WYNNEWOOD CENTRAL ELEMENTARY SCHOOL SAVAGE

A HANDBOOK TO GUIDE PARENTS AND STUDENTS OF WYNNEWOOD PUBLIC SCHOOL WYNNEWOOD, OKLAHOMA

TELEPHONE NUMBERS
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or 665-2044
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Welcome to the 2016-2017 school year! My name is Tammy Grove and I am excited to be Principal of Wynnewood Central Elementary School. I am pleased to have the opportunity to work with your child during this critical time in their academic and social development. It is very important for parents and guardians to support their children and our school. Research has shown that students have a higher rate of achievement if their parents are involved in the educational process. Please keep in contact with your child's teacher to assure your child is reaching positive goals academically and behaviorally. This can be done in many ways, including attending parent/teacher conferences, checking homework nightly, and visiting with your child about the events of his or her day.

The faculty of Wynnewood Central Elementary strives to provide a safe and positive environment for each student. I assure you, we will work as a team to establish the best learning environment for your child to help promote success.

This handbook is a valuable tool for parents and students to help explain our educational procedures. Please take a moment to make yourself and your child familiar with the contents and visit with the school if you have questions or areas of concern.

We are looking forward to having a wonderful year at Central Elementary and in Wynnewood Public Schools. Thank you for your support in our efforts to maintain high standards of excellence for our students, our faculty and our school. The education of our children is an enormous job and we cannot do it alone. Please join us in this wonderful journey with your child.

Thank You,
Tammy Grove,
PRINCIPAL WYNNEWOOD CENTRAL ELEMENTARY
WELCOME

The policies and procedures contained in this handbook have been developed to ensure both the effectiveness of your school and your welfare as students. This information has been carefully prepared and presented so that it will be of great benefit in helping you adjust to your school and in becoming an integral part of it.

Our schools welcome you to its ranks and we hope that you will always be conscious of its traditions and requirements. We have an exceptionally fine student body here and I am glad to welcome you. I urge you to take full advantage of your opportunities in the classroom and in the many activities that are available to you. Become part of the student body by associating yourself with any activity. The school will be whatever you make it. Let us always have the spirit to do the things which will make it outstanding.

TO PARENTS

We, the administration and faculty of Wynnewood Public Schools, take this opportunity to say hello and welcome you as a patron to our endeavor. It is essential to the benefit of our student body that we, as teachers and parents, cooperate in every possible way. Recognizing that a child may not achieve to his fullest capacity without interested parental guidance, we ask that you join us in encouraging your child to do his/her very best in every class or activity he/she may enter. With your help our chances of doing something that will be of lasting benefit to your child are greatly increased.

We extend this invitation to all parents to visit school every time you can. We strongly recommend that if any problems or questions concerning classes or any school situation arises you visit us and discuss it with a school representative. Let us always keep in mind that we need each other and our children need us both.

MISSION STATEMENT

Wynnewood Public Schools will provide a quality education through a nurturing environment that develops content, knowledge, skills, and attitudes to encourage students to achieve their maximum potential as responsible, productive citizens and lifelong learners.

STUDENT GUIDE

So that you will know the rules, regulations, and policies of Wynnewood Public Schools, the following pages have been prepared for your information.

BELL SCHEDULE

7:50 a.m. .........................Breakfast program begins
8:00 a.m. .........................Tardy Bell
8:15 a.m. - 9:45 a.m. ...........90 minute Literacy Block
10:45-11:20 a.m. .................Pre-Kindergarten lunch/recess
11:20-12:00 p.m. ...............First & Second lunch/recess
11:45-12:25 p.m. ............Fourth Grade lunch/recess
12:05-12:35 p.m. ............Third Grade lunch/recess

SCHOOL PROCEDURES

To help us better serve you, please be aware of the following procedures in regards to absences and signing students out of school. By following the procedures you will help us help you know the whereabouts and safety of your child.

STUDENT CHECKOUT

Only parents and legal guardians or person indicated on a student’s enrollment card may check out a student from school. These persons may do so by reporting to the office, signing the student out of school. Students leaving campus without following this procedure will be considered \textit{truant}.

ATTENDANCE POLICY

Students must be in attendance 90% of the time during the school year. students who have four (4) undocumented absences in a nine week period will receive a notice from the school. Five (5) or more undocumented absences will be referred to the District Attorney Office. If a student
continues to have absences, the Garvin County District Attorney’s Office will proceed with criminal charges against each parent. If your child is over the age of 15-1/2, the Department of Public Safety will be notified of their truancy and their driver’s license or permit can be revoked. Students, who are not in attendance 90% of the year, excluding documented absences, will receive an FA (fail due to attendance) on their report card.

Documented absences are considered to be absences verified by a doctor’s note, dentist’s note, funeral or absence deemed by the principal to be beyond the control of the student. It is the responsibility of the parent/guardian to notify the school by phone or written note EACH DAY the student is absent. However, a parent’s note or call will not prevent a referral to the District Attorney’s Office after the 5th absence.

TRUANCY

The District Attorney will be notified if you are absent four times and/or have an unexcused absence or tardies in a 9-week period. Three tardies will count as one absence.

RESPONSIBILITY FOR ATTENDANCE

School attendance is the responsibility of the parents and the students. It is hoped that you will realize that regular attendance at school is important and necessary for success at school.

ABSENCES

Call (405) 665-4371 after 8:00 a.m. to report all absences.

1. Excused absence: Illness, medical or dental appointments, or funerals. Students will be allowed to make up the work that was missed. Starting with the second day the student returns to school, that student will have the number of days missed to turn in work that was missed plus one day.

2. School activity absence: This kind of absence is for students who are participating in an Athletic, Band, Chorus, FFA, FHA, 4-H, field trips, or any other school-sponsored activity. This absence will also include those students who, with the approval of their parents and principal, attend these events as a nonparticipant. Students attending these events will follow the policy concerning leaving school during the school day. In cases where a student checks out to go to an event, but because of some unforeseen circumstance cannot attend, that student must IMMEDIATELY CONTACT THE PRINCIPAL TO EXPLAIN THE REASON. Students are limited to ten (10) school days for activity absences. Starting with the second day the student returns to school, that student will have the number of days missed to turn in work that was missed plus one day. All students may attend events during the school day provided they are passing any and all classes. Eligibility guidelines will be followed otherwise for students involved in interscholastic events.

3. Planned vacation absence: This kind of absence will be for vacations that happen to occur during the school year. This type of absence will be counted as excused when the following conditions have been met: (a) Parents meet with the principal one week in advance for approval; (b) Students are responsible for work missed during absences; (c) A student is required to make up all work missed within the number of days missed plus one day starting with the day the student returns to school; and (d) This type of absence does not exclude a student from the 90% attendance rule.

4. Unexcused absences: Truant, absent without permission of either home or school. Continued truancy is reason for suspension from school. A student who is suspended from school will be presented with the opportunity to make up work missed on an educational plan that will consist of home-based assignments during the suspension, or alternative placement as it becomes available. Any student who is suspended will be allowed to make up work in the core curriculum area(s) during the suspension. The core curriculum areas are English, math, science, social studies and art. This home-based plan shall set out the procedure for the suspended student’s education and shall address academic credit for work satisfactorily completed. A copy of this plan and the work will be made available to the parent and/or guardian of the suspended student. It is the responsibility of the parent and/or guardian of the suspended student to obtain this work during seventh period of the days suspended. It is the responsibility of the suspended student to turn in this work upon their return. Any tests missed during the suspension shall
follow the same guidelines for make up work as is for regular absences. Any student who is sus-
pended shall have the opportunity to make up nine weeks and semester tests.

PRE-KINDERGARTEN - 8TH GRADE CLOSED CAMPUS

Pre-kindergarten - 8th grade students will not be allowed to leave campus without parental
permission and signing out in the office between the hours of 8:15 a.m. and 3:05 p.m. Closed campus
includes the lunch period.

POLICY STATEMENT

Every teacher in the Wynnewood Public Schools is certified in the new "No Child Left Behind"law. Each student has a right to attend school in an environment that is safe, free of disruptive influences, conducive to learning, and which provides ample opportunity to acquire knowledge and skills commensurate with his or her maturity, interests, and abilities. School personnel, parents, and students have the responsibility to develop and maintain an atmosphere that is compatible with this right.

Rules and regulations are necessary for the development and maintenance of an orderly and safe school environment that is conducive to teaching and learning. As a result, certain behaviors are recognized as being inappropriate and unacceptable at school, on school property, and within the jurisdiction of the school district.

The Wynnewood School District will discipline any student for any causes which disrupt the authority, dignity, or order of school or is inconsistent with the health, safety, welfare or legitimate educational purpose of other students.

STUDENT DISCIPLINE

The Board of Education believes that the school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. When the behavior of an individual student comes into conflict with the rights of others, corrective actions are necessary for the benefit of the individual and the school. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child while the child is in attendance, in transit to or from the school, or participating in any authorized school function. However, to avoid any appearance of impropriety, no teacher or administrator will be involved in the discipline of that teacher's or administrator's child except in cases of classroom supervision. Disciplinary matters concerning children of school employees will be handled by the superintendent or the superintendent's designee. The superintendent's child will be disciplined by someone other than the superintendent.

Each student shall be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances surrounding each infraction. The following are some examples of these circumstances:

- The seriousness of the offense;
- The effect of the offense on other students;
- Whether the offense is physically or mentally injurious to other people; Whether the incident is isolated or habitual behavior;
- The manifestation of a disability;
- Any other circumstances which may be appropriately considered.

Teachers, parents, guardians, and students are invited and encouraged to participate in the formulation of disciplinary policies, rules and regulations by suggesting to administrators appropriate means of discipline for specific infractions.

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

DISCIPLINARY ACTION

The following are some types of behavior that will result in disciplinary action.
1. General Misconduct. (Such as running in the halls, throwing food, disorderly conduct, etc).
2. Continued willful disobedience.
3. Open defiance of the authority of the teacher or administrator.
4. Physical abuse of a school employee.
5. Intimidating students, school employees and visitors to the school. Intimidating involves trying to control or influence another person by making threats to harm the person, the person's property, or something that the person values.
6. Extortion. Extortion involves obtaining money, goods or services under the threat of force.
7. Sexually molesting a student or employee of the Board.
8. Fighting. Fighting, forcing another student to fight to defend himself, and physically attacking another student cannot be tolerated. The following penalties will be enforced for students deemed to have violated the fighting rule:
   A. First Offense - A student who attacks or forces another student to defend themselves will receive a 10-day out of school suspension. Students who continue to aggressively fight, after a fight has been stopped or the student has been told to stop fighting and continues to fight, upon review of the principal, could be suspended for the remainder of the current semester and the following semester. The police will be notified.
   B. Second Offense - A student who attacks or forces another student to defend themselves will be suspended for the remainder of the current semester and the following semester. The police will be notified.
9. Possession or use of a weapon and look alike weapons. (Such as a knife, razor, handgun, metal knuckles, broken pieces of glass, etc.).
10. Possession, Use, or Sale of Illegal Drugs, Alcohol, and Marijuana.
11. Stealing, Possession and Sale of Stolen Property.
12. Damaging school property. Students who deliberately damage or destroy school property will be disciplined.
13. Inciting a Riot. Students who behave so as to promote or bring about mass disturbances among students will be disciplined.
14. Bomb threats. Such behavior represents gross misconduct that will result in serious consequences.
15. Use of profanity, vulgarity, or indecent gestures.
16. Gambling. Gambling of any type is not permitted on school property or in the school building.
17. Tobacco. Tobacco products are not permitted on school property.
18. Exhibitionism. Exhibitionism occurs when a person deliberately displays private parts of his body for others to see under inappropriate circumstances.
19. Misconduct as a student. (Such as cheating, changing report cards, falsifications of school records, etc.).
20. Misconduct on a school bus. Same rules and regulations apply on a school bus that would apply on other school property.
21. Trespassing. A student who is found in a school building or on school grounds, other than the one to which he is assigned, will be considered trespassing unless he has been authorized to be present by a member of the administration staff. In addition, a student who appears at school while under suspension will be considered a trespasser unless asked to come to school by school authorities.
22. Attendance. Students are expected to be present at school and in all assigned classes every day that school is in session. Students who are tardy to school, or classes, as well as those who are absent from school all day, or part of the day, will be subject to disciplinary action unless such absences have been excused by school personnel.
23. Disruptive dress and grooming. Each student is expected to present an appearance that does not disrupt the educational environment or interfere with the maintenance of a positive teaching/learning climate. Dress and/or grooming that is not in accord with reasonable standards of health, safety, modesty, and decency will be considered inappropriate.
24. Refusal to do assigned discipline.

Standards of behavior for all members of society are generally a matter of common sense. The following examples of behavior are not acceptable in society generally, and in a school environment particularly. The involvement of a student in the kind of behavior listed below will generally require remedial or corrective action. These examples are not intended to be exhaustive and the exclusion or omission of unacceptable behavior is not an endorsement or acceptance of such behavior. When,
in the judgment of a teacher or administrator, a student is involved or has been involved in unacceptable behavior, appropriate remedial or corrective action will be taken.

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

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

1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Before/after school detention
6. Referral to counselor
7. Behavioral contract
8. Changing student’s seat assignment or class assignment
9. Requiring a student to make financial restitution for damaged property
10. Requiring a student to clean or straighten items or facilities damaged by the student’s behavior
11. Restriction of privileges
12. Involvement of local authorities
13. Referring student to appropriate social agency
14. Suspension
15. Expulsion
16. Other appropriate disciplinary action as required and as indicated by the circumstances. Parents, guardians, and students residing in this school district shall be notified at the beginning of each school year that this policy is in effect.

A copy of this policy will be made available upon request to parents or guardians at any time during the school year.

ASSAULT UPON SCHOOL EMPLOYEES
(Regulation)

Assaults/battery upon school district personnel and/or students will not be tolerated. Appropriate action must be taken immediately. Procedures to be followed by the building administrator when an assault/battery has occurred are:

1. Restore order and contact proper law enforcement authorities, if necessary;
2. Secure medical assistance, if necessary;
3. Conduct a preliminary investigation;
4. Submit a written report to the superintendent. After reviewing the written report of the incident, the superintendent may refer the matter to the district attorney. Nothing herein shall be construed as limiting the individual employee’s or student’s right or duty to report such occurrence.

BULLYING/HARASSMENT

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

Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Harassment includes but is not limited to harassment on the basis of race, sex, creed, color, national origin, religion, marital status or disability.

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

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

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

1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances, which may include, but is not limited to, removal of eligibility to participate or attend extracurricular activities as well as removal from the privilege or attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

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

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

The superintendent shall develop procedures providing for:

1. Prompt investigation of allegations of harassment;
2. The expeditious correction of the conditions causing such harassment;
3. Establishment of adequate measures to provide confidentiality in the complaint process;
4. Initiation of appropriate corrective actions;
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process where the provisions of this policy are disseminated in writing annually to all staff
and students.
A copy of this policy will be furnished to each student and teacher in this school district.
REFERENCE: 21 O.S. §850.0
70 o.s. §24-100.2
THIS POLICY REQUIRED BY LAW.
SEXUAL HARASSMENT OF STUDENTS
The policy of this school district forbids discrimination against, or harassment of any student on
the basis of sex. The Board of Education will not tolerate sexual harassment by any of its employees or
students. This policy applies to all students and employees including non-employee volunteers whose
work is subject to the control of school personnel. Policy DA applies to sexual harassment of employees.
1. Sexual Harassment
A. For the purpose of this policy, sexual harassment includes verbal or physical sexual advanc-
es, including subtle pressure for sexual activity; touching, pinching, patting or brushing against; comments
regarding physical or personality characteristics of a sexual nature; and sexually-oriented "kidding",
"teasing", double meanings, and jokes.
B. Demeaning comments about a girl's ability to excel in a class historically considered a "boy's"
subject, privately talking to a student about sexual matters, hugging or touching a student inappropriately
may constitute sexual harassment.
C. Writing graffiti which names a student or otherwise identifies a student is potentially
slanderous and constitutes sexual harassment. Graffiti of any kind will not be tolerated on school property.
The superintendent is directed to cause any graffiti or unauthorized writings to be removed immediately.
2. Specific Prohibitions
A. Administrators and Supervisors
1. It is sexual harassment for an administrator, supervisor, support employee, or teacher to use
his or her authority to solicit sexual favors or attention from students.
2. Administrators, supervisors, support personnel, or teachers who either engage in sexual
harassment of students or tolerate such conduct by other employees shall be subject to sanctions, as
described below.
3. The school district is not concerned with the "off-duty" conduct of school personnel unless
the conduct has or will have a negative impact on the educational process of the school. Any romantic
or sexual affiliation between school personnel and students, including students who have reached the
age of majority (18) during school hours will have a negative impact on the educational process and
shall constitute a violation of school policy. Such violations may result in suspension of the student and
suspension or termination for the employee. Any sexual affiliation between teachers and students under
the age of 18 may constitute a crime under state or federal law.
3. Report, Investigation, and Sanctions
A. It is the express policy of the board of education to encourage student victims of sexual harass-
ment to come forward with such claims. This may be done through the Sexual Discrimination Grievance
policy. The Office of Civil Rights relies on school administrators' judgment and common sense in meeting
the requirements of the federal law.
1. Students who feel that administrators, supervisors, support personnel, teachers, or other
students are subjecting them to sexual harassment are encouraged to report these conditions to the
appropriate administrator or teacher. If the student's immediate administrator or teacher is the alleged
offending person, the report will be made to the next higher level of administration or supervision or to
any responsible adult person.
2. Every attempt will be made to maintain confidentiality and no reprisals or retaliation will be
allowed to occur as a result of the good faith reporting of charges of sexual harassment.
B. In determining whether alleged conduct constitutes sexual harassment, the totality of the
circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will
be investigated. The superintendent has the responsibility of investigating and resolving complaints of sexual harassment.

C. Any employee found to have engaged in sexual harassment of students shall be subject to sanctions, including, but not limited to warning, suspension, or termination subject to applicable procedural and due process requirements.

D. Any student found to have engaged in sexual harassment of other students shall be subject to sanctions, including, but not limited to warning, suspension or other appropriate punishment subject to applicable procedural and due process requirements.

E. A copy of this Sexual Harassment policy will be provided to students and parents each year

REFERENCE: Title VII of the Civil Rights Act of 1964.
42 u.s.c. §2000e-2
29 C.F.R. §1604.1, et seq.
CROSS-REFERENCE: Policy DA Sexual Harassment (employees)
Policy DAAB, Grievance Procedures, Sex Discrimination (employees)
Policy DAAB-R, Grievance Procedures, Sex Discrimination, Regulation (employees) Policy DO, Termination, Certified Teachers
Policy DO-R, Teacher Termination Procedures
Policy FBA, Grievance Procedures, Sex Discrimination/Harassment (students)
Policy FBA-R, Grievance Procedures, Sex Discrimination/Harassment, Regulations (students)
Policy FO, Student Discipline
Policy FO-Rl, Control and Discipline Policy

RACIAL HARASSMENT AND INTIMIDATION

District employees and students shall not racially harass or intimidate another student by name calling, using racial or derogatory slurs, wearing or possessing items depicting or implying racial hatred or prejudice. District employees and students shall not at school or on school property, or at school activities wear or have in their possession any written material, printed or in their own handwriting, that is racially divisive or creates ill will or hatred. (Examples: clothing, articles, material, publications, or any item that denotes Ku Klux Klan, Aryan Nation, White Supremacy, Black Power, Confederate flags or articles, Neo Nazi or another "hate" group. This is not intended to be all inclusive.) Violations of this policy shall result in disciplinary action by school authorities.

HAZING

It is the policy of this school district that no student or employee of the district shall participate in or be members of any secret fraternity or secret organization that is in any degree related to the school or to a school activity. No student organization or any person associated with any organization sanctioned or authorized by the board of education shall engage or participate in hazing.

For the purposes of this policy, hazing is defined as an activity which recklessly or intentionally endangers the mental health or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned or authorized by the board of education.

"Endanger the physical health" shall include, but is not limited to, any brutality of a physical nature, such as slapping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug or controlled dangerous substance; or other forced physical activity which could adversely affect the physical health or safety of the individual.

"Endanger the mental health" shall include any activity, except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.

Any hazing activity upon which the initiation or admission into or affiliation with an organization sanctioned or authorized by the board of education is conditioned, directly or indirectly, shall be presumed to be a forced activity, even if the student willingly participates in such activity.

This policy is not intended to deprive school district authorities from taking necessary and
appropriate disciplinary action toward any student or employee. Students or employees who violate
this policy will be subject to disciplinary action which may include expulsion for students and employment
A COPY OF THIS POLICY WILL BE FURNISHED TO EACH STUDENT AND TEACHER
IN THIS SCHOOL DISTRICT.
REFERENCE: 21 O.S. § 1190

GANG ACTIVITY
It is the policy of this school district that membership in secret fraternities or sororities, or in other
clubs or gangs not sponsored by established agencies or organizations is prohibited.
Gangs which initiate, advocate or promote activities which threaten the safety or well-being of
persons or property on school grounds or which disrupt the school environment are harmful to the ed-
ucational process. The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or
manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or any other attribute
which indicates or implies membership or affiliation with such a group, presents a clear and present danger
to the school environment and educational objectives of the community and are forbidden.
Incidents involving initiations, hazing, intimidation, and/or related activities of such group
affiliations which are likely to cause bodily danger, physical harm, or personal degradation or disgrace
resulting in physical or mental harm to students are prohibited.
Any student wearing, carrying, or displaying gang paraphernalia, or exhibiting behavior or gestures
which symbolize gang membership, or causing and/or participating in activities which intimidate or affect
the attendance of another student will be subject to disciplinary action including suspension and expulsion.
The superintendent may provide in-service training in gang behavior and characteristics to
facilitate staff identification of students at-risk and promote membership in authorized school groups
and activities as an alternative.
A COPY OF THIS POLICY WILL BE FURNISHED TO EACH STUDENT AND TEACHER IN
THIS SCHOOL DISTRICT.
CROSS-REFERENCE: Policy FNCC, Hazing
Policy FNCD, Harassment
Policy FO, Student Discipline

WEAPONS-FREE SCHOOLS
It is the policy of this school district to comply fully with the Gun-Free Schools Act.
1. Any student in this school district who uses or possesses a firearm at school, at any
school sponsored event, or in or upon any school property including school transportation or school-spon-
sored transportation may be removed from school for one full calendar year or longer.
The superintendent or designee may modify the provisions of this policy on a case-by-case basis. However, any substantial modification must be reported to the board of education at its next meeting.
Firearms are defined in Title 18 of the United States Code, Section 921, as (A) any weapon
(including a starter gun) which will or is designed to or may readily be converted to expel a projectile by
the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm
silencer; or (D) any destructive device including explosive, incendiary or poison gas, bomb, grenade,
rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary
charge of more than one-quarter ounce, mine or any device similar to the above. Such firearm or weapon
will be confiscated and released only to a law enforcement authority.

2. Oklahoma Statutes, Title 21, Section 1280.1 prohibits any person, except a peace officer or
other person authorized by the board of education of the district, to have in such person’s possession
on any public or private school property or while in any school bus or vehicle used by any school for
transportation of students or teachers any weapon as defined below:
“... any pistol, revolver, dagger, bowie knife, dirk knife, switchblade knife, spring-type knife, sword
 cane, knife having a blade which opens automatically by hand pressure applied to a button, spring, or
other device in the handle of the knife, blackjack, loaded cane, billy, hand chain, metal knuckles, or any
other offensive weapon.” Students with disabilities are subject to this policy and will be disciplined in
accordance with the Individuals with Disabilities Act and Section 504 of the Rehabilitation Act. If the
violation is found by the student's IEP team to be unrelated to the student's disability, the student may be suspended for up to 45 calendar days at the discretion of the superintendent. If the student's IEP team determines that the violation is related to the student's disability, the student may be suspended for up to ten days and placed up to 45 days in an alternative educational setting. The school district must take immediate steps to remedy any deficiencies found in the child's IEP or placement, or the implementation of the IEP. The child must be placed in an appropriate setting determined by the IEP team and continue to receive special education and related services.

An exception to this policy may be made for students participating in an authorized extracurricular activity or team involving the use of firearms or archery equipment (See Note 2, below.)

Any student who violates this policy will be subject to discipline which may include suspension for the remainder of the semester and the entire succeeding semester or up to one full calendar year or longer (for firearms) or for any term less than one calendar year (for weapons other than firearms) as determined by the superintendent or the superintendent’s designee. Disciplinary action will be determined on a case-by-case basis.

REFERENCE: 18 U.S.C. § 921
21 o.s. § 1271.1, § 1280.1

NOTE 1: The district is required to include, in each application to the State Department of Education for assistance under the Elementary and Secondary Education Act of 1965, a description of the circumstances surrounding any expulsions imposed under this policy, including the name of the school; the number of students expelled from the school, and the type of weapons concerned.

NOTE 2: A gun or knife designed for hunting or fishing purposes kept in a privately owned vehicle and properly displayed or stored as required by law, or a handgun carried in a vehicle pursuant to a valid handgun license authorized by the Oklahoma Self-defense Act, shall not be in violation, provided such vehicle containing said gun or knife is driven onto school property only to transport a student to and from school and such vehicle does not remain unattended on school property. However, for the purposes of participating in the Oklahoma Department of Wildlife certified hunter training education course or any other hunting, safety, or firearms training courses, the principal or chief administrator of any public or private school where said course is offered may authorize firearms or other weapons to be brought onto school property and used in such training course.

A COPY OF THIS POLICY WILL BE FURNISHED TO EACH TEACHER AND STUDENT IN THE SCHOOL DISTRICT.

ADMINISTRATION OF MEDICINE

A. A school nurse, or in the absence of such nurse, an administrator or designated school employees, pursuant to the written authorization of the parent or guardian of the student, may administer:
   1. A nonprescription medicine; and
   2. A filled prescription medicine as that term is defined by Section 353.1 of Title 59 of the Oklahoma Statutes pursuant to the directions for the administration of the medicine listed on the label or as otherwise authorized by a licensed physician.

B. In addition to the persons authorized to administer nonprescription medicine and filled prescription medicine pursuant to the provisions of subsection A of this section, a nurse employed by a county health department and subject to an agreement made between the county health department and the school district for medical services, may administer nonprescription medicine and filled prescription medicine pursuant to the provisions of this section.

C. Each school in which any medicine is administered pursuant to the provisions of this section shall keep a record of the name of the student to whom the medicine was administered, the date the medicine was administered, the name of the person who administered the medicine, and the type or name of the medicine which was administered.

D. Medicine to be administered by the county or school nurse, administrator or the designated persons and which is stored at the school shall be properly stored and not readily accessible to persons other than the persons who will administer the medication.

E. The school shall keep on file the written authorization of the parent or guardian of the student
to administer medicine to the student. The Student which result from acts or omissions of the school or
F. A school nurse, county nurse, administrator, or the designated school employees shall not be liable to the student or a parent or guardian of the student for civil damages for any personal injuries to county nurse, administrator, or designated school employee in administering any medicine pursuant to the provision of this section. This immunity shall not apply to acts or omissions constituting gross, willful, or wanton negligence. (70-1-116.2)

DRESS AND GROOMING

Students are expected to dress in a manner that is proper to the business setting of the school. Any attire which draws undue attention to the individual or in any way interferes with the educational process is not appropriate for school wear. The principal reserves the right to judge as either appropriate or inappropriate any type of dress.

A student shall be permitted to display school spirit in a tasteful and appropriate manner at pep assemblies and athletic events. This includes face paint and hair color in school colors only (cardinal and white) and Savage spirit that includes traditional headdress and tomahawks. The district supports and encourages student school spirit as long as the display is reflective of good sportsmanship and done in a tasteful and appropriate manner. No period of instruction shall be disrupted by a students display.

The following are expressly not permitted: T-shirts with signs or advertisement not in good taste (including but not limited to alcohol or drugs), bare midriff garments, see through garments, no shoes, strapless garments, boxers shorts and/or sleepwear, jewelry or accessories pertaining to drugs, alcohol, and/or drug/alcohol use. Sleeveless garments must touch the point of the shoulder and fit up under the armpit. Shorts/skirts must be longer than fingertips. Droopy or saggy pants, shorts, and skirts are not permitted. Shirts must be long enough to cover waistband of pants, shorts, etc. They must not reveal skin or underwear at the waist when arms are raised above the head. Visible body piercing will only be allowed in student's ears in moderation. Hair color must be limited to natural colors. Students are not permitted to wear caps, hats, or any other headwear in the building or in the classroom. Students inappropriately dressed will be called to the office and the student will be required to change clothes before returning to class. The time missed will be considered an unexcused absence and/or tardy.

The same standards of dress extend to Athletic events, Commencement, and other banquet and awards activities. In addition, seniors at Commencement exercises will wear caps and gowns. A dress shirt and trousers are appropriate dress for males, and dress or skirt and blouse or slacks and blouse are appropriate for females. Footwear should be appropriate so as to add to the proper dignity of the occasion.

While styles and fads may change over the course of time, the administration reserves the right to use discretionary judgement in cases of student dress that could be considered immoral, immodest, or in any way distracting or offensive to students, teachers, staff, or visitors.

HEAD LICE

We have a "NO NIT POLICY". Children with head lice will not be permitted to attend school until they are "nit free". Trained staff members will screen children for head lice. If your child has lice or nits, you will be contacted at work or home and asked to pick up your child. Please understand that the child is expected to return to school the following day with nit removal accomplished. Information on treating head lice will be available to you from the health department and also from the office at the school.

LOCKERS/BACKPACKS

Lockers will be assigned. The school assumes no responsibility for books and articles missing from lockers or backpacks. Students should not exchange lockers without permission from the office. Keep lockers neat and clean at all times and close doors quietly. Locks are recommended.

INSPECTION OF STUDENT LOCKERS

It is the policy of the Board of Education that all student lockers, desks, backpacks and other school property are subject to periodic inspection. When such inspections are announced, a student may be asked to open his or her locker upon request and remain present during the inspection.

Parents, guardians, and students residing in this school district are also advised by means of this policy statement and by the student handbook that students in this district shall have no reasonable
expectation of privacy rights towards school officials, in school lockers, desks, or other school property. Administrator or administrative assignee shall have access to school lockers, desks, and other school property at any time and no reason shall be stated for such search. Student property may be searched with reasonable suspicion.

Reference: 70 O.S. 24-102

A COPY OF THIS POLICY WILL BE FURNISHED TO EACH STUDENT AND TEACHER IN THE SCHOOL DISTRICT.

CELL PHONES & WIRELESS DEVICES

It is the policy of the Wynnewood Board of Education that a student may possess a wireless telecommunications device while on school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school provided they have prior written consent of both the student’s parent or guardian, and the superintendent or the superintendent’s designee.

Upon reasonable suspicion, the superintendent, principal, teacher or security personnel shall have the authority to detain and search or authorize the search of, any student or property in the possession of the student for unauthorized wireless telecommunication devices. Students found to be using any electronic communications device for any illegal purpose, violations of privacy or to in any way send or receive personal messages, data, or information that would contribute to or constitute cheating on tests or examinations shall be subject to discipline and device shall be confiscated and not returned until a parent conference has been held. Students violating this rule will be disallowed for carry and personal communication device following the incident unless a bona fide health emergency exists.

Cell phones found in the possession of students who do not have the above consent, will be taken on the first (1st) offense, the phone may be returned to the parent or guardian at the end of the school day. Students that violate this policy for the second (2nd) offense will have their cell phone taken and returned to the parent or guardian at the end of the school day and the student will serve a 3 day School Suspension. Students that violate this policy for the third (3rd) offense will have their phone taken and returned to the parent or guardian at the end of the school day and the student will serve a 5 day School Suspension. Upon a fourth (4th) offense, a student will serve a 10 day School Suspension and upon a fifth (5th) offense, the student could be suspended for the remainder of the current semester and/or next semester. Students who are in need of phone use will be allowed the use of phones in the office of their perspective schools. Paging devices, MP3’s, CD players and other electronic devices are also subject to the above policy. These devices must remain in the student’s vehicle or not be brought to school.

BUILDING

Do not ask teachers to allow you to be in the building unless the teacher can be with you. Students in the building before or after school hours without a faculty sponsor or other adult approved as a sponsor through the principal’s office will face disciplinary action.

TOBACCO USE PROHIBITED

The Board of Education recognizes that the use of tobacco has been shown to be linked to illnesses and disabilities and that federal and state law prohibits smoking in any indoor facility, or the grounds thereof, which is used to provide educational services to children.

Therefore, smoking, chewing or any other use of tobacco by staff, students and members of the public is prohibited on, in or upon any school property during the hours of 7:00 a.m. to 4:00 p.m. during school session, or when class or any program established for students is in session.

1. "School property" is defined as all property owned, leased, rented or otherwise used by any school in this district including but not limited to the following:
   A. All interior portions of any building or other structure used for instruction, administration, support services, maintenance or storage.
   B. All school grounds over which the school exercise control including areas surrounding any building, playgrounds, athletic field, recreation areas and parking areas.

2. "Tobacco" is defined as cigarettes, cigars, pipe tobacco, snuff, chewing tobacco and all other kinds and forms of tobacco prepared in such manner to be suitable for chewing, smoking or both, and includes cloves or any other product packaged for smoking.
3. "Use" is defined as lighting, chewing, inhaling or smoking any tobacco as defined within this policy.

4. "Staff" includes, but is not limited to, full-time, part-time, and contract employees. Signs will be posted in prominent places on school property to notify the public that smoking or other use of tobacco products is prohibited except in designated smoking areas outside the buildings for the use of adults during certain school activities or functions, including, but not limited to, athletic contests. Such areas will be designated by the superintendent. Employees and patrons shall refrain from the use of tobacco except in specifically designated areas after normal school hours.

   Students are also prohibited from possessing tobacco on, in, or upon any school property. If students are found to be carrying cigarettes or other tobacco products, the tobacco product will be confiscated.

REFERENCE: 63 O.S. § 1-1522, et seq.

20 u.s.c. § 6083

OSSBA POLICY SERVICE REVIEW NOTES: Federal law does not allow any indoor facility utilized for educational services to have designated smoking areas. 20 U.S.C. § 6083

LEAVING SCHOOL DURING THE DAY

Students are required to be at school seven (7) periods each day. No students will be allowed to leave until 3:05. UNDER NO CIRCUMSTANCES SHALL A STUDENT LEAVE SCHOOL DURING THE SCHOOL HOURS WITHOUT PERMISSION FROM THE OFFICE.

If you must leave school before the end of the school day, you must have a note signed by parent or guardian requesting that you be permitted to leave or a telephone call must be made to the principal's office. Some form of parental contact must be made before the student will be allowed to leave school during the school day.

NOTE: You are counted absent in the class(es) you miss. The type of absence will be determined by the reason you leave early. However, if you do not check out, the absence will be unexcused.

If a student, because of an unforeseen circumstance(s), must leave during the lunch period and will be absent or tardy for the afternoon classes, the student must contact the principal to give an explanation of the circumstances.

TRANSPORTATION

Wynnewood Schools provide safe transportation to all students in our school district. Students should be careful about boarding and getting off the bus. Always wait for the bus to come to a complete stop before leaving your seats. Students should never be moving around in the bus or have arms and head outside windows while the bus is in motion. The driver of the bus is a school official and has the same control over the students as the teacher in the classroom. Misconduct will be reported immediately to the principal. Persistent improper conduct or vulgar language may cause the student to be deprived of the privilege of riding the bus.

TELEPHONE

The school phone is for business purposes only. A student will not be called out of class to answer telephone calls except in case of emergency.

USE OF TOBACCO

Students are not to use or have in their possession any form of tobacco while on school grounds. Any student who is using tobacco or having it in their possession shall be brought to the office and dealt with in an appropriate manner.

VANDALISM

The Wynnewood Board of Education will prosecute any individual who willfully destroys, mutilates, or disfigures public school property of any kind to the full extent of the law. Section 526 School Laws of Oklahoma 1971 makes parents responsible for up to $1,500.00 for willful destruction of school property by their children.

VISITORS

All visitors are to report first to the principal's office to sign in and receive a visitor pass. When leaving visitors must sign out and leave pass at the office.

CLASSROOM VISITORS' POLICY

Wynnewood Central Elementary welcomes parents to visit school at any time. As with any school
we do ask that you follow the guidelines set forth in this policy.
1. Please sign in and out at the office
2. Please notify the office in advance if possible. This is to assure that the teacher whose room
   you will be visiting will be available (may be out due to illness or some emergency). Also, students may
   be doing some testing that may require them not to be interrupted.
3. Please notify the office by 9:00 a.m. if you plan to eat lunch in our cafeteria. This is so we can
turn in an accurate lunch count
4. We suggest that you plan to visit in the morning or the afternoon. It is our experience that an
all day visit tends to put undo stress on our students.
5. We appreciate the interest you are showing in your child’s education and encourage the ob-
ervation of your child and the teacher, but we remind you that the other students in the school are not
to be a topic of conversation.
6. Each teacher will have an area designated for their guest and we ask that you cooperate with
this arrangement since it is difficult to keep students on task if they are distracted. Please sit back, relax
and observe, after all you are our guest. Also, please do not bring children with you.
7. Parents are also welcome to observe during recess, but we remind you that due to liability
reasons you are there to observe, not to intercede.
8. Failure to comply with these rules will result in being asked to leave.

DRUG-FREE SCHOOLS

It is the policy of the Board of Education that in recognition of the clear danger resulting from illicit
drug and alcohol abuse and in good faith effort to promote the health, safety, and well being of students,
employees, and the community, the board has implemented a developmentally based drug and alcohol
education and prevention program for grades Kindergarten through twelve (K-12).

Students are hereby notified that the use, possession, or distribution of illicit drugs and alcohol
is wrong and harmful. Therefore, standards of conduct that are applicable to all schools in this district,
prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school
premises or as part of any of its activities.

Disciplinary sanctions will be imposed on students who violate standards of conduct required
by this policy. Such sanctions will be consistent with local, state and federal laws, up to and including
probation, suspension, and expulsion, as well as referral for prosecution. Completion of an appropriate
rehabilitation program may also be recommended.

Information about drug and alcohol counseling and rehabilitation and reentry programs will be
made available through the school office.

The standards of conduct and disciplinary sanctions imposed by this policy will be part of the
required notification to parents and students which will include the following:

"The Drug Free Schools and Communities Act Amendments, P.L. 101-226 requires that State, as well
as local educational agencies, must certify that it has adopted and implemented a program to prevent the
unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees." (Federal
Regulations can be examined through the school office.) Parent/Guardian signature certifies receipt of
a Student Handbook of Guidelines and Policies for Students and Parents which includes district policy
relating to adoption and implementation of a drug prevention program for students.

A COPY OF THIS POLICY WILL BE FURNISHED TO EACH STUDENT AND TEACHER
IN THE SCHOOL DISTRICT.

DRUGS, ALCOHOL AND CONTRABAND SEARCHES
(Regulation)

In accordance with the policy of the board of education, the following regulation shall govern the
searching of school property by search dogs.
Searches of school property and grounds will be conducted during periodic unannounced visits
either during school hours or non-school hours at the discretion of the superintendent.
Student lockers, vehicles, school desks, and any area of concealment are subject to search. If a
search dog indicates the possible presence of any material which the dog is trained to detect, that area or place or thing of concealment will be further searched by law enforcement officers or by designated school personnel.

No student will be the target of a search by a search dog. However, if the search dog indicates the possible presence of material which the dog is trained to detect on the person of a student, a further search of that person’s outer garments, purses, containers or other items of concealment will be conducted by law enforcement officers or by designated school personnel.

Searches which disclose the presence of any material which the dog is trained to detect or any material or items which is forbidden by school policy may lead to further investigation by school officials or law enforcement officer, and/or disciplinary action by the school. Such disciplinary action may include suspension. No disciplinary action will be taken without appropriate due process. Parental or legal guardian notification will be made in all cases where prohibited substances, materials, or items are discovered.

Strip searches or “body” searches are prohibited.

REFERENCE: Public Law 101-226
70 O.S. § 1210.221, et seq.

POSESSION/USE/UNDER THE INFLUENCE OF ALCOHOLIC OR NONINTOXICATING BEVERAGES, OR CONTROLLED DANGEROUS SUBSTANCES

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

It is the policy of the Wynnewood Board of Education that any Public School Teacher, Counselor, or Administrator having reasonable cause to suspect that a student may be under the influence of, or that said student has in his or her possession, alcoholic beverages - including the legally nonintoxicating beverage commonly referred to as 3.2 beer as defined in Section 506 of Title 37 of the Oklahoma Statutes, shall have alcoholic beverages as defined in Section 506 of Title 37 of the Oklahoma Statutes or a controlled dangerous substance as defined in Section 2-10 I of the Title 63 of the Oklahoma Statutes shall immediately notify the Principal of such suspicions. The Principal shall immediately notify the Superintendent of Schools and a parent or legal guardian of said student, if possible.

Any search, seizure, or subsequent disciplinary action shall be subject to any applicable school policy, regulation, state law, or student handbook rule.

Every Teacher, Counselor or Administrator employed by the Wynnewood Board of Education who has reasonable cause to suspect that a student is under the influence of, or has possession of, alcoholic beverages (including 3.2 beer and wine coolers) or a controlled dangerous substance and who reports such information to the appropriate school officials shall have immunity from any civil liability that might otherwise be incurred or imposed as a result of making such a report.

Note: A copy of this policy must be filed with the State Superintendent of Public Instruction in accordance with 70 O.S.–24-138.

Approved on January 8, 1996.

TARDINESS

Tardies will be divided into two (2) categories:

1. Excused tardy: Tardies caused by illness, medical or dental appointments, funerals, being detained by a teacher or administrator, or returning to school late from a school activity. This type of tardy will carry no type of penalty.

2. Unexcused tardy: Tardies caused by just being late, truant or tardy without permission from either home or school. If a student misses a complete hour because of tardiness, the tardy will then become an absence and be placed in the appropriate category. Any class work missed by having an unexcused tardy will not be made up.

3. Three tardies will count as 1 absence.
GUIDELINES FOR PROVIDING DUE PROCESS IN STUDENT SUSPENSION CASES IN WYNNEWOOD PUBLIC SCHOOLS

I

Every student has the right to due process in disciplinary matters involving suspension or expulsions. Due process involves:

1. That the student be given oral or written notice of the charges against him.
2. That if the student denies the charges he be given an explanation of the evidence in the presence of school authorities and be given an opportunity to present his side of the story.

THESE GUIDELINES WILL BE USED IN DEALING WITH SUSPENSIONS AND EXPULSIONS:

1. There need be no delay between the time “notice” is given and the time for the hearing.
2. In most cases the disciplinarian may informally discuss the alleged misconduct with the students minutes after it has occurred.
3. In being given an opportunity to explain his/her version of the facts at this discussion, the student first must be told what he is accused of doing and what the basis of the accusation is.
4. Since the hearing may occur almost immediately following the misconduct notice, the hearing should, as a general rule, precede the removal of the student from school.
5. However, there are recurring situations in which prior notice hearing cannot be insisted upon. Students whose presence poses a continuing danger to persons or property or as an ongoing threat of disrupting the academic process, may be immediately removed from the school. In such cases, the necessary notice and rudimentary hearing should follow as soon as practicable.

II

PROCEDURE IN STUDENT SUSPENSION CASES

1. Immediate Suspension without a Pre-Suspension Conference: A student may be suspended without a pre-suspension conference as required by this policy only in situations where the conduct of the student reasonably indicates to the principal that the continued presence of the student in the building constitutes a danger to the health or safety of the student, to school property, or a continued disruption of the educational process. In such cases, a suspension conference with the student and the parents should be scheduled as soon as possible.

2. Pre-Suspension Conference: When a student violates a school rule or regulation, the principal shall conduct an informal conference with the student. At the conference the principal shall read the rule or regulation which the student is charged with violating and shall discuss the conduct of the student in the violation of the rule or regulation. The student should be asked whether he understands the rule or regulation and be given a full opportunity to explain and discuss his conduct. If it is concluded that a suspension is appropriate, the student should be advised that he is being suspended and of the length of the suspension. The principal should immediately notify the parents by phone and/or writing that the student is being suspended from school.

3. Conference with Parents: Regardless of the length of the suspension, the principal should hold a conference with the parents or guardians. The parents should be advised of their right to a conference with the principal at the time they are notified that a suspension has been imposed. The conference will be held during the regular school hours, Monday through Friday, with consideration given to the hours of working parents whenever possible. At the conference, the principal should read the rule or regulation which the student is charged with having violated and should briefly outline the conduct on the part of the student. If the suspension is for more than ten (10) days, the student and his parents shall have the opportunity to hear and question those persons who have charged the student with a violation of the rule or regulation. At the conclusion of the conference the principal should state whether he will terminate or modify the suspension. Unless the parents are in agreement with the principal’s decision, they should be advised of their right to have the suspension reviewed by the Board of Education.

4. Limits on Suspension: In no event should a suspension extend beyond the current semester and succeeding semester. Suspensions should have a definite commencement and ending date; indefinite
1. General Philosophy

It is the belief of the Wynnewood Board of Education, administration, faculty, and staff that...
athletics are an integral part of the high school experience. In order to enhance and promote important education and cultural values, attitudes, appreciations, and skills appropriate to all interscholastic activities, including high standards of good sportsmanship and citizenship, certain rules and regulations are necessary for the development and maintenance of an orderly and safe school environment. Because of these beliefs, certain school personnel shall be responsible for areas listed below:

II. ADMINISTRATORS
A. Communicate with all game officials prior to all contest and/or activities specific problem areas that have occurred in the recent past and foreseeable problems that might occur.
B. Communicate with the Oklahoma Secondary School Activities Association about problem areas and school concerns with game officials’ enforcement of the rules (i.e. violation should be called from the opening of the contest rather than waiting until official control starts to slip away).
C. Communicate to all coaches that on behalf of the Board of Education, administration, and community there should be more emphasis placed on student behavior and conduct than is there is on winning. It shall also be communicated to each coach good conduct, behavior, and winning are not mutually exclusive of each other. Coaches shall be held to ethical and professional standards listed below:
   1. Exemplify the highest moral character, behavior and leadership.
   2. Respect the integrity and personality of the individual athlete.
   3. Abide by the rules of the game in letter and spirit, regardless of the consequences.
   4. Respect the integrity and judgement of sports officials, never baiting or taunting officials in any way or seeking out officials at halftime or the end of a contest.
   5. Demonstrate a mastery of and a continuing interest in coaching principles and techniques through professional improvement.
   6. Encourage and respect all athletes and their values.
   7. Display modesty in victory and graciousness in defeat.
   8. Promote ethical relations among coaches.
   9. Fulfill responsibilities to provide emergency health procedures and insure an environment free of obvious safety hazards.
   10. Encourage the highest standard of conduct and scholastic achievement among all athletes.
   11. Seek to instill good health habits including the establishment of sound training rules.
   12. Strive to develop in each athlete the qualities of leadership, initiative, and good judgment.
   13. Achieve a thorough understanding and an acceptance of the rules of the game and the standards of eligibility.

III. COACHES
A. Coaches or supervisors of interscholastic activities shall expect of their participants:
   1. To abide by all written rules distributed by each individual supervisor or coach at the beginning of their respective seasons.
   2. Each coach or supervisor shall have the authority to assess penalties for violation of team rules.

IV. STUDENTS
A. Students who violate internal team rules shall be dealt with by each individual coach.
B. A student who is disqualified from a game or contest shall abide by Oklahoma Secondary School Activities Association (OSSAA) regulations.
C. A student who is disqualified from a game or contest for a second offense during the same academic year shall be:
   1. If a student is an underclassman, they will be withheld from the next four contests in that activity; no matter the year.
   2. If a student is a senior, they will be withheld from the next four contests whether it is the same activity or not.
D. Any student disqualified FOR THE THIRD TIME in the same academic year, shall be ineligible to participate in any contest or activities for one calendar year (365 days). The OSSAA will also be notified by local school administration of that student’s ineligibility at Wynnewood Schools for the next calendar year because of their conduct.
ELIGIBILITY REQUIREMENTS

Semester Eligibility

To be eligible to participate in any contest involving other schools a student must be passing in a minimum of five classes at the end of each semester.

All seniors must enroll in a minimum of seven classes including any activity class(es). Eligibility will be determined for seniors in every class in which they are enrolled up to five classes on a semester basis.

At the end of the semester a student must be passing a minimum of five classes. If not, a student is ineligible for six weeks at the beginning of the next semester. At the end of the six week period, a student must be passing in all classes in which a student is enrolled to be eligible. If a student is not passing all classes, a student will have to pass all classes on a weekly basis to regain eligibility.

A student may also regain eligibility in an accredited summer school. A student is allowed to take and pass a maximum of one class in an accredited summer school.

Weekly Eligibility

A student must be passing in every class to be eligible each week. The student must also have been in attendance 90% of the grading period. A student receiving a failing grade in a class is placed on probation for a period of one week. In order to be eligible the student must be passing all classes at the end of the following week. Eligibility will be determined on the basis of work completed by the end of the school day on the day eligibility is checked. If not the student is ineligible to participate until that student is again passing.

At the end of that one week period, the student must be passing every class in order to be eligible. If a student fails a completely different class at the end of probation week, the student is ineligible until the student is passing every class. There is no limit to the number of times a student can have a probation period, provided that the probation period will not run for two consecutive weeks.

ELIGIBILITY WILL BE DETERMINED ON THE BASIS THAT IF THE SEMESTER ENDED ON THAT DAY, THE STUDENT WOULD BE FAILING THAT CLASS. TEACHERS ARE REQUIRED TO RECORD A MINIMUM OF TWO GRADES PER WEEK.

PROFICIENCY BASED PROMOTION

1. Upon request of a student, parent, guardian, or educator, a student will be given the opportunity at a designated time to be determined by the Wynnewood Board of Education to demonstrate proficiency in one or more areas of the core curriculum.

2. Proficiency will be demonstrated by assessment or evaluation appropriate to the curriculum area. The assessments or evaluations will include but not be limited to: portfolio, criterion-referenced test, thesis, project, product, or performance. Demonstration of proficiency in all laboratory sciences will require that students are able to perform relevant laboratory techniques that are designed by the science department of each school site.

3. Students shall have the opportunity to demonstrate proficiency in the core areas as identified in 70 O.S. § 11-103.6:
   a. Social Studies
   b. Language Arts
   c. The Arts
   d. Languages
   e. Mathematics
   f. Science

4. Proficiency for advancing to the next level of study will be demonstrated by a score of 90%. If more than one assessment is required the student must maintain a 90% average taken from all the assessments.

5. The opportunity for proficiency assessment will be provided at least twice each school year at a date to be set by the Wynnewood Board of Education.

6. Only those students who are legally enrolled in the Wynnewood School District shall be eligible to take the assessments for advancement.
6. No student will be required to register or sign up more than one month in advance.
7. Students will be allowed to take proficiency assessments in multiple subject areas.
8. Students not demonstrating proficiency will be allowed to try again during the next assessment period.
9. Exceptions to standard assessment may be approved by the Wynnewood School Board for those students with disabling conditions.

B. Students demonstrating proficiency in a core curriculum area will be given the opportunity to advance to the next level of study in the appropriate curriculum area.
1. The school will confer with parents in making such promotion/acceleration decisions. This decision will take into consideration such factors as social, emotional, physical, and mental growth.
2. If the parent or guardian requests promotion/acceleration contrary to the recommendation of school personnel, the parent or guardian shall sign a written statement to that effect. This statement shall be included in the permanent record of the student.
3. Failure to demonstrate proficiency on the assessments will not be noted on the student's grade record or transcript.
4. Students must progress through a curriculum area in a sequential manner, i.e. high school students would meet the requirements for English I before proceeding to English II, etc. Elementary, middle, or high school students may demonstrate proficiency and advance to the next level in a curriculum area.
5. If proficiency is demonstrated in a 9-12 curriculum area, appropriate notation will be placed on the high school transcript. The score that is made on the assessment(s) will be the grade that is to be entered on the grade record or high school transcript. This grade will be used in calculating class rank, grade point average, and top ten placement of seniors. On the high school transcript, a corresponding letter grade will be entered. Proper class credit will be recorded for those students who have completed the requirements on the assessment(s).
6. Units earned through proficiency assessment will be transferable with students among school districts within the state of Oklahoma. The units for which assessment will be made and credit received in grades 9-12 are:

<table>
<thead>
<tr>
<th>MATH</th>
<th>SCIENCE</th>
<th>SOCIAL STUDIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL MATH</td>
<td>PHYSICAL SCIENCE</td>
<td>OKLAHOMA HISTORY</td>
</tr>
<tr>
<td>PRE ALGEBRA</td>
<td>EARTH SCIENCE</td>
<td>AMERICAN HISTORY</td>
</tr>
<tr>
<td>ALGEBRA I</td>
<td>BIOLOGY I</td>
<td>WORLD HISTORY</td>
</tr>
<tr>
<td>ALGEBRA II</td>
<td>CHEMISTRY I</td>
<td>GOVERNMENT</td>
</tr>
<tr>
<td>GEOMETRY</td>
<td>PHYSICS</td>
<td>WORLD GEOGRAPHY</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CIVICS</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LANGUAGE ARTS</th>
<th>FOREIGN LANGUAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGLISH I</td>
<td>SPANISH I</td>
</tr>
<tr>
<td>ENGLISH II</td>
<td>FRENCH I</td>
</tr>
</tbody>
</table>

Assessments for grades 1-8 will consist of one test per grade with 5 separate sub tests in the following areas:

<table>
<thead>
<tr>
<th>READING</th>
<th>MATHEMATICS</th>
<th>LANGUAGE ARTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCIENCE</td>
<td>SOCIAL STUDIES</td>
<td></td>
</tr>
</tbody>
</table>

Students in grades 1-8 meeting the requirements for proficiency based promotion in up to four sub test areas may be offered sequential advancement in that area(s). Students in grades 1-8 meeting the requirements for proficiency based promotion in all five sub test areas may be offered advancement to the next sequential grade level.

C. Proficiency assessment will measure mastery of the priority academic student skills in the same way that curriculum and instruction are focused on the priority academic student skills. In other words, assessment will be aligned with curriculum and instruction.
D. Options for accommodating student needs for advancement after they have demonstrated proficiency may include, but are not limited to, the following:

1. Individualized instruction
2. Correspondence courses
3. Independent study
4. Concurrent enrollment
5. Cross-grade grouping
6. Cluster grouping
7. Grade/course advancement
8. Individualized education programs

E. Wynnewood Public Schools will be responsible for the dissemination of materials explaining the opportunities available in Proficiency Based Promotion.

II. Appropriate notation for core curriculum are completed:

Appropriate notation will be made for elementary, middle, or high school level students satisfactorily completing a 9-12 curriculum area. Completion of a curriculum will be recorded by a letter grade that is determined by the student’s performance on the designated assessment. Any unit earned through Proficiency Based Promotion will count toward meeting the requirements for a high school diploma.

HOMEWORK

Homework by the students is encouraged when it is needed to supplement or strengthen regular class work. All students profit from a certain amount of systematic home study.

A part of every class is set aside for individual study and work under the supervision of the teacher, who can during this time help individual students with their particular weaknesses and observe the study and work habits of all the students in the class. Home study is often a continuation of this supervised study time within the class itself. As you can see, the amount of home study necessary may vary from time to time within a given class and from class to class within a given grade.

ONLINE INSTRUCTION

Online instructional programs offered for instructional purposes and/or high school credit shall be approved by and under the supervision of the Wynnewood Board of Education. The proposed course(s) may be evaluated by the State Department of Education.

Definitions

Synchronous instructions occurs when the instructor and the student’s primary interactions are in real-time. Regular classroom instruction is synchronous instruction, as well as two-way interactive video. Web-based instruction that requires real-time interaction between student(s) and instructor as the primary format of instruction is also synchronous instruction.

Asynchronous instruction is not dependent on instructor and student interaction in real-time. Asynchronous instruction allows the student to engage in learning activities anywhere at any time. For instruction to be considered asynchronous, the primary format of instruction does not depend on real-time interaction of the participants.

Web-based instruction uses the World Wide Web as the primary medium of instruction, with a computer serving as the primary tool of instruction. Web-based instruction may be synchronous or asynchronous.

Two-way interactive video instruction provides for real-time (synchronous) interaction between student(s) and instructor by means of an electronic medium that provides for both audio (sound) and video (sight) signal. Students and instructors participating in two-way interactive video instruction may both see and hear each other in an approximation of real-time.

Guidelines

Prior to offering an online instruction course, the board of education shall comply with the following guidelines recommended by the State Department of Education.

1. Web-based and two-way interactive video instruction shall be viewed as methods by which the school district can expand the course offerings and access to instructional resources. These technologies
should not be viewed solely as substitutes for direct, face-to-face student and teacher interactions, but as a means of expanding the ability of the district to bring the world of knowledge to the students.

2. The board of education will grant student credit for completion of courses offered by means of online instruction and will assume all responsibility for such coursework.

3. Only students who are regularly enrolled in this district shall be allowed to enroll in alternative instructional delivery systems courses offered for credit through this district.

4. The principal or designee shall evaluate and approve/disapprove all students’ requests to participate in courses delivered by means of online instruction. Only those approved enrollments shall be eligible for credit granted by the district.

5. The principal shall appoint a certified staff member to serve as the building level contact person to assist students enrolling in online courses and to serve as a liaison to the online teachers and provider(s).

6. Students earning credit by means of online instruction shall participate in all assessments required by the Oklahoma School Testing Program. No student shall be allowed to participate in these assessments at a place other than the school site at which the student is enrolled.

7. Courses offered for credit by means of online instruction shall be aligned with the Priority Academic Student Skills (PASS).

8. Oklahoma statutes limiting the number of students teachers may supervise in each period of instruction and the total number of students allowed daily shall apply to synchronous web-based and two-way interactive video courses. The number of students each instructor may be required to supervise in asynchronous web-based courses shall be __________.

9. Each teacher for two-way interactive video and web-based courses shall be provided inservice training pertaining to the methodology of instructional delivery and the technical aspects of distance learning.

10. Student progress shall be monitored on a basis by ______. Assignments shall be graded by on a______________ basis. A syllabus shall be prepared by the teacher and posted on the school district’s web-site prior to the commencement of the first class. The syllabus shall provide details to students including assignment grading, testing, and the grading scale used.

11. The security of individual student data and records shall be maintained and receive the same protection afforded students under state and federal laws. No individual student data obtained through participation in online instruction courses shall be used for any purposes other than those that support the instruction of the individual student.

12. District level aggregated data obtained through participation in online instruction courses shall be utilized for education purposes only and shall not be provided to commercial entities.

13. All federal and state statutes pertaining to student privacy, the posting of images on the World Wide Web, copyright of materials, Federal Communications Commission rules pertaining to the public broadcasting of audio and video, and other such issues shall be adhered to by the district. (See cross-referenced policies concerning these issues.)

14. Prior to the beginning of instruction, cooperating school districts sharing courses by means of two-way interactive video technology shall, by means of contractual agreement, address such issues as the instruction costs, bell schedules, school calendars, student behavior, teacher evaluation, textbooks, class periods, student grades and grading policies, teacher load and instructor employment.

15. Contractual agreements shall be established between the school district and parent(s), or legal guardian, of students participating in alternative instructional delivery system courses prior to the beginning of instruction. These contracts may address such issues as grading criteria, time allotted for course completion, student attendance, and the responsibility for course costs and equipment.

16. Instructors of online courses shall be: (a) certified in Oklahoma or another state to teach in the content area of the course offered, or (b) a faculty member at an accredited institution of higher education, possessing the specific content expertise necessary to teach the course.

17. Students at remote sites who participate in the online courses offered by the district will be responsible for providing their own equipment and Internet access.
instructional delivery system courses. The district shall not be liable for payment of any fees or charges for any online course for a student who has not complied with district policies and procedures.

REFERENCE: 70.S. § 1-1 I I
THIS POLICY REQUIRED BY LAW.

TEXTBOOKS

When books are issued, the teacher will write the student’s name in ink in the label in the books issued to the student. Books lost or damaged must be paid for by the student responsible for the book, the one in whose name the book is issued. Books should not be left lying about the school grounds. The way you care for your books will reflect your appreciation for the free textbook plan.

WITHDRAWAL FROM SCHOOL

In order to insure proper handling of school records and to facilitate entrance into another school, a student wishing to withdraw from school should:

1. Have parent call, come into office, or write a note explaining reason for withdrawal.
2. Obtain a withdrawal notice from the principal’s office as early as possible on the day he or she intends to check out of school.
3. The withdrawal notice should be properly endorsed by all subject teachers, the librarian, and the principal.
4. Secure report cards from teachers if possible.
5. Bring complete withdrawal notice to office by 3:00 p.m.
6. A student should have in his possession the following items before leaving school:
   A. Report cards if possible.
   B. Withdrawal notice.
   C. P.E equipment and other personal belongings.
   D. Final clearance from the principal’s office.

STUDENT COUNSELING

Our school provides facilities for counseling for all students grades PK-12. We urge the student to take advantage of these opportunities that are presented to them.

Arrangements can be made for conference with the parents and students jointly or with the counselor during the study period time of the class hour or an activity period. When this is not possible, arrangements ahead of time will be made to permit the student to leave class for the purpose of working with the counselor.

The counselor can assist students with educational, social, and emotional problems with which the student feels that he needs help.

School activities which are conducted by the guidance and counseling department of the school have to do with giving standardized tests, scoring, and interpreting this information.

ASSEMBLIES

A variety of educational and entertaining assemblies are presented at regular intervals. These assemblies provide students opportunities to demonstrate the courtesy, cooperation, and consideration that they have been taught at school and at home. There are always visitors at our assembly programs, and it is a credit to the student body when they are able to comment on the courtesy of the students toward speakers, performers, and guests.

INSURANCE

Students participating in Athletics, P.E., and Vo-Ag are encouraged to be covered by an insurance policy covering accidents. This can be on an existing policy from your parents or guardian or you can purchase school insurance.

ACTIVITY TRIPS

Students will go and return in the school bus or transportation provided by the school. Special arrangements may be made with the sponsor for the students to return from the activity with their parents. This should be taken care of prior to leaving for the trip.
ACTIVITY ABSENCE POLICY

The maximum number of activities, whether sponsored by the school or outside agency/organization, which removes the student from the classroom shall be ten (10) for any one class period of each school year. Excluded from this number are state and national levels of sponsored contests where the student has earned the right to compete. Provided that the building principal shall approve all activities and athletic director shall approve all athletic events.

WYNNEWOOD BOARD OF EDUCATION
WYNNEWOOD PUBLIC SCHOOLS
WYNNEWOOD, OKLAHOMA
POLICY STATEMENT
FIRE AND TORNADO DRILLS

Instructions for fire and tornado drills have been carefully planned and the student will find a copy of these plans on the bulletin board of each classroom. Each teacher will go over these instructions with each class during the first week of school.

GRIEVANCE PROCEDURE

GRIEVANCE PROCEDURES FOR FILING, PROCESSING AND RESOLVING ALLEGED DISCRIMINATION COMPLAINTS (STUDENTS & EMPLOYEES).

I. Definitions:
A. Discrimination Complaint: A written complaint alleging any policy, procedure or practice which discriminates on the basis of race, color, national origin, sex, or qualified handicap.
B. Grievant: A student or employee of the Wynnewood School District who submits a complaint alleging discrimination based on race, color, national origin, sex, or qualified handicap.
C. Title VI, Title IX, and Section 504 Coordinator: The person designated to coordinate efforts to comply with and carry out responsibilities under Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title VI of the Civil Rights Act of 1964, and other State and Federal laws addressing equal educational opportunity. The Title VI/IX/504 Coordinator is responsible for processing complaints.
D. Respondent: The person alleged to be responsible for the violation alleged in a complaint. The term may be used to designate persons with responsibility for a particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the complaint.
E. Day: Day means a working day; the calculation of days in complaint processing shall exclude Saturday, Sundays, and Holidays.

II. Pre-Filing Procedures:
A. Prior to filing of a written complaint, the student or employee is encouraged to visit with an administrator and reasonable effort shall be made to resolve the problem or complaint.

III. Filing and Processing Discrimination Complaints:
A. Grievant: Submit written complaint to Title VI/IX/504 Coordinator stating name, nature and date of alleged violation; names of persons responsible (where known); and requested action. Complaint must be submitted within 30 days of alleged violation. Complaint forms are available in the superintendent's office.
B. Title VI/IX/504 Coordinator: Notifies respondent within 10 days and asks the respondent to: (1.) Confirm or deny facts. (2.) Indicate acceptance or rejection of student or employee's requested action or, (3.) Outline alternatives.
C. Respondent: Submits answer within 10 days to Title VI/IX/504 Coordinator.
D. Title VI/IX/504 Coordinator: Within 10 days of receiving respondent's answer, Title VI/IX/504 Coordinator refers the written complaint and respondent's answer to the superintendent. The Title VI/IX/504 Coordinator also schedules a hearing with the grievant, the respondent, and the superintendent.
E. Superintendent, Grievant, Respondent, and Title VI/IX/504 Coordinator: Hearing is scheduled.
F. Superintendent: Issues within 10 days after the hearing a written decision to the student or employee, respondent, and the Title VI/IX/504 Coordinator.

G. Grievant or Respondent: If the grievant or respondent is not satisfied with the decision, they must notify the Title VI/IX/504 Coordinator within 10 days and request a hearing with the Board of Education.

H. Title VI/IX/504 Coordinator: Notifies the Board of Education within 10 days after receiving request. Title VI/IX/504 Coordinator schedules a hearing with the Board of Education. Hearing is to be conducted within 30 days from the date of notification to the Board of Education.

I. Board of Education, Grievant, and Title VI/IX/504 Coordinator: Hearing is conducted.

J. Board of Education: Issues a final written decision within 10 days after the hearing regarding the validity of the grievance and any action to be taken.

WYNNEWOOD INDEPENDENT SCHOOL DISTRICT NUMBER 38 OF GARVIN COUNTY, OKLAHOMA IS IN COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 504 OF THE REHABILITATION ACT OF 1973, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, AND OTHER FEDERAL LAWS AND REGULATIONS, AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, AGE, RELIGION, HANDICAP, OR STATUS AS A VETERAN IN ANY OF ITS PRACTICES, POLICIES, OR PROCEDURES. THIS INCLUDES, BUT IS NOT LIMITED TO ADMISSIONS, EMPLOYMENT, COMPENSATION, EDUCATIONAL SERVICES, PROGRAMS, AND ACTIVITIES.

Tammy Grove is the coordinator of this District’s efforts to assure nondiscrimination as stated above. Mrs. Grove may be reached at 301 East Chickasaw, telephone 665-4371.

FERPA NOTIFICATION
ANNUAL NOTICE OF FERPA RIGHTS

On June 5, 1989 the School Board of Wynnewood Public Schools adopted a student records policies and procedures for the school district. This policy is designed to meet the provisions of the Family Educational and Privacy Act (FERPA). A copy of this policy will be kept in the superintendent’s office, each principal’s office, the junior high counselor’s office, and the high school counselor’s office. Copies may be obtained at the superintendent’s office.

In the course of a child’s education, the Wynnewood School District will keep records as deemed necessary to provide programs to meet his/her needs and interests. A parent has the right to inspect and review any and all records, files, and data related to his/her child. These records will be available for such review at any time during the regular school day. If you have any concern regarding the accuracy or appropriateness of any information or record maintained by the school, please do not hesitate to inform your child’s principal of that concern.

It is the right of a student’s parents and/or eligible student to seek correct parts of the student’s education record which he/she believes to be inaccurate, misleading, or in violation of the student’s 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. The procedure for this is part of the student records policies and procedures policy.

It is the intent of the Wynnewood Public School District to limit the disclosure of the information contained in a student’s educational records except:

1. by the 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 FERPA.

The Wynnewood School District proposes to designate the following personally identifiable information contained in a student’s education record as “directory information,” and it will disclose that information without prior written consent:

1. The student’s name
2. The name of the student’s parents
4. The student’s class designation (i.e., first grade, tenth grade, etc.)

5. The student’s extracurricular participation

6. The student’s achievement awards or honors

7. The student’s weight and height if a member of an athletic team.

8. The student’s photograph

9. The school or school district the student attended before he or she enrolled in the Wynnewood School District.

In case a parent of a student, a student, or former student 18 years old, or a citizen of the Wynnewood School District believes that the district is violating the Family Educational Rights and Privacy Act (FERPA), that person has a right to file a complaint with the U.S. Department of Education. The address is:

The Family Educational Rights and Privacy Act Office U.S. Department of Education
Room 4511, Switzer Building
Washington, D.C. 20202
Phone Number: (202) 732-5058

A translation will be provided for anyone not able to read and understand the policy or for anyone not able to read and understand English

ASBESTOS NOTIFICATION

Following a mandate issued by the United States Congress in 1986, the U.S. Environmental Protection Agency has established the Asbestos Hazard Emergency Act (AHERA) Rule. The AHERA Rules provide guidelines for the identification, monitoring, and management of Asbestos-Containing Materials (ACM) in all public and private schools from kindergarten through twelfth grades.

As a first step toward compliance with the AHERA Rules, we have employed the firm of GMA Environmental Management Group. GMA has completed the inspection process and has prepared a Management Plan which is pending review and approval by the Oklahoma State Department of Health.

The asbestos Inspection and Management Plan is designed to identify any presence of ACM and to provide a program to control those materials and prevent any risks to building occupants.

Asbestos Containing Material were found to be present at Wynnewood High School. All asbestos is inspected twice yearly and repairs are made as needed. The inspection results and the Management Plan are on file for public review and may be examined in the Principal’s office at 702 East Kerr between the hours of 8:00 a.m. · 3:00 p.m.

By our actions to comply with the AHERA Rule, we have taken every measure to continue to provide a safe and healthy environment for our students, employees, and patrons.

Further questions may be directed to the Wynnewood High School Principal at 665-2045 or by visiting the office at 702 East Kerr between the hours of 8:00 a.m. · 3:00 p.m.

DRUG FREE SCHOOLS STATEMENT

The Drug Free Schools and Communities Act Amendments of 1989 require a Local Education Association to certify to the U.S. Department of Education by 10-190, that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees in order to remain eligible for federal financial assistance of any kind. This policy is adopted by Wynnewood Public Schools to comply with this statutory directive.

Wynnewood Public Schools policy strictly prohibits the illegal use, possession, manufacture, dispensing or distribution of illegal drugs, controlled substances, 3.2 beer or alcoholic beverages in the workplace, on its premises, or as a part of any sponsored activity.

All students and employees must abide by this policy as a condition of enrollment or employment. Continuance of employment or enrollment following receipt of this policy constitutes acceptance of this policy by the employee or student.

Sanctions for violation of this policy include, but are not limited to, expulsion, termination of
COMMUNICABLE DISEASES

The Board of Education has concern for the health of students and staff in the school district. Any person with knowledge of suspected or confirmed cases of communicable diseases is responsible for reporting this information to the appropriate personnel. Exclusions from school may be required when it is deemed necessary to promote the safety and well-being of students and staff. The Board of Education recognizes the possibility of students and staff acquiring and/or transmitting a communicable disease, which may or may not be life threatening. Communicable disease conditions shall be evaluated on an individual basis considering three prime factors:

1. Degree of life threatening condition.
2. Degree of communicability; and
3. Whether or not the communicable disease has been or should be medically confirmed with laboratory documentation.

Responsibility for evaluating conditions to life threatening communicable diseases shall rest with the medical doctor. Responsibility for evaluating the condition of non-life threatening conditions shall rest with a medical doctor or county health nurse.

Building principal’s shall be the contact person for medical actions.

There are numerous communicable diseases that may affect a school age population and/or staff. Some of these have a high degree of communicability. Some are life threatening in nature. Some are both. These include, but are not limited to:

- AIDS**
- Cat Scratch Disease
- Chicken Pox
- Common Cold
- Conjunctivitis
- Cytomegalovirus
- Diphtheria
- Fifth Disease
- Gonorrhea
- Hepatitis A, B
- Herpes Infections
- Impetigo
- non A, non B
- Influenza
- Meningitis
- Mononucleosis
- Mumps
- Pediculosis (Head Lice)
- Pertussis
- Pinworm
- Ringworm
- Rocky Mountain Spotted Fever
- Scabies
- Roseola
- Salmonella
- Rubeola*
- Scarlet Fever
- Trench Mouth
- Typhoid Fever
- Shigellosis
- *Mandatory reporting to city, county and state health departments by school personnel.

** AIDS shall be reported to state health officials on an individual basis.

EXCEPTION TO ROUTINE REPORTING

Reports of sexually transmitted disease are kept by local physicians and they report to local health agencies. Sexually transmitted disease reporting is handled in a confidential manner.

RECOMMENDED EXCLUSION AND RETURN TO SCHOOL

<table>
<thead>
<tr>
<th>DISEASE</th>
<th>EXCLUDE from SCHOOL</th>
<th>NEEDED TO RETURN TO CLASS</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIDS</td>
<td></td>
<td>Individual case consideration</td>
</tr>
<tr>
<td>Chicken Pox</td>
<td>yes</td>
<td>May return seven days after onset of rash or</td>
</tr>
<tr>
<td></td>
<td></td>
<td>when all lesions are crusted over</td>
</tr>
<tr>
<td>Hepatitis</td>
<td>yes</td>
<td>Release from doctor</td>
</tr>
<tr>
<td>Impetigo</td>
<td>no</td>
<td>Statement from doctor</td>
</tr>
<tr>
<td>Influenza</td>
<td>yes</td>
<td>Release from doctor</td>
</tr>
<tr>
<td>Meningitis</td>
<td>yes</td>
<td>Release from doctor</td>
</tr>
<tr>
<td>Mononucleosis</td>
<td>no</td>
<td>Statement from doctor</td>
</tr>
<tr>
<td>Condition</td>
<td>Status</td>
<td>Notes</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>--------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>Mumps</td>
<td>yes</td>
<td>Release from doctor</td>
</tr>
<tr>
<td>Pediculosis (head lice)</td>
<td>yes*</td>
<td>Statement from doctor or county health nurse (new recommendations below)**</td>
</tr>
<tr>
<td>Pertussis</td>
<td>yes</td>
<td>Release from doctor</td>
</tr>
<tr>
<td>Ringworm</td>
<td>no</td>
<td>Statement from doctor or county health nurse</td>
</tr>
<tr>
<td>Rocky Mt. spotted Fever</td>
<td>yes</td>
<td>Release from doctor</td>
</tr>
<tr>
<td>Roseola</td>
<td>yes</td>
<td>May return when fever subsides and no evidence of rash</td>
</tr>
<tr>
<td>Rubella</td>
<td>yes</td>
<td>Release from doctor</td>
</tr>
<tr>
<td>Rubeola</td>
<td>yes</td>
<td>Release from doctor</td>
</tr>
<tr>
<td>Scabies</td>
<td>yes</td>
<td>Release from doctor and proper treatment verified from doctor by doctor or county health nurse</td>
</tr>
<tr>
<td>Tuberculosis</td>
<td>yes</td>
<td>Release from doctor and monitoring of proper treatment</td>
</tr>
</tbody>
</table>

*EXCLUSION STATEMENT

Children need not be excluded indefinitely from school for head lice infestation. The goal of this head lice policy is to assist in educating parents and facilitate the parents' ability to quickly and easily eradicate lice and nits and place the student back in school. Exclusion of a child from school should be reserved for only the most difficult cases of infestation. (From the OSDA recommendations).

**RECOMMENDATIONS FROM THE OKLA. STATE DEPT. OF HEALTH

1. Each school should have at least two persons on staff who are trained to screen children for head lice. Schools may request the school nurse or local county health department public health nurse to hold a training session at the beginning of the fall semester to train staff on how to screen for head lice and nits and how to educate parents on treatment and nit removal.

2. General screenings of all students should take place a minimum of three (3) times per year: at the start of the school year, following Christmas break, and following Spring break. A screening may also be performed immediately prior to dismissing children for the summer. The parents/guardians of infested children should be notified and the students found to be infested during screening should be sent home with information on treatment and nit removal.

3. If a child is found to have lice or nits, the parents should be contacted at work or home and asked to meet with a representative of the school when he/she picks up the child. The timing of this meeting should depend on circumstances such as severity of infestation, ability of parents to leave work, and the emotional state of the child. The child may remain in the facility until the end of the day (again depending on the individual circumstances of the case). The school nurse or one of the trained staff should be notified so that he/she may assist in the educational efforts and answer any questions the parent/guardian may have when the child is picked up. The parent/guardian and the child should be sent home from school that day with educational materials detailing proper treatment and method of nit removal. The parent should understand that the child is expected to return to school the following day after shampoo treatment and nit removal have been accomplished.

4. When a child has been sent home for head lice treatment, the parent/guardian must understand that the following day, he/she must present the child at the school for a recheck and remain present until the child has been cleared to reenter. The trained school personnel may screen children following treatment for reentry into the school. If significant improvement has occurred and no live lice and essentially no nits are found, the staff member may allow the child back into the facility. A note from a medical provider is not necessary to allow reentry of the child under these circumstances, as the child has not been excluded. In this case, the parent must continue daily nit combing and the trained school staff would perform a recheck in 7-10 days to ensure the child has remained free of nits and lice. However, if infestation is still a problem, the staff member should work with the parent, demonstrate nit removal,
emphasize the importance of combing, and send the child home with the parent/guardian for the day with instructions for nit removal. The parent should understand that the child is expected to return to school the following day with nit removal accomplished.

5. Depending on the circumstances unique to each situation, screening of close friends, teammates, or the entire classroom may be warranted. A notice should be sent home to the parents of all classmates when a case has been identified in the classroom. The notice should detail that a case of head lice has been identified in the classroom and recommend that parents screen each child.

6. In cases of severe infestation, inability of the family to rid the child on infestation, chronic infestation, repeated infestation, (reinfestation of the same child two times within six months), or possible impetigo (secondary bacterial infection of sores and scratches on the child's head), the parent should be referred to the county public health nurse or to the family's physician/medical care provider for treatment. In such cases, the child should be excluded from attending school until the child is no longer infested. Depending upon the circumstances of the case, Youth and Family Services of other local Department of Human Services personnel may be contacted to assist the family.

7. In cases of exclusion, a note from a representative of the public health department or the child's medical provider which declares the child to be lice and nit free is necessary to allow reentry into the facility.

8. Educational material will be prepared to distribute to parents and children on the proper prevention, treatment and removal of nits and lice.

OTHER DISEASE OF SPECIAL CONSIDERATION

Oklahoma State Law (70 O.S. 1981, Section 1210, 194) concerning Pediculosis (Head Lice)

"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/she is free from the contagious disease or head lice.* Any child prohibited from school due to head lice shall present to the building principal, before the child may re-enter school, certification from a health professional that the child is no longer afflicted with head lice." (*See Oklahoma State Department of Health's new recommendations regarding exclusion of students with head lice, # 1-8 above).

CONFIDENTIALITY

Information relating to students with communicable diseases shall be confidential. The number of personnel needed to be aware of the child’s condition must be kept to a minimum.

TEAMS RESPONSIBLE FOR EVALUATING CONDITIONS OF LIFE THREATENING COMMUNICABLE DISEASES SHALL INCLUDE:

1. County Health Officials
2. Medical Doctor
3. Student's Doctor
4. School Principal
5. Superintendent
6. School Attorney

VIRAL SYNDROMES

Viral syndromes which are associated with a rash, but which doctors cannot specifically diagnose without viral studies (these take one month for completion), should be excluded from school while the person has a fever and shows evidence of rash or symptoms. These students or staff members may return to school when symptoms subside.

HEALTH RISKS

Alcohol and other drug use represents serious threats to health and quality of life. With most drugs it is probable that users will develop psychological and physical dependence. The general categories of drugs and their effects are as follows:

Alcohol: Short term effects include behavioral changes, impairment of judgement and coordination, greater likelihood of aggressive acts, respiratory depression, irreversible physical and mental abnormalities in newborns (fetal alcohol syndrome) and death. Long term effects of alcohol abuse include damage to the liver, heart and brain, ulcers, gastritis, malnutrition, delirium tremens and cancer. Alcohol combined with other barbiturates/depressants can prove to be a deadly mixture.
Amphetamines/Stimulants (speed, uppers, crank, caffeine, etc.) Speed up the nervous system which can cause increased heart and breathing rates, higher blood pressure, decreased appetite, headaches, blurred vision, dizziness, sleepiness, anxiety, hallucinations, paranoia, depression, convulsions, and death due to stroke or heart failure.

Anabolic Steroids. Seriously affect the liver, cardiovascular, and reproductive impotence in males.

Barbiturates/Depressants (downers, Qualudes, Valium, etc.) Slows down the central nervous system which can cause decreased heart and breathing rates, lower blood pressure, slowed reactions, confusion, distortion of reality, convulsions, and respiratory depression, coma and death. Depressants combined with alcohol can be lethal.

Cocaine/Crack - Stimulates the central nervous system and is extremely addictive, both psychologically and physically. Effects include dilated pupils, increased heart rate, elevated blood pressure, insomnia, appetite loss, hallucinations, paranoia, seizures, and death due to cardiac arrest or respiratory failure.

Hallucinogens - (PCP, angel dust, LSD, etc.) Interrupt the functions of the part of the brain which controls the intellect and instincts. May result in self-inflicted injuries, impaired coordination, dulled senses, incoherent speech, depressions, anxiety, violent behavior, paranoia, hallucinations, increased heart rate and blood pressure, convulsions, coma, and heart and lung failure.

Cannabis - (marijuana, hashish, hash, etc.) Impairs short term memory, comprehension, concentration, coordination and motivation. May also cause paranoia and psychosis. Marijuana smoke contains more cancer-causing agents than tobacco smoke. The way in which marijuana is smoked deeply inhaled and held in the lungs for a long period - enhances the risk of getting cancer. Combined with alcohol, marijuana can produce a dangerous multiplied effect.

Narcotics - (smack, horse, Demerol, Percodan, etc.) Initially produce feelings of euphoria often followed by drowsiness, nausea, and vomiting. An overdose may result in convulsions, coma, and death. Tolerance develops rapidly and dependence is likely. Using contaminated syringes to inject such drugs may result in AIDS.

Tobacco/Nicotine - Some 170,000 people in the United State die each year from smoking-related coronary heart diseases. Some 30% of the 130,000 cancer deaths each year are linked to smoking. Lung, larynx, esophagus, bladder, pancreas, and kidney cancers strike smokers at an increased rate. Emphysema and chronic bronchitis are ten times more likely among smokers.

MODEL SCHOOL WELLNESS POLICY

Purpose: The link between nutrition, physical activity, and learning is well documented. Healthy eating and activity are essential for students to achieve their full academic potential, full physical and mental growth, and lifelong health and well-being. Healthy eating and physical activity, essential for a healthy weight, are also linked to reduced risk for many chronic diseases. Schools have a responsibility to help students learn, establish, and maintain lifelong healthy eating and activity patterns. Well-planned and effectively implemented school nutrition and fitness programs have been shown to enhance students' overall health, as well as their behavior and academic achievement in school. Staff wellness also is an integral part of a healthy school environment since school staff can be daily role models for healthy behaviors.

Overall Goal: All students in the Wynnewood School District shall possess the knowledge and skills necessary to make nutritious food choices and enjoyable physical activity choices for a lifetime.

All staff in the Wynnewood School District are encouraged to model healthful eating and physical activity as a valuable part of daily life.

To meet this goal, the Wynnewood School District adopts this school wellness policy with the following commitments to nutrition education, physical activity, and other school-based activities that support student and staff wellness.

NUTRITION GUIDELINES/STANDARDS
School Meals

• Per USDA Regulations §210.10 and §220.8, school lunches and breakfasts will meet menu planning system guidelines as required by USDA.
• Per USDA Regulation §210.10, school lunches will provide 1/3 of the recommended dietary allowance (FDA) for calories, protein, calcium, iron, vitamin A, and vitamin C as required by USDA.
• Per USDA Regulation §220.8, school breakfasts will provide 1/4 of the RDA for calories, protein, calcium, iron, vitamin A, and vitamin C as required by USDA.
• Per USDA Regulations §210.10 and §220.8, the total calories from fat in school meals will be limited to 30 percent when averaged over one week.
• Per USDA Regulations §210.10 and §220.8, the total calories from saturated fat in school meals will be less than 10 percent when averaged over one week.
• Per USDA Regulations §210.10 and §220.8, school meals will meet the Dietary Guidelines or Americans.

Other Food Items Sold on School Campuses

• Per USDA Regulations §210, Appendix B, foods of minimal nutritional value (FMNV) are prohibited from being sold or served during student meal services in the food service area where USDA reimbursable meals are served or eaten.
• Per the Child Nutrition and WIC Reauthorization Act of 2004, beverage contracts will not restrict the sale of fluid milk products at any time during the school day or at any place on the school premises.
• Per Oklahoma Senate Bill 265 (effective school year 2007-2008), students in elementary schools will not have access to FMNV except on special occasions.
• Per Oklahoma Senate Bill 265 (effective school year 2007-2008), students in middle and junior high schools will not have access to FMNV except after school, at events which take place in the evening, and on special occasions.
• Per Oklahoma Senate Bill 265 (effective school year 2007-2008), diet soda, an FMNV, will be available for sale at the junior high only in vending areas outside of the cafeteria.
• Per Oklahoma Senate Bill 265 (effective school year 2007-2008), healthy food options will be provided at the high school and priced lower than FMNV in order to encourage students and staff to make healthier food choices.

NUTRITION EDUCATION

• Per USDA Regulations §210.12 and §227, nutrition education is offered in the school cafeteria as well as the classroom.
• Per Oklahoma Senate Bill I 627, the Healthy and Fit School Advisory Committee at each school site will study and make recommendations regarding health education, nutrition, and health services. PHYSICAL ACTIVITY

• Per Oklahoma Senate Bill 1627, the Healthy and Fit School Advisory Committee at each school site will study and make recommendations regarding physical education and physical activity.
• Per Oklahoma Senate Bill 312 (effective school year 2006-2007), students in Grades K through 5 will participate in 60 minutes of physical activity each week.

SCHOOL-BASED ACTIVITIES

• Per Oklahoma Senate Bill 1627, each school site will establish a Healthy and Fit School Advisory Committee that meets and makes recommendations to the school principal. The school principal shall give consideration to recommendations made by the Healthy and Fit School Advisory Committee.
• Per the school district’s Child Nutrition Programs Agreement, school meals may not be used as a reward or punishment.
• Per USDA Regulations §210.12 and §227, students and parents will be involved in the NSLP. Parent and student involvement will include menu-planning suggestions, cafeteria enhancement, program promotion, and other related student-community support activities.
• This School Wellness Policy was adopted by the Board of Education of the Wynnewood School District at the regularly scheduled meeting on this, the 14th day of August in the year 2006.

SANCTIONS

• Local, state, and federal laws provide for a variety of legal sanctions and penalties for the unlawful
possession or distribution of illicit drugs and alcohol. These sanctions include, but are not limited to, incarceration and monetary fines.

Federal law provides rather severe penalties for distributing or dispensing, or possessing with the intent to distribute or dispense, a controlled substance, and penalties of a less severe nature for simple possession of a controlled substance. The type and quantity of the drug, whether the convicted person has any prior convictions, and whether death or serious injury resulted from use of the drug in question (this, however, is not a factor in a case of simple possession) all affect the sentence. For example, if it is your first offense (no prior convictions) and if less than 50 kilograms of marijuana are involved, then you are subject to imprisonment of no more than 5 years, a fine of $250,000 or both. If, however, all other factors are the same as in the previous example, but 50-100 kilograms of marijuana are involved instead of 50, you are subject to imprisonment of not more than 20 years, unless death or serious injury results from the marijuana use, then you are subject to not less than 20 years to life, a fine of $1,000,000, or both. While the penalties for simple possession are less severe, the first conviction still carries a sentence of up to a year imprisonment, a fine of at least $100.00 but not more than $1,000, or both. With regard to simple possession, the number of convictions make both the minimum period of imprisonment and fines greater. Under special provision for possessions of crack, a person may be sentenced to a mandatory term of at least 5 years in prison and not more than 20 years, a fine of $250,000, or both.

State law provides similar penalties with regard to the simple possession, distribution or possession with the intent to distribute a controlled dangerous substance. Simple possession of marijuana is a misdemeanor and carries a punishment of up to 1 year in the county jail. A second or subsequent conviction for simple possession of marijuana carries 2-10 years in the state penitentiary. Possession of marijuana with the intent to distribute is a felony and carries a punishment of 2 years to life in the penitentiary and a fine of up to $20,000 for the first conviction. A second or subsequent conviction carries a punishment of 4 years to life in prison and a fine of up to $40,000. Depending on the quantity involved, a convicted individual could be sentenced under the Oklahoma "Trafficking in Illegal Drug Acts" which provides for much harsher penalties.

In addition, state law provides that possession or possession with the intent to consume 3.2 beer by someone under 21 years old in a public place is a misdemeanor punishable by fine not to exceed $100.00 or by appropriate community service not to exceed 20 hours. Possession of other alcoholic/ intoxicating beverages by someone under 21 years old in a public place is a misdemeanor punishable by imprisonment in the county jail for not more than 30 days, a fine not to exceed $100.00, or both. There are also state laws concerning driving under the influence of alcohol and using a false driver’s license to obtain 3.2 beer or other alcoholic beverages. Depending upon the number of previous convictions, or gravity of the circumstances, you may be convicted of a felony or misdemeanor for such an offense. It is most likely that you will also forfeit your driving privileges in the event you are convicted of such an offense and transportation of intoxicating beverages:

(Narcotics)
Public Intoxication · Drinking in Public:
It shall be unlawful for any person who is drunk or in a state of intoxication to appear or be upon any street, alley, place of business or other public place, or for any person to drink intoxicating liquor or beverage in any street, alley, place of business or other public places within the city.

Possession by Minors:
It shall be unlawful for any person under the age of twenty-one (21) years to consume or to be in possession of any intoxicating beverage while such person is upon any public street, road, or highway, or any public building or place.

Transporting in Opened Containers:
It shall be unlawful for any person to knowingly transport in any moving vehicle upon a public highway, street, or alley any intoxicating beverage, except in the original container which shall not have been opened and from which the original cap or seal shall not have been removed, unless the opened container is in the rear trunk or rear compartment which shall include the spare tire compartment in a station wagon or panel truck, or any outside compartment which is not accessible to the driver or any other person in the vehicle while it is in motion.
If drugs are involved, the city will most likely defer to the state or federal authorities because their penalties are more severe. If alcohol is involved, the person may be convicted of violating both local and state law and punished according to both laws.

Further information regarding these local, state, and federal laws may be found in the Principal’s office and is available to students and employees. Students and employees are encouraged to review this information. The above references, examples of penalties, and sanctions are based on relevant laws at the time of adoption of this policy statement. Such laws are, of course, subject to revision or amendment by way of the legislative process.

SOFTWARE POLICY

The Wynnewood School District has established a computer software contract. This contract was created in order to protect the student as well as the school from copyright laws and from spreading viruses. This contract is valid for every classroom in the school. Therefore, students will not be allowed to bring discs, diskettes, or flash drives to school or take discs, diskettes, or flash drives home. Each student must sign this contract and also have it signed by a parent/guardian. Any student signing this contract agrees that they WILL NOT bring any software (diskettes, flash drives or CD’s) into the Wynnewood Schools. Also, a student MAY NOT take any software home. This contract is protecting the student, the school and the district by adhering to copyright laws and from spreading any viruses. Should any student commit any violation, access privileges may be revoked and school disciplinary and/or appropriate action may be taken.

INTERNET ACCEPTABLE USE POLICY

Definition and Purpose

The Internet is an electronic communications network which provides vast, diverse and unique resources. The goal of the Board of Education in providing this service to teachers, staff, and ultimately students, is to promote educational excellence in schools by facilitating resource sharing, innovation and communication.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. There may be some material or individual communications which are not suitable for school-aged children. The Wynnewood School District views information gathered from the Internet in the same manner as reference materials identified by the schools. Specifically, the district supports resources that will enhance the learning environment with directed guidance from the faculty and staff. Exploration and manipulation of resources is encouraged. Ultimately, the school staff, parents and guardians of minors are responsible for setting and conveying the standards that students should follow when using media and information sources. Wynnewood Schools support and respect each family’s right to decide whether or not to allow their child to apply for access to the Wynnewood Net.

RIGHTS

Internet access is coordinated through a complex association of government agencies and regional networks. The operation of the Internet relies heavily on the proper conduct of the users, who must adhere to strict guidelines. Internet access is a privilege, not a right. If a district user violates any of the acceptable use provisions outlined in this policy, his/her account will be terminated and future access will be denied.

1. ACCEPTABLE USE

- A teacher must monitor the students using the Internet.
- Internet usage is restricted to use in school assignments.
- Must be in accordance with district policy.
- Must be consistent with the rules appropriate to any network being used/accessed. Unauthorized use of copyrighted material is prohibited.
- Threatening or obscene material is prohibited.
- Distribution of material protected by trade secrets is prohibited.
- Use for commercial activities is not acceptable.
- Product advertisement or political lobbying is prohibited.
- Chat room usage is prohibited.

2. PRIVILEGES
Access to the Internet is not a right, but a privilege. Unacceptable usage will result in termination and future access will be denied.

3. ETIQUETTE
Be polite.
Do not use vulgar or obscene language.
Do not reveal your address or phone number (or those of others).
Electronic mail is not private.
Abide by generally accepted rules of network etiquette and in accordance with the laws of the State of Oklahoma and the United States of America.

4. SECURITY
If you identify a security problem, notify a system administrator immediately.
Do not show or identify a security problem to others.
Attempts to log on another user will result in cancellation of privileges.
All log-in attempts by user must be signed on in-out sheet by user and teacher or supervisor.

5. VANDALISM/HARASSMENT
Vandalism - any malicious attempt to harm or destroy data of another user will not be tolerated. Any questionable action will result in the cancellation of user privileges.
Harassment - the persistent annoyance of another user or the interface in another user’s work, or the sending of unwanted mail will result in the cancellation of user privileges.

6. PENALTIES
Any user violating these provisions, applicable state and federal laws, or posted classroom and district rules is subject to loss of network privileges and any other district disciplinary options, including criminal prosecution. School and district administrators will make the determination as to what constitutes unacceptable use. The Wynnewood Board of Education will make the final determination as to what constitutes unacceptable use. Their decision is final.

INTERNET ACCESS CONDUCT AGREEMENT
The Wynnewood School District makes no warranties of any kind, expressed or implied, for the service it is providing. The Wynnewood School District will not be responsible for any damages a user may suffer, including loss of data. The district will not be responsible for the accuracy or quality of information obtained through this Internet connection.

All terms and conditions as stated in board policy are applicable to all users of the network. These provisions reflect an agreement of the parties and shall be governed and interpreted in accordance with the laws of the State of Oklahoma and the United States of America. I understand and will abide by the Wynnewood School District Internet Acceptable Use Policy. I further understand that any violation of this Internet Acceptable Use Policy is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary and/or appropriate legal action may be taken.

E-MAIL POLICY
1. All e-mails will be received or sent on service provided by the school. Hot-mail, Yahoo, etc. services are expressly forbidden for student use.
2. All e-mail is subject to review by school personnel. Students violating e-mail or Internet policy will subject themselves to disciplinary procedures. This will include but not be limited to suspension of e-mail privileges.
3. Use of e-mail by students will be limited by school personnel at designated times set by such personnel.
4. This policy is in force for any and all computers in the Wynnewood Public School District.
5. This policy will not negate any previous policy set by the Wynnewood Board of Education.

FLOWER DELIVERIES
It is the policy of the Wynnewood Public Schools that flowers, candy, balloons, etc., may be delivered to schools with the approval of the administration.
NO CHILD LEFT BEHIND

Section 1111 (6) (A)-QUALIFICATIONS - At the beginning of each school year, a local educational agency that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student’s classroom teachers, including, at a minimum, the following:

(i) Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
(ii) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
(iii) The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
(iv) Whether the child is provided services by paraprofessionals and, if so their qualifications.

According to the Act the information listed above must only be provided to parents, who request the information. The LEA/school site must notify parents that they have the right to request the information.

Schools must however provide the following information to parents.

- Information on the level of achievement of the parent’s child in each of the State Academic Assessments.
- Timely notice that the parent’s child has been assigned, or has been taught for 4 or more consecutive weeks by a teacher who is not highly qualified.

The Act also requires that this information be provided to parents, to the extent practicable, in an understandable format and in a language that parents can understand.
CENTRAL ELEMENTARY SCHOOL
CALENDAR
2016 - 2017

Professional Day for Faculty .....................................................August 8, 9, 10
First day of classes .....................................................................August 11
Labor Day (No School) ...............................................................September 5
Professional Day (No School) .....................................................September 19
Parent-Teacher Conference ......................................................September 29
No School ...................................................................................September 30
End of 1st 9 Weeks .....................................................................October 14
Fall Break (No School) ..............................................................October 21 & 24
Thanksgiving Holiday (No School) .............................................November 21-25
End of 2nd 9 Weeks & 1st Semester ...........................................December 20
Christmas Holiday (No School) .................................................December 21-January 3
Classes Resume ...........................................................................January 4
American Hero Day (No School) .................................................January 16
Possible Snow Day - (No School) ..............................................February 17
Professional Day ........................................................................February 20
End of 3rd 9 Weeks .....................................................................March 3
Parent-Teacher Conference (No School) .................................March 9
No School ...................................................................................March 10
Spring Break (No School) ..........................................................March 13-17
Possible Snow Day - (No School) ..............................................March 24
Possible Snow Day - (No School) ..............................................March 31
Possible Snow Day - (No School) ..............................................April 7
Possible Snow Day - (No School) ..............................................April 14
Possible Snow Day - (No School) ..............................................May 5
Possible Snow Day - (No School) ..............................................May 12
End of 2nd Semester & Last Day of Classes ................................May 18
Professional Day ........................................................................May 19
2017 Graduation .......................................................................May 20
LOYAL AND TRUE
Loyal and True,
We pledge allegiance to you.
This is our motto
We are all for one and one for Alma Mater.
Here’s to our school,
Oh, long on high may she rule.
Forever more you will find us,
Always loyal and true.

School Colors: Cardinal Red & White
School Mascot: Savages