student body each year.

- A. FFA Queen: The FFA Queen will be selected by FFA students under their own rules.
- B. Football Queen and King: Will be voted on by the high school football team.
- C. Basketball Queen and King: The Basketball Queen will be selected by the basketball

CANCELLATION OF SCHOOL

During severe and inclement weather the announcement that school will be canceled will be made over radio and television stations, K101 and Channels 4, 5 and 9. The decision to cancel school will be made as early as possible. Only call staff or administration for emergencies; please listen to the news for instructions. Cancellation of school and other emergencies and announcements will be made through Blackboard Connect.

CHANGE OF SCHEDULE

Students may change their schedule during the first full three days of each semester as long as it does not create a scheduling problem in other classes and the principal or counselor agrees to the change.

CHEATING

For maximum learning to occur, each student must do their own work. Cheating on homework, tests, etc., will not be tolerated. This includes those who are letting other students copy their paper. Punishment for those caught cheating will consist of zeros on the affected work, detention, with the possibility of ISS or out-of-school suspension.

CLASSROOM OBSERVATIONS

To avoid disruptions in the educational process, Mooreland Public Schools has adopted the following policy concerning classroom observations:

1. Everyone must sign in at the office before visiting classrooms.
2. One full day prior notice must be given before the observation is done.
3. Only parents or legal guardians may observe in the classroom and they can only observe their child's classroom.

This policy will be followed, unless there is a legitimate educational reason for not adhering to the above guidelines.

CHEERLEADERS

In the spring preceding a new school year, tryouts for football and basketball cheerleaders will be announced. Any senior high student or junior high student may try out for cheerleader.

A sponsor will be appointed by the administration and all cheerleader activities must be under their supervision. The cheer squad, junior high and high school, will be governed by the cheerleader constitution. Following the constitution is essential to the success of the squad.

CHECKING A STUDENT OUT OF CLASS

If it is necessary for a student to leave campus during the school day (doctor's appointments, funerals, etc.) the parent/guardian must call the school secretary prior to the release time. If you become ill during the school day, come to the office and your parents/guardians will be contacted. The student will not be allowed to leave campus if the parent cannot be contacted (the principal may make exceptions in cases of emergency). A student must have a signed permission form on file for a student to leave campus, except for school sponsored athletic events (example: selling yearbook ads, etc.). When returning from a sporting event, school sponsored trip, etc. and school is still in session, then you are required to return to class. There will be no excused absences issued for the remainder of the day, except in cases of emergency. Disciplinary action will be taken if you do not return to class upon arrival back to school.

Leaving campus without obtaining proper permission will result in disciplinary action.

CLOSED CAMPUS

Seventh grade students will have mandatory closed campus for the entire year. However, individual students can earn open campus for the second semester if they meet the following requirements:

- They have no discipline referrals during the first semester.
- They have not been listed on the probation/ineligible list during the first semester.
- And they have received no more than five total tardies during the first semester.

Students may lose their open campus lunch privilege at the principal's discretion.

CLUBS AND ORGANIZATIONS

Mooreland Public Schools will sponsor and promote several clubs and organizations. We highly encourage all students to get involved with their school through these clubs and activities. Organizations that are available to students include:

Activity	Mission	Sponsor
Academic Team	Academic Bowl Competition	Mrs. Ham
Athletics	Competitive Athletic Competition	Coaches
Art Club	Various Activities and Competitions in Art	Mr. Beatley
Band	Various Competitions, Concerts and Performances	Mrs. Nuse
Cheerleading	Perform at Games and Competitions	Mrs. Burrow
Choir	Various Competitions, Concerts and Performances	Ms. Faires
FCA	Fellowship of Christian Athletes	Coaches
FCCLA	Family, Career and Community Leaders of America	Mrs. Persons
FFA	Future Farmers of America	Mr. Kinney
NHS	National Honor Society	Mrs. Dewald
Spanish Club	Various Activities	Mrs. Gregory
Student Council	Various Activities to Promote MHS	Mrs. Meister-Matzen
Yearbook	Publish the MHS Yearbook	Mrs. Gregory



BEARCAT PRIDE!

PLAYGROUND EQUIPMENT

Slides: Only one at a time on the slide. Slide down feet first sitting down. Do not go up the slide part or stand on the slide part. Do not jump from the slide.

Monkey Bars: Be very careful. No unnecessary or excessive horseplay.

During wet weather or at other special times the outdoor basketball court will be available. No rough-housing or horseplay or any other activity that may cause injury will be permitted.

PRE-KINDERGARTEN

Due to class size limitation we will enroll students on a first come, first served basis according to the residency policy.

Students must be four years old on or before September 1 to be eligible to attend Pre-K. Students must be potty trained to be eligible to attend Mooreland Public Schools. Students deemed to not be potty trained at the end of August will be removed from the Mooreland Public Pre-K program. The decision will be made by the classroom teacher and principal. Parents will be notified of problems as they occur.

PRIDE TIME

From a desire to reward appropriate behavior, Mooreland Jr./Sr. High School has implemented *Pride Time*. Every other Friday during the year, students will have the opportunity to have an extended lunch by 15 minutes provided they abide by the following:

- (1) No disciplinary referrals to the office during that two week period.
- (2) No tardies to any class during that two week period.
- (3) Must not be on the ineligible list during that two week period.

Students attempting to drive to Woodward during the extended lunch period will lose their *Pride Time* for the remainder of the year and will also face further disciplinary action.

Also, part of this policy is remediation for those students who are on the ineligible list. If you are on the ineligible list you are required to attend remediation in that class during that week. Remediation will run Tuesday through Friday during Study Hall.

PROFANITY

Profanity or inappropriate language of any kind is not acceptable behavior for a conducive educational environment and will not be tolerated. Students who use inappropriate language of any kind will be subject to the following discipline.

1. First Violation – Five days closed campus at lunch.
2. Second Violation – One Saturday School Session.
3. Third and Subsequent Violations – Three days In-School Detention.

If the inappropriate language is severe enough, Out-of-School Suspension may be used at any step.

PROFICIENCY BASED PROMOTION

Proficiency Based Promotion is a system which awards credit for students' knowledge in the core curriculum areas, i.e., social studies, language arts, the arts, languages, mathematics and science through an assessment process. All students in Grades K-12 are eligible for Proficiency Based Promotion if they perform at the 90% level on designated assessments. Elementary or secondary students may advance one or more levels in the core curriculum areas.

Elementary, junior high or high school students demonstrating proficiency will be given credit for their learning and will be given the opportunity to advance to the next level of study in the appropriate curriculum area. Students must progress through a curriculum area in a sequential manner.

Further information may be obtained from Mr. Gregory or Mr. Wilson on Proficiency Based Promotion. Come by either school office for this information.

PROM

The junior class and their sponsors shall sponsor a Junior/Senior Prom each year. Each of the following rules will apply to the Junior/Senior Prom.

1. No student below the ninth grade shall be allowed to participate in the banquet, prom, or after prom party. In addition, no student who is more than one year removed from high school is allowed to attend the prom or after prom party without special permission from the high school principal. Only the Prom attendee and his/her date will be allowed to walk in the promenade.
2. Each member of the junior class shall be responsible for working the football concession stands, setting up for the concession stands, bringing items for the concession stands, etc. If a member of the junior class did not fulfill his or her responsibilities

MUSIC DEVICES

Any device used to play music such as ipods, etc., are not allowed in school during school hours. Students who take Music Devices into the classroom will be subject to the following.

1. First Violation – The communication device will be confiscated for the remainder of that day and will be returned at the end of that day. Also, five days of closed campus at lunch will be issued.
2. Second Violation – The communication device will be confiscated and will be held in the Principal’s office and will be returned only to the parent. Also, one Saturday School will be issued.
3. Third Violation – The communication device will be confiscated and will be held in the Principal’s Office and will be returned only to the parent. Also, 3 days of In-School Detention will be issued.
4. Fourth and Subsequent Violations – The communication device will be confiscated and will be held in the Principal’s office and will be returned only to the parent. Also, 1 day of Out-of-School Suspension will be issued.

NATIONAL HONOR SOCIETY

National Honor Society is an elite club comprised of a select group of top MHS students. To be eligible for membership, a candidate must be a member of the sophomore, junior or senior class. Candidates must have been in attendance at MHS the equivalent of one semester. Candidates must also have a cumulative scholastic average of at least 3.5 on a 4.0 scale and must maintain a 3.5 GPA to remain a member. Each candidate will then be evaluated on the basis of service, leadership and character. No student will be allowed membership into National Honor Society based on grades alone.

NCAA

Students interested in participating in athletics at the college level at a Division I or Division II school must register with the NCAA Clearinghouse. Their website is www.ncaaclearinghouse.com. Students and parents need to pay close attention to the requirements for the clearinghouse. There are many important details that must be followed in order to be eligible. Parents and students need to be proactive and thorough in the pursuit of clearinghouse eligibility. Students should begin this process at the conclusion of their freshman year. It is also important that you contact the school counselor so she can assist you in making sure the class requirements are met.

**OKLAHOMA ACADEMIC SCHOLAR;
REQUIREMENTS FOR RECOGNITION OF**

Students who meet all of the requirements listed below shall be recognized by the local school district and State Board of Education as an Oklahoma Academic Scholar.

1. Accumulate over grades 9, 10, 11 and the first semester of grade 12, a minimum grade point average of 3.7 on a four point scale or be in the top 10% of their graduating class.
2. Complete (or will complete) 22 units for graduation which consist of at least:
 - English: 4 units (Grammar, Composition, Literature)
 - Mathematics: 3 units (Algebra I, Algebra II, Geometry, Trigonometry, Analysis, Calculus)
 - Science: 3 units (Biology I, Biology II, Chemistry I, Chemistry II, Physical Science, Botany, Zoology, Physics, Physiology)
 - Social Studies: 3 units (History, Government, Sociology, Psychology, Economics, Anthropology, Geography)
3. Score a 27 on the American College Test (ACT) or 1,100 combined score on the Scholastic Aptitude Test (SAT). The SAT or ACT must have been taken on a national test date before the date of graduation.

PARKING FOR STUDENTS

Automobiles/Cycles: The following areas are designated as parking for students. They will be assigned as follows. (1) Seniors will park in the area on the South side of the gym and the East side of the gym. (2) Underclassmen will park in the lot East of the band building or in front of the band building. Overflow parking will be in the parking lot across the street from the high school.

There will be absolutely no parking for students West of the band building, the grass lot West of the Ag Building, or along the West or East sides of the high school.

COLLEGE ADMISSION STANDARDS

Minimum High School Performance Criteria for Admission of First-Time-Entering Students

University of Oklahoma	Option 1 Minimum ACT/SAT	Option 2 Minimum GPA and Class Rank
	Resident: 24/1090 AND 3.0 GPA or top 50%	Resident: 3.0 GPA AND top 25%
Non-resident students are considered for admission using holistic review and selection considering several factors that predict academic success (high school grade point average, high school course rigor, academic engagement, writing ability, leadership and ACT/SAT scores).		
Oklahoma State University	Option 1 Minimum ACT/SAT	Option 2 Minimum GPA and Class Rank
	Resident: 24/1090	3.0 GPA AND top 33%
	Option 3 - Minimum GPA in the 15-Unit Core 3.0 GPA and ACT 21 or SAT 980	
<ul style="list-style-type: none"> • Students who score between current OSU admission standards and the minimum State Regents’ standards (22 ACT/1020 SAT or unweighted high school core curriculum GPA of at least 3.0) • Cognitive Factors (60 percent) • Non-cognitive factors (40 percent) 		
University of Sciences and Arts of Oklahoma	Option 1 Minimum ACT/SAT	Option 2 Minimum GPA and Class Rank
	Resident: 24/1090 3.0 GPA or top 50%	3.0 GPA AND ACT 22 or SAT 1020
	Option 3 - Minimum GPA in the 15-Unit Core 3.0 GPA and ACT 21 or SAT 980	
Regional Universities	Option 1 Minimum ACT/SAT	Option 2 Minimum GPA and Class Rank
	20/940	2.7 GPA AND Top 50%
	Option 3 - 2.7 GPA	
Community Colleges	No minimum required	

COMPUTER/INTERNET USAGE AGREEMENT

Access to the Internet is a wonderful opportunity to interact with the world at large. The opportunity brings with it a number of responsibilities. In order to use the Internet services available in the Mooreland School District, you must read the following information and sign the computer/Internet agreement that follows:

1. The use of any Mooreland School District computer which provides access to the Internet is a privilege which may be revoked by instructors, staff, or administrations at any time for abusive or inappropriate conduct. Such conduct would include, but is not limited to, the placing of unlawful information on or through the computer system, accessing another person's files or e-mail, and the use of obscene, abusive, or otherwise objectionable language or images in either public or private files or messages.
2. Because of the potentially large number of individuals who might need to use the computers for Internet as well as personal productivity, student access may be limited to a specified time, as provided by the instructors and/or administration.
3. The district reserves the right to inspect any material stored in files to which users have access and will edit or remove any material which the district staff, in its sole discretion, believes may be objectionable. Users of the computer/Internet will not use their time to obtain, view, download, or otherwise gain access to potentially objectionable materials. This includes text materials, video images, or sound files that may be considered objectionable.
4. The district's Internet access is provided primarily for educational purposes under the direction of district staff. Non-educational use may be limited at any time by district staff.
5. Information services and features contained on the Mooreland School District network are intended for the private use of its patrons. Any commercial or other unauthorized use of those materials, in any form, is expressly forbidden.
6. The district does not warrant that the functions of the system will meet any specific requirements you may have, or that it will be error-free or interrupted; nor shall it be liable for any direct or indirect, incidental, or consequential damages (including lost data, information, or profits) sustained or incurred in connection with the use, operation, or inability to use the system.
7. Rules and regulations of system usage will be added and posted from time to time by the faculty/administrators of the district and/or the network. Users of the computer/Internet are subject to these rules and regulations.
8. The Mooreland School District's computer/network is intended for the exclusive use of its users. As a user, you are responsible for the use of the district's equipment while in your use. Any problems which arise from your use or misuse, will result in suspension of your use of the computers.
9. Deletion, examination, copying or modification of files and/or data belonging to other users without their consent is prohibited.
10. Commercial software is placed on the computer for the use and convenience of students and staff. Any unlawful use such as the copying of copyrighted material without the express written permission of the owner or the proper license is prohibited.
11. Any unauthorized, deliberate action which damages or disrupts a computing system (including the willful introduction of computer "viruses" or other disruptive/destructive programs), alters its normal performance, or causes it to malfunction is prohibited. Intentional attempts to "crash" network systems or programs are punishable disciplinary offenses.
12. No computer games or software will be allowed on a school computer that demonstrates profanity, vulgarity, or graphic violence.
13. Violation of any of the above rules will result in being banned from the schools computer systems and/or further disciplinary action.
14. Mooreland Schools use the N2H2 Bess filter for protecting the students from inappropriate private internet sites. Any student found tampering with the filter service will be subject to strict disciplinary action.

LOCKERS

Each junior high and high school student will be issued a locker upon enrollment. The lockers are school property and they are loaned to the students. Locker number may be changed only by permission from the principal's office. Locker rules are as follows:

1. No weapons.
2. No alcoholic beverages or tobacco products.
3. No controlled substances or dangerous drugs.
4. No noise-makers, firecrackers, explosives, flammables or other harmful items.
5. No other items which are prohibited by school policy (refer to your student handbook).
6. No material prohibited by federal, state or local law.
7. All locks must be approved by school officials for student safety.
8. Locks may be used on the lockers if you leave a key to the locker in the Principal's Office.
9. Lockers are personal and all rights should be respected by keeping out of other lockers.
10. Always put books and other objects in your locker. Objects found around lockers will be taken up.
11. Please keep your locker clean and free of stickers, posters, etc. Leave it in good shape for its next user.

NOTICE— This locker is the property of school board. It is subject to inspection and search by school officials.

VIOLATIONS— Penalty at discretion of principal depending on circumstances. (May include suspension or expulsion from 1 to 10 days). Serious violation may also be cause for punishment up and including suspension or expulsion after hearing. Local law enforcement authority shall be notified if student has possession of material prohibited by federal, state, or local law.

LOST AND FOUND

There will be a lost and found department at the reception desk of the Principal's Office. Turn in all found articles there. Books left in the lunch room or other places will be taken to the Principal's Office. Mooreland Public Schools will donate all unclaimed items to charity at the conclusion of each semester. If your son/daughter has lost an item please check the lost and found in the office before this time.

LUNCH ROOM

The school cafeteria serves delicious and nutritious meals at a very reasonable price. Meal plans may be purchased from the elementary school secretary. Lunch prices are as follows: Adult visitor \$4.00, students PK-3 \$2.60, students 4-6 \$3.10, and students 7-12 \$3.30, senior citizen \$3.00, and child/guest \$3.00. Mooreland will offer breakfast this year with the following prices: adults, \$2.00 and students, \$1.80. Parents may apply for free or reduced priced meals for their children by obtaining an application form from either the high school or elementary school secretary. Reduced breakfast/lunch price for students is 40 cents. There will be no charging for school lunch.

MEDICINE, ADMINISTRATION OF

School personnel may administer legally prescribed pharmaceutical drugs to students only if the drug is provided by the parents, with a permission form signed. The school will not administer over-the-counter medicine under any circumstance. The school will not make a diagnosis of illness, but rather recommend parents obtain medical assistance.

MOMENT OF SILENCE

The Mooreland Board of Education hereby ensures that all classroom teachers will observe approximately one minute of silence each day for the purpose of allowing each student, in the exercise of his or her individual choice, to reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices.

MONEY RAISING AND SOLICITATION

We realize the need for fundraising in order to help support the various activities of each organization. School groups will be allowed to conduct fund raisers with the following stipulations. (1) No student shall conduct the selling of items to patrons in the stands of a ballgame. You may set up a table to sell items during a game in the lobby or a central location. (2) All fund raisers by school sponsored groups must have board approval before they may carry out the fund raiser. (3) Any fund raiser that involves Mooreland Public School Students must be conducted and supervised by the activity sponsor or coach.

IMMUNIZATION REQUIREMENTS IN OKLAHOMA 2018-2019

Pre-ScI/Pre-KG	KG thru 6th	7-12
4 DTaP	5 DTaP*	5 DTaP* & 1 Tdap**
3 IPV/OPV	4 IPV/OPV***	
1 MMR	2 MMR	
	3 Hep B****	
	2 Hep A	
	1 Varicella	

* If the 4th dose of DTaP is administered on or after the child's 4th birthday, then the 5th dose of DTaP is not required.

** Tdap booster (only one dose of Tdap is required).

*** If the 3rd dose of IPV/OPV is administered on or after the child's 4th birthday, then the 4th dose of IPV/OPV is not required.

**** If a child reaches age 11 and has not yet started the HepB vaccine series, he or she may receive a 2-dose series of Merck® Adult Hepatitis B vaccine instead of the 3-dose series of Pediatric HepB vaccine. The 2-dose series must be completed before the 16th birthday or the child must receive a total of 3 doses of HepB vaccine. If you have any questions about the 2-dose series of HepB vaccine, talk to your healthcare provider. All other children (younger or older) must have 3 doses of hepatitis B vaccine.

INSURANCE

The school will make accident insurance available to all students. Whether students purchase this insurance is optional to them. *The Attorney General of the State of Oklahoma has ruled that a school district will not pay medical bills on its students.* In making this insurance available, the school district assumes no obligation as an agent or representative of the insurance company, but will assist students and parents in filing claims.

JUNIOR HIGH

To pass from the 7th grade to the 8th grade a student must have five credits and to pass from the 8th grade to the 9th grade a student must have a total of nine credits. In addition to the total number of credits, any student who does not pass at least 4 of their 5 core classes each year will not be promoted to the next grade. Mooreland Public Schools will hold a freshman promotion at the conclusion of their freshman year. For freshman promotion the girls will wear dresses that are consistent with the school dress code and boys will wear slacks, dress shirt and tie. In addition, no tennis shoes will be allowed. There will also be a *dress rehearsal* for freshman promotion in the morning of the promotion exercises.

LIBRARY

All books are catalogued according to the Dewey Decimal System, and checked according to library regulations. These library regulations are posted by the librarian and must be strictly obeyed. They are as follows: The library will be opened at 8:00 a.m. and closed at 3:30 p.m.

All magazines are to be filed for future references, so help keep them in good condition. All books of fiction shall be checked for two weeks. No renewals. All special reference books are checked for one period only. These may be renewed upon request for one additional period.

A fine of five cents a day will be charged on overdue books. Lost books must be paid for by students. Charges on lost books and magazines will be based on the cost price of the book or magazine. Mutilation of books and magazines will be subject to fines. Money from all fines will be turned to the library fund to be used for replacement and repair of books. Grades will be withheld until all fines are paid and books returned.

LITTERING

Any student littering or not cleaning a mess during school hours will be subject to the following.

1. First Violation – Two days after school detention to pick up all trash on school grounds.
2. Second Violation – One Saturday School Session.
3. Third and Subsequent Violations – Five days In-School Detention.

CONCURRENT ENROLLMENT

Mooreland Public Schools does allow current juniors and seniors to concurrently enroll in college level courses provided all requirements are met. Seniors attending NWOSU as a concurrent student will have their tuition paid for by the state of Oklahoma; however, juniors will have to pay tuition fees. Please visit with the high school counselor for the current requirements and to get enrolled in college level courses.

COUNSELORS

A qualified and experienced counselor is available to assist students during the day. The counselor may assist students with vocational, academics, personal, or emotion problems. Students should call upon a counselor or any staff member when they feel assistance is needed. A student desiring a conference with a counselor must sign up in the counselor's office. The counselor will call the student in for a conference at the earliest convenience.

CUMULATIVE RECORDS

The Principal's Office will maintain a permanent cumulative record folder for each student that will show his entire academic record, activities participated in, health records, standardized test scores, and any other pertinent information which might be of value. These records will be open only to each student, his parents, faculty members, and others as specified by the Educational Family Privacy Act.

CYBER BULLYING

Cyber bullying includes but is not limited to the following misuses of technology: harassing, teasing, intimidating, insulting, mocking, demeaning, threatening, or terrorizing another person by sending or posting inappropriate and hurtful email messages, digital pictures/images and videos or website posting (including blogs). Often the author (sender or poster) of the inappropriate material is disguised (logged on as someone else). Students or community members who feel they have been the victims of such misuses of technology should not erase the offending material from the system. They should print a copy of the material and immediately report the incident to a school official. All reports of harassment in cyberspace will be investigated fully. Discipline may include, but not limited to, the loss of computer privileges, detention, suspension or expulsion from school.

DELIVERIES

All deliveries made to the elementary school for students will be distributed after 2:30 p.m.

DISCIPLINE

The school laws of the State of Oklahoma empower teachers with the same authority as a parent. Students should consider carefully the consequences for infractions of rules and regulations before they commit them.

All students enrolled in Mooreland Schools will be expected to abide by the rules and regulations set by the Administration, Teachers, and Board of Education, while in attendance at school; school sponsored activities, or being transported to or from school or school sponsored activities, in district owned transportation equipment. Any student that is found to be disobeying the rules or showing disrespect for any teacher and/or school property will be subject to disciplinary action. The disciplinary action to be taken will depend on the severity of the violation and the number of times the student has broken regulations.

The student may accept the punishment, as designated by the administrator and/or teacher, or he/she may have the option of being suspended from school until he/she returns to school with his/her parent/guardian, for a conference with the administrator and teacher involved. If, at this conference, the parent/guardian and administrator cannot arrive at a mutual agreement on the punishment the student is to receive for this offense, the student will be suspended from school until an agreement can be reached.

In situations involving undesirable behavior, it is necessary for the school to impose discipline. Every attempt will be made to make the discipline a constructive and educative matter so that it may ultimately help the student become more responsible.

Situations of a serious nature between students from the elementary and the junior-senior high school will be resolved in this general manner. The building principal who has supervision over the student considered the aggressor will investigate the problem. This information will be shared with the building principal supervising the affected student. It will be the responsibility of each building principal to notify as soon as possible the parents or legal guardian of the students involved who are under their supervision.

If the initial inquiry by the principal in any potential disciplinary action demonstrates that a reasonable belief exists that the act involves child abuse, neglect, physical injury, dangerous controlled substances, sexual abuse, sexual exploitation, delinquent or criminal conduct, or the threat of bodily harm against

a student, school employee, or school official the nature of the problem will be deemed serious by the school. The local Mooreland Police Department or the County Sheriff's Office will be notified and any further investigation will be conducted by those authorities. When appropriate the Woodward County Office of the Department of Human Services will be notified about the potential need for counseling services and/or critical intervention.

Situations of a serious nature often result in various police agencies, attorneys, and/or insurance investigators wanting to interrogate school children. This will only be allowed with the consent and physical presence of the parent or guardian or upon a written order by a court and then under the full knowledge and permission of the building principal.

No child will be released into the custody of an officer of the law without the parent's or guardian's consent or upon the written order of a court. If a law officer directly requests a student through a teacher, the teacher will not release said student without permission from the principal personally.

In considering alternatives for disciplinary action, the faculty and administration of the school district will be using items from the following list. However, school staff is not limited to these alternative methods, nor does this list reflect an order or sequence of events in disciplinary actions.

1. Conference with student
2. In-school detention
3. Detention (Before school, lunch and/or after school)
4. Referral to counselor
5. Behavioral contract
6. Conference with parents
7. Changing student's seat assignment or class assignment
8. Requiring the student to make financial restitution
9. Requiring the student to clean or straighten items or facilities he or she damaged
10. Restriction of privileges
11. Involving the police
12. Referring the student to an appropriate social agent
13. Corporal Punishment
14. Suspension
15. Saturday School
16. Closed campus at lunch
17. School Service Hours
18. Removal from extracurricular activities
19. Any other disciplinary action deemed appropriate to the situation

Detention is another method of discipline administered at Mooreland High School. This method will require the student to remain after school under supervision for thirty minutes or one hour. Another detention period from 7:40 a.m. until 8:20 a.m. will be scheduled. All students will be required to attend either the same day or the following day when detention is assigned unless prior arrangements are made with the principal. Failure to do so can result in additional penalties.

A teacher or principal may administer corporal punishment. If a parent or guardian does not want his child to receive corporal punishment as a method of correcting behavior, the principal of the high school should be notified in writing so it can be placed in the student's private file.

Mooreland Schools will provide the student with an educational plan designed for the eventual reintegration of the student into school which provides only for the core units in which the student is enrolled. Core units shall consist of the minimum English, mathematics, science, social studies and art units as required by the State Board of Education. Any student suspended for five days or less will not receive an educational plan.

If the suspension is for more than three days, the parent/guardian may appeal, in writing, to the Board of Education and a hearing will be held before said board, in accordance with the laws of the State of Oklahoma.

DRUG DOGS

At the discretion of the Mooreland School administration, drug and alcohol sniffing dogs will be contracted to canvass our school for the detection of illegal or dangerous substances.

- Avoid close contact with others – **do not go to school while ill!**

The school will check the temperature of students with flu-like symptoms and if a student is discovered to have a temperature of 100 degrees or more; the student will be isolated, parents will be called to come pick them up from school, and the student will be allowed to return when they have been symptom free for 24 hours. We ask everyone to use caution when sending students to school with flu-like symptoms. (body aches, coughing, sneezing, elevated temperature, runny nose) Visit www.ok.gov/health for more information.

Students who exhibit any type of stomach flu at school will be isolated from other students until an adult can come to school to pick them up for the remainder of the day. The student may return to school when the sickness has ended and they are symptom free.

Students discovered to have pink eye while at school will be isolated, their parents called to come pick them up from school, and the student may return to school when they are symptom free or they received a release from an eye doctor.

HIGH PLAINS TECHNOLOGY CENTER

Mooreland Schools belong to the HPTC School District and as a member you are entitled to attend classes on their campus free of charge during the school day. Their program offerings are considered to be an extension of our campus offerings and course credits earned in their classes will count toward graduation requirements at M.H.S. Please check with the counselor or Principal for course offerings or additional information.

Mooreland Schools will provide transportation to and from HPTC for our students. All students will be urged to use the school bus; however, with parent's permission, students may provide their own transportation. Parents of students driving or riding with a student driver must provide a waiver of responsibility prior to the student's attendance at the HPTC. Additional information will be required from students who are driving.

HIGH SCHOOL

In high school students shall have completed the following numbers of credits for placement at the grade levels given: Sophomore, five credits; Junior, 10 credits, and Senior, 17 credits.

The following 7th and 8th grade courses shall count for high school credit: Spanish I, vocal, art, Algebra I, Financial Literacy and instrumental music.

HONOR GRADUATES

Honor graduates are determined by averaging all academic grades for the first seven semesters of high school.

To be eligible to be an Honor Graduate, a student must maintain a 3.50 weighted grade point average or above for the first seven semesters of high school and be a full time student. A student must take at least six weighted classes during high school to be considered an Honor Graduate.

There will be no honor graduates in ninth grade promotion; however, grades from seventh, eight, through the first semester of the ninth grade shall be used in determining valedictorian and salutatorian.

HONOR ROLL

Following each nine week period and the completion of a semester work, honor roll lists are published which contain the names of students who have maintained a grade of 3.0 with no grade lower than a C. Students in grades 7 through 12 are included in the published lists.

Students maintaining a straight "A" average are listed separately.

HONOR SOCIETY, STATE

Students of the senior and junior high school are eligible to compete scholastically to become members of the State Honor Society. Certificates from the State Department of Education will be awarded for the honor.

of dangerous weapons, disrupts the education process and interferes with the normal operation of the school. Possession by any person of a dangerous weapon or a replica or facsimile of a dangerous weapon while on school property, at a school-sponsored activity, or on a school bus or vehicle, is prohibited. Students will be suspended from school for one calendar year. The firearm or other weapon will be confiscated and released only to police authorities. Also, any appropriate charges will be filed with the local police authorities. The superintendent may modify the provisions of this policy on a case by case basis.

A dangerous weapon includes, but is not limited to, a pistol, revolver, rifle, shotgun, air gun or spring gun, BB gun, slingshot, blackjack, brass knuckles, or artificial knuckles of any kind, nun-chucks, dagger, Bowie knife, dirk knife, butterfly knife, any knife having a blade greater than three inches, any knife with a blade which can be opened by a flick or a button or pressure on the handle, any pocketknife with a blade shorter than three inches which can be locked in place, razor, dart, ice pick, explosive smoke bomb, incendiary device, sword cane, hand chains, and any replica or facsimile thereof of any item that is used to harm any person or to threaten harm to any person.

HATS

Students wearing hats, or any other type of headgear, to school must, upon entering the building, place them in their lockers. Students are not to carry hats to the classroom. Students who take hats into the classroom will be subject to the following. The only exception to this rule is a designated hat day for homecoming activities.

1. First Violation – The hat will be confiscated for the remainder of that day and will be returned at the end of that day. Also, five days of closed campus at lunch will be issued.
2. Second Violation – The hat will be confiscated and will be held in the Principal's office and will be returned only to the parent. Also, one Saturday School will be issued.
3. Third Violation – The hat will be confiscated and will be held in the Principal's Office and will be returned only to the parent. Also, 3 days of In-School Detention will be issued.
4. Fourth and Subsequent Violations – The hat will be confiscated and will be held in the Principal's office and will be returned only to the parent. Also, 1 day of Out-of-School Suspension will be issued.

HEAD LICE/CONTAGIOUS DISEASES

A. Any child afflicted with a contagious disease or head lice may be prohibited from attending a public, private or parochial school until such time as he is free from the contagious disease or head lice.

B. Any child prohibited from school due to head lice shall present to the appropriate school authorities, before said child may reenter school, certification from a health professional as defined by section 2601 of Title 63 of the Oklahoma Statutes or an authorized representative of the State Department of Health that said child is no longer afflicted with head lice. (70-120, 194)

C. Mooreland adheres to a no nit policy. Each student who is sent home with a note stating that they are afflicted with head lice will have to be accompanied by a parent back to school. Along with provisions in sections A and B of this policy a parent must sign a statement that their child has no nits.

D. An afflicted child will be rechecked at intervals of five (5) days to see if any reaffliction has occurred. On the second recheck if no reaffliction has occurred the student will not be rechecked until the next general checking.

The main way that influenza viruses are spread is from person to person in respiratory droplets of coughs and sneezes. This can happen when droplets from a cough or sneeze of an infected person are propelled through the air and deposited on the mouth or nose of people nearby. Influenza viruses may also be spread when a person touches their own mouth or nose (or someone else's mouth or nose) before washing their hands.

People with flu-like symptoms who are cared for at home should check with their health care provider about any special care they might need if they have a health condition such as diabetes, asthma or emphysema.

- Check with their health care provider about whether they should take antiviral medications.
- Stay home until they are symptom free for 24 hours.
- Get plenty of rest.
- Drink clear fluids (such as water, broth, sports drinks, electrolyte beverages for infants) to keep from being dehydrated.
- Cover coughs and sneezes. Clean hands with soap and water or an alcohol based hand rub often and especially after using tissues and after coughing or sneezing into hands.

ELIGIBILITY FOR ALL EXTRACURRICULAR ACTIVITIES

Section 1. Semester Grades

- a. A student must have received a passing grade in any five subjects counted for graduation that he/she was enrolled in during the last semester he/she attended fifteen or more days.
- b. If a student does not meet the minimum scholastic standard he/she will not be eligible to participate during the first six weeks of the next semester he/she attends.
- c. A student who does not meet the above minimum scholastic standard may regain his/her eligibility by achieving passing grades in all subjects he/she is enrolled in at the end of a six week period.

Section 2. Student Eligibility During a Semester

- a. Scholastic eligibility for students will be checked at the end of the third week of a semester and each succeeding week thereafter.
- b. A student must be passing in all subjects he/she is enrolled in during a semester. If a student is not passing all subjects enrolled in at the end of a week they will be placed on probation for the next one week period. If a student is still failing one or more classes at the end of their probationary one week period, they will be ineligible to participate during the next one week period. The ineligibility periods will begin on Monday and end on Sunday.
- c. A student who has lost eligibility under this provision must regain passing grades in all of his/her classes in order to regain eligibility. A student regains eligibility under Rule 3 with the first class of the new one week period (Monday through Sunday.)

Section 3. Special Process

- a. Incomplete grades will be considered to be the same as failing grades in determining scholastic eligibility. School administrators are authorized to make an exception to this provision (Rule 3, Section 3-c) if the incomplete grade was caused by an unavoidable hardship. (Examples of such hardships would be illness, injury, death in family and natural disaster). (Board policy allows a maximum of two weeks to apply this exception).
- b. One summer school credit earned in an Oklahoma State Department of Education accredited program may be used to meet the requirements of Rule 3, Section 1-a for the end of spring semester.
- c. School may choose to run eligibility checks on any day of the week. The period of ineligibility will always begin the Monday following the day eligibility is checked.

Section 4

- a. An ineligible student under section 1, 2 or 3 will not be allowed to participate in extra-curricular class activities or club activities out of competition.

ENROLLMENT

Students enrolling for the first time in Mooreland Public Schools will need to first visit the respective front office of either the elementary school or high school and bring all necessary documents to enroll.

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|--------------------------|---------------------------------|-------------------------|
| (1) Birth Certificate | (3) Transcript | (5) IEP (if applicable) |
| (2) Immunization records | (4) Current schedule and grades | (6) Proof of Residency |

EXEMPTION POLICY

Students will be exempt from finals if they meet the following criteria:

A. Have an "A" average in a class with no more than 3 points against them.

B. Have a "B" average in a class with no more than 2 points against them.

Points may be accumulated against exemption policy in the following manner:

- A. Two tardies to class equals one point. Three tardies to class equals two points. Four tardies to class equals three points. Five tardies to any class, student must take all finals.
- B. One absence equals one point (Excused or unexcused) (School activities are excluded)
- C. Any discipline referral to the office may result in student having to take all finals.

Teachers will keep a record of tardies in their grade book and report any tardies to the office. The record of absences will be kept in the office.

Students who qualify for exemption may take their semester exam if they so choose. The grade from their final can only raise their average and can not lower their average. If a student is required to take a semester test and misses the test due to an unexcused absence, the semester grade will be recorded as an "I" for that class. The student will then have two weeks to complete 5 hours of school service hours and make arrangements with the teacher to complete the semester test. If this is not done within two weeks, the "I" will be changed to a failing grade for that semester.

FEDERAL FAMILY EDUCATION RIGHTS AND PRIVACY ACT

The Mooreland Public Schools are announcing their notice to parents and eligible students of their rights under the FERPA and the Local Educational Agency Policy in regards to the policies and procedures involving student records. This annual notification is one of the federal requirements. A copy of the FERPA Policy may be viewed at any of the three administrative offices in the school district.

Any eligible student or the student's parents has the right to review the student's educational records. The intent of the district's policy is to limit the disclosure of information contained in a student's education records except for: (1) prior written consent of the student's parent or the eligible student, (2) as directory information, or, (3) under certain limited circumstances, as permitted by the Family Education Right to Privacy Act. Any eligible student or parent has the right to seek to correct parts of the student's education record which they believe to be inaccurate, misleading, or in violation of student rights. This right includes the right to a hearing to present evidence that the record should be changed if the district decides not to alter it according to the parent or eligible student's request. Matters of concern can be directed to the Department of Health, Education, and Welfare. When required the Mooreland Public Schools will provide translated copies of this information to non-English speaking parents in their native language.

Parents and eligible students have the following rights under the Family Educational Rights and Privacy Act and this local policy.

1. The right to inspect and review the student's education record.
2. The right to exercise a limited control over other people's access to the student's education record.
3. The right to seek to correct the student's education record; in a hearing if necessary.
4. The right to report violations of the FERPA to the Department of Health, Education and Welfare.
5. The right to be informed about FERPA rights.
6. Translation will be provided.
7. Where policy is located and can be maintained.

Congress recently passed legislation that requires high schools to provide to military recruiters, upon request, access to secondary school students and directory information. Military recruiters are entitled to receive the name, address, and telephone listing of juniors and seniors in high school. Any questions regarding this policy may be directed to Mr. Mickey Gregory, elementary principal; Mr. Ron Wilson, high school principal, or Mr. Terry Kellner, superintendent of schools.

FEES

Certain classes may charge fees to each student who enrolls. These fees will be for consumable materials and specialized classroom supplies. Students will be notified of these fees when they enroll. Fees will be kept to a minimum.

FIGHTING/VIOLENCE

Students who fight or commit violent acts while on school grounds, during school activities, or during school hours will be subject to the following discipline.

- A. Parents will be notified and the student will be suspended for 3 days.
- B. Parents will be notified and the student will be suspended for 5 days.
- C. Parents will be notified and the student will be suspended from 10 days up to the remainder of the school year.

During the suspension, the student may not be on school grounds or attend any school activities. The student will receive zeros for all work assigned during the suspension. In addition, the principal reserves the right to notify police authorities with any instance of a fight, especially if the principal deems an assault and battery has occurred.

FOODS

Students will not be allowed to bring food, candy or drinks into the building. Drinks and candy may be purchased from school machines before school, at lunch, and after school, but not consumed inside the building. The only exception will be if the teacher is having a planned party for a special occasion. The principal must know of the planned party ahead of time. Under no circumstances are students allowed to go off campus during school hours, except at lunch to purchase food or drink items. The following steps will be utilized for violators of the food policy.

1. First Violation – Five days closed campus at lunch.
2. Second Violation – One Saturday School Session.

3. Third Violation – Five days In-School Detention.
4. Fourth and Subsequent Violations – Three days Out-of-School Suspension.

GATE PRICES

Gate prices for all Elementary, Junior High or High School football and basketball will be \$5.00 for adults and \$4.00 for students. Gate prices for all fast-pitch softball, slow-pitch softball and JH/HS baseball games will be \$4.00 for adults and \$3.00 for students. Senior citizens (60-70) will be admitted at the student rate and senior citizens over 70 will be admitted free. All Veterans will be admitted free to all football and basketball games. A pass may be picked up in the high school office or one can be mailed to you. Family passes may be purchased in Mrs. Woods' office for \$200. This pass is good for all home football and basketball games, *excluding OSSAA play-off contests and the Mooreland Holiday Classic Basketball Tournament*. This pass is good for the immediate family only and does allow a son/daughter in college into the contest. Any student 7th grade and below who is not accompanied by a parent or guardian will be charged the adult price. Also, once you have left a game you must pay to re-enter, even if your family has a pass, excluding emergency situations.

GRADING AND REPORT CARDS

The following grading scale will be used at Mooreland Public Schools.

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

With the acquisition of MAS, we are encouraging all parents to call and get their user ID and password so they will have access to their child's current grades 24 hours a day, 7 days a week. Therefore, we are no longer going to send home progress reports if a grade falls below a 'C.' If a parent does not have access to a computer, we have one located in the high school lobby for parent use free of charge. However, if a parent or guardian does not have access to a computer and chooses not to take advantage of this opportunity, they may notify Mrs. Woods or Mr. Wilson and can still receive progress reports at home.

An "I" on a report card indicates that the student's work in that class is incomplete. Generally I's will be given only when the student has been absent near the end of the grading period and has not had sufficient time to make up the work missed. The teacher of that class will set a reasonable time for the incomplete to be made up. If it is not made up, it will be recorded as zero and averaged into the rest of the grades as such for that period.

A student who makes a failing grade the first semester may erase that grade from his permanent record by making a C (not C-) the second semester. Both grades will be recorded as D-. This does not apply in reverse.

The report cards will be issued to students during the week following the end of each nine week period. They are to be taken home to parents. Report cards will not be issued to students at the end of the school year who still have unpaid bills at school.

GRADUATION REQUIREMENTS AND RECOMMENDATIONS

1. In order to graduate from Mooreland High School in 2019-2022 you must have earned:

24 units of credit including:

4 units of English	1 unit of U.S. History
3 units of Mathematics (must include Algebra I)	1/2 unit of U.S. Government
3 units of Science (must include Biology I)	1/2 unit of Oklahoma History
2 Fine arts	1 unit of World History

2. In M.H.S. you must be enrolled for 7 courses each semester.
3. As you enroll, please give careful attention to ensure that you will have enough units of credit to meet graduation requirements. Checking now will save you anxious moments during your high school years.

Students should check with the counselor on a yearly basis to make sure they are taking the correct courses.

GUM

No gum will be allowed at Mooreland High School. Discipline for chewing gum at Mooreland High School will be at the discretion of the principal but can include all discipline steps outlined on pages 12-13.

GUN POLICY

Dangerous weapons, including but not limited to firearms, are a threat to safety of students and staff of Mooreland School District. In addition, possession of dangerous weapons, or replicas or facsimiles