

2017-2018



STUDENT POLICIES

**VILONIA PUBLIC SCHOOL
STUDENT CALENDAR
2017 - 2018**

STUDENT ATTENDANCE DAYS

NO SCHOOL
MAKE UP DAYS

July 2017						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2017						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2017						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2017						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2017						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2017						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August	
14th First Day for Students	

September	
4th Labor Day	

October	
13th First Qtr. 44 Days	
24th, 26th P/T Conference	
27th Holiday	

November	
20th - 24th Thanksgiving Holiday	

December	
25th - 29th Christmas Holiday	

January	
1st-5th Christmas Holiday	
8th 2nd Qtr. 45 Days	
15th Professional Development	

February	
16th Make-up Day	
19th Holiday	

March	
16th 3rd. Qtr. 46 Days	
19th - 23rd Spring Break	
27th 29th P/T Conference	
30th Good Friday Holiday	

April	
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May	
24th 4th Qtr. 43 Days	
24th Last Day for Students	
25th, 29th- 31st Make-up Days	
28th Memorial Day	

June	
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January 2018						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2018						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March 2018						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2018						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2018						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2018						
Sun	Mon	Tues	Wed	Thur	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

VILONIA FRESHMAN ACADEMY

Welcome

Welcome to Vilonia Freshman Academy! We are excited to welcome you into our school as we engage in the work of earning your first high school credits.

I hope that you will be challenged and encouraged to take ownership of **your** education. You will be given every opportunity to succeed as you navigate through many choices and opportunities during your year with us.

Our faculty and staff are ready to help you in any way we can. Please feel free to ask for our assistance if you need help. Let's work as a team to make this year together a huge success!

Ronnie Simmons

VFA Principal

Mission Statement

Vilonia Freshman Academy exists to ensure every student is engaged in the process of earning all attempted credits during their ninth grade year.

School Colors and Mascot

The colors of the Vilonia Freshman Academy are red and white. They are used in all letters given by the school and the uniforms worn by the athletic teams. The mascot, which is applied to all athletic teams and school publications, is the EAGLE.

Regular Bell Schedule

1 st Block	7:55 – 9:20
2 nd Block	9:30 – 10:55
3 rd Period	11:00 – 11:45
Lunch	11:45 – 12:15
4 th Block	12:15 – 1:40
5 th Block	1:50 – 3:15

Early Release Bell Schedule (Wednesdays)

1 st Block	7:55 – 9:05
2 nd Block	9:15 – 10:25
3 rd Period	10:30 – 11:15
Lunch	11:15 – 11:45
4 th Block	11:45 – 12:55
5 th Block	1:05 – 2:15

VFA.2.01 -- Appearance and Dress

Students should dress appropriately for school. Students are expected to be clean and well-groomed in keeping with health and safety practices. Clothing should conform to the following guidelines:

1. Shorts, dresses, or skirts worn as outer garments may be no shorter than 5 1/2 inches above the top of the kneecap.
2. Clothing worn as outside garments will not be made of spandex or other tight-fitting materials unless covered by an outer garment. (for outer garments over these materials, see rule #1).

3. Pants and shorts with holes at or above a point 5 ½ inches above the top of the knee cap will not be permitted.
4. Hats, caps, scarves, head coverings, sunglasses and similar outside apparel are not to be worn inside the building except when given administrative consent.
5. Halter tops, tank tops, spaghetti straps, sleeveless garments that do not fit closely around the arms, see through tops (as an outer garment), pajamas or clothing that resembles pajamas, and/or garments which expose the midsection are not allowed. House shoes may not be worn at school. All shirts must be long enough to tuck in.
6. Clothing which advertises alcohol or illegal substances, contains profane or obscene words or pictures, which have double meanings, or are gang related are not allowed.
7. Sunglasses are not to be worn inside the building.
8. Facial jewelry piercing will not be permitted (including clear retainers).
9. Unnatural hair coloring or extreme hair styles will not be permitted.
10. Students are prohibited from wearing clothing that exposes underwear, buttocks, or the breasts of a female as stated in A.C.A. § 6-18-505 (c) (1).

The above list is not exhaustive since styles, fashions, and fads change. Administrators may make decisions regarding other modes of dress which may be considered inappropriate. Final decisions will be left to the discretion of the principal.

VFA.2.02 -- Before and After School

Students arriving at school before the 7:45 bell are expected to proceed to the VFA cafeteria. Students are not allowed to be at lockers, restrooms, hallways, or classrooms prior to the 7:45 bell unless they have the permission of the principal or a teacher. Students are not to leave the campus after arriving without the permission of the office.

VFA.2.03 – Bus Rider Instructions

Riding a school bus is a privilege. The obligation of the school district is to transport all students in a safe manner. Any student who displays unacceptable conduct or an uncooperative attitude may lose the privilege of riding a bus.

1. Be at the bus stop at the scheduled time. It is not practical for the bus driver to wait on riders at bus stops because such delays will result in the bus route taking much longer to run.
2. Stand back about 10 feet from the bus stop and wait until the door is opened before moving close to the bus. Do not play on the highway or road.
3. If you miss the bus, do not attempt to hitch-hike a ride or walk to or from school.
4. While loading or unloading, enter or leave the bus orderly and quickly.
5. While riding the bus, students are under the supervision of the driver and must obey this person at all times. The driver has the authority to temporarily suspend a student from riding the bus.
6. Students are expected to conduct themselves in a manner that will not distract the attention of the driver or disturb other riders.
7. No knives, sharp objects, firearms, pets, or other live animals will be allowed on buses.
8. Each student must be seated before the bus is put in motion.
9. Students are not to tamper with any of the bus safety devices such as door latches, fire extinguishers, etc. Riders must stay seated while the bus is in motion and must not move while the bus is stopped except as the driver directs. Students are not to put their hands, arms, heads or bodies out of the windows. Yelling at persons outside the bus is also not permitted.
10. Students are not to deface the bus or any other school property. Writing on the bus or damaging seats will result in the student and parent/guardian being responsible for cleaning, repair, or replacement.
11. Students are responsible for helping keep buses clean and are not to throw paper, food, or other objects on the floor of the bus.
12. Eating on the bus is not permitted.
13. Smoking or use of other forms of tobacco is not permitted.

14. Aisles are to be kept free of books, lunches, coats, and other personal belongings. Students are also to keep their feet out of aisles while seated.
15. Students will not be let off the bus anywhere other than their designated bus stop unless a person is released to his/her parent or guardian or unless written permission is given to get off at another location by the parent/guardian and principal.
16. When a student must cross a road or highway to catch the bus, he/she should cross in a safe manner prior to the bus arriving or, if the bus arrives before the student crosses the road or highway, the student is to wait until the bus has come to a complete stop and cross as directed by the driver.
17. Students who must cross the road or highway after leaving a bus in the afternoon must go to a point on the shoulder of the road or highway approximately ten feet in front of the bus and cross only after the driver has signaled to do so.
18. Students may not ride any bus other than the one on their designated route unless permission is given by the parent/guardian and principal and such permission must be communicated to the driver.
19. These rules do not cover all situations on all bus routes. Drivers may use discretion in implementing rules which ensure safety of students in special or unusual situations.

VFA.2.04 -- Cafeteria Services

The school cafeteria serves breakfast each morning (between 7:15 a.m. and 7:50 a.m.) and lunch each day. Free or reduced-price lunches are available for those meeting federal guidelines. Applications are available online or may be obtained from the school. Students who are not purchasing the school lunch may bring a lunch from home and purchase a drink at school.

In order to charge a lunch, students must get the administrator's approval. There is no charging allowed for second meals or a la carte items.

VFA.2.05 -- Checking Out of School

Checking out of school is discouraged, but in some cases it is necessary. Students checking out of school must have either:

1. A note from parents, including a phone number, stating the reason and time for check out. Verification by phone must occur prior to student checking out.
2. Parents call VFA office and request that student check out.
3. Parents come to VFA office and pick up the student.

Students must plan for checking out in advance and will not be allowed to phone parents seeking permission to check out. After complying with one of the above, the student must have permission from the office to sign the check-out sheet and leave. Students must be present for at least half the period to be counted present. If the student is absent more than half the period, the student will be counted absent for the entire period. Students may not abuse this practice, or they will be counted absent after the third early check out per term for semester test purposes.

VFA.2.06 -- Classification

Freshman—Students promoted from the eighth to the ninth grade.

Sophomore—Those students who passed three (3) academic units of work their freshman year.

Junior—Those students who passed seven (7) academic units of work during their freshman and sophomore years.

Senior—Those students who passed eleven (11) academic units of work during their freshman, sophomore, and junior years.

VFA.2.07 -- Closing School Under Emergency Conditions

When school is not open due to inclement weather or other emergency conditions, public announcements will be made at the earliest possible time by the administration through the local

television stations, district website, and VFA social media accounts. Parents and students are encouraged to listen to local television stations on days that the school opening may be in question.

VFA.2.08 – Detention Guidelines

Students may be assigned ***lunch detention*** for minor classroom disruptions or for being tardy for class. Detention is assigned for the following school day and will last for 15 minutes. Students must bring school work or a library book with them to detention.

Permission from the building administrator is required to move an assigned detention to another date. Failure to attend the assigned ***lunch detention*** without permission from the administration will result in additional disciplinary consequences.

VFA.2.09 – Discipline for Handicapped

In general, handicapped students will be subject to the same disciplinary policies and procedures as non-handicapped students. The principal shall call for a review of the student's IEP (Individual Education Plan) and placement when he/she believes the behavior may be related to the student's handicap. The suspended student should be offered alternate educational programming for the duration of the exclusion upon parental request. The principal will designate a faculty member as a grievance officer.

In disciplining the handicapped, it is necessary that due process and procedures mandated by P.L. 94-142, Section 504 of the Rehabilitation Act and Arkansas laws be followed.

VFA.2.10 – District Website

The Vilonia School District shall maintain a webpage to provide information about its schools and activities to the community. This policy is adopted to promote continuity between the different pages on the district website by establishing guidelines for their construction and operation.

The Vilonia School District website shall be used for educational purposes only. It shall not create either a public or a limited public forum. Any link from any page on the district's site may only be to another educational site. The website shall not use "cookies" to collect or retain identifying information about visitors to its website nor shall any such information be given to "third parties." Any data collected shall be used solely for the purpose of monitoring site activity to help the district improve the usefulness of the site to its visitors.

Each school's webpage shall be under the supervision of the school's webmaster and the district's website shall be under the supervision of the district's webmaster. They shall have the responsibility for ensuring that webpages meet appropriate levels of academic standards and are in compliance with these guidelines and any additional administrative regulations. To this end the district and school webmasters shall have the authority to review and edit any proposed changes to webpages to ensure their compliance with this policy. All such editing shall be viewpoint neutral.

District and school webpages shall also conform to the following guidelines:

1. All pages on the District's website may contain advertising and links only to educational sources.
2. The district's homepage shall contain links to existing individual school's webpages and the school homepages shall link back to the district's homepage. The district's homepage may also include links to educational extracurricular organization's webpages which shall also link back to the district's homepage.
3. Photos may be posted on district or school webpages, but PII (Personally Identifiable Information) will not be associated with photos. In a situation where the school wants to provide special recognition for an individual or group of individuals, written permission from the student and/or parent would be obtained to allow first and last name only to be associated with a photo or other image.

4. The district's web server shall host the Vilonia District's website.
5. No webpage on the district website may contain public message boards or chat rooms.
6. All webpages on the District website shall be constructed to download in a reasonable length of time.
7. The district's home page shall contain a link to a privacy policy notice which must be placed in a clear and prominent place and manner.
8. With the exception of students who may retain the copyright of material they have created that is displayed on a district webpage, all materials displayed on the district website are owned by Vilonia School District.
9. Included on the district's website shall be:
 - a. Minutes of regular and special meetings of the school board;
 - b. The budget for the ensuing year;
 - c. A financial breakdown of monthly expenditures of the district;
 - d. The salary schedule for all employees;
 - e. The district's yearly audit;
 - f. The annual statistical report of the district;
 - g. The school district's contracts with all school district employees.

VFA.2.11 -- Dropping Courses

No pupil may drop a course without permission from the principal. The teacher must have a written notice from the counselor before dropping a pupil from the roll. Changes of courses are made by the counselor and are not forbidden, but definitely discouraged. However, none are made after the 1st week of the term. Parent contact will be made concerning all schedule changes.

VFA.2.12 -- Due Process

The principal of any school may suspend, for good cause, the pupil from school for a period of up to ten (10) school days.

All students will be afforded due process whenever deprived of their right to an education through exclusion from regular classroom instruction or other activities because of:

1. Suspension
2. Probation
3. Withdrawal of privileges

Due process procedures are:

1. Prior to any serious disciplinary action, the school principal or his designee shall advise the pupil in question of the particular misconduct of when he is accused, as well as the basis for such accusation.
2. The pupil shall be given an opportunity at that time to explain his version of the facts to the school principal or his designee.
3. The principal, upon suspending a student shall notify his parents and the superintendent.
4. When a pupil has been notified that he is suspended from school, he shall remain away from school premises and all school functions until the principal reinstates him.
5. Upon request of the parents/guardians, a conference concerning the suspension will be arranged with the principal.
6. The principal's decision may be appealed to the superintendent.

VFA.2.13 -- Free Textbooks

Textbooks, workbooks, and many other educational materials are supplied by the state. It should be kept in mind that textbooks are furnished by the state with the expectation of using them for a period of five years. Students who lose, destroy, or deface books will be charged with the responsibility of paying for these items. Students are not accountable for wear which occurs from normal use of a book.

VFA.2.14 -- Graduation Honors

Three types of credentials will be offered to students at Vilonia High School:

1. Honor Diploma – an honor student must meet the following criteria:
 - a) Have a minimum grade point average of 3.50 on the weighted scale. There will be no rounding up.
 - b) Class of 2017 must take ten (10) courses from the following list in section HS.2.05 of this handbook. Class 2018 and thereafter must take twelve (12) courses from the following list in section HS.2.05 of this handbook. Exceptions will be considered on an individual basis by the counselor and administration. Rank-in-class will be determined by academic average on the 5.0 system. Only honor graduates are eligible to tryout for one of two commencement speaking part. The speakers will be selected by a faculty committee and this committee will be appointed by the building administration.
1. Diploma – a student must complete the minimum requirements for graduation to receive a diploma.
2. Certificate of Attendance – a student which has not met the minimum requirements for graduation but wishes to walk at commencement may do so, if they are in good standing and have met the four-year attendance rule. Students who receive this are not eligible to walk in graduation again.
3. Class of 2018 and thereafter must take one (1) Advanced Placement class and one (1) Foreign Language class.

VFA.2.15 – Guidance and Counseling

There is a full time counselor located across from the main office. She is available to help you with educational, vocational, and personal problems. You are invited and encouraged to visit your counselor. Each conference is private and confidential.

VFA.2.16 -- HAC/eSchool

Home Access Center (HAC) is a tool that can be used to check students' grades by the internet. HAC is connected to teachers' gradebooks; which allows up to date information on students' progress. HAC allows easy communication to the teachers by email. Parents/guardians and students will be provided a username and password for security purposes.

VFA.2.17 -- Health Services

The Vilonia Public Schools has a nurse on staff to be shared among our schools. The services rendered by the nurse are always inspectional and never diagnostic. The parents are always called and referral to the family physician is suggested procedure in case the health problem of the student cannot be handled at school by the nurse. No medication is given to any student except the usual and accepted items used in First Aid.

Students who must take medication must follow these guidelines:

1. There must be a written note from the parents/guardian.
2. A standard medication form must be signed by the parent/guardian specifying the student's name, the name of the medication, the name of doctor (prescription medicines), and other statements not holding the school or its personnel responsible if undesired reactions occur.
3. Prescriptive and non-prescriptive medicine may be given if the above conditions are followed.
4. All medication must be in the original bottle and not mixed.
5. The giving of medication may be delegated by the principal to a teacher or an aide.
6. All medication will be distributed by the nurse and stored in the nurse's office.
7. If the medication needs to be given on a long-term basis, a doctor's statement is necessary for giving the medication during the school day, and the statement should describe any reactions that might occur.
8. Students are not allowed to be in possession of prescription or over-the-counter medications unless a doctor's note is provided stating that it is a necessary to possess it.

VFA.2.18 -- Homework

The Vilonia School District believes that homework is an important element of student learning and achievement. It allows students extended time to master basic skills, concepts, and learning objectives. It must be planned to provide positive success, reinforcement of learning, and the possibility of involving the parents in the learning process.

Homework assignments will:

1. Extend the learning of the classroom;
2. Relate directly to the current learning objectives;
3. Be explained by the teacher so that students understand the objectives and expectations;
4. Allow students time for other assignments and for family and community activities;
5. Encourage students to develop strategies and skills for lifelong learning and independent study.

VFA.2.19 -- Honor Roll

An honor roll will be published at the end of each semester. To qualify, the student must have a "B" or better in each subject in which he is enrolled. Special recognition will be given to those students who make no grade lower than an "A".

VFA.2.20 -- Identification Cards

Student identification cards will be made for each student. Students who are not able to produce their ID during school hours will be subject to disciplinary measures. The ID will be used for identification, cafeteria purchases, and library access. The ID cannot be defaced (writing, drawing, cutting, erasing or applying stickers, etc).

VFA.2.21 -- Insurance

The school will provide accident insurance. This is a secondary insurance policy and will cover students during school hours and at school activities. Additional insurance may be purchased by any student desiring more coverage. Application forms are available in the office. Any student needing to file a claim must pick up a claim form in the principal's office. If a student has both school insurance and family insurance, the school insurance will cover only what the family insurance will not cover. It should be noted that students are not covered while in an automobile, except during drivers education, unless the driver is 21 years old.

VFA.2.22 -- Leaving Class

In general, pupils are not to leave the classroom during class to go to the restrooms or water fountain unless there is an emergency. If students leave class, they must have signed pass from the teacher. This should include the time the student left the room and list the destination.

VFA.2.23 -- Leaving School Grounds/Truancy

Students entering the jurisdiction of the school authority, whether riding a bus or arriving on school campus by a personal vehicle, may not leave the school premises without permission from the office. Students will not be allowed to check out for lunch. In cases of truancy, parents and the appropriate authorities will be notified.

VFA.2.24 -- Lockers

Lockers are made available for rental to students for keeping books and other personal belongings during school. Lockers are not to be opened during classes, except in an emergency. If a lock is placed on a locker, it can only be a school issued combination lock.

Students should have no expectation of privacy when renting lockers. Inspection of student lockers and their contents is a right and the responsibility of school administrators whenever there is reasonable suspicion to believe illegal items are kept there. Students should be aware that school officials have this right. Lockers shall be opened in the student's presence when administratively feasible. Items which are specifically prohibited by law, board policy, or school regulations may be confiscated. The student shall be given a receipt for any items confiscated. In addition, the school

respects the civil rights of each person in our schools and will uphold these rights. At the same time, school property is not to be regarded as a sanctuary from enforcement of the law.

No items shall be attached to the exterior of the locker without school approval, and only school appropriate items may be attached to the interior of the locker. Damage either by neglect or abuse will be repaired at the expense of the student.

VFA.2.25 -- Media Center

The media center serves Vilonia Freshman Academy during the school hours, making accessible a quality collection of fiction and non-fiction materials for entertainment reading and researching for information. Books are checked out for a two-week period with market rate being charged for the lost or damaged materials. Checkout privileges will be withheld until materials are returned or the cost is procured.

VFA.2.26 -- Progress Reports

Progress reports are sent home with students during the fourth week of each quarter (9-week grading period). Every student will receive a Progress Report for each class.

VFA.2.27 -- Report Cards

Report cards will be distributed the week following each quarter or 9-week grading period. Please let the school office know of any changes of address.

VFA.2.28 -- Resolving Parental Concerns

In the event that parents or guardians need to resolve a problem or address a concern involving Vilonia Freshman Academy, it is best to attempt to resolve the problem at the point of origination. If the concern originated in the classroom:

1. The teacher and/or the guidance counselor should be first allowed to address the situation.
2. If there is no resolution at that level, the building level administration should then be approached.
3. The Central Office Administrators---Special Education Coordinator, the Assistant Superintendent and/or the Superintendent make up the next level.
4. If the problem remains unresolved, the parent or guardian may request a meeting with the Vilonia School Board.

VFA.2.29 -- School Sponsored Trips

Students who ride in school vehicles to activities away from school must return in school vehicles. There may be only one exception to this regulation. Students may return from an activity with their parent/guardian provided the school official in charge agrees. Students wishing to ride with an adult other than their parent/guardian must obtain written permission from the principal prior to the trip departure.

VFA.2.30 -- Social Probation

A student may be placed on social probation when in the judgment of the administration a student has demonstrated behavior which requires serious disciplinary action. Social probation may be coupled with suspension from school or other disciplinary action. After a student has been placed on social probation, he must comply with all rules and regulations of the school or be recommended for expulsion from school. While on social probation, a student is not eligible to participate in or attend any extracurricular activity.

VFA.2.31 -- Student Conduct Not Permitted

The following student conduct is not permitted and is subject to minimum disciplinary action of a conference with the principal to a maximum disciplinary act of expulsion from school for the remainder of the school year. Other disciplinary actions include a counselor referral to appropriate

agencies, detention, social probation, corporal punishment, Saturday School, In-School Suspension, and Out-of-School Suspension.

1. **Academic Dishonesty**
2. **Alcoholic Beverages**
3. **Bullying**
4. **Computer Usage**
5. **Criminal Acts** – shall mean activities defined as criminal under the laws of the State of Arkansas and shall include, but not be limited to arson, assault, battery, burglary, larceny, possession of explosives, extortion, blackmail, coercion, possession of firearms, malicious mischief, and robbery.
6. **Damage or Destruction of School Property** – student are responsible for recovery and/or restitution
7. **Disruption and Interference with School** - Students shall show respect for authority in school buildings, on school grounds, and at school-sponsored events. Students shall not engage in violent, abusive, obscene, or hostile acts. Profane language addressed to any district employee, student, or the general public is prohibited. Threatening to fight, challenging to fight, or fighting any school employee or pupil is prohibited. In accordance with Act 888 of 1995, those individuals violating this law will be reported to the proper authorities.
8. **Disruptive Conduct** - shall include defiant and hostile acts; acts involving moral turpitude; and disrespect for authority in school buildings, on school grounds, or at school-sponsored events.
9. **Disturbing the Peace** - shall include violent, abusive, obscene, or profane language addressed to any teacher or student, threatening to fight, challenging to fight, or fighting any teacher or student, and use of abusive, violent, obscene, or profane language, whether addressed to a specific party or to the public generally. All students of the Vilonia schools shall comply with the rules and regulations and the reasonable instructions, pursue the required courses of study, and submit to the authority of the teacher and other school officials.
10. **Drugs**
11. **Electronic Devices** - students shall not record without permission. Students shall not manipulate photographs without permission nor share photographs without permission.
12. **Firearms or Other Weapons**
13. **Fireworks, Explosive Devices, or Ammunition**
14. **Gambling**
15. **Gangs and Secret Organizations**
16. **Immorality**
17. **Insubordination - Disregard of Direction or Commands**
18. **Laser Pointers**
19. **Physical Abuse or Assault of Students or Staff** – a student shall not use violent, abusive, obscene, or profane language when addressing any teacher, student, or other individual. A student shall not cause or attempt to cause physical injury to a teacher, student, or any other individual. (Arkansas Law 6-17-106)
20. **Public Displays of Affection (PDA)** – students will not hold hands or make close contact of any nature on school premises. Displaying of affection is a private matter and has no proper place in school.
21. **Sexual Harassment—Continued on following page**
22. **Theft** – students are responsible for recovery and/or restitution
23. **Tobacco / E-Cigarettes/Vapes**

Students will be given the opportunity to verbally express their personal opinions, providing this expression does not show disrespect to those in authority or interfere with the rights of others. All student meetings in school buildings or on school grounds may function only as a part of the formal educational process or as authorized by the principal.

The Vilonia School District reserves the right to punish behavior which is not conducive to good order and discipline in the school, even though such behavior may not be specified in the preceding written

rules. Any behavior, dress, truancy, or acts that will disrupt the educational process or that would present health or safety hazards, will be grounds for suspension or expulsion.

VFA.2.32 -- Student Expectations

Our school is a community which has rules and regulations. Each student has certain rights as a part of this community, but along with these rights come responsibilities. In order to have a safe and orderly learning environment, each student is expected to know and abide by the guidelines set forth in this handbook. It is not our purpose to discourage individualism; however, we believe that each student is entitled to an environment which is free from disruption, and that appropriate conduct, dress, and respect for those in authority must be maintained.

VFA.2.33 -- Tardies

A five minute break is allowed between most classes. Students are expected to use this time to get materials for the next class or to take a bathroom break. They are expected to be in their seats when the tardy bell sounds. Students who are tardy will be assigned detention by the teacher. Students tardy to first period will be expected to check in at the office.

VFA.2.34 -- Telephone

Students may not be called from class to the telephone except in an emergency. Students may not use any phone unless they have been given permission by a teacher, administrator, or administrative assistant.

VFA.2.35 -- Visitors

Our school welcomes parents or guardians to visit our campus. Other visitors such as students from other schools, younger siblings, relatives, and friends are not allowed to visit. All visitors should check in at the VFA office upon arrival to campus.

If there is any question concerning the legal custody of a student, the custodial parent shall present documentation to the principal or his/her designee establishing the parent's custody of the student. It shall be the responsibility of the custodial parent to make any court-ordered "no contact" or other restrictions regarding the non-custodial parent known to the principal by presenting a copy of a file-marked court order. Without such a court order on file, the school will release the child to either parent.

VFA.2.36 -- Parental/Community Involvement--School

The Vilonia Freshman Academy recognizes the importance of involving parents in promoting higher student achievement and general good between the district and those it serves. Therefore, the school shall strive to develop and maintain the capacity for meaningful and productive parental and community involvement that will result in partnerships that are mutually beneficial to the students, parents, community, and the school. To achieve such ends, the school will work toward the following indicators.

1. Communication with our parents is a vital part of our parent involvement plan. This communication takes the form of:

- Parent-Teacher Conferences
- Progress Reports
- Report Cards
- Parent Advisory Team Meetings
- Alert Now Messages
- Daily Announcements on Website
- Parent/Teacher Emails
- Telephone Calls and Texts
- Distribution of Parent Letters/Reminders
- School Website
- Teacher Website

- HAC
- District Digital Sign
- Facebook/Twitter/Email

Summary: Communication with our parents takes many forms to ensure that ALL parents are informed of the school's activities and student expectations. A climate of open communication among the active participants; school, teachers, parent, and students, is ongoing and encouraged. Current technological methods of communication are utilized to inform parents.

2. Parent Conferences and Activities or Events that allow parents to be engaged in their child's learning and become active participants in their child's education.

- Parent/Student Orientation Night--Aug. 8, 4:00 – 8:00 p.m.
- Progress Reports/Report Cards
- Parent Teacher Conferences—October 24 & 26, 2017 and March 27 & 29, 2018, 4:00 – 7:00 p.m.
- CAP Conferences
- Academic Awards Program
- Student Organization Activities and Competitions

Summary: The climate of VFA is enhanced by the involvement of our parents. Moreover, our students experience greater motivation to achieve when they know their parents have high expectations for them. Through various activities, academic and extracurricular, VFA's goal is to foster parent engagement which will allow parents to be active participants in their child's education.

3. VFA involves parents through volunteer opportunities and training.

- Staff Development. All teachers receive 2 hours of professional development designed to enhance and understand effective parental involvement strategies.
- Guest Speakers--various throughout year.
- Family Kit Volunteer Information—August 2017
- Parent Advisory Team Members. Volunteers for these positions will collaborate on volunteer opportunities at VFA.

Summary: VFA strives to allow parents to be involved in their child's instruction program through a variety of methods including being members of teams, guest speaking opportunities in classrooms, and serving as sponsors on extended learning activities. Parents are encouraged to volunteer to serve on the Parent Advisory Team to guide the decision making process at VFA. In kind, teachers will undergo parent involvement training during school in-service days to enhance the understanding of effective parental involvement strategies. VFA will work with VMS and VHS to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities.

4. VFA involves parents in the development, implementation and evaluation of our school improvement plan.

- Parents are asked to serve on individual school improvement committees to give feedback and approval for our schools ACSIP/Indistar plan.
- Parents are asked to collaborate to discuss AIP/IEP/504 plans and develop specific strategies for remediation.
- Parents are asked to serve on student handbook committee

Summary: VFA will include parents on school improvement planning committees as well as committees for providing advice and guidance for various programs within our school. The school will offer both school staff and parents training on how to contribute to this process in a meaningful way.

5. VFA provides the following resources for parents

- Parent Center, Physical Location
- Parent Center, Online
- Parent Information Packets
- Parent Concern Resolution Process (Student Handbook)
- Material and training to improve academic achievement will be provided during conferences as needed.
- Reasonable support for parental involvement activities will be provided to any extent possible.
- Parent Facilitator, Ronnie Simmons
- Computer access to HAC for parents

- Facebook/Twitter/Email

Summary: VFA provides resources to parents through a variety of methods including hard copies of documents located in our Parent Center beside Vilonia Primary School. Other resources, such as computer HAC access and resources to address developmentally appropriate topics are available daily. Included in our school handbook is the process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions. Parent Facilitator, Ronnie Simmons, is available for questions daily.

6. VFA will engage parents in the evaluation of parental involvement efforts.

- Parent input during Career Action Planning Conference
- Survey of Parents during Fall Parent Teacher Conference
- Survey of Parents during Spring Parent Teacher Conference
- Survey of Parents from end of year parent survey

Summary: VFA will engage parents in an annual evaluation of parental involvement efforts through Fall and Spring needs assessments filled out by teachers, parents and school staff. Results will be assessed to determine the effectiveness of the parental involvement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parental involvement will be a part of the evaluation, the survey will also collect specific information on the (1) number of participating parents in workshops and meetings; (2) specific needs of parents; (3) effectiveness of specific strategies; and (4) engagement of parents in activities to support student academic growth.

7. VFA will use parent interest surveys to select, plan and implement parental involvement activities that will be offered throughout the year.

- Host Career Action Planning Conference
- Survey of Parents during Parent/Student Orientation Night, August 8, 2017
- Survey of Parents during Fall/Spring Parent Teacher Conference Meetings
- Survey of Parents from end of year parent survey
- Evaluation of Parent Surveys, Fall and Spring Semesters

Summary: Parent interest survey will be conducted twice per school year to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically. The school will use the results of the parent interest survey to plan the parental involvement activities for the year. The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental involvement plan evaluation. VFA will host an annual Career Action Planning Conference to inform the parents of high school students about how to be involved in the decisions affecting course selection, career planning, and preparation for postsecondary opportunities.

