2012-2013

Student Handbook

Danville School District
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4.1 RESIDENCE REQUIREMENTS

Definitions:

“Reside” means to be physically present and to maintain a permanent place of abode for an average of no fewer than four (4) calendar days and nights per week for a primary purpose other than school attendance.

“Resident” means a student whose parents, legal guardians, persons having legal, lawful control of the student under order of a court, or persons standing in loco parentis reside in the school district.

“Residential address” means the physical location where the student’s parents, legal guardians, persons having legal, lawful control of the student under order of a court, or persons standing in loco parentis reside. A student may use the residential address of a legal guardian, person having legal, lawful control of the student under order of a court, or person standing in loco parentis only if the student resides at the same residential address and if the guardianship or other legal authority is not granted solely for educational needs or school attendance purposes.

The schools of the Danville School District shall be open and free through the completion of the secondary program to all persons between the ages of five (5) and twenty-one (21) years whose parents, legal guardians, or other persons having lawful control of the person under an order of a court reside with the district and to all persons between those ages who have been legally transferred to the district for educational purposes. Residency requirements of homeless students are governed by Policy 4.40-HOMELESS STUDENTS. Residency requirements governing foster children are governed by Policy 4.52-STUDENTS WHO ARE FOSTER CHILDREN.

Any person eighteen (18) years of age or older may establish a residence separate and apart from his or her parents or guardians for school attendance purposes.

In order for a person under the age of eighteen (18) years to establish a residence for the purpose of attending the district’s schools separate and apart from his or her parents, guardians, or other persons having lawful control of him or her under an order of a court, the person must actually reside in the district for a primary purpose other than that of school attendance. However, a student previously enrolled in the district who is placed under the legal guardianship of a noncustodial parent living outside the district by a custodial parent on active military duty may continue to attend that district’s schools. A foster child who was previously enrolled in a district’s school and who has had a change in placement to a resident out the district may continue to remain enrolled in his/her current school unless the presiding court rules otherwise.

Under instances prescribed in A.C.A. § 6-18-203, a child or ward of an employee of the district or of the education coop to which the district belongs may enroll in the district even though the employee and his/her child or ward resides outside the district.

Cross References: Policy 4.40-HOMELESS STUDENTS
Policy 4.52-STUDENTS WHO ARE FOSTER CHILDREN

Legal References:
A.C.A. § 6-18-202
A.C.A. § 6-18-203
A.C.A. § 6-27-102,112
A.C.A. § 9-28-113

Date Adopted:
Last Revised:

4.2 ENTRANCE REQUIREMENTS

To enroll in a school in the Danville School District, the child must be a resident of the district as defined in district policy 4.1-RESIDENCE REQUIREMENTS, meet the criteria outlined in Policy 4.40-HOMELESS STUDENTS or in Policy 4.52-STUDENTS WHO ARE FOSTER CHILDREN, be accepted as a transfer student under the provisions of Policy 4.4, or participate under a school choice option and submit the required paperwork as required by the choice option.

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

Any child who will be six (6) years of age on or before October 1 of the school year of enrollment and who has not completed a state-accredited kindergarten program shall be evaluated by the district and may be placed in the first grade if the results of the evaluation justify placement in the first grade and the child’s parent or legal guardian agrees with placement in the first grade; otherwise the child shall be placed in kindergarten.

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

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

Students who move into the district from an accredited school shall be assigned to the same grade as they were attending in their previous school (mid-year transfers) or as they would have been assigned in their previous school. Homeschooled students shall be evaluated by the district to determine their appropriate grade placement.
The district shall make no attempt to ascertain the immigration status, legal or illegal, of any student or his/her parent or legal guardian presenting for enrollment.

Prior to the child’s admission to Danville school:

1. The parent, guardian, or other responsible person shall furnish the child’s social security number, or if they request, the district will assign the child a nine (9) digit number designated by the Arkansas Department of Education.

2. The parent, guardian, or other responsible person shall provide the district with one (1) of the following documents indicating the child’s age:
   a. A birth certificate,
   b. A statement by the local registrar or a county recorder certifying the child’s date of birth,
   c. An attested baptismal certificate,
   d. A passport,
   e. An affidavit of the date and place of birth by the child’s parent or guardian,
   f. United States military identification, or
   g. Previous school records.

3. The parent guardian, or other responsible person shall indicate on school registration forms whether the child has been expelled from school in any other school district or is a part to an expulsion proceeding. The student cannot be enrolled until the board gives the student a hearing to determine whether to enroll the student. Therefore, a prompt hearing is recommended.

   The Danville School District will not allow any person who has been suspended or expelled from any other school district to enroll until the time of that persons’ suspension or expulsion has expired. (Act 472 of 1995)

4. The child shall be age appropriately immunized from poliomyelitis, diphtheria, tetanus, pertussis, red (rubeola) measles, rubella, and other diseases as designated by the State Board of Health, or have an exemption issued by the Arkansas Department of Health. Proof of immunization shall be by a certificate of a licensed physician or a public health department acknowledging the immunization. Exemptions are also possible on an annual basis for religious reasons from the Arkansas Department of Health, 4815 W. Markham, Slot 48, Little Rock, Arkansas, 72205. Letters of exemption or denial will be issued to the school. To continue such exemptions, they must be renewed at the beginning of each school year. A child enrolling in a district and living in the household of person on active military duty has 30 days to receive his/her initial required immunizations and 12 months to be up to date on the required immunizations for the student’s age.

   A student enrolled in the Danville School District who has an immunization exemption may be removed from school during an outbreak of the disease for which the student is not
vaccinated at the discretion of the Arkansas Department of Health. The student may not return to the school until the outbreak has been resolved and the student’s return to school is approved by the Arkansas Department of Health.

RETURNING STUDENTS

A student who has been currently attending Danville Public School will preregister in the spring for the following year. Schedules may be picked up in the office prior to the beginning of school on the dates announced through the local media. All fines and fees from the previous year must be paid and books returned before a student will receive a schedule for the new year.

FOREIGN EXCHANGE STUDENTS

Foreign exchange students are welcome at Danville High School. They are required to provide a transcript in English with courses designated in Carnegie Unit. In order to graduate from Danville High School, a foreign exchange student must be in his/her final year of high school and meet Danville High School graduation requirements. The high school principal must be notified by May of any intent to host an exchange student for the upcoming year.

Cross References: 4.1-RESIDENCE REQUIREMENTS
4.2-COMMUNICABLE DISEASES AND PARASITED
4.4-STUDENT TRANSFERS
4.5-SCHOOL CHOICE
4.40-HOMELESS STUDENTS

Legal References: A.C.A. § 6-18-201 (c)
A.C.A. § 6-18-207-208
A.C.A. § 6-18-702
A.C.A. § 6-15-504 (f)
A.C.A. § 6-27-102, 105
A.C.A. § 9-28-113

Date Adopted:
Last Revised:

4.3 COMPULSORY ATTENDANCE REQUIREMENTS

Every parent, guardian, or other person having custody or charge of any child age five (5) through seventeen (17) years on or before August 1st of that year who resides, as defined by Policy 4.1-RESIDENCE REQUIREMENTS, within the district shall enroll and send the child to school with the following exceptions:

1. The child is enrolled in private or parochial school.
2. The child is being home-schooled and the conditions of Policy 4.6-HOME SCHOOLING have been met.
3. The child will not be age six (6) on or before August 1st of that particular school year and the parent, guardian, or other person having custody or charge of the child elects not to have him/her attend kindergarten. A kindergarten waiver form prescribed by regulation of the Arkansas Department of Education must be signed and on file with the district administrative office.
4. The child has received a high school diploma or its equivalent as determined by the state board of education.
5. The child is age sixteen (16) or above and is enrolled in a post-secondary vocational-technical institution, a community college, or a two-year or four-year institution of higher education.
6. The child is age sixteen (16) or seventeen (17) and has met the requirements to enroll in an adult education program as defined by A.C.A. § 6-18-201 (b).

Legal Reference:  A.C.A. § 6-18-201

Date Adopted:  09-11-06
Last Revised: 

4.4 STUDENT TRANSFERS

The Danville School District shall review and accept or reject requests for transfers, both into and out of the district, on a case by case basis.

The district may reject a nonresident’s application for admission if its acceptance would necessitate the addition of staff or classrooms, exceed the capacity of a program, class, grade level, or school building, or cause the district to provide educational services not currently provided in the affected school. The district shall reject applications that would cause it to be out of compliance with applicable laws and regulations regarding desegregation.

Any student transferring from a school accredited by the Arkansas Department of Education to a school in this district shall be placed into the same grade the student would have been in had the student remained at the former school.

Any student transferring from home school or a school that is not accredited by the Arkansas Department of Education to a school in this district shall be evaluated by school staff to determine the student’s appropriate grade placement.

The Danville Board of Education reserves the right, after a hearing before the board, not to allow any person who has been expelled from another district to enroll as a student until the time of the person’s expulsion has expired.

Except as otherwise required or permitted by law, the responsibility for transportation of any nonresident student admitted to a school in this district shall be borne by the student or the student's parents. The Danville School District and the resident district may enter into a
written agreement with the student or student’s parents to provide transportation to and/or from Danville School.

Legal References:  
A.C.A. § 6-18-316  
A.C.A. § 6-15-504(f)  
A.C.A. § 6-18-510  
A.C.A. § 9-28-13(b)(4)  
Arkansas State Board of Education Standards of Accreditation 12.05

Date Adopted:  
Last Revised:

4.4.1. HOME SCHOOL TRANSFERS

Prior to enrolling, a student in grades nine (9) through twelve (12) attempting to transfer credits from a non-accredited school or from approved, home schooling experiences will be required to take tests in the academic areas for which credit is desired. The tests from each academic discipline will be constructed by teachers from the appropriate departments and will be on file in the office. The percent of material mastered on the test will determine the credit, and full credit will be given for a score between 60 and 100 percent. ACT scores of 19 and above may be used in lieu of a test. No grades will be assigned.

Date Adopted:  
Last Revised:

4.5 SCHOOL CHOICE

STANDARD SCHOOL CHOICE

The superintendent will consider all applications for School Choice postmarked no later than the July 1 preceding the fall semester the applicant would begin school in the district. The superintendent shall notify the parent or guardian and the student's resident district, in writing, of the decision to accept or reject the application within 30 days of its receipt of the application.

The district shall advertise in appropriate print and broadcast media to inform students and parents in adjoining districts of the range of possible openings available under the School Choice program. The public pronouncements shall state the application deadline and the requirements and procedure for participation in the program. Such pronouncements shall be made in the spring, but in no case later than June first.
When considering applications, priority will be given to applications from siblings or stepsiblings residing in the same residence or household of students already attending the district through school choice.

The district may reject a nonresident’s application for admission if its acceptance would necessitate the addition of staff or classrooms, exceed the capacity of a program, class, grade level, or school building, or cause the district to provide educational services not currently provided in the affected school. The district shall reject applications that would cause it to be out of compliance with applicable laws and regulations regarding desegregation. Letters of rejection shall state the reason(s) for the rejection.

The Danville Board of Education reserves the right, after a hearing before the board, not to allow any person who is currently under expulsion from another district to enroll in Danville School.

Students admitted under this policy shall be entitled to continued enrollment until they graduate or are no longer eligible for enrollment in the Danville School District. Any student admitted to this district under the provisions of this policy who chooses to return to his/her resident district during the school year voids the transfer and must reapply for a school choice admission if desiring to return to this district in the future.

OPPORTUNITY SCHOOL CHOICE

Unless there is a lack of capacity at Danville School or the transfer conflicts with provisions of a federal desegregation order applicable to the district, a student who is eligible for transfer from a school identified as a category level 1 school under A.C.A. § 6-15-2103(c)(1) may enroll in the district’s school closest to the student’s residence that has a performance category level 3 or higher as defined by A.C.A. § 6-15-2103(a) provided the student’s parent or guardian, or the student if over the age of eighteen (18), has successfully completed the necessary application process by July 30 preceding the year of desired enrollment.

If the district rejects the application, the district shall state in the notification letter the specific reasons for the rejection.

For the purposes of this section of the policy, a “lack of capacity” is defined as when the receiving school district has reached the maximum student-to-teacher ratio allowed under federal or state law, the Rules for the Standards of Accreditation, or other applicable rules. There is a lack of capacity if, as of the date of the application for opportunity school choice, ninety-five percent (95%) or more of the seats at the grade level at the nonresident school are filled.

A student’s enrollment under the opportunity school choice provision is irrevocable for the duration of the school year and is renewable until the student completes high school or is beyond the legal age of enrollment. The district may provide transportation to and from the
transferring district, but is not responsible for the cost of transporting the student if the student lives outside the district.

If a district has been identified as category 1 school under A.C.A. § 6-15-2103(c) (1), the district shall request public service announcements to be made over the broadcast media and in the print media at such times and in such a manner as to inform parents or guardians of students in adjoining districts of the availability of the program, the application deadline, and the requirements and procedure for nonresident students to participate in the program.

Legal References: A.C.A. § 6-15-2103
A.C.A. § 6-18-206
A.C.A. § 6-18-227
A.C.A. § 6-18-510

Date Adopted: 08/18/08
Last Revised:

4.6 HOME SCHOOLING

Parents or legal guardians desiring to provide a home school for their children must give written notice to the superintendent of their intent to do so and sign a waiver acknowledging that the State of Arkansas is not liable for the education of their children during the time the parents choose to home school. Notice shall be given:

1. At the beginning of each school year, but not later than August 15,
2. By December 15 for parents who decide to start home schooling at the beginning of the spring semester, or
3. Fourteen (14) calendar days prior to withdrawing the child (provided the student is not currently under disciplinary action for violation of any written school policy, including, but not limited to, excessive unexcused absences), and
4. At the beginning of each school year thereafter.

The parents or legal guardians shall deliver written notice in person to the superintendent the first time such notice is given and the notice must include:

1. The name, date of birth, grade level, and the name and address of the school last attended, if any,
2. The location of the home school,
3. The basic core curriculum to be offered,
4. The proposed schedule of instruction, and
5. The qualifications of the parent-teacher.
To aid the district in providing a free and appropriate public education to students in need of special education services, the parents or legal guardians home schooling their children shall provide information which might indicate the need for special education services.

Legal References:  
A.C.A. § 6-15-503  
A.C.A. § 6-41-206

Date Adopted:  08/18/08  
Last Revised:  

4.7 ABSENCES

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

Education is more than the grades students receive in their courses. Important as that is, students’ regular attendance at school is essential to their social and cultural development and helps prepare them to accept responsibilities they will face as an adult. Interactions with other students and participation in the instruction within the classroom enrich the learning environment and promote a continuity of instruction which results in higher student achievement. In recognition of the need for students to regularly attend school, the district’s policy governing student absences is as follows:

Students shall not be absent, as defined in this policy, more than thirteen (13) days in a semester period. When a student has 6 absences, his/her parent, guardian, or person in loco parentis shall be notified that the student has missed half the allowable days for the semester. Notification shall be by telephone by the end of the school day in which such absence occurred or by regular mail with a return address sent no later than the following school day.

Whenever a student exceeds six (6) absences in a semester, the district shall notify the prosecuting authority and the parent, guardian, or person in loco parentis shall be subject to a civil penalty as prescribed by law.

Students with thirteen (13) absences in a course in a semester shall not receive credit for that course. If the student fails to receive credit for a sufficient number of courses and at the discretion of the principal after consultation with persons having knowledge of the circumstances of the absences, the student may be denied promotion or graduation. Excessive absences, however, shall not be a reason for expulsion or dismissal of a student.

It is the Arkansas General Assembly’s intention that students having excessive absences due to illness, accident, or other unavoidable reason be given assistance in obtaining credit for their courses. Therefore, at any time prior to when as student exceeds the number of allowable absences (unless unable to do so due to unforeseen circumstances), the student,
his/her parent, guardian, or person in loco parentis may petition the school or district’s administration for special arrangements to address the students’ absences. If formal arrangements are granted, they shall be formalized into a written agreement which will include the conditions of the agreement and the consequences for failing to fulfill the agreement’s requirements. The agreement shall be signed by the student, the student’s parent, guardian, or person in loco parentis, and the school or district administrator or designee. Unless a student’s excessive absence is due to an unforeseen circumstance, the district will not accept a doctor’s note for a students’ excessive absence.

Days missed due to in-school or out-of-school suspension shall not count toward the allowable number of days absent.

**ADDITIONAL ABSENCES**

Additional absences that are not charged against the allowable number of absences are those where the student was on official school business or when the absence was due to one of the following reasons and the student brings a written statement upon his/her return to school from the parent, guardian, person in loco parentis, or appropriate government agency stating such reason:

1. To participate in an FFA, FCCLA, or 4-H sanctioned activity,
2. To participate in the election poll workers program for high school students,
3. To serve as a page for a member of the General Assembly,
4. To visit his/her parent or legal guardian who is a member of the military and been called to active duty, is on leave from active duty, or has returned from deployment to a combat zone or combat support posting, and
5. For purposes pre-approved by the school administration such as visiting prospective colleges, to obey a subpoena, or to attend an appointment with a government agency.

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

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

Cross References: 4.8-MAKE-UP WORK 4.30-SUSPENSION FROM SCHOOL 5.19-EXTRACURRICULAR ACTIVITIES-SECONDARY SCHOOLS
5.19.1-EXTRACURRICULAR ACTIVITIES-ELEMENTARY

Legal References:  
A.C.A. § 6-18-209  
A.C.A. § 6-18-220  
A.C.A. § 6-18-229  
A.C.A. § 6-27-113  
A.C.A. § 7-4-116  
A.C.A. § 27-16-701

Date Adopted:  
Last Revised:

4.7.1. CHECK OUT/CHECK IN

Students will check in and out of school through each school’s office when arriving late or leaving early during the day. Students who check out during the day and leave school and then return to school must check back in to the office. This is mandatory to check back in to the office, no exceptions. Only parent(s), legal guardian(s), or person(s) legally responsible for the student may check the student out. Students will not be allowed to check out during semester tests while the class period is in progress.

Date Adopted:  
Last Revised:

4.8 MAKE-UP WORK

Students who miss school due to an absence shall be allowed to make up the work they missed during their absence under the following rules:

ELEMENTARY

After an absence, students will be allowed two school days to make up missed assignments. The teacher and principal may grant additional time for extenuating circumstances.

SECONDARY

1. Secondary students are responsible for asking the teachers of the classes they missed what assignments they need to make up.
2. Teachers are responsible for providing the missed assignments when asked by a returning student.
3. Students are required to ask for their assignments on their first day back at school or their first class day after their return.
4. Make-up tests are to be rescheduled at the discretion of the teacher, but must be aligned with the schedule of the missed work to be made up.
5. Students shall have one class day to make up their work for each class day they are absent.
6. Make-up work which is not turned in within the make-up schedule for that assignment shall receive a zero.
7. Students are responsible for turning in their make-up work without the teacher having to ask for it.
8. Students who are absent on the day their make-up work is due must turn in their work the day they return to school whether or not the class for which the work is due meets the day of their return.
9. Students that are absent the day of a pre-assigned test must take the test the day of their return.
10. Students who have been suspended are to be given assignments, and are to complete and return the assignments to their teachers the day they return to school.

Work may not be made up for credit for absences in excess of the number of allowable absences in a semester unless the absences are part of a signed agreement as permitted by policy.

Date Adopted:
Last Revised:

4.9 TARDIES

Promptness is an important character trait that Danville School District staff is encouraged to model and help develop in our schools’ students. At the same time, promptness is the responsibility of each student. Students who are late to class show a disregard for both the teacher and their classmates which compromises potential student achievement.

At the elementary level, excessive tardies will be turned into the prosecuting attorney’s office.

Secondary students are expected to be in class prepared to work at the prescribed time. All excused tardies will be admitted to class with an admission slip obtained from the office or a note from the teacher who kept them from being on time.

Secondary-Per Semester
1. Three (3) unexcused tardies will result in Lunch Detention and Parental Contact.
2. Four (4) & Five (5) unexcused tardies will result in two days of Lunch Detention and Parental Contact.
3. Six (6) unexcused tardies will result in Saturday School being assigned and Parental Contact.
4. Seven (7) and each subsequent tardy will result in one day of ISS and Parent Conference with Principal.
4.10 CLOSED CAMPUS

Students are not to leave the school campus during the day without first receiving permission from the principal’s office. Leaving school without permission and checking out through the office will be considered an act of truancy and may result in the student being referred to the department of juvenile services. This does not include student’s grades 9-12 walking to town for lunch. Students in the 6th, 7th, and 8th grades may not leave the campus, unless they are picked up by their parent/guardian. If the student returns to school, it is mandatory to check back in to the office before returning to class.

4.11 EQUAL EDUCATIONAL OPPORTUNITY

No student in the Danville School District shall, on the grounds of race, color, religion, national origin, sex, age, or disability be excluded from participation in, or denied the benefits of, or subjected to discrimination under any educational program or activity sponsored by the district.

SECTION 504

Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) requires that the Danville Public School District not discriminate on the basis of handicap in any district program or activity. The district will identify, evaluate, and provide an appropriate public education to students who are handicapped under Section 504.

4.12 STUDENT ORGANIZATIONS/EQUAL ACCESS

Non-curriculum related secondary school student organizations wishing to conduct meetings on school premises during non-instructional time shall not be denied equal access on the basis of the religious, political, philosophical, or other content of the speech at such meetings. Such meetings must meet the following criteria:

1. The meeting is to be voluntary and student initiated,
2. There is no sponsorship of the meeting by the school, the government, or its agents or employees,
3. The meeting must occur during non-instructional time,
4. Employees or agents of the school are present at religious meetings only in a non-participatory capacity.
5. The meeting does not materially and substantially interfere with the orderly conduct of educational activities with the school, and
6. Nonschool persons may not direct, conduct, control, or regularly attend activities of student groups.

All meetings held on school premises must be scheduled and approved by the principal. All school sponsored clubs and organizations must have a faculty sponsor and must be on file in the principal’s office. The school, its agents, and employees retain the authority to maintain order and discipline, to protect the well being of students and faculty, and to assure that attendance of students at meetings is voluntary.

Fraternities, sororities, and secret societies are forbidden in the district’s schools. Membership to student organizations shall not be by a vote of the organization’s members, nor be restricted by the student’s race, religion, sex, national origin, or other arbitrary criteria. Hazing, as defined by law, is forbidden in connection with initiation into, or affiliation with, any student organization, extracurricular activity or sport program.

Legal References: A.C.A. § 6-5-201 et seq.
A.C.A. § 6-21-201 et seq.
20 U.S.C. 4071 Equal Access Act
Board of Education of the Westside Community Schools v. Mergens, 496 U.S. 226 (1990)
A.C.A. § 6-18-601 et seq.

Date Adopted:
Last Revised:

4.13 PRIVACY OF STUDENTS’ RECORDS/DIRECTORY INFORMATION

Except when a court order regarding a student has been presented to the district to the contrary, all students’ education records are available for inspection and copying by the parent of his/her student who is under the age of eighteen (18). At the age of eighteen (18), the right to inspect and copy a student’s records transfers to the student. A student’s parent or the student, if over the age of eighteen (18), requesting to review the student’s education records will be allowed to do so within no more than forty-five (45) days of the request. The district forwards education records, including disciplinary records, to schools that have requested them and in which the student seeks or intends to enroll, or is already enrolled so long as the disclosure is for purposes related to the student’s enrollment or transfer.
The district shall receive written permission before releasing education records to any agency or individual not authorized by law to receive and/or view the education records without prior parental permission. The district shall maintain a record of requests by such agencies or individuals for access to, and each disclosure of, personally identifiable information (hereinafter “PII”) from the education records of each student. Disclose of education records is authorized by law to school officials with legitimate educational interests. A personal record kept by a school staff member is not considered an education record if it meets the following tests:

1. It is in the sole possession of the individual who made it,
2. It is used only as a personal memory aid, and
3. Information contained in it has never been revealed or made available to any other person, except the maker’s temporary substitute.

Written permission is not required in the following nine instances:

1. Other school officials within the same school,
2. Officials of other schools or school systems in which the student has enrolled,
3. Specified officials for audit or evaluation purposes,
4. Appropriate parties in connection to financial aid to a student,
5. Organizations conducting certain students for or on behalf of the school,
6. Accrediting organizations,
7. To comply with a judicial order or lawfully issued subpoena
8. Appropriate officials in cases of health and safety emergencies, and
9. State and local authorities, within a juvenile justice system, pursuant to specific state law.

For the purposes of this policy a school official is a person employed by the school as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, or medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

For the purposes of this policy a school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility, contracted duty, or duty of elected office.

The district discloses PII from an education record to appropriate parties, including parents, in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals. The superintendent or designee shall determine who will have access to and the responsibility for disclosing information in emergency situations.

When deciding whether to release PII in a health or safety emergency, the district may take into account the totality of the circumstances pertaining to a threat to the health or safety of a student or other individuals. If the district determines that there is an articulable and
significant threat to the health or safety of a student or other individuals, it may disclose
information from education records to any person whose knowledge of the information is
necessary to protect the health or safety of the student or other individuals.

For purposes of this policy, the Danville School District does not distinguish between a
custodial and noncustodial parent, or a non-parent such as a person acting in loco parentis
or a foster parent with respect to gaining access to a student’s records. Unless a court
order restricting such access has been presented to the district to the contrary, the fact of a
person’s status as parent or guardian, alone, enables that parent or guardian to review and
copy his child’s records.

If there exists a court order which directs that a parent not have access to a student or his
records, the parent, guardian, person acting in loco parentis, or an agent of the Department
of Human Services must present a file-marked copy of such order to the building principal
and the superintendent. The school will make good-faith efforts to act in accordance with
such court order, but the failure to do so does not impose legal liability upon the school.
The actual responsibility for enforcement of such court orders rests with the parents or
guardian, their attorneys and the court which issued the order.

A parent or guardian does not have the right to remove any material from a student’s
records, but such parent or guardian may challenge the accuracy of a record. The right to
challenge the accuracy of a record does not include the right to dispute a grade, which must
be done only through the appropriate teacher and/or administrator, the decision of whom is
final. A challenge to the accuracy of material contained in a student’s file must be initiated
with the building principal, with an appeal available to the superintendent or his designee.
The challenge shall clearly identify the part of the student’s record the parent wants
changed and specify why he/she believes it is inaccurate or misleading. If the school
determines not to amend the record as requested, the school will notify the requesting
parent or student of the decision and inform them of their right to a hearing regarding the
request for amending the record. The parent or eligible student will be provided information
regarding the hearing procedure when notified of the right to a hearing.

Unless the parent or guardian of a student (or student, if above the age of eighteen (18)
objects, directory information about a student may be made available to the public, military
recruiters, post secondary educational institutions, prospective employees of those
students, as well as school publications such as annual yearbooks and graduation
announcements. “Directory information” includes, but is not limited to, a student’s name,
address, telephone number, electronic mail address, photograph, date and place of birth,
dates of attendance, his/her placement on the honor role (or the receipt of other types of
honors), as well as his/her participation in school clubs and extracurricular activities, among
others. If the student participates in inherently public activities (for example, basketball,
football, or other interscholastic activities), the publication of such information will be
beyond the control of the district. “Directory information” also includes a student
identification (ID) number, user ID, or other unique personal identifier used by a student for
purposes of accessing or communicating in electronic systems and as student ID number or
other unique personal identifier that is displayed on a student’s ID badge, provided the ID
cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identify, such as a personal identification number (PIN), password or other factor known or possessed only by the authorized user.

A student’s name and photograph will only be displayed on the district or school’s web page(s) after receiving the written permission from the student’s parent or student if over the age of eighteen (18).

The form for objecting to making directory information available is located in the back of the student handbook and must be completed and signed by the parent or age-eligible student and filed with the building principal’s office no later than ten (10) school days after the beginning of each school year or the date the student is enrolled for school. Failure to file an objection by that time is considered a specific grant of permission. The district is required to continue to honor any signed opt-out forms for any student no longer in attendance at the district.

The right to opt out of the disclosure of directory information under FERPA does not prevent the district from disclosing or requiring a student to disclose the student’s name, identifier, or institutional email address in a class in which the student is enrolled.

Parents and students over the age of eighteen (18) who believe the district has failed to comply with the requirements for the lawful release of student records may file a complaint with the U.S. Department of Education at:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC  20202

The district must annually notify parents or students if over the age of eighteen (18) of the provisions of this policy and “...shall effectively notify parents who have a primary or home language other than English.” (34 CFR 99.7(b)(2)

Districts may release directory information (DI) as presently defined by the district, of former students to the extent there is not a signed prohibition against such release. As the definition of DI changes over time (for example, the addition of email addresses to the definition of DI) districts may release DI according to the current definition. It also applies to the release of information that is now defined as DI for students who left the district prior to 1974, when there was no such thing as DI.

As stated in this policy, once a student turns eighteen (18), the rights to his/her educational records transfer to the student. The release of educational records to a parent becomes permissive and not a right. At that point, the school gets to decide if it wants to release educational records to parents. The student, however, doesn’t have the right to object one way or the other. If the parents don’t establish dependency, once the student turns eighteen (18), the parents don’t have an absolute right to see their student’s educational records. “Dependency” in this regard is defined according to the IRS; if the student is claimed by either of their parents (regardless of custody issues, or filing jointly or
separately) as a dependent, then the rights of the parent once the student turns eighteen (18) is as described. Without dependency, the parents have no right to see their student’s educational records once the student turns eighteen (18).

Legal References:  
- A.C.A. 9-29-113(b)(6)  
- 20 U.S.C. 1232g  
- 20 U.S.C. 7908 (NCLB Section 9528)  

Cross References:  
- Policy 4.34-COMMUNICABLE DISEASES AND PARASITES  
- Policy 5.20- DISTRICT WEB SITE  
- Policy 5.20.1-WEB SITE PRIVACY POLICY  
- Policy 5.20F1-PERMISSION TO DISPLAY PHOTO OF STUDENT ON WEB SITE

Date Adopted: 08-18-08  
Last Revised:

4.14 STUDENT PUBLICATIONS AND THE DISTRIBUTION OF LITERATURE

All publications that are supported financially by the school or by use of school facilities, or are produced in conjunction with a class shall be considered school-sponsored publications. School publications do not provide a forum for public expression. Such publications, as well as the content of student expression in school-sponsored activities, shall be subject to the editorial control of the district’s administration whose actions shall be reasonably related to legitimate pedagogical concerns and adhere to the following limitations:

1. Advertising may be accepted for publications that does not condone or promote products that are inappropriate for the age and maturity of the audience or that endorses such things as tobacco, alcohol, or drugs.
2. Publications may be regulated to prohibit writings which are, in the opinion of the appropriate teacher and/or administrator, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.
3. Publications may be regulated to refuse to publish material which might reasonably be perceived to advocate drug or alcohol use, irresponsible sex, or conduct otherwise inconsistent with the shared values of a civilized social order, or to associate the school with any position other than neutrality on matters of political controversy.
4. Prohibited publications include:
   a. Those that are obscene as to minors,
b. Those that are libelous or slanderous, including material containing
defamatory falsehoods about public figures or governmental officials, which
are made with knowledge of their falsity or reckless disregard of the truth,
c. Those that constitute an unwarranted invasion of privacy As defined by state
law,
d. Publications that suggest or urge the commission of unlawful acts on the
school premises,
e. Publications which suggest or urge the violation of lawful school regulations,
f. Hate literature that scurrilously attacks ethnic, religious, or racial groups.

YEARBOOK
The annual staff is responsible for publishing the school annual, “The Little John.” The staff
is selected each year by sponsor approval, prior to students being placed in the yearbook
class. Students must be in the 11th or 12th grade to be on the yearbook staff.

SCHOOL NEWSPAPER
“D.H.S. Times” is the official publication and creation of the students. The paper provides
the students with an account of campus events with columns, features, editorials, campus
views and humor. It is published by the Journalism Class.

STUDENT PUBLICATIONS ON SCHOOL WEB PAGES
Student publications that are displayed on school web pages shall follow the same
guidelines as listed above plus they shall:
1. Not contain any non-educational advertisements.
2. Not contain any personally identifying information, as defined by “Directory
   Information” in Policy 4.13-PRIVACY OF STUDENT RECORDS, without the written
   permission of the parent of the student or the student if over eighteen (18),
3. State that the views expressed are not necessarily those of the Danville School
   Board or the employees of the district.

NONSCHOOL PUBLICATIONS
School authorities shall review nonschool publications prior to their distribution and will bar
from distribution those materials that are obscene, libelous, pervasively indecent, or
advertise unlawful products or services. Material may also be barred from distribution if
there is evidence that reasonably supports a forecast that disruption will likely result from the
distribution.

Distribution of Literature:
The school principal or designee shall establish reasonable regulations governing the time,
place, and manner of student distribution of literature. The regulations shall:
1. Be narrowly drawn to promote orderly administration of school activities by
   preventing disruption and may not be designed to stifle expression,
2. Be uniformly applied to all forms of literature,
3. Allow no interference with classes or school activities,
4. Specify times and places where distribution may and may not occur, and
5. Not inhibit a person’s right to accept or reject any literature distributed in
   accordance with the regulations.
The superintendent, along with the student publications advisors, shall develop administrative regulations for the implementation of this policy. The regulations shall include definition of terms and timelines for the review of materials.

Legal References:  
A.C.A. § 6-18-1202, 1203, & 1204  
*Tinker v Des Moines ISD,* 393 U.S. 503 (1969)  
*Bethel School District No. 403 v Fraser,* 478 U.S. 675 (1986)  

Date Adopted:  09-11-06
Last Revised:

### 4.15 CONTACT WITH STUDENTS WHILE AT SCHOOL

**CONTACT BY PARENTS**

Parents wishing to speak to their children during the school day shall register first with the office.

**CONTACT BY NON-CUSTODIAL PARENTS**

If there is any question concerning the legal custody of the 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 of his/her parents. Non-custodial parents who file with the principal a date-stamped copy of current court orders granting visitation may eat lunch, volunteer in their child’s classroom, or otherwise have contact with their child during school hours and the prior approval of the school’s principal. Such contact is subject to the limitation as outlined in Policy 4.16, Policy 6.5 and any other policies that may apply.

Unless prior arrangements have been made with the school’s principal, Arkansas law provides that the transfer of a child between his/her custodial parent and non-custodial parent, when both parents are present, shall not take place on the school’s property on normal school days during normal hours of school operation.

**CONTACT BY LAW ENFORCEMENT, SOCIAL SERVICES, OR BY COURT ORDER**

State Law requires that Department of Human Services employees, local law enforcement, or agents of the Crimes Against Children Division of the Department of Arkansas State
Police, may interview students without a court order for the purpose of investigating suspected child abuse. In instances where the interviewers deem it necessary, they may exercise a “72-hour hold” without first obtaining a court order. Other questioning of students by non-school personnel shall be granted only with a court order directing such questioning, with permission of the parents of a student (or the student if above eighteen (18) years of age), or in response to a subpoena or arrest warrant.

If the district makes a report to any law enforcement agency concerning student misconduct or if access to a student is granted to a law enforcement agency due to a court order, the principal or the principal’s designee shall make a good faith effort to contact the student’s parent, legal guardian, or other person having lawful control by court order, or person acting in loco parentis identified on student enrollment forms. The principal or the principal’s designee shall not attempt to make such contact if presented documentation by the investigator that notification is prohibited because a parent, guardian custodian, or person standing in loco parentis is named as an alleged offender of the suspected child maltreatment. This exception applies only to interview requests made by a law enforcement officer, an investigator of the Crimes Against Children Division of the Department of Arkansas State Police, or an investigator or employee of the Department of Human Services.

In instances other than those related to cases of suspected child abuse, principals must release a student to either a police officer who presents a subpoena for the student, or a warrant for arrest, or to an agent of state social services or an agent of a court with jurisdiction over a child with a court order signed by a judge. Upon release of the student, the principal or designee shall give the student’s parent, legal guardian, or other person having lawful control by court order, or person acting in loco parentis notice that the student has been taken into custody by law enforcement personnel or a state’s social services agency. If the principal or designee is unable to reach the parent, he or she shall make a reasonable, good faith effort to get a message to the parent to call the principal or designee, and leave both a day and an after-hours telephone number.

Legal References:
A.C.A. § 6-18-513
A.C.A. § 9-13-104
A.C.A. § 12-18-609,610,613
A.C.A. § 12-18-1001, 1005

Date Adopted:
Last Revised:
4.16 STUDENT VISITORS

The Danville School Board strongly believes that the purpose of school is for learning. Social visitors, generally, disrupt the classroom and interfere with learning that should be taking place. Therefore, visiting with students at school is strongly discouraged, unless approved by the principal and scheduled in advance. This includes visits made by former students, friends, and/or relatives of teachers or students. Any visitation to the classroom shall be allowed only with the permission of the school principal and all visitors must first register at each school’s office.

Cross References:  For adult visits see Policy 4.15-CONTACT WITH STUDENTS WHILE AT SCHOOL

Date Adopted:  09-11-06
Last Revised:  

4.17 STUDENT DISCIPLINE

The Danville Board of Education has a responsibility to protect the health, safety, and welfare of the district’s students and employees. To help maintain a safe environment conducive to high student achievement, the board establishes policies necessary to regulate student behavior to promote an orderly school environment that is respectful of the rights of others and ensures the uniform enforcement of student discipline. Students are responsible for their conduct that occurs at any time on the school grounds; off school grounds at a school sponsored function, activity or event; and going to and from school or a school activity.

The district’s administrators may also take disciplinary action against a student for off-campus conduct occurring at any time that would have a detrimental impact on school discipline, the educational environment, or the welfare of the students and/or staff. A student who has committed a criminal act while off campus and whose presence on campus could cause a substantial disruption to school or endanger the welfare of other students or staff is subject to disciplinary action up to and including expulsion. Such acts could include, but are not limited to a felony or an act that would be considered a felony if committed by an adult, an assault or battery, drug law violations, or sexual misconduct of a serious nature. Any disciplinary action pursued by the district shall be in accordance with the student’s appropriate due process rights.

The district’s personnel policy committee shall review the student discipline policies annually and may recommend changes in the policies to the Danville School Board. The board shall approve any changes to student discipline policies.
The district’s student discipline policies shall be distributed to each student during the first week of school each year and to new students upon their enrollment. Each student’s parent or legal guardian shall sign and return to the school an acknowledgment form documenting that they have received the policies.

It is required by law that the principal or the person in charge report to the police any incidents the person has personal knowledge of or has received information leading to a reasonable belief that a person has committed or threatened to commit an act of violence or any crime involving a deadly weapon on school property or while under school supervision. If the person making the report is not the superintendent, that person shall also inform the superintendent of the incident. Additionally, the principal shall inform any school employee or other person who initially reported the incident that a report has been made to the appropriate law enforcement agency. The superintendent or designee shall inform the Danville School Board of any such report made to law enforcement.

Students with disabilities who engage in misbehavior are subject to normal school disciplinary rules and procedures so long as such treatment is not contrary to the disciplinary procedures established in the child’s IEP (Individual Education Plan).

Legal References:  
A.C.A. § 6-18-502  
A.C.A. § 6-17-113

Date Adopted:  09-11-06  
Last Revised:

**ELEMENTARY DISCIPLINE**

**Behavior Rules for Kindergarten:**
All students are expected to:
1. Follow teacher directions at all times.
2. Keep your hands, feet, and other objects to yourself.
3. Take turns.
4. Be kind.
5. Use quiet voices when indoors.

**Consequences for Kindergarten:**
Verbal Warning  
3 Behavior Marks in One Day . . . . . . . Teacher Calls Parent  
2 Marks or Less Per Week . . . . . . . Fabulous Friday Reward  
7 marks or More Per Week . . . . . . . . Detention on Friday

**Behavior Rules for Grades 1-2**
All students are expected to:
1. Follow teacher/paraprofessional/substitute teacher’s directions at all times.
2. Keep hands, feet, and other objects to self.
3. Refrain from rude gestures or put-downs (verbal and non-verbal).
4. Have necessary supplies and assignments for class.
5. Raise hand for permission before speaking.

**Consequences for Grades 1-2:**
3 marks for Unacceptable Behavior in One Day. . . . . . .Teacher Calls Parent

**Behavior Rules for Grades 3-5**
All students are expected to:
1. Keep hands, feet, books, and all objects to yourself.
2. Refrain from rude gestures or put-downs (verbal or non-verbal).
3. Raise hand for permission before speaking.
4. Follow teacher directions at all times.
5. Bring necessary supplies to class on time.
6. Have assignment homework journals signed and brought back on time.

**Consequences for Grades 3-5**
One check beside name on Detention clipboard – Warning
Two checks beside name on Detention clipboard – Detention
Three checks beside name on Detention clipboard – Pink Slip/Conference with principal

3 Detentions in a 9 Week Grading Period – Friday Morning Detention
(7:00-8:00) Teacher Will Call Parent
6 Detentions in a 9 Week Grading Period – Friday Morning Detention
(7:00-8:00) Student Conference with Principal
9 Detentions in a 9 Week Grading Period – Saturday School Parent/Teacher Conference
12 Detentions in a 9 Week Grading Period – Saturday School Parent/Principal Conference

**Elementary Saturday School**
Students assigned to Saturday School in Grades K-5 should be dropped off at the elementary office at 8:00 a.m. and picked up there at 11:00 a.m. Failure to attend Saturday School will result in reassignment to Saturday School or In-School Suspension.

**Student Discipline Information K-5**
Teachers will include information on behavior and work habits in student journals. Students with detentions remaining to be served at the time of a class sponsored trip or activity will not be allowed to participate. These students will be referred to in-school suspension for the day.

**Severe Disruption**
This includes, but is not limited to, fighting, inflicting injury upon another person, threatening to inflict injury, abusive language, stealing and sexual harassment as defined under the “Student Conduct Behavior Code.” Under these circumstances, a student will be immediately removed from the situation and appropriate discipline will be administered.

Further or repeated offenses will mandate a conference between the parent/guardian and school administrator.
SECONDARY DISCIPLINE—See Discipline Classifications 4.18.1
Various misbehaviors may be disciplined with various degrees of punishment ranging from, but not limited to, verbal warning, in school or out of school suspension, expulsion or having the behavior reported to law enforcement.

Date Adopted:
Last Revised:

4.18 PROHIBITED CONDUCT

Students and staff require a safe and orderly learning environment that is conducive to high student achievement. Certain student behaviors are unacceptable in such an environment and are hereby prohibited by the Danville School Board. Prohibited behaviors include, but shall not be limited to the following:

1. Disrespect for school employees and failing to comply with their reasonable directions or otherwise demonstrating insubordination,
2. Disruptive behavior that interferes with orderly school operations,
3. Willfully and intentionally assaulting or threatening to assault or physically abusing any student or school employee,
4. Possession of any weapon that can reasonably be considered capable of causing bodily harm to another individual,
5. Possession or use of tobacco in any form on any property owned or leased by any public school,
6. Willfully or intentionally damaging, destroying, or stealing school property,
7. Possession of any paging device, beeper, or similar electronic communication devices, on the school campus during normal school hours unless specifically exempted by the administration for health or other compelling reasons,
8. Possession, selling distributing, or being under the influence of an alcoholic beverage, any illegal drug, unauthorized inhalants, or the inappropriate use or sharing of prescription or over the counter drugs, or other intoxicants, or anything represented to be a drug,
9. Sharing, diverting, transferring, applying to others (such as needles or lancets), or in any way misusing medication or any medical supplies in their possession,
10. Cheating, copying, or claiming another person’s work to be his/her own.
11. Gambling,
12. Inappropriate student dress,
13. Use of vulgar, profane, or obscene language or gestures,
14. Truancy,
15. Excessive tardiness,
16. Engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, or disability,
17. Hazing, or aiding in the hazing of another student,
18. Gangs or gang-related activities, including belonging to secret societies of any kind, are forbidden on school property. Gang insignias, clothing, “throwing signs” or other gestures associated with gangs are prohibited,
19. Sexual harassment,
20. Bullying, and
21. Inappropriate public displays of affection.

The Board directs each school in the District to develop implementation regulations for prohibited student conduct consistent with applicable Board policy, State and Federal laws, and judicial decisions.

**For Consequences see Discipline Classifications 4.18.1

VIDEO SURVEILLANCE

The Board has a responsibility to maintain discipline, protect the safety, security and welfare of its students, staff and visitors, while at the same time safeguarding district facilities, vehicles, and equipment. As part of fulfilling this responsibility, the board authorizes the use of video/audio surveillance cameras in any district building, on district property, and in district buses and vehicles. Video recorder placements shall be based on the presumption and belief that students, staff, and visitors have no reasonable expectation of privacy in areas or at events that occur in plain view of other students, staff or visitors.

Signs shall be posted on campus buildings and in district vehicles to notify students, staff and visitors that video cameras may be in use. Parents and students shall also be notified through the student handbook that cameras may be in use in school buildings, on school grounds and in school vehicles. Students will be held responsible for any violations of school discipline rules caught by the cameras.

The district shall retain copies of video recordings until they are erased which may be accomplished by either deletion or copying over with a new recording.

Videos containing evidence of a violation of student conduct rules and/or state or federal law shall be retained until the issue of the misconduct is no longer subject to review or appeal as determined by Board policy or student handbook; any release or viewing of such records shall be in accordance with current law.
Students, who vandalize, damage, disable, or render inoperable surveillance cameras and equipment shall be subject to appropriate disciplinary action and referral to appropriate law enforcement authorities.

Legal References:  
- A.C.A. § 6-18-502  
- A.C.A. § 6-18-707  
- A.C.A. § 6-15-1005  
- A.C.A. § 6-21-609  
- A.C.A. § 6-18-506  
- A.C.A. § 6-18-222  
- A.C.A. § 6-5-201  
- A.C.A. § 6-18-514  

Cross-References:  
- Prohibited Conduct #1—Policy 3.17  
- Prohibited Conduct #2—Policy 4.20  
- Prohibited Conduct #3—Policy 4.21, 4.26  
- Prohibited Conduct #4—Policy 4.22  
- Prohibited Conduct #5—Policy 4.23  
- Prohibited Conduct #7—Policy 4.47  
- Prohibited Conduct #8—Policy 4.24  
- Prohibited Conduct #13—Policy 4.25  
- Prohibited Conduct #14—Policy 4.21  
- Prohibited Conduct #15—Policy 4.7  
- Prohibited Conduct #16—Policy 4.9  
- Prohibited Conduct #17—Policy 4.43  
- Prohibited Conduct #19—Policy 4.12  
- Prohibited Conduct #20—Policy 4.26  
- Prohibited Conduct #21—Policy 4.27  
- Prohibited Conduct #22—Policy 4.43

Date Adopted: 09-11-06
Last Revised:

4.18.1. DISCIPLINE CLASSIFICATIONS

The following groups apply to middle school and high school:

GROUP I
- Indecent Exposure and Sexual Advances – A student shall not deliberately commit indecent exposure in school, nor shall a student make improper sexual advances toward another person.
- False Alarms – Students shall not report false alarms.
- Physical Abuse or Assault by a Student on another Student – A student shall not threaten or attempt to cause injury or physical harm to another student nor shall a student strike or beat another student. Fighting will be defined as a physical conflict involving two or more parties where there is a physical exchange of blows. A
student will not be subject to disciplinary action when it can be determined that the student was acting in self-defense. All instances of physical abuse or assault will be reported to the local law enforcement authorities.

- Truancy – A student shall not be absent from school without parent and/or school authorities’ prior knowledge and consent, which can be a doctor’s note, parent’s note or a phone call to the school by the parent. After arrival on campus, a student absent from his/her assigned learning situation without permission from school authorities shall be considered truant.
- Leaving Closed Campus – After arrival on the school campus, a student shall not leave campus without permission from school authorities and/or parents.
- Possession of weapon other than firearm.

GROUP I DISCIPLINARY ACTIONS
First Offense – Shall be parent contact, corporal punishment, or up to 3-day suspension.
Second Offense – Shall be parent contact, 5-day suspension and behavior contract.
Third Offense–10 day suspension

GROUP II
- Smoking and Smokeless Tobacco – The use or possession of any tobacco product (cigarettes, cigars, chewing tobacco, Skoal, etc.) by students while on school grounds or school property is strictly prohibited.

GROUP II DISCIPLINARY ACTIONS
First Offense – Student must give up material, parental contact, and corporal punishment or 1-day ISS, and review a film on the effects of smoking and smokeless tobacco and write a report.
Second Offense – Student must give up material, parental contact, and three days suspension.
Third Offense – Student must give up material, parent contact, 3-Day Suspension, and student will not be eligible for extra-curricular school activities for twenty-one (21) days.

GROUP III
- Disregard of Directions or Commands (insubordination) – All students shall comply with reasonable directions or commands of teachers, substitute teachers, teacher's assistants, principals, administrative personnel, school bus drivers, or any other authorized personnel.
- Damage, Destruction, or Theft of School Property – A student shall not cause or attempt to cause damage to school or student property or steal or attempt to steal school or student property. The Danville School District will attempt to recover damages from the student for theft or damages to school property. This includes damage from graffiti or writing on school property. Parents of any minor student under the age of eighteen (18) will be liable for damages caused by said minor.
- Treatment of School Personnel – Students will not be allowed to behave in a hateful, discourteous, or degrading manner toward any school employee.
- Disorderly Conduct – A student shall not engage in behavior which produces situations in which instruction or activities of other students are adversely affected.
- Profanity, Verbal Abuse, Obscene Gestures – A student shall not use profane, violent, abusive, or insulting language at any time. A student shall not use physical gestures that convey a connotation of obscene or highly disrespectful act, infringe upon the
rights of others, or cause or begin an overt and immediate disruption of the educational process.

- Gambling – A student shall not engage in any game of chance on school premises at any time.
- Public Display of Affection – Inappropriate public displays of affection are not acceptable behavior at school. (Holding hands and/or a quick hug are not specifically considered inappropriate when these actions are not a disruption to education.)
- Student Assemblies – All students attending assembly programs shall behave in a manner in which will not distract from the program or keep others from enjoying the full benefits of the assembly program.
- Cafeteria Use – Violation of any of the cafeteria rules.
- Plagiarism/Cheating – In addition to disciplinary actions, the teacher will require the student to redo the assignment or to complete an alternate assignment.
- Forging Signatures – Students will not forget his/her parent’s signature on any item turned in at school.

**GROUP III DISCIPLINARY ACTIONS**
First Offense – Conference with principal and parent contact.
Second Offense – Conference with principal, parent contact, and corporal punishment or suspension.
Third Offense – Conference with principal, parent contact, corporal punishment or suspension, and behavior contract.

Date Adopted: 06-18-12
Last Revised:

4.19 **CONDUCT TO AND FROM SCHOOL AND TRANSPORTATION ELIGIBILITY**

Students are subject to the same rules of conduct while traveling to and from school as they are while on school grounds. Appropriate disciplinary actions may be taken against commuting students who violate student code of conduct rules.

The preceding paragraph also applies to student conduct while on school buses. Students shall be instructed in safe riding practices. The transportation manager will oversee instructing students in safe riding practices. The driver of a school bus shall not operate the school bus until every passenger is seated. Disciplinary measures for problems related to bus behavior shall include suspension or expulsion from school, or suspending or terminating the student’s bus transportation privileges. Transporting students to and from school who have lost their bus transportation privileges shall become the responsibility of the student’s parent or legal guardian.

Students are eligible to receive district bus transportation if they meet the following requirements:

- Public transportation by school bus will be furnished for students living two or more miles from school. Students living closer than two miles, but on the bus
routes, may ride if there is sufficient space on the bus.

Students may be suspended from riding buses for improper behavior.

Transportation will be furnished for all school sponsored activities and field trips. Buses will be driven and students supervised by authorized personnel.

Liability insurance is carried on all school buses, and any child injured while in transit on a school bus should file a report at the office as soon as possible.

POLICIES FOR STUDENTS RIDING SCHOOL BUSES

This is a privilege we grant to students not a right.

1. Be at the bus stop at the scheduled time. Stand back about ten feet from the bus and wait until the door is opened before moving closer to the bus. Do not play on the highway.
2. Remain in a safe place, away from the traffic, while waiting for the bus.
3. While loading or unloading, enter or leave the bus orderly and quickly.
4. While on the bus, obey the driver at all times for he is in charge.
5. Conduct yourself in a manner that will not distract the attention of the driver or disturb other riders on the bus.
6. Don’t change seats while the bus is in motion. If someone leaves the bus and you wish to change seats, do so while the bus is stopped.
7. If there is no seat available, stand in the isle of the bus, facing the front of the bus.
8. Do not tamper with any of the safety devices on the bus.
9. Remain seated while the bus in motion. Do not put your hands, arms, head or body out of the window.
10. Do not deface the bus or any other school property. Do not write on the bus or cut the seats. Do not throw paper, food, or other objects on the floor of the bus. No smoking while riding a bus. Keep aisles clear of books, lunches, coats, etc.
11. Do not ask the driver to let you off the bus in town, at the store, or to get mail out of the box.
12. If you must cross the highway to enter the bus, wait until the bus has come to a complete stop and the driver has signaled for you to cross in front of the bus.
13. Do not damage road signs or warning signals placed on the highway by the Highway Department.

Legal Reference: A.C.A. § 6-19-119 (b)
Ark. Division of Academic Facilities and Transportation Rules Governing Maintenance and Operations of Ark. Public School Buses and Physical Examinations of School Bus Drivers 4.0

Date Adopted: 09-11-06
Last Revised:

ELEMENTARY TRAFFIC

School buses will unload on East Ninth Street, north of the building. IT IS A VIOLATION OF ARKANSAS LAW TO PASS A BUS WHEN STUDENTS ARE LOADING OR UNLOADING, EVEN THOUGH THE CHILDREN ARE NOT CROSSING THE STREET. Parents who bring their children
to school may let them out of the car in the bus unloading zone if they do not block the area for an extended period of time.

4.20 DISRUPTION OF SCHOOL

No student shall by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause the disruption of any lawful mission process, or function of the school, or engage in any such conduct for the purpose of causing disruption or obstruction of any lawful mission, process, or function. Nor shall any student encourage any other student to engage in such activities.

Disorderly activities by any student or group of students that adversely affect the school’s orderly educational environment shall not be tolerated at any time on school grounds. Teachers may remove from class and send to the principal or principal’s designee a student whose behavior is so unruly, disruptive, or abusive that it seriously interfered with the teacher’s ability to teach the students, the class, or with the ability of the student’s classmates to learn. Students who refuse to leave the classroom voluntarily will be escorted from the classroom by the school administration.

SECONDARY
Saturday School Rules
1. Time: 7:30 a.m. to 11:30 a.m.
2. There will be two five-minute restroom breaks.
3. A five-hundred word behavior modification plan must be written by the student in order for him/her to receive credit for time served in Saturday School.
4. A certified teacher will be on duty.
5. Students assigned Saturday School may receive tutoring or remediation during the time spent in the session.
6. Failure to attend will result in the following:
   a. Make up the missed session at the following Saturday School, with principal approval, or
   b. Three days of out-of-school suspension.

Legal Reference: A.C.A. § 6-18-511

Date Adopted: 09-11-06
Last Revised:

4.21 STUDENT ASSAULT OR BATTERY

A student shall not threaten, physically abuse, or attempt to physically abuse, or behave in such a way as to be perceived to threaten bodily harm to any other person (student, school employee, or school visitor). Any gestures, vulgar, abusive or insulting language, taunting, threatening, harassing, or intimidating remarks by a student toward another person that threatens their well-being is strictly forbidden. This includes, but is not limited to, fighting, racial, ethnic, religious, or
sexual slurs.

Furthermore, it is unlawful, during regular school hours, and in a place where a public school employee is required to be in the course of his or her duties, for any person to address a public school employee using language which, in its common understanding, is calculated to: a) cause a breach of the peace; b) materially and substantially interfere with the operation of the school; c) arouse the person to whom it is addressed to anger, to the extent likely to cause imminent retaliation. Students guilty of such an offense may be subject to legal proceedings in addition to student disciplinary measures.

**ELEMENTARY**

A. First Offense in a School Year:
   - MINIMUM – Corporal punishment or in-school suspension, depending on severity
   - MAXIMUM – Recommend expulsion from school for the remainder of the semester.

B. Second Offense in a School Year: Recommend expulsion from school or the remainder of the semester.

**SECONrARy**

See Discipline Classifications 4.18.1

Legal Reference: A.C.A. § 6-17-106 (a)

Date Adopted: 09-11-06
Last Revised:

**4.22 WEAPONS AND DANGEROUS INSTRUMENTS**

No student shall possess a weapon, display what appears to be a weapon, or threaten to use a weapon while in school, on or about school property, before or after school, in attendance at school or any school sponsored activity, en route to or from school or any school sponsored activity, off the school grounds at any school bus stop, or at any school sponsored activity or event. Military personnel, such as ROTC cadets, acting in the course of their official duties are excepted.

A weapon is defined as any knife, gun, pistol, revolver, shotgun, BB gun, rifle, pellet gun, razor, ice pick, dirk, box cutter, nunchucks, pepper spray or other noxious spray, explosive, or any other instrument or substance capable of causing bodily harm. Possession means having a weapon, as defined in this policy, on the student’s body or in an area under his/her control. If, prior to any questioning or search by any school personnel, a student discovers that he/she has accidentally brought a weapon to school including a weapon that is in a vehicle on school grounds, and the student informs the principal or a staff person immediately, the student will not be considered to be in possession of a weapon. The weapon shall be confiscated and held in the office until such time as the student’s parent/legal guardian shall pick up the weapon from the school’s office. Repeated offenses are unacceptable and shall be grounds for disciplinary action against the student as otherwise provided for in this policy.

Students found to be in possession on the school campus of a firearm shall be recommended for expulsion for a period of not less than one year. The School Board shall have the discretion to modify such expulsion recommendation for a student on a case-by-case basis. Parents or legal guardians of students expelled under this policy shall be given a copy of the current laws regarding
the possibility of parental responsibility for allowing a child to possess a weapon on school property. Parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to readmitting the student. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a weapons policy violation shall also be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

The district shall report any student who brings a firearm or weapon to school to the criminal justice system or juvenile delinquency system by notifying local law enforcement,

Legal References:

- A.C.A. § 6-18-507 (e)(1)(B)
- USCS § 7151
- A.C.A. § 5-27-206

Date Adopted: 09-11-06
Last Revisited:

4.23—TOBACCO AND TOBACCO PRODUCTS

Smoking or use of tobacco or products containing tobacco in any form (including, but not limited to, cigarettes, cigars, chewing tobacco, and snuff) in or on any property owned or leased by Danville Public School, including school buses, is prohibited. Students who violate this policy may be subject to legal proceedings in addition to student disciplinary measures. Possession and/or use of tobacco will not be tolerated on school property or any school sponsored activity.

See Discipline Classifications 4.18.1

Legal Reference: A.C.A. § 6-21-609

Date Adopted: 09-11-06
Last Revisited:

4.24—DRUGS AND ALCOHOL

An orderly and safe school environment that is conducive to promoting student achievement requires a student population free from the deleterious effects of alcohol and drugs. Their use is illegal, disruptive to the educational environment, and diminishes the capacity of students to learn and function properly in our schools.

Therefore, no student in the Danville School District shall possess, attempt to possess, consume, use, distribute, sell, buy, attempt to buy, attempt to sell, give to any person, or be under the influence of any substance as defined in this policy, or what the student represents or believes to
be any substance as defined in this policy. This policy applies to any student who; is on or about school property; is in attendance at school or any school sponsored activity; has left the school campus for any reason and returns to the campus; is en route to or from school or any school sponsored activity.

Prohibited substances shall include, but are not limited to, alcohol, or any alcoholic beverage, inhalants or any ingestible matter that alter a student’s ability to act, think, or respond, LSD, or any other hallucinogen, marijuana, cocaine, heroin, or any other narcotic drug, PCP, amphetamines, steroids, “designer drugs,” look-alike drugs, or any controlled substance.

Selling, distributing, or attempting to sell or distribute, or using over-the-counter or prescription drugs not in accordance with the recommended dosage is prohibited.

A. The first violation will result in the student being suspended for ten (10) days. The student will be reported to legal authorities.
B. The second violation will result in the student being recommended for expulsion.
C. Students who sell or attempt to sell alcohol/illegal drugs (or any substance they claim to be a controlled substance) will be reported to legal authorities, and the student will be recommended for expulsion.

Danville Public Schools
Drug Testing Policy

The administration of Danville Public Schools recognizes a responsibility to ensure each student a safe, healthy, and supportive educational environment. Part of the administration’s responsibility is to periodically take necessary precautions which provide for the welfare and safety of our students. Drug use can be detrimental to the physical and mental well being of our student and support personnel. It is our desire to discourage the use of illegal drugs, both on and off campus, and to provide a learning environment that is drug free at every level of the educational process. Danville Public School students are viewed as leaders and role models and, as such, are respected and emulated by other individuals in the Danville community.

Leadership brings additional responsibilities. While off campus, students represent the community and depict its character. Therefore, it is expected that individuals at Danville Public Schools exhibit leadership qualities and respectable character while off campus, as well as on campus.

Please read the following policy and sign the Drug Testing Policy consent form (which must be signed by parent or legal guardian if the student is under the age of eighteen [18]). If you have any further questions concerning any part of this policy contact Danville Public School Administration at 479-495-4800.

Policy Statement
Danville Public Schools is conducting a mandatory drug testing program for students in all Activity Programs grades 7-12.
Effective Date: This policy is effective as of the Fall Semester 2006.

Definitions
1. Controlled substance - any substance as defined by the Danville Public School Districts list of banned-drug classes. The list consists of substances generally purported to be performance enhancing and/or potentially harmful to the health and safety of the students.
2. Positive Test - The initial drug test shall be a urine specimen collected in a container designed to detect prohibited or controlled substances. A drug screening test will be considered positive once the conformation or second test has been completed from the same specimen and confirms the results of the initial urine test. A positive test is defined as a test which indicates, in the opinion of the outside laboratory performing the testing, that an eligible student has used a prohibited or controlled substance based on traces of that substance detected in the student’s urine specimen. A drug screening will also be considered positive if it is discovered by the outside laboratory that the provided urine sample has been altered or where foreign substances have been added to the sample in an effort to destroy or disguise traces of prohibited substances.

3. Eligible Students – Any students in grades 7-12 participating in a club or organization sponsored by the Arkansas Activities Association, or but not limited to prom, school dances, or other school-sponsored events at Danville Public School.

   | Football | FCCLA |
   | Basketball | FBLA |
   | Track | SADD |
   | Cross Country | Student Council |
   | Golf | Band |
   | Softball | Quiz Bowl |
   | Baseball | Cheerleading |
   | Choral | Pom Pom Squad |
   | Multicultural Club | FCA |
   | FFA | Forensics |
   | Yearbook Staff | |

4. Reasonable suspicion - is defined as that quantity of proof or evidence that is MORE THAN intuition or strong feeling, but less than probable cause. Such reasonable suspicion must be based on specific contemporaneous, articulate observations concerning the appearance, behavior, speech, or body odors of the students. The observations may include indications of the chronic and/or withdrawal effects of prohibited substances or any of the following:
   a. Reduced quality of academic or athletic performance;
   b. Patterns of unexcused absence from academic classes or athletic meeting;
   c. Inability to get along with others; excessive withdrawal or isolation;
   d. Frequent tardiness to academic classes or athletic meetings;
   e. Decreased manual dexterity;
   f. Impaired short-term memory;
   g. Periods of unusual hyperactivity, irritability, or drowsiness;
   h. When a denoted administrator, coach, or support staff has suspicion through the sense of smell, sight, or sound, or;
   i. Presence or possession by a student of illegal or controlled drugs or drug-related paraphernalia.

5. Incident - Shall be defined as a positive drug test, or a situation where a student is covered under this policy is determined to be using or in possession of a controlled
substance at an event as defined under this policy.

6. Refusal to Submit to Testing - Shall include any or all of the following:
   a. Failure to provide adequate urine for prohibited substances testing without a valid medical explanation after he or he has received notice of the requirement for urine testing;
   b. Engaging in conduct that obstructs or interferes with the testing process;
   c. Failure or refusal to execute the required forms provided in conjunction with the receipt of this policy or which are part of the testing;
   d. Failure to be readily available for requested testing;
   e. Failure to report to, and undergo prohibited substances testing as required;
   f. Any refusal to submit to testing will be considered to be a positive drug test and all appropriate action will be taken.

7. Events - This program applies to the following events:
   a. All on campus activities whether during or after normal school hours, and both between and within semesters;
   b. All school related field trips, activities, athletic events, and other extracurricular events, whether such activities are on or off campus, or;
   c. Students’ misconduct related to the use of illegal drugs or controlled substances outside of the school setting.

Periodic Random Drug Screening
Danville Public Schools will periodically randomly drug screen a select number of eligible students. All eligible students will be placed in a pool by student ID number. An independent drug testing company will randomly select by computer sorting the names for that particular test. It is possible that a student may be chosen more than once by this method. The company will send those numbers to the administration and the test will be given the following day. There will be no notification given to the students, coaches, teachers, or club sponsors before the test. Several drug screening tests may be conducted during the course of the academic year, as determined by the administration of Danville Public Schools. The drug screening test may include, but is not limited to, testing for alcohol, marijuana (THC), cocaine (COC), amphetamines (AMP), benzodiazepines (BZO), estasy, methamphetamine (METH), opiates (OPI), phenycyclidine (PCP), osycodone (OXY). The drugs included in the testing procedure may be increased or decreased at the discretion of the administration of Danville Public Schools. A list of the specific drugs tested for in the drug screen is available through the school administration office.

Reasonable Suspicion Drug Screening
Danville Public Schools reserves the right to test any eligible students for the use of prohibited drugs and controlled substances when actions of said individual students are such to provide reasonable suspicion of the use of prohibited drugs or controlled substances. Any coach, administrator, support staff, or faculty member, may report reasonable suspicion to the administration who will, along with the referring party, decide on the need for drug screening. Reports should be in writing stating the facts, times, dates, and involved parties.

Costs
Costs associated with the drug screening program will be covered as follows:
1. The initial drug screening cost will be assumed by Danville Public Schools.
2. The cost for a second drug screening of the same specimen, to be used for confirmation of the first “positive” test, will be assumed by the student and/or guardian, unless the second test results are negative in which the cost will be assumed by Danville School District.
3. A challenge by the student of the drug screening, where subsequent drug screening is required by an outside private laboratory, will totally be the responsibility of the student athlete or his/her parent(s) or guardian(s).

4. Any additional testing required or requested will be the responsibility of the students or his/her parent/guardian.

Danville Public School Drug Testing Procedure

Danville Public Schools will enact a procedure for randomly testing all of its students for the use of illegal drugs and substances.

Each student will also be required to sign a Danville Public Schools drug screening consent form. (If the student is under the age of 18, both consent forms must also be signed by a part or guardian). This will allow Danville Public Schools to randomly select students from all of its sponsored events. The number of students tested at a given time will be between 3% and 18% of the total number of eligible students, as determined by the administration of Danville Public Schools.

The method of testing will be urinalysis and the urine samples will be collected and tested by means of one-step testing of lateral flow immunoassays (urine in a specimen cup) utilizing generally accepted methods. If the urine cup indicates a positive result, the urine sample will be tested by private laboratory utilizing generally accepted pathological methods. The collection and coding of specimen samples will be executed in a manner to protect confidentiality. Specimen samples will be identified by number only. Prescription or over-the-counter medications shall be disclosed to the District prior to providing a urine sample or on the day of the drug screen procedure. Medications disclosed after the drug screen procedure might require written confirmation from the prescribing physician or pharmacist if requested by the administration. It is recognized that some legal, acceptable medications may result in a “positive” test result and will not be cause to implement any type of disciplinary procedures.

The site of the drug test will be determined by the administration. The test will be administered by the school nurse with the help of an LPN, or RN to be determined. These procedures will be decided on by the Danville Public School administration.

Once the student has reported and signed in for the sample collection, he/she must remain until an adequate urine sample has been acquired. The results of the drug screening will be reported to the administration. The administration reserves the right to notify the Superintendent, head coach of that sport, or club sponsor, and the student's parents of the drug screening results.

All initial positive tests can be challenged. If the initial test (urine specimen cup) is positive, a second test on the same urine specimen will be done by a laboratory to make sure that no error has occurred. The original sample will be sealed, packaged, and the paperwork will be completed in clear view of the student. The clinic will send the specimen to be analyzed and will return the results to the administration.

Students or their parent/guardian are extended the option to obtain an additional confirmation test(s) from their preferred source at their own expense. Such additional confirmation test(s) are considered solely to satisfy parent/guardian concerns and will have no bearing on changing the outcome of the initial “positive” test result. Disciplinary procedures will be administered based on the results of the initial test or the subsequent test conducted by Chambers Memorial Hospital.

Student(s) receiving a positive confirmation on the drug test will immediately start the system of counseling, treatment, and drug education outlined in the Danville Public School drug and alcohol
policy.

Safe Harbor Program (allows for self reporting of substance problem without penalty). A student eligible for the Danville Public Schools Safe Harbor program may refer himself or herself to the Program for voluntary evaluation and counseling. A student is not eligible for the program after he or she has been informed of an impending drug test or after having received a positive Danville Public School drug test. Danville Public Schools will work with the students to prepare a Safe Harbor treatment plan, which may include confidential drug testing. If the students test positive for a banned substance upon entering the Safe Harbor Program, that positive test will not result in any administrative sanction unless the student tests positive in a subsequent retest or the student fails to comply with the treatment plan. A physician may suspend the student from play or practice if medically indicated. A student will be permitted to remain in the Safe Harbor Program for a reasonable period of time, not to exceed thirty days, as determined by the treatment plan. If a student tests positive for any banned substance after entering the Safe Harbor Program or fails to comply with the Safe Harbor treatment plan, the student will be removed from the Safe Harbor Program, the initial Safe Harbor positive test will be treated as a first positive and a subsequent positive as a second positive test which will then be subject to the sanctions explained in this policy.

The administration and the students’ head coach and assistant coaches, or club sponsors may be informed of the student’s participation in the Safe Harbor Program. The student’s parents or guardian may also be informed. Other school employees may be informed only to the extent necessary for the implementation of this policy.

Disciplinary Procedures
Any student receiving a confirmed “positive” drug test will be treated in the following fashion:
1. First positive test:
   a. The administration will be notified by letter of the positive test. The administration will notify all staff they deem appropriate or necessary (this shall include, but is not limited to the head coach, club sponsor, or any organization that the student participates in).
   b. The administration will notify the parent(s)/legal guardian of the student’s positive test.
   c. The administration will hold a meeting of all the involved parties (including, but not limited to the head coach and or club sponsor).
   d. Any student at Danville Public Schools who receives a “positive” drug test will be required to attend intervention and counseling. The counseling program must be approved by the administration. There are different counseling options available, if you need assistance in finding one of these the district will be available to help you find one. Failure at any time during counseling to attend a mandatory session will result in the students being suspended from the next scheduled contest of their sport.
   e. The students will be tested every time the random tests are administered for one calendar year from the positive test.
2. Second positive test:
   a. The student will immediately be suspended from competition for 20% of the scheduled contests in the particular season for his/her sport, or 20% of total number of days in the school year for clubs or organizations. The suspension will be served immediately following the positive results. If there is not 20% of contests’ remaining in the season, the suspension will carry over to the next season or to the next school year. The students will be tested every time the random tests are administered for one calendar year from the positive test.
b. The administration will notify the student’s parents(s)/legal guardian of the second “positive” test.

c. The administration will schedule a meeting of all involved parties (See Disciplinary Procedures, Section 1 (c) for the list of involved parties).

d. The students may participate with his/her team’s practices or activities at the head coach’s or club sponsors discretion.

e. The students must continue mandatory counseling, as deemed appropriate by the school district administration.

3. Third positive test:

   a. The students will be suspended for one year from all extracurricular activities from the date of the positive test.

**General Principles**

Once the student’s eligibility has been restored, he/she will be subject to drug testing by Danville Public Schools at any time up to two years from the initial positive test.

The penalty for missing a scheduled drug test is the same as the penalty for testing positive for the use of a controlled substance.

If a student misses a mandatory counseling session after testing “positive,” they will be suspended from the next scheduled game(s) for every unexcused counseling absence they have.

If a student misses a scheduled drug test or refuses to submit to testing, they will be treated as “positive,” unless the absence has extenuating circumstances. Extenuating circumstances will be determined by the administration. If extenuating circumstances are found to be the cause of the absence, the student will have one week to make up that drug test.

**Mandatory Requirements of Each Student**

Each student that participates in above stated activities must sign a Drug Consent Form. If a student fails to sign the form then he/she will immediately declared ineligible to further participate in any of the said activities. The form must be signed by a parent or legal guardian if the student is under the age of eighteen (18).

Date Adopted: 08-18-08
Last Revised:

4.24F DANVILLE PUBLIC SCHOOLS DRUG RELEASE AND CONSENT FORM (APPENDIX)

4.25 STUDENT DRESS AND GROOMING
The Danville Board of Education recognizes that dress can be a matter of personal taste and preference. At the same time, the district has a responsibility to promote an environment conducive to student learning. This requires limitations to student dress and grooming that could be disruptive to the educational process because they are immodest, disruptive, unsanitary, unsafe, could cause property damage, or are offensive to common standards of decency.

Students are prohibited from wearing, while on the school grounds during the school day and at school-sponsored events, clothing that exposes underwear, buttocks, or the breast of a female. This prohibition does not apply however to a costume or uniform worn by a student while participating in a school-sponsored activity or event.

**ELEMENTARY**
1. Students are not permitted to wear any covering on their heads (hats, caps, or bandanas) in any covered building (classrooms, cafeteria etc.)
2. **Length of Apparel** – We want our students to be able to dress fashionably, but remember that one of our goals is to maintain an atmosphere that is conducive to learning. Therefore, the length of articles of clothing will be such that a student will be modestly covered. Shorts or skirts must be fingertip length when standing.
3. All undergarments must be covered at all times.
4. **Examples of dress that is not acceptable:**
   a. Biking shorts
   b. See-through blouses or shirts
   c. Spaghetti straps
   d. Midriff, open sides, open back
   e. Pants with holes above the knees
   f. Open-arm shirts or blouses
   g. Skirts and dresses slit excessively high
   h. Pants or shorts cut excessively low at the waist
   i. Skate shoes
   j. Expensive Jewelry
   Note – Girls may wear sleeveless shirts unless undergarments are visible.
5. Dress and grooming should be clean and in keeping with health and safety and sanitary practices.
6. Items of clothing which have vulgar, obscene or offensive messages or which advertise alcohol, drugs or tobacco will not be allowed on campus.
7. The principal and faculty will have the discretionary authority in deciding cases which do not fall into the specific guidelines within the policy. As styles change, other forms of dress may be inappropriate.
8. Changes in dress code may be granted, for special situations, by the principal.
9. If a question arises concerning the appropriateness of a student’s dress, the parent will be notified, and their cooperation asked in the future.

**SECONDARY**
1. Students are not permitted to wear any covering on their head, or have in their possession, while on school campus; this includes hats or caps.
2. **Length of Apparel** must be no shorter than four inches above the knee. (Even if bike shorts or leggings are worn under the garments.)
3. Cheerleaders are to wear an approved uniform (such as leggings, or warm-ups) under their skirts except when performing.
4. Dress and grooming should be clean and in keeping with health, safety and sanitary practices. Conventional shoes or sandals must be worn at all times. No
5. The following are **NOT** to be worn:
   - See-through blouses or shirts.
   - Any top that shows midriff or undergarments, including sports bra, due to length, open sides, open back, or has a sleeveless width of less than three inches.
   - No pants with holes above the knee.
   - No clothing with vulgar, obscene, offensive messages or which advertises alcohol, drugs, tobacco, or gang affiliation will be allowed on campus.

The **PRINCIPAL or FACULTY** will have discretionary authority in deciding cases which do not fall into specific guidelines within the policy. As the style changes, other forms of dress may become inappropriate.

*If inappropriate dress cannot be corrected, student will spend the school day in in-school suspension.*

A. First offense, student is giving a warning. Student may be asked to change into something else they provide or the school provides. If student refuses to change they will immediately go to in-school suspension or student may be sent home.
B. Second offense: Saturday School/One day of in-school suspension with work. Change clothes.
C. Third offense: Saturday School/Three days of in-school suspension with work. Change clothes.
D. Fourth offense: Five days of out of school suspension with work.

Legal References:
A.C.A. § 6-18-502(c)(1)
A.C.A. § 6-18-503(c)

Date Adopted:
Last Revised:

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**4.26 GANGS AND ACTIVITY**

The Board is committed to ensuring a safe school environment conducive to promoting a learning environment where students and staff can excel. An orderly environment cannot exist where unlawful acts occur causing fear, intimidation, or physical harm to students or school staff. Gangs and their activities create such an atmosphere and shall not be allowed on the Danville School District’s grounds or at school functions. For purposes of this policy a “gang” is any group of two or more persons whose purposes include the commission of illegal acts, or acts in violation of disciplinary rules of the school district. “Gang related or gang like activity” includes, but is not limited to, the prohibited conduct set forth below.

The following actions are prohibited by students on school property or at school functions:

1. Wearing, possessing, using, distributing, displaying, or selling any clothing, bandanas, Jewelry, symbol, emblem, badge, or other sign associated with membership in, or representative of, any gang,
2. Engaging in violent or any verbal or nonverbal act such as throwing signs,
3. Recruiting, soliciting, or encouraging any person through duress or intimidation to become or remain a member of any gang,
4. Extorting payment from any individual in return for protection from harm from any gang, and
5. Painting, writing, or otherwise inscribing gang-related graffiti, messages, symbols, or signs on school property.

Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion.

Students arrested for gang related activities occurring off school grounds shall be subject to the same disciplinary actions as if they had occurred on school grounds.

“Wannabees” are groups of youth not affiliated with recognized gangs but who engage in gang-like activities and/or gang behavior. “Wannabees” will be dealt with as gangs under terms of this policy.

In determining whether acts, conduct, or activities are gang related, school officials are encouraged to work closely with local law enforcement officials. Students who violate this policy shall be subject to the full range of school disciplinary measures, including expulsion up to one calendar year, in addition to applicable civil and criminal penalties.

“NO TOLERANCE POLICY”

Clothing, hairstyles or other items that can be identified as “Gang Related” are not permitted on campus. This includes but is not limited to:

- Bandanas
- Pants with side-seams slit (3 inches)
- Low-rider (or saggy) pants
- Wearing one glove
- Belts in excessive lengths
- Chains or any item considered a possible weapon
- Any items or symbols that identify the student as being affiliated with a gang.

Students who disregard these rules will have their parents notified and will be sent home immediately. To re-enter school, a student must return properly dressed, as defined by the school handbook, and accompanied by a parent. The parent and child will meet with a school official to document the first offense. If a second offense occurs the student will be expelled.

Date Adopted: 08-18-08
Last Revised:

4.27 STUDENT SEXUAL HARASSMENT
The Danville School District is committed to having an academic environment in which all students are treated with respect and dignity. Student achievement is best attained in an atmosphere of equal educational opportunity that is free of discrimination. Sexual harassment is a form of discrimination that undermines the integrity of the educational environment and will not be tolerated.

Believing that prevention is the best policy, the district will periodically inform students and employees about the nature of sexual harassment, the procedures for registering a complaint, and the possible redress that is available. The information will stress that the district does not tolerate sexual harassment and that students can report inappropriate behavior of a sexual nature without fear of adverse consequences. The information will take into account and be appropriate to the age of the students.

It shall be a violation of this policy for any student to be subjected to, or to subject another person to, sexual harassment as defined in this policy. Any student found, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action up to, and including, expulsion.

Sexual harassment refers to unwelcome sexual advances, requests for sexual favors, or other personally offensive verbal, visual, or physical conduct of a sexual nature made by someone under any of the following conditions:

1. Submission to the conduct is made, either explicitly or implicitly, a term or condition of an individual’s education,
2. Submission to, or rejection of, such conduct by an individual is used as the basis for academic decisions affecting that individual, and/or
3. Such conduct has the purpose or effect of substantially interfering with an individual’s academic performance or creates an intimidating, hostile, or offensive academic environment.

The terms "intimidating," "hostile," and "offensive" include conduct of a sexual nature which has the effect of humiliation or embarrassment and is sufficiently severe, persistent, or pervasive that it limits the student’s ability to participate in, or benefit from, an educational program or activity.

Actionable sexual harassment is generally established when an individual is exposed to a pattern of objectionable behaviors or when a single, serious act is committed. What is, or is not, sexual harassment will depend upon all of the surrounding circumstances. Depending upon such circumstances, examples of sexual harassment include, but are not limited to: unwelcome touching; crude jokes or pictures; discussions of sexual experiences; pressure for sexual activity; intimidation by words, actions, insults, or name calling; teasing related to sexual characteristics; and spreading rumors related to a person’s alleged sexual activities.

Students who believe they have been subjected to sexual harassment, or parents of a student who believes their child has been subjected to sexual harassment, are encouraged to file a complaint by contacting a counselor, teacher, Title IX coordinator, or administrator. Under no circumstances shall a student be required to first report allegations of sexual harassment to a school contact person if that person is the individual who is accused of the harassment.

To the extent possible, complaints will be treated in a confidential manner. Limited disclosure may be necessary in order to complete a thorough investigation. Students who file a complaint of sexual harassment will not be subject to retaliation or reprisal in any form.
Students who knowingly fabricate allegations of sexual harassment shall be subject to disciplinary action up to and including expulsion.

Individuals who withhold information, purposely provide inaccurate facts, or otherwise hinder an investigation of sexual harassment shall be subject to disciplinary action up to and including expulsion.

Legal References:  Title IX of the Education Amendments of 1972
                  20 USC 1681, et seq.
                  A.C.A. § 6-15-1005(b)(1)

Date Adopted:  08-18-08
Last Revised:  

4.28  LASER POINTERS

Students shall not possess any hand held laser pointer while in school; on or about school property, before or after school; in attendance at school or any school-sponsored activity; en route to or from school or any school-sponsored activity; off the school grounds at any school bus stop or at any school-sponsored activity or event. School personnel shall seize any laser pointer from the student possessing it and the student may reclaim it at the close of the school year, or when the student is no longer enrolled in the district.

Legal References:  A.C.A. § 6-18-512
                  A.C.A. § 5-60-122

Date Adopted:  08-18-08
Last Revised:  

4.29  COMPUTER USE POLICY

The Danville School District makes computers and/or Internet access available to students, to permit students to perform research and to allow students to learn how to use computer technology. Use of district computers is for educational and/or instructional purposes only. It is the policy of this school district to equip each computer with Internet filtering software designed to prevent users from accessing material that is harmful to minors. For the purposes of this policy “harmful to minors” is defined as any picture, image, graphic image file, or other visual depiction that—

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion,

2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals, and
3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

No student will be granted Internet access until and unless a computer-use agreement, signed by both the student and the parent or legal guardian (if the student is under the age of eighteen [18]) is on file. The current version of the computer use agreement is incorporated by reference into board policy and is considered part of the student handbook.

Student use of computers shall only be as directed or assigned by staff or teachers; students are advised that they enjoy no expectation of privacy in any aspect of their computer use, including email, and that monitoring of student computer use is continuous. Students must not disable or bypass security procedures, compromise, attempt to compromise, or defeat the district’s technology network security or Internet filtering software, alter data without authorization, or disclose passwords to other students. Students who misuse district-owned computers or Internet access in any way, including using computers to violate any other policy or contrary to the computer use agreement, or using the computers to access or create sexually explicit or pornographic text or graphics, will face disciplinary action, as specified in the student handbook and/or computer use agreement.

In an effort to help protect student welfare when they navigate the Internet, the district will work to educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

A. First Offense in a School Year: Student will be suspended from the use of the technological equipment not used for educational purposes for one month and will serve one day of Saturday Detention.

B. Second Offense in a School Year: Student will be suspended from the use of the technological equipment not used for educational purposes for two months and will serve three days of Saturday Detention.

C. Maximum; Suspension for the remainder of the semester. Parents may appeal the recommendation.

Legal References:

Children’s Internet Protection Act; PL 106-554
FCC Final Rules 11-125 August 11, 2011
20 USC 6777
47 USC 254(h)
47 CFR 520(c)(4)
A.C.A. § 6-21-107
A.C.A. § 6-21-111

Date Adopted:
Last Revised:

4.29F STUDENT COMPUTER/INTERNET USE AGREEMENT
4.30  SUSPENSION FROM SCHOOL

Students not present at school cannot benefit from the educational opportunities the school environment affords. Administrators, therefore, shall strive to find ways to keep students in school as participants in the educational process. There are instances, however, when the needs of the other students or the interests of the orderly learning environment require the removal of a student from school. The Board authorizes school principals or their designees to suspend students for disciplinary reasons for a period of time not to exceed ten (10) school days, including the day upon which the suspension is imposed. The suspension may be in school or out of school. Students are responsible for their conduct that occurs: at any time on the school grounds; off school grounds at a school-sponsored function, activity, or event; going to and from school or a school activity. A student may be suspended for behavior including, but not limited to that which:

1. Is in violation of school policies, rules, or regulations;
2. Substantially interferes with the safe and orderly educational environment;
3. School administrators believe will result in the substantial interference with the safe and orderly educational environment; and/or
4. Is insubordinate, incorrigible, violent, or involves moral turpitude.

The school principal or designee shall proceed as follows in deciding whether or not to suspend a student:

1. The student shall be given written notice or advised orally of the charges against him/her;
2. If the student denies the charges, he/she shall be given an explanation of the evidence against him/her and be allowed to present his/her version of the facts;
3. If the principal finds the student guilty of the misconduct, he/she may be suspended.

When possible, notice of the suspension, its duration, and any stipulations for the student’s readmittance to class will be given to the parent(s), legal guardian(s), or to the student if age eighteen (18) or older prior to the suspension. Such notice shall be handed to the parent(s), legal guardian(s), or to the student if age eighteen (18) or older or mailed to the last address reflected in the records of the school district.

Generally, notice and hearing should precede the student's removal from school, but if prior notice and hearing are not feasible, as where the student's presence endangers persons or property or threatens disruption of the academic process, thus justifying immediate removal from school, the necessary notice and hearing should follow as soon as practicable.

It is the parents’ or legal guardians’ responsibility to provide current contact information to the district which the school shall use to immediately notify the parent or legal guardian upon the suspension of a student. The notification shall be by one of the following means, listed in order of priority:

1. A primary call number (the contact may be by voice, voice mail, or text message)
2. An email address
3. A regular first class letter to the last known mailing address.
The district shall keep a log of contacts attempted and made to the parent or legal guardian.

During the period of their suspension, students serving out-of-school suspensions shall not be permitted on campus except to attend a student/parent/administrator conference.

During the period of their suspension, students serving in-school suspension shall not attend any school-sponsored activities during the imposed suspension nor shall the student participate in any school-sponsored activities.

Students will be given school work, which is to be completed and returned immediately after the student has completed their suspension.

Suspensions initiated by the principal or his/her designee may be appealed to the superintendent, but not to the Board.

Suspensions initiated by the superintendent may be appealed to the Board.

Legal References: A.C.A. § 6-18-507
Goss v Lopez, 419 U.S. 565 (1975)

Date Adopted: 08-18-08
Last Revised:

4.31 EXPULSION

The Danville School Board of Education may expel a student for a period longer than ten (10) school days for violation of the district’s written discipline policies. The superintendent may make a recommendation of expulsion to the Board of Education for student conduct deemed to be of such gravity that suspension would be inappropriate, or where the student’s continued attendance at school would disrupt the orderly learning environment or would pose an unreasonable danger to the welfare of other students or staff.

The superintendent or his/her designee shall give written notice to the parents or legal guardians (mailed to the address reflected on the district’s records) that he/she will recommend to the Board of Education that the student be expelled for the specified length of time and state the reasons for the recommendation to expel. The notice shall give the date, hour, and place where the Board of Education will consider and dispose of the recommendation.

The hearing shall be conducted not later than ten (10) school days following the date of the notice, except that representatives of the Board and student may agree in writing to a date not conforming to this limitation.

The President of the Board, Hearing Officer, or other designated Board member shall preside at the hearing. The student may choose to be represented by legal counsel. The hearing shall be conducted in open session of the Board unless the parent, or student if age eighteen (18) or older, requests that the hearing be conducted in executive session. Any action taken by the Board shall be in open session.
During the hearing, the superintendent will present evidence, including the calling of witnesses, that gave rise to the recommendation of expulsion. The student, or his/her representative, may then present evidence including statements from persons with personal knowledge of the events or circumstances relevant to the charges against the student. Formal cross-examination will not be permitted. However, any member of the Board, the superintendent, or designee, the student, or his/her representative may question anyone making a statement and/or the student. The presiding officer shall decide questions concerning the appropriateness or relevance of any questions asked during the hearing.

The superintendent shall recommend the expulsion of any student for a period of not less than one (1) year for possession of any firearm or other weapon prohibited on school campus by law. The Superintendent shall, however, have the discretion to modify the expulsion recommendation for a student on a case-by-case basis. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a weapons policy violation shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

The superintendent and the Board of Education shall complete the expulsion process of any student that was initiated because the student possessed a firearm or other prohibited weapon on school property regardless of the enrollment status of the student.

Legal Reference: A.C.A. § 6-18-507

Date Adopted: 08-18-08
Last Revised:

4.32 SEARCH, SEIZURE, AND INTERROGATIONS

The Danville School District respects the rights of its students against arbitrary intrusion of their person and property. At the same time, it is the responsibility of school officials to protect the health, safety, and welfare of all students enrolled in the district in order to promote an environment conducive to student learning. The superintendent, principals, and their designees have the right to inspect and search school property and equipment. They may also search students and their personal property in which the student has a reasonable expectation of privacy, when there is reasonable suspicion to believe such student or property contains illegal items or other items in violation of Board policy or dangerous to the school community. School authorities may seize evidence found in the search and disciplinary action may be taken. Evidence found which appears to be in violation of the law shall be reported to the appropriate authority.

School property shall include, but not be limited to, lockers, desks, and parking lots, as well as personal effects left there by students. When possible, prior notice will be given and the student will be allowed to be present along with an adult witness, however, searches may be done at any time with or without notice or the student’s consent. A personal search must not be excessively intrusive in light of the age and sex of the student and the nature of the infraction.

The superintendent, principals, and their designees may request the assistance of law
enforcement officials to help conduct searches. Such searches may include the use of specially trained dogs.

A school official of the same sex shall conduct personal searches with an adult witness of the same sex present.

State Law requires that Department of Human Services employees, local law enforcement, or agents of the Crimes Against Children Division of the Department of Arkansas State Police, may interview students without a court order for the purpose of investigating suspected child abuse. In instances where the interviewers deem it necessary, they may exercise a “72-hour hold” without first obtaining a court order. Other questioning of students by non-school personnel shall be granted only with a court order directing such questioning, with permission of the parents of a student (or the student if above eighteen [18] years of age), or in response to a subpoena or arrest warrant.

If the district makes a report to any law enforcement agency concerning student misconduct or if access to a student is granted to a law enforcement agency due to a court order, the principal or the principal’s designee shall make a good faith effort to contact the student’s parent, legal guardian, or other person having lawful control by court order, or person acting in loco parentis on student enrollment forms. The principal or the principal’s designee shall not attempt to make such contact if presented documentation by the investigator that notification is prohibited because a parent, guardian, custodian, or person standing in loco parentis is named as an alleged offender of the suspected child maltreatment. This exception applies only to interview requests made by a law enforcement officer, an investigator of the Crimes Against Children Division of the Department of Arkansas State Police, or an investigator or employee of the Department of Human Services.

In instances other than those related to cases of suspected child abuse, principals must release a student to either a police officer who presents a subpoena for the student, or a warrant for arrest, or to an agent of state social services or an agent of a court with jurisdiction over a child with a court order signed by a judge. Upon release of the student, the principal or designee shall give the student’s parent, legal guardian, or other person having lawful control by court order, or person acting in loco parentis notice that the student has been taken into custody by law enforcement personnel or a state’s social services agency. If the principal or designee is unable to reach the parent, he or she shall make a reasonable, good faith effort to get a message to the parent to call the principal or designee, and leave both a day and an after-hours telephone number.

Legal References:  
A.C.A. § 6-18-513  
A.C.A. § 9-13-104  
A.C.A. § 12-18-609, 610, 613  
A.C.A. § 12-18-1001, 1005

Date Adopted:  08-18-08  
Last Revised:

### 4.33 Students’ Vehicles

A student who has presented a valid driver’s license and proof of insurance to the appropriate office personnel, may drive his/her vehicle to school. Vehicles driven to school
shall be parked in the area designated for student parking and have visible school issued tag. Parking on school property is a privilege which may be denied to a student for any disciplinary violation, at the discretion of the student's building principal.

Students are not permitted to loiter in parking areas and are not to return to their vehicles during the school day for any reason unless given permission to do so by school personnel.

It is understood that there is no expectation of privacy in vehicles in parking areas. Drivers of vehicles parked on a school campus will be held accountable for illegal substances or any other item prohibited by district policy found in their vehicle. The act of a student parking a vehicle on campus is a grant of permission for school or law enforcement authorities to search that vehicle.

Students are not permitted to be transported in a student or non-student vehicle during the lunch period without clearance from the office. This does not include rides with parents.

1. First Offense in School Year – One day of in-school suspension, and parents are notified.
2. Second Offense in School Year – Three days of in-school suspension, and parents are notified.

*All penalties apply to the passengers as well as the driver of the vehicle.

Date Adopted: 8-18-08
Last Revised:

4.34 COMMUNICABLE DISEASES AND PARASITES

Students with communicable diseases or with human host parasites that are transmittable in a school environment shall demonstrate respect for other students by not attending school while they are capable of transmitting their condition to others. Students whom the school nurse determines are unwell or unfit for school attendance or who are believed to have a communicable disease or condition will be required to be picked up by their parent or guardian. Specific examples include, but are not limited to: chicken pox, measles, scabies, conjunctivitis (Pink Eye), impetigo/MRSA (Methicillin-resistant Staphylococcus aureus), streptococcal and staphylococcal infections, ringworm, mononucleosis, Hepatitis B or C, mumps, vomiting, diarrhea, and fever (100.4 F when taken orally). A student who has been sent home by the school nurse will be subsequently readmitted, at the discretion of the school nurse, when the student is no longer a transmission risk. In some instances, a letter from a health care provider may be required prior to the student being readmitted to the school.

To help control the possible spread of communicable diseases, school personnel shall follow the district's exposure control plan when dealing with any bloodborne, foodborne, and airborne pathogens exposures. Standard precautions shall be followed relating to the handling, disposal, and cleanup of blood and other potentially infectious materials such as all body fluids, secretions and excretions (except sweat).
The district shall maintain a copy of each student’s immunization record and a list of individuals with exemptions from immunization which shall be education records as defined in Policy 4.13-PRIVACY OF STUDENTS’ RECORDS/DIRECTORY INFORMATION. That policy provides that an education record may be disclosed to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.

A student enrolled in the district who has an immunization exemption may be removed from school at the discretion of the Arkansas Department of Health during an outbreak of the disease for which the student is not vaccinated. The student may not return to the school until the outbreak has been resolved and the student’s return to school is approved by the Arkansas Department of Health.

The parents or legal guardians of students found to have live human host parasites that are transmittable in a school environment will be asked to pick their child up at the end of the school day. The parents or legal guardians will be given information concerning the eradication and control of human host parasites. A student may be readmitted after the school nurse or designee has determined the student no longer has live human host parasites that are transmittable in a school environment.

Each school may conduct screenings of students for human host parasites that are transmittable in a school environment as needed. The screenings shall be conducted in a manner that respects the privacy and confidentiality of each student.

Parents will be asked to pick up their child immediately if live human host parasites are found.

Cross References: 4.2—ENTRANCE REQUIREMENTS
4.13—PRIVACY OF STUDENTS’ RECORDS/ DIRECTORY INFORMATION

Date Adopted: 09-11-06
Last Revised:

4.35 STUDENT MEDICATIONS

Prior to the administration of any medication to any student under the age of eighteen (18), written parental consent is required. The consent form shall include authorization to administer the medication and relieve the Board and its employees of civil liability for damages or injuries resulting from the administration of medication to students in accordance with this policy.

Unless authorized to self-administer, students are not allowed to carry any medications, including over-the-counter medications or any perceived health remedy not regulated by the US Food and Drug Administration, while at school. The parent or legal guardian shall bring the student’s medication to the school nurse. The student may bring the medication if accompanied by a written authorization from the parent or legal guardian. When
medications are brought to the school nurse, the nurse shall document, in the presence of the parent, the quantity and type of the medication(s). If the medications are brought by a student, the school nurse shall ask another school employee to verify, in the presence of the student the quantity of the medication(s). Each person present shall sign a form verifying the quantity and type of the medication(s).

Medications, including those for self-medication, must be in the original container and be properly labeled with the student’s name, the ordering health care provider’s name, the name of the medication, the dosage, frequency, and instructions for the administration of the medication (including times). Additional information accompanying the medication shall state the purpose for the medication, its possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings.

Students with an individualized health plan (IHP) may be given over-the-counter medications to the extent giving such medications are included in the student’s IHP.

The only Schedule II medications that shall be allowed to be brought to the school are methylphenidate (Ritalin) and amphetamine sulfate (Adderall). To help ensure their safe keeping, any such medications brought to the school nurse shall be stored in a double locked cabinet.

For the student’s safety, no student will be allowed to attend school if the student is currently taking any other Schedule II medication than permitted by this policy. Students who are taking Schedule II medications which are not allowed to be brought to school shall be eligible for homebound instruction if provided for in their IEP and 504 plans.

The district’s supervising registered nurse shall be responsible for creating both on campus and off campus procedures for administering medications.

Students who have written permission from their parent or guardian and a licensed health care provider to self-administer either an asthma inhaler or auto-injectable epinephrine, or both and who have a current consent form on file shall be allowed to carry and self-administer such medication while in school, at an on-site school sponsored activity, while traveling to or from school, or at an off-site school sponsored activity. Students are prohibited from sharing, transferring, or in any way diverting his/her medications to any other person. The fact that a student with a completed consent form on file is allowed to carry an asthma inhaler or auto-injectable epinephrine, or both does not require him/her to have such on his/her person. The parent or guardian of a student who chooses to not carry an asthma inhaler or auto-injectable epinephrine, or both on his/her person shall provide the school with the appropriate medication which shall be immediately available to the student in an emergency.

Students may be administered Glucagon in emergency situations by the school nurse or, in the absence of the school nurse, a trained volunteer school employee designated as a care provider, provided the student has:
1. An IHP developed under Section 504 of the Rehabilitation Act of 1973 which provides for the administration of Glucagon in emergency situations; and
2. A current, valid consent form on file from their parent or guardian.

The school shall not keep outdated medications or any medications past the end of the school year. By this policy, parents are notified that ten (10) days after the last day of school, all medications will be disposed of that are left at the school. Medications not picked up by the parents or legal guardians within the ten (10) day period shall be disposed of by the school nurse in accordance with current law and regulations.

Legal References:  Ark. State Board of Nursing: School Nurse Roles and Responsibilities
A.C.A. § 6-18-707

Date Adopted: 09-11-06
Last Revised:

4.35F MEDICATION ADMINISTRATION CONSENT FORM (APPENDIX)

4.35F2 MEDICATION SELF-ADMINISTRATION CONSENT FORM (APPENDIX)

4.35F3 GLUCAGON ADMINISTRATION AND CARRY CONSENT FORM (APPENDIX)

4.36 STUDENT ILLNESS/ACCIDENT

If a student becomes too ill to remain in class and/or could be contagious to other students, the principal or designee will attempt to notify the student’s parent or legal guardian. The student will remain in the school’s health room or a place where he/she can be supervised until the end of the school day or until the parent/legal guardian can check the student out of school.

If a student becomes seriously ill or is injured while at school and the parent/legal guardian cannot be contacted, the failure to make such contact shall not unreasonably delay the school’s expeditious transport of the student to an appropriate medical care facility. The school assumes no responsibility for treatment of the student. When available, current, and applicable, the student’s emergency contact numbers and medical information will be utilized. Parents are strongly encouraged to keep this information up to date.
4.37 EMERGENCY DRILLS

All schools in the District shall conduct fire drills at least monthly. Tornado drills shall also be conducted not fewer than four times per year with at least one each during the months of September, October, January, and February. Students who ride school buses, shall also participate in emergency evacuation drills at least twice each school year.

Other types of emergency drills may also be conducted. These may include, but are not limited to:
1. Earthquake
2. Act of terrorism
3. Chemical spill
4. Airplane crash

Legal Reference: A.C.A. § 12-13-109
Arkansas Division of Academic Facilities and Transportation Rules
Governing Maintenance and Operations of Arkansas Public Schools
And Physical Examinations of School Bus Drivers 4.03.1

4.38 PERMANENT RECORDS

Permanent school records, as required by the Arkansas Department of Education, shall be maintained for each student enrolled in the Danville School District until the student graduates or is beyond the age of compulsory school attendance. A copy of the student’s permanent record shall be provided to the receiving school district upon the transfer of the student to another district.

4.39 CORPORAL PUNISHMENT

The Danville School Board authorizes the use of corporal punishment to be administered in accordance with this policy by the Superintendent or his/her designated staff members who are required to have a state-issued license as a condition of their employment.

Prior to the administration of corporal punishment, the student receiving the corporal punishment shall be given an explanation of the reasons for the punishment and be given an opportunity to
refute the charges.

All corporal punishment shall be administered privately, i.e. out of the sight and hearing of other students, shall not be excessive, or administered with malice, and shall be administered in the presence of another school administrator or designee who shall be a licensed staff member employed by the District.

Legal Reference: A.C.A. § 6-18-503 (b)
A.C.A. § 6-18-505 (c) (1)

Date Adopted: 09-11-06
Last Revised:

4.40 HOMELESS STUDENTS

The Danville School District will afford the same services and educational opportunities to homeless children as are afforded to non-homeless children. The superintendent or his/her designee shall appoint an appropriate staff person to be the local educational liaison for homeless children and youth whose responsibilities shall include coordinating with the state educational liaison for homeless children and youth to ensure that homeless children are not stigmatized or segregated on the basis of their status as homeless and such other duties as are prescribed by law and this policy.

Notwithstanding Policy 4.1, homeless students living in the district are entitled to enroll in the district’s school that non-homeless students who live in the same attendance area are eligible to attend. If there is a question concerning the enrollment of a homeless child due to a conflict with Policy 4.1-RESIDENCE REQUIREMENTS, or Policy 4.2-ENTRANCE REQUIREMENTS, the child shall be immediately admitted to the school in which enrollment is sought pending resolution of the dispute. It is the responsibility of the district’s local educational liaison for homeless children and youth to carry out the dispute resolution process.

To the extent feasible, the district shall do one of the following according to what is in the best interests of a homeless child:

1. Continue educating the child who becomes homeless between academic years or during an academic year in their school of origin for the duration of their homelessness,
2. Continue educating the child in is/her school of origin who becomes permanently housed during an academic year for the remainder of the academic year, or
3. Enroll the homeless child in the school appropriate for the attendance zone where the child lives.

(For the purposes of this policy "school of origin" means the school the child attended when permanently housed or the school in which the child was last enrolled.)

If the district elects to enroll a homeless child in a school other than their school of origin and such action is against the wishes of the child’s parent or guardian, the district shall provide the parent or guardian with a written explanation of their reason for so doing which shall include a statement of the parent/guardian’s right to appeal.
In any instance where the child is unaccompanied by a parent or guardian, the district’s local educational liaison for homeless children and youth shall assist the child in determining his/her place of enrollment. The Liaison shall provide the child with a notice of his/her right to appeal the enrollment decision.

The district shall be responsible for providing transportation for a homeless child, at the request of the parent or guardian (or in the case of an unaccompanied youth, the Liaison), to and from the child’s school of origin.

For the purposes of this policy, students shall be considered homeless if they lack a fixed, regular, and adequate nighttime residence and (a) are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement, (b) have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, (c) are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and includes (d) are migratory children who are living in circumstances described in clauses (a) through (c).

Legal References: 42 U.S.C. § 11431 et seq.
42 U.S.C. § 11431 (2)
42 U.S.C. § 11432(g)(1)(H)(I)
42 U.S.C. § 11432 (g)(1)(J)(i), (ii), (iii), (iii)(I), (iii)(II)
42 U.S.C. § 11432 (g)(3)(B)(i), (ii), (iii)
42 U.S.C. § 11432 (g)(3)(C)(i), (ii), (iii)
42 U.S.C. § 11432 (g)(3)(E)(i), (ii), (iii)
42 U.S.C. § 11432 (g)(3)(G)
42 U.S.C. § 11432 (g)(4) (A), (B), (C), (D), (E)
42 U.S.C. § 11434a

Date Adopted: 09-11-06
Last Revised:

4.41 PHYSICAL EXAMINATIONS OR SCREENINGS

The Danville School District may provide from time to time for the administration of physical exams or screenings of its students. The intent of the exams or screenings shall be to detect contagious or infectious diseases or defects in hearing, vision, or other elements of health that would adversely affect the student’s ability to achieve to his/her full potential.

The district shall notify parents, at least annually, of the specific or approximate dates of any non-emergency, invasive physical examination or screening that is:

1. required as a condition of attendance;
2. administered by the school and scheduled by the school in advance; and
3. not necessary to protect the immediate health and safety of the student, or of other students.

For the purposes of this policy, “Invasive Physical Examination” is defined as any medical
examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

Except in instances where a student is suspected of having a contagious or infectious disease, parents shall have the right to opt their student out of the exams or screenings by using form 4.41F or by providing certification from a physician that he/she has recently examined the student.

A student may be required to pass a physical exam before being allowed to participate in certain extracurricular activities to help ensure they are physically capable of withstanding the rigors of the activity. It is understood that students who refuse to take such an exam will not be allowed to participate in the desired activity.

The rights provided to parents under this policy transfer to the student when he/she turns 18 years old.

Legal Reference: A.C.A. § 6-18-701 (b), (c), (f)

Date Adopted: 09-11-06
Last Revised:

4.41F OBJECTION TO PHYSICAL EXAMINATIONS OR SCREENINGS (APPENDIX)

4.42 STUDENT HANDBOOK

It shall be the policy of the Danville School District that the most recently adopted version of the Student Handbook be incorporated by reference into the policies of this district. In the event that there is a conflict between the student handbook and a general board policy or policies, the more recently adopted language will be considered binding and controlling on the matter provided the parent(s) of the student, or the student if eighteen (18) years of age or older have acknowledged receipt of the controlling language.

Principals shall review all changes to student policies and ensure that such changes are provided to students and parents, either in the handbook or, if changes are made after the handbook is printed, as an addendum to the handbook.

Principals and counselors shall also review Policies 4.45—SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASSES OF 2010-11, 2011-12, AND 2012-13 and 4.45.1—SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASS OF 2013-14 AND ALL CLASSES THEREAFTER and the current ADE Standards for Accreditation Rules to ensure that there is no conflict. If a conflict exists, the principal and/or counselor shall notify the superintendent and curriculum coordinator immediately, so that corrections
may be made and notice of the requirements given to students and parents.

Date Adopted:
Last Revised:

4.43 BULLYING

Respect for the dignity of others is a cornerstone of civil society. Bullying creates an atmosphere of fear and intimidation, robs a person of his/her dignity, detracts from the safe environment necessary to promote student learning, and will not be tolerated by the Danville School Board.

Students who bully another person shall be held accountable for their actions whether they occur on school equipment or property; off school property at a school sponsored or approved function, activity, or event; going to or from school or a school activity in a school vehicle or school bus; or at designated school bus stops.

A school principal or his or her designee who receives a credible report or complaint of bullying shall promptly investigate the complaint or report and make a record of the investigation and any action taken as a result of the investigation.

Definitions:

Attribute means an actual or perceived personal characteristic including without limitation race, color, religion, ancestry, national origin, socioeconomic status, academic status, disability, gender, gender identity, physical appearance, health condition, or sexual orientation;

Bullying means the intentional harassment, intimidation, humiliation, ridicule, defamation, or threat or incitement of violence by a student against another student or public school employee by a written, verbal, electronic, or physical act that may address an attribute of the other student, public school employee, or person with whom the other student or public school employee is associated and that causes or creates actual or reasonably foreseeable:

- Physical harm to a public school employee or student or damage to the public school employee’s or student’s property
- Substantial interference with a student’s education or with a public school employee’s role in education,
- A hostile educational environment for one (1) or more students or public school employees due to the severity, persistence, or pervasiveness of the act, or
- Substantial disruption of the orderly operation of the school or educational environment.

Electronic act means without limitation a communication or image transmitted by means of an electronic device, including without limitation a telephone, wireless phone or other wireless communications device, computer, or pager that results in the substantial disruption of the orderly operation of the school or educational environment.

Electronic acts of bullying are prohibited whether or not the electronic act originated on school property or with school equipment, if the electronic act is directed specifically at students or school personnel and maliciously intended for the purpose of disrupting school, and has a high likelihood of succeeding in that purpose;
**Harassment** means a pattern of unwelcome verbal or physical conduct relating to another person's constitutionally or statutorily protected status that causes, or reasonably should be expected to cause, substantial interference with the other's performance in the school environment; and

**Substantial disruption** means without limitation that any one or more of the following occur as a result of the bullying:

- Necessary cessation of instruction or educational activities,
- Inability of students or educational staff to focus on learning or function as an educational unit because of a hostile environment,
- Severe or repetitive disciplinary measures are needed in the classroom or during educational activities, or
- Exhibition of other behaviors by students or educational staff that substantially interfere with the learning environment.

Examples of “Bullying” may include but are not limited to a pattern of behavior involving one or more of the following:

1. Sarcastic comments "compliments" about another student’s personal appearance or actual or perceived attributes,
2. Pointed questions intended to embarrass or humiliate,
3. Mocking, taunting or belittling,
4. Non-verbal threats and/or intimidation such as “fronting” or “chesting” a person,
5. Demeaning humor relating to a student’s race, gender, ethnicity or actual or perceived attributes,
6. Blackmail, extortion, demands for protection money or other involuntary donations or loans,
7. Blocking access to school property or facilities,
8. Deliberate physical contact or injury to person or property,
9. Stealing or hiding books or belongings, and/or
10. Threats of harm to student(s), possessions, or others,
11. Sexual harassment, as governed by policy 4.27, is also a form of bullying,
12. Teasing or name-calling based on the belief or perception that an individual is not conforming to expected gender roles (Example: "Slut") or conduct, or is homosexual, regardless of whether the student self-identifies as homosexual (Examples: “You are so gay.” “Fag” “Queer”).

Students are encouraged to report behavior they consider to be bullying, including a single action which if allowed to continue would constitute bullying, to their teacher or the building principal. The report may be made anonymously. Teachers and other school employees who have witnessed, or are reliably informed that, a student has been a victim of behavior they consider to be bullying, including a single action which if allowed to continue would constitute bullying, shall report the incident(s) to the principal. Parents or legal guardians may submit written reports of incidents they feel constitute bullying, or if allowed to continue would constitute bullying, to the principal. The principal shall be responsible for investigating the incident(s) to determine if disciplinary action is warranted.

The person or persons reporting behavior they consider to be bullying shall not be subject to retaliation or reprisal in any form.

Students found to be in violation of this policy shall be subject to disciplinary action up to and
including expulsion. In determining the appropriate disciplinary action, consideration may be given to other violations of the student handbook which may have simultaneously occurred.

**ELEMENTARY**

A. First Offense in a School Year: One day of Saturday School  
B. Second Offense in a School Year: Three days of Saturday School  
C. Third Offense in a School Year: Student may be assigned to Saturday School indefinitely or assigned to the Alternative School for a period of time to be determined by the principal.

**SECONDARY**

A. First offense in a school year: One (1) day of in-school suspension with work.  
B. Second offense in a school year: Three (3) days of in-school suspension with work.  
C. Third offense in a school year: Student assigned to Alternative School for an amount of time to be determined by the principal.  
D. Further offenses will mandate a suspension of not less than five (5) days and possible expulsion.

Notice of what constitutes bullying, the district’s prohibition against bullying, and the consequences for students who bully shall be conspicuously posted in every classroom, cafeteria, restroom, gymnasium, auditorium, and school bus. Copies of this policy shall be available upon request.

Legal Reference:  A.C.A. § 6-18-514

Date Adopted:  
Last Revised:

**4.44 ATTENDANCE REQUIREMENTS FOR STUDENTS IN GRADES 9-12**

Students in grades nine through twelve (9-12) are required to schedule and attend at least 350 minutes of regularly scheduled class time daily. Part of this requirement may be met by students taking post-secondary courses. Eligible students’ enrollment and attendance at a post-secondary institution shall count toward the required weekly time of school attendance. Each credit hour shall count as three (3) hours of attendance time. This means a three (3) hour course shall count as nine (9) hours of the weekly required time of attendance.

**Study Halls**

Students may be assigned to no more than one (1) class period each day for a study hall that the student shall be required to attend and participate in for the full period. Such study halls are to be used for the purposes of self-study or for organized tutoring which is to take place in the school building.

**Extracurricular Classes**

Students may be assigned to no more than one (1) class period each day for organized and scheduled student extracurricular classes that the student shall be required to attend and participate in for the full class period. Extracurricular classes related to a seasonal activity shall meet for an entire semester whether or not the season ends prior to the end of the semester. Students must attend and participate in the class for the entire semester in order to receive credit for the course. For the purpose of this policy, extracurricular classes is defined as school
sponsored activities which are not an Arkansas Department of Education approved course
counting toward graduation requirements or classes that have not been approved by the
Arkansas Department of Education for academic credit. Such classes may include special
interest, fine arts, technical, scholastic, intramural, and interscholastic opportunities.

Course Enrollment Outside of District
Enrollment and attendance in vocational-educational training courses, college courses, school work
programs, and other department-sanctioned educational programs may be used to satisfy the
student attendance requirement even if the programs are not located at the public schools.
Attendance in such alternative programs must be pre- approved by the school’s administration.
The district shall strive to assign students who have been dropped from a course of study or
removed from a school work program job during the semester into another placement or course of
study. In the instances where a subsequent placement is unable to be made, the district may
grant a waiver for the student for the duration of the semester in which the placement is unable to
be made.

In rare instances, students may be granted waivers from the mandatory attendance requirement
if they would experience proven financial hardships if required to attend a full day of school. For
the purpose of this policy, proven financial hardships is defined as harm or suffering caused by a
student’s inability to obtain or provide basic life necessities of food, clothing, and shelter for the
student or the student’s family. The superintendent shall have the authority to grant such a
waiver, on a case-by-case basis, only when convinced the student meets the definition of proven
financial hardships.

In any instance where a provision of a student’s Individual Education Plan (IEP) conflicts with a
portion(s) of this policy, the IEP shall prevail.

Legal References:
A.C.A. § 6-18-210, 211
Arkansas Department of Education Rules Governing the Mandatory
Attendance Requirements for Students in Grades Nine through Twelve

Date Adopted: 09-11-06
Last Revised:

4.45 SMART CORE CURRICULUM AND GRADUATION
REQUIREMENTS FOR THE CLASSES OF 2010-2011,
2011-12, AND 2012-13

All students are required to participate in the Smart Core curriculum unless their parents or
guardians, or the students if they are eighteen (18) years of age or older, sign a Smart Core
Waiver Form to not participate. While Smart Core is the default option, both a Smart Core
Informed Consent Form and a Smart Core Waiver Form will be sent home with students
prior to their enrolling in seventh grade, or when a 7-12 grade student enrolls in the district
for the first time and there is not a signed form in the student’s permanent record. Parents
must sign one of the forms and return it to the school so it can be placed in the students’
permanent records. This policy is to be included in student handbooks for grades 6-12 and
both students and parents must sign an acknowledgement they have received the policy.
Those students not participating in the Smart Core curriculum will be required to fulfill the
Core curriculum or the requirements of their IEP (when applicable) to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians prior to the time they are required to sign the consent forms.

While there are similarities between the two curriculums, following the Core curriculum may not qualify students for some scholarships and admission to certain colleges could be jeopardized. Students initially choosing the Core curriculum may subsequently change to the Smart Core curriculum providing they would be able to complete the required course of study by the end of their senior year. Students wishing to change their choice of curriculums must consult with their counselor to determine the feasibility of changing.

This policy, the Smart Core curriculum, and the courses necessary for graduation shall be reviewed by staff, students, and parents at least every other year to determine if changes need to be made to better serve the needs of the district’s students. The superintendent, or his/her designee, shall select the composition of the review panel.

Sufficient information relating to Smart Core and the district’s graduation requirements shall be communicated to parents and students to ensure their informed understanding of each. This may be accomplished through any or all of the following means:

- Inclusion in the student handbook of the Smart Core curriculum and graduation requirements;
- Discussion of the Smart Core curriculum and graduation requirements at the school’s annual public meeting, PTA meetings, or a meeting held specifically for the purpose of informing the public on this matter;
- Discussions held by the school’s counselors with students and their parents; and/or
- Distribution of a newsletter(s) to parents or guardians of the district’s students.

The first year of this policy’s implementation all employees required to be certified as a condition of their employment shall receive training regarding this policy so that they will be able to help successfully implement it. In subsequent years, administrators, or their designees, shall train newly hired employees, required to be certified as a condition of their employment, regarding this policy. The district’s annual professional development shall include the training required by this paragraph.

**GRADUATION REQUIREMENTS**

The number of units students must earn to be eligible for high school graduation is to be earned from the following categories. A minimum of 22 units is required for graduation for students participating in either the Smart Core or Core curriculum. In addition to the 22 units required for graduation by the Arkansas Department of Education, the district requires an additional two (2) units to graduate for a total of 24 units. The additional required units may be taken from any electives offered by the district. There are some distinctions made between Smart Core units and Graduation units. Not all units earned toward graduation necessarily apply to Smart Core requirements.
Unless exempted by a student’s IEP, all students must successfully pass all end-of-course (EOC) assessments they are required to take or meet the remediation required for the EOC assessment to receive academic credit for the applicable course and be eligible to graduate from high school.

**SMART CORE: Sixteen (16) units**

**English:** four (4) units – 9th, 10th, 11th, and 12th

**Oral Communications:** one-half (1/2) unit (1/2 year)

**Mathematics:** four (4) units (all students under Smart Core must take a mathematics course in grade 11 or 12 and complete Algebra II.)
- Algebra I or Algebra A & B* which may be taken in grades 7-8 or 8-9
- Geometry or Investigating Geometry or Geometry A & B* which may be taken in grades 8-9 or 9-10
*A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four-unit requirement for the purpose of meeting the graduation requirement, but only serve as one unit each toward fulfilling the Smart Core requirement.
- Algebra II
- Choice of: Transitions to College Math, Pre-Calculus, Calculus, Trigonometry, Statistics, Computer Math, Algebra III, or an Advanced Placement math
  (Comparable concurrent credit college courses may be substituted where applicable)

**Natural Science:** three (3) units with lab experience chosen from
- Physical Science
- Biology or Applied Biology/Chemistry
- Chemistry
- Physics or Principles of Technology I & II or PIC Physics

**Social Studies:** three (3) units
- Civics or Civics/American Government
- World History
- American History

**Physical Education:** one-half (1/2) unit

*Note:* While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

**Health and Safety:** one-half (1/2) unit

**Fine Arts:** one-half (1/2) unit

**CAREER FOCUS: Six (6) Units**

All career focus unit requirements shall be established through guidance and counseling based on the student’s contemplated work aspirations. Career focus courses shall conform...
to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.

The Smart Core and career focus units must total at least twenty-two (22) units to graduate. Additionally, the district requires two (2) units for a total of 24 units to graduate which may be taken from any electives offered by the district.

**CORE: Sixteen (16) Units**

English: four (4) units – 9, 10, 11, and 12

Oral Communications: one-half (1/2) unit

Mathematics: four (4) units  
- Algebra or its equivalent* - 1 unit  
- Geometry or its equivalent* - 1 unit  
- All math units must build on the base of algebra and geometry knowledge and skills.  
- (Comparable concurrent credit college courses may be substituted where applicable)  
*A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four (4) unit requirement.

Science: three (3) units  
- at least one (1) unit of biology or its equivalent  
- one (1) unit of a physical science

Social Studies: three (3) units  
- Civics or government, one-half (1/2) unit  
- World history, one (1) unit  
- U.S. history, one (1) unit

Physical Education: one-half (1/2) unit  
**Note:** While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (1/2) unit

Fine Arts: one-half (1/2) unit

**CAREER FOCUS: Six (6) Units**

All career focus unit requirements shall be established through guidance and counseling based on the student’s contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.
The Core and career focus units must total at least twenty-two (22) units to graduate. Additionally, the district requires two (2) units for a total of 24 units to graduate which may be taken from any electives offered by the district.

Cross References: Policy 5.16—GRADUATION REQUIREMENTS FOR THE CLASSES OF 2010-11, 2011-12, AND 2012-13
5.11—PROMOTION/RETENTION/COURSE CREDIT FOR 6-12 SCHOOLS
5.12—PROMOTION/RETENTION/COURSE CREDIT FOR K-5 SCHOOLS

Legal References: Standards of Accreditation 9.03 – 9.03.1.9, 14.01
ADE Guidelines for the Development of Smart Core Curriculum Policy
Smart Core Informed Consent Form 2010-13
Smart Core Waiver Form 2010-13

Date Adopted: 
Last Revised: 

4.45.A SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASS OF 2013-14 AND ALL CLASSES THEREAFTER

All students are required to participate in the Smart Core curriculum unless their parents or guardians, or the students if they are 18 years of age or older, sign a Smart Core Waiver Form to not participate. While Smart Core is the default option, both a Smart Core Informed Consent Form and a Smart Core Waiver Form will be sent home with students prior to their enrolling in seventh grade, or when a 7-12 grade student enrolls in the district for the first time and there is not a signed form in the student’s permanent record. Parents must sign one of the forms and return it to the school so it can be placed in the students’ permanent records. This policy is to be included in student handbooks for grades 6-12 and both students and parents must sign an acknowledgement they have received the policy. Those students not participating in the Smart Core curriculum will be required to fulfill the Core curriculum or the requirements of their IEP (when applicable) to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians prior to the time they are required to sign the consent forms.

While there are similarities between the two curriculums, following the Core curriculum may not qualify students for some scholarships and admission to certain colleges could be jeopardized. Students initially choosing the Core curriculum may subsequently change to the Smart Core curriculum providing they would be able to complete the required course of study by the end of their senior year. Students wishing to change their choice of curriculums must consult with their counselor to determine the feasibility of changing.

This policy, the Smart Core curriculum, and the courses necessary for graduation shall be reviewed by staff, students, and parents at least every other year to determine if changes
need to be made to better serve the needs of the district’s students. The superintendent, or his/her designee, shall select the composition of the review panel.

Sufficient information relating to Smart Core and the district’s graduation requirements shall be communicated to parents and students to ensure their informed understanding of each. This may be accomplished through any or all of the following means.

- Inclusion in the student handbook of the Smart Core curriculum and graduation requirements;
- Discussion of the Smart Core curriculum and graduation requirements at the school’s annual public meeting, PTA meetings, or a meeting held specifically for the purpose of informing the public on this matter;
- Discussions held by the school’s counselors with students and their parents; and/or
- Distribution of a newsletter(s) to parents or guardians of the district’s students.

The first year of this policy’s implementation all employees required to be certified as a condition of their employment shall receive training regarding this policy so that they will be able to help successfully implement it. In subsequent years, administrators, or their designees, shall train newly hired employees, required to be certified as a condition of their employment, regarding this policy. The district’s annual professional development shall include the training required by this paragraph.

GRADUATION REQUIREMENTS

The number of units students must earn to be eligible for high school graduation is to be earned from the categories listed below. A minimum of 22 units is required for graduation for a student participating in either the Smart Core or Core curriculum. In addition to the 22 units required for graduation by the Arkansas Department of Education, the district requires an additional two (2) units to graduate for a total of 24 units. The additional required units may be taken from any electives offered by the district. There are some distinctions made between Smart Core units and Graduation units. Not all units earned toward graduation necessarily apply to Smart Core requirements.

Unless exempted by a student’s IEP, all students must successfully pass all end-of-course (EOC) assessments they are required to take or meet the remediation required for the EOC assessment to receive academic credit for the applicable course and be eligible to graduate from high school.

SMART CORE: Sixteen (16) units

English: four (4) units – 9th, 10th, 11th, and 12th

Oral Communications: one-half (1/2) unit

Mathematics: four (4) units (all students under Smart Core must take a mathematics course in grade 11 or 12 and complete Algebra II.)
- Algebra I or Algebra A & B* which may be taken in grades 7-8 or 8-9
- Geometry or Investigating Geometry or Geometry A & B* which may be taken in grades 8-9 or 9-10

*A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four-unit requirement for the purpose of meeting the graduation requirement, but only serve as one unit each toward fulfilling the Smart Core requirement.

- Algebra II
- Choice of: Transitions to College Math, Pre-Calculus, Calculus, Trigonometry, Statistics, Computer Math, Algebra III, or an Advanced Placement math

(Comparable concurrent credit college courses may be substituted where applicable)

Natural Science: three (3) units with lab experience chosen from

- Physical Science
- Biology or Applied Biology/Chemistry
- Chemistry
- Physics or Principles of Technology I & II or PIC Physics

Social Studies: three (3) units

- Civics one-half (½) unit
- World History - one unit
- U. S. History - one unit

Physical Education: one-half (1/2) unit

**Note:** While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (1/2) unit

Economics – one half (½) unit – dependent upon the certification of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.

Fine Arts: one-half (1/2) unit

**CAREER FOCUS:** - Six (6) units

All career focus unit requirements shall be established through guidance and counseling based on the student’s contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.

The Smart Core and career focus units must total at least twenty-two (22) units to graduate. Additionally, the district requires two (2) units for a total of 24 units to graduate which may be taken from any electives offered by the district.

**CORE: Sixteen (16) units**
English: four (4) units – 9, 10, 11, and 12

Oral Communications: one-half (1/2) unit

Mathematics: four (4) units
- Algebra or its equivalent* - 1 unit
- Geometry or its equivalent* - 1 unit
- All math units must build on the base of algebra and geometry knowledge and skills.
- (Comparable concurrent credit college courses may be substituted where applicable)
* A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four (4) unit requirement.

Science: three (3) units
- at least one (1) unit of biology or its equivalent
- one (1) unit of a physical science

Social Studies: three (3) units
- Civics one-half (1/2) unit
- World history, one (1) unit
- U.S. history, one (1) unit

Physical Education: one-half (1/2) unit

**Note:** While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

Health and Safety: one-half (1/2) unit

Economics - one half (½) unit – dependent upon the certification of the teacher teaching the course, this can count toward the required three (3) social studies credits or the six (6) required Career Focus elective credits.

Fine Arts: one-half (1/2) unit

**CAREER FOCUS: Six (6) units**

All career focus unit requirements shall be established through guidance and counseling based on the student’s contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.

The Core and career focus units must total at least twenty-two (22) units to graduate. Additionally, the district requires two (2) units for a total of 24 units to graduate which may be taken from any electives offered by the district.

Cross References: 5.16.1—GRADUATION REQUIREMENTS
5.11—PROMOTION/RETENTION/COURSE CREDIT FOR 6-12 SCHOOLS
5.12—PROMOTION/RETENTION/COURSE CREDIT FOR K-5 SCHOOLS

Legal References:  Standards of Accreditation 9.03 – 9.03.1.9, 14.02
ADE Guidelines for the Development of Smart Core Curriculum Policy
Smart Core Informed Consent Form Beginning 2014
Smart Core Waiver Form Beginning 2014

Date Adopted: 09-11-06
Last Revised:

4.45F1 SMART CORE INFORMED CONSENT FORM
(APPENDIX)

4.45F2 SMART CORE WAIVER FORM
(APPENDIX)

4.46 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance shall be recited at the beginning of each school day. Those students choosing to participate shall do so by facing the flag with their right hands over their hearts, or in an appropriate salute if in uniform, while reciting the Pledge. Students choosing not to participate shall be quiet while either standing or sitting at their desks.

Students shall not be compelled to recite the Pledge, but students who choose not to recite the Pledge shall not disrupt those students choosing to recite the Pledge.

Students choosing not to recite the Pledge shall not be subject to any comments, retaliation, or disciplinary action.

Legal Reference:  A.C.A. § 6-16-108

Date Adopted: 09-11-06
Last Revised:

4.47 POSSESSION AND USE OF CELL PHONES, AND OTHER ELECTRONIC DEVICES

Students are responsible for conducting themselves in a manner that respects the rights of others. Possession and use of any electronic device, whether district or student owned, that interferes with a positive, orderly classroom environment does not respect the rights of others and is expressly forbidden.
As used in this policy, “electronic devices” means anything that can be used to transmit or capture images, sound, or data.

At the same time, cell phones and other electronic communication devices and electronic readers can, in controlled situations, offer a means to enhance student learning through their ability to access expanded sources of information. Teachers have the authority to permit student use of their cell phones for specific classroom lesson plans or projects. Students must abide by the guidelines the teacher gives for any such authorization. Students who fail to do so will be subject to the provisions of this policy governing misuse of cell phones.

Misuse of electronic devices includes, but is not limited to:

1. Using electronic devices during class time in any manner other than specifically permitted by the classroom instructor;
2. Permitting any audible sound to come from the device when not being used for reason #1 above;
3. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, or wrongfully obtaining test copies or scores;
4. Using the device to take photographs in locker rooms or bathrooms;
5. Creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person.

Use of an electronic device is permitted to the extent it is approved in a student’s individualized education program (IEP) or it is needed in an emergency that threatens the safety of students, staff, or other individuals.

Before and after normal school hours, possession of electronic devices is permitted on the school campus. The use of such devices at school sponsored functions outside the regular school day is permitted to the extent and within the limitations allowed by the event or activity the student is attending.

The student and/or the student’s parents or guardians expressly assume any risk associated with students owning or possessing electronic devices. Students misusing electronic devices shall have them confiscated. Confiscated devices may be picked up at the school’s administration office by the student’s parents or guardians. Students have no right of privacy as to the content contained on any electronic devices that have been confiscated.

Students who use a school issued cell phones and/or computers for non-school purposes, except as permitted by the district’s Internet/computer use policy, shall be subject to discipline, up to and including suspension or expulsion. Students are forbidden from using school issued cell phones while driving any vehicle at any time. Violation may result in disciplinary action up to and including expulsion.

Students will be permitted to use cell phones/electronic readers during lunch period and before school in the Free Zone. The Free Zone will include the Danville School Cafeteria during breakfast and the student’s scheduled lunch time ONLY. The Free Zone does not include hallway, gym, track or any other extracurricular facility. The students may listen to music with ear buds only before school and during lunch time in the Free Zone.
**The school will not be responsible for lost or stolen phones or time usage on the phone. **Neither can school personnel spend valuable school time searching for these items when lost or stolen.

Discipline for violation of this policy follows:

1. 1st Offense: Confiscation of device until end of next school day. Parent may pick up the phone.
2. 2nd Offense: Confiscation of device and parent must pick the phone up from office.
3. 3rd Offense and beyond: Student serves 1 day of ISS and device kept until next day.


Date Adopted:
Last Revised:

**4.51 FOOD SERVICE PREPAYMENT**

The district does not offer credit for food items purchased in the school cafeteria; payment for such items is due at the time the food items are received. Parents or students choosing to do so may pay weekly or monthly in advance for students’ meals.

Date Adopted:
Last Revised:

**4.52 STUDENTS WHO ARE FOSTER CHILDREN**

The Danville School District will afford the same services and educational opportunities to foster children that are afforded other children and youth. The district shall work with the Department of Human Services (“DHS”), the ADE, and individuals involved with each foster child to ensure that he/she is able to maintain his/her continuity of educational services to the fullest extent that is practical and reasonable.

The superintendent or his/her designee shall appoint an appropriate staff person to be the local educational liaison for foster children and youth whose responsibilities shall include ensuring the timely school enrollment of each foster child and assisting foster children who transfer between schools by expediting the transfer of relevant educational records.

The district, working with other individuals and agencies shall, unless the presiding court rules otherwise, ensure that the foster child remains in his/her current school, even if a change in the foster child’s placement results in a residency that is outside the district. In such a situation, the district will work to arrange for transportation to and from school for the foster child to the extent it is reasonable and practical.

Upon notification to the district’s foster care liaison by a foster child’s caseworker that a foster child’s school enrollment is being changed to one of the District’s schools, the school receiving the child must immediately enroll him/her. Immediate enrollment is required even if a child lacks the
required clothing, academic or medical records, or proof of residency.

A foster child’s grades shall not be lowered due to absence from school that is caused by a change in the child’s school enrollment, the child’s attendance at dependency-neglect court proceedings, or other court-ordered counseling or treatment.

Any course work completed by the foster child prior to a school enrollment change shall be accepted as academic credit so long as the child has satisfactorily completed the appropriate academic placement assessment.

If a foster child was enrolled in this school district immediately prior to completing his/her graduation requirements while detained in a juvenile detention facility or while committed to the Division of Youth Services of DHS, the district shall issue the child a diploma.

Cross References: Policies 4.1—RESIDENCE REQUIREMENTS, 4.2—ENTRANCE REQUIREMENTS, 4.7—ABSENCES

Legal Reference: A.C.A. § 9-28-113

Date Adopted: 
Last Revised:

4.53 PLACEMENT OF MULTIPLE BIRTH SIBLINGS

The parent, guardian, or other person having charge or custody of multiple birth siblings in grades pre-K through 6 may request that the multiple birth siblings are placed in either the same or separate classrooms. The request shall be in writing not later than the 14th calendar day prior to the first day of classes at the beginning of the academic year. The school shall honor the request unless it would require the school to add an additional class to the sibling’s grade level. If one parent of multiple birth siblings requests a placement that differs from that of the other parent of the same multiple birth siblings, the school shall determine the appropriate placement of the siblings.

The school may change the classroom placement of one or more of the multiple birth siblings if (1) there have been a minimum of 30 instructional days since the start of the school year; and (2) after consulting with each classroom teacher in which the siblings were placed, the school determines the parent’s classroom placement request is:

- Detrimental to the educational achievement of one or more of the siblings,
- Disruptive to the siblings’ assigned classroom learning environment, or
- Disruptive to the school’s educational or disciplinary environment.

If a parent believes the school has not followed the requirements of this policy, the parent may appeal the multiple birth siblings’ classroom placement to the Superintendent. The Superintendent’s decision regarding the appeal shall be final.

Legal Reference: A.C.A. § 6-18-106

Date Adopted: 06-20-2011
Last Revised:
5.1 EDUCATIONAL PHILOSOPHY

The Danville School District assumes the responsibility of providing students attending its schools a high quality education that challenges each student to achieve to their maximum potential. The district shall endeavor to create the environment within the schools necessary to attain this goal. The creation of the necessary climate shall be based on the following core beliefs:

1. The Danville School District’s vision statement will be developed with input from students, parents, business leaders, and other community members.
2. All students can be successful learners.
3. Students learn at different rates and in different ways.
4. A primary goal shall be to give students the skills they need to be life-long learners.
5. The education of all citizens is basic to our community’s well-being.
6. Student achievement is affected positively by the involvement of parents and the community in the schools.
7. The district is responsible for helping cultivate good citizenship skills in its students.
8. Students reflect the moral and ethical values of their environment.
9. All people have a right to a safe environment.
10. Each person is responsible for his/her own actions.
11. Innovation involves taking risks.
12. Schools are responsible for creating the conditions that promote success.
13. Each person is entitled to retain his/her dignity.
14. All people have the right to be treated with respect and the responsibility to treat others respectfully.
15. For teachers to succeed in cultivating high student achievement, they need to be given the materials, training, and environment necessary to produce such results.

Date Adopted:
Last Revised:

5.5 SELECTION/INSPECTION OF INSTRUCTIONAL MATERIALS

The use of instructional materials beyond those approved as part of the curriculum/textbook program must be compatible with school and district policies. If there is uncertainty concerning the appropriateness of supplemental materials, the personnel desiring to use the materials shall get approval from the school’s principal prior to putting the materials into use.

All instructional materials used as part of the educational curriculum of a student shall be available for inspection by the parents or guardians of the student. For the purposes of this policy, instructional materials is defined as instructional content provided to the student
regardless of its format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats. The term does not include academic tests or academic assessments.

Parents or guardians wishing to inspect instructional materials used as part of the educational curriculum for their child may schedule an appointment with the student’s teacher at a mutually agreeable time. Parents/guardians wishing to challenge the appropriateness of any instructional materials shall follow the procedures outlined in Policy 5.6—CHALLENGE OF INSTRUCTIONAL/SUPPLEMENTAL MATERIALS.

The rights provided to parents under this policy transfer to the student when he/she turns 18 years old.

Legal Reference: 20 USC § 1232h (a), (b), (c) [NCLB Act of 2001, Part F, Section 1061 (c) (1)(C)(ii), (2)(A)(i), (5)(B), (6)(A)(C)]

Date Adopted: 08-18-08
Last Revised: 08-10-11

5.6 CHALLENGE OF INSTRUCTIONAL/SUPPLEMENTAL MATERIALS

Instructional and supplemental materials are selected for their compatibility with the district’s educational program and their ability to help fulfill the district’s educational goals and objectives. Individuals wishing to challenge or express concerns about instructional or supplemental materials may do so by filling out a Challenge to Instructional Material form available in the school’s office.

The contesting individual may present a copy of the form to the principal and request a conference be held at a time of mutual convenience. Prior to the conference, the principal shall consult with the teacher regarding the contested material. In the conference, the principal shall explain to the contesting individual the criteria used for the selection of the material and its relevancy to the educational program as well as any other pertinent information in support of the use of the material.

Following the conclusion of the meeting, the principal shall have five (5) working days to submit a summary of the concerns expressed by the individual and the principal’s response to those concerns to the superintendent.

If the contesting individual is not satisfied with the principal’s response, the individual may, after the five (5) working day period, request a meeting with the superintendent where the individual shall present the same Challenge to Instructional Material form previously presented to the principal. The superintendent shall explain to the contesting individual the criteria used for the selection of the material and its relevancy to the educational program as well as any other pertinent information in support of the use of the material.
Following the conclusion of the meeting, the superintendent shall have five (5) working days to write a summary of the concerns expressed by the individual and the superintendent’s response to those concerns. The superintendent shall create a file of his/her response along with a copy of the principal’s response and a copy of the contesting individual’s Challenge to Instructional Material form.

If, after meeting with the superintendent, the contesting individual is not satisfied with the superintendent’s response regarding the appropriateness of the instructional or supplemental material, he/she may appeal the superintendent’s decision to the Board. The superintendent shall present the contesting individual’s Challenge to Instructional Material form to the Board at the next regularly scheduled meeting along with the written responses to the challenge. The Board may elect, if it so chooses, to hear brief verbal presentations from the parties involved in the challenge.

The Board shall decide at that meeting or their next regularly scheduled meeting whether to retain the material, limit the availability of the material, or remove the material from the school. The Board’s primary consideration in reaching its decision shall be the appropriateness of the material for its intended educational use.

Legal Reference: 20 U.S.C. 1232 (h)(c)(C)

Date Adopted: 08-18-08
Last Revised: 08-10-11

5.6F CHALLENGE OF INSTRUCTIONAL MATERIALS FORM (APPENDIX)

5.7 SELECTION OF LIBRARY/MEDIA CENTER MATERIALS

The ultimate authority for the selection and retention of materials for the schools’ media centers rests with the Board of Education which shall serve as a final arbiter in resolving a challenge to any media center materials. Licensed media center personnel shall make the initial selections in consultation with school and district licensed staff. Materials selected shall be in accordance with the guidelines of this policy.

The purpose of the schools’ libraries/media centers is to supplement and enrich the curriculum and instruction offered by the District. Promoting the dialogue characteristic of a healthy democracy necessitates the maintenance of a broad range of materials and information representing varied points of view on current and historical issues. In the selection of the materials and resources to be available in each library/media center consideration will be given to their age appropriateness. Materials should be available to challenge the different interests, learning styles, and reading levels of the school’s students and that will help them attain the District’s educational goals.

Selection Criteria
The criteria used in the selection of media center materials shall be that the materials:

1. Support and enhance the curricular and educational goals of the district;
2. Are appropriate for the ages, learning styles, interests, and maturity of the schools’ students, or parents in the case of parenting literature;
3. Contribute to the examination of issues from varying points of view and help to broaden students understanding of their rights and responsibilities in our society;
4. Help develop critical thinking skills;
5. Are factually and/or historically accurate, in the case of non-fiction works and/or serve a pedagogical purpose;
6. Have literary merit as perceived by the educational community; and
7. Are technically well produced, physically sound (to the extent appropriate), and represent a reasonably sound economic value.

Retention and Continuous Evaluation

Media center materials shall be reviewed regularly to ensure the continued appropriateness of the center’s collection to the school’s curriculum and to maintain the collection in good repair. Those materials no longer meeting the selection criteria, have not been used for a long period of time, or are too worn to be economically repaired shall be withdrawn from the collection and disposed of. A record of withdrawn media materials including the manner of their disposal shall be maintained for a period of three years.

Gifts

Gifts to the media centers shall be evaluated to determine their appropriateness before they are placed in any media center. The evaluation shall use the same criteria as for all other materials considered for inclusion in the media centers. Any items determined to be unacceptable shall be returned to the donor or disposed of at the discretion of the media specialist. The media centers shall have a list of desired items to give to prospective donors to aid them in their selection of materials to donate.

Challenges:

The parent of a student affected by a media selection, a District employee, or any other resident of the district may formally challenge the appropriateness of a media center selection by following the procedure outlined in this policy. The challenged material shall remain available throughout the challenge process.

Before any formal challenge can be filed, the individual contesting (hereinafter complainant) the appropriateness of the specified item shall request a conference through the principal’s office with a licensed media center employee. The complainant shall be given a copy of this policy and the Request for Formal Reconsideration Form prior to the conference. The meeting shall take place at the earliest possible time of mutual convenience, but in no case later than five (5) working days from the date of the request unless it is by the choice of the complainant.

In the meeting, the media specialist shall explain the selection criteria and how the challenged material fits the criteria. The complainant shall explain his/her reasons for
objecting to the selected material. If, at the completion of the meeting, the complainant wishes to make a formal challenge to the selected material, he/she may do so by completing the Request for Formal Reconsideration Form and submitting it to the principal’s office.

To review the contested media, the principal shall select a committee of five (5) or seven (7) licensed personnel consisting of the principal as chair and at least one media specialist. The remaining committee members shall be personnel with curriculum knowledge appropriate for the material being contested and representative of diverse viewpoints. The task of the committee shall be to determine if the challenged material meets the criteria of selection. No material shall be withdrawn solely for the viewpoints expressed within it and shall be reviewed in its entirety and not selected portions taken out of context.

The principal shall convene a meeting after a reasonable time for the committee members to adequately review the contested material and the Request for Formal Reconsideration Form submitted by the complainant. The complainant shall be allowed to present the complaint to the committee after which time the committee shall meet privately to discuss the material. The committee shall vote by secret ballot to determine whether the contested material shall be removed from the media center’s collection. A member from the voting majority shall write a summary of the reasons for their decision. A notice of the committee’s decision and the summary shall be given (by hand or certified mail) to the complainant.

If the decision is to not remove the material, the complainant may appeal the committee’s decision to the district Board of Directors by filing a written appeal to the superintendent within five (5) working days of the committee’s decision or of written receipt of the decision. The Superintendent shall present the original complaint and the committee’s decision along with the summary of its reasons for its position plus a recommendation of the administration, if so desired, to the Board within 15 days of the committee’s decision. The Board shall review the material submitted to them by the superintendent and make a decision within thirty (30) days of receipt of the information. The Board’s decision is final.

Legal Reference: A.C.A. § 6-25-101 et seq.

Date Adopted: 08-18-08
Last Revised: 08-10-11

5.7F REQUEST FOR RECONSIDERATION OF LIBRARY/MEDIA CENTER MATERIALS (APPENDIX)
RELIGION IN THE SCHOOLS

The First Amendment of the Constitution states that “Congress shall make no law respecting the establishment of religion, or prohibiting the free exercise thereof...” As the Supreme Court has stated (Abington School District v. Schempp, 374 U.S. 203) the Amendment thus, “embraces two concepts—freedom to believe and freedom to act.” The first is absolute but, in the nature of things, the second cannot be.” Therefore, it is the Board’s policy that the school system, as an agency of the government, shall be neutral in matters regarding religion and will not engage in any activity that either advocates or disparages religion. The District shall assume no role or responsibility for the religious training of any student.

The need for neutrality does not diminish our school system’s educational responsibility to address the historical role of religion in the development of our culture. Since we live in a diverse society, the District’s goal shall be to address the subject of religion objectively in such a way that it promotes an understanding of, and tolerance for, each other’s religious or non-religious views.

Discussions concerning religious concepts, practices, or disciplines are permissible when presented in a secular context in their relation to an inclusive study of religion or to the study of a particular region or country. The discussions shall be such that they are objective and academically informational and do not advocate nor denigrate any particular form of religious practice.

Accommodation will be considered for those portions of instructional activities in the schools that unduly burden a student's sincere religious belief provided such accommodation doesn’t amount to a significant change in curriculum, program, or course of instruction and when it is possible that a substitution of equally rigorous material that advances the same instructional goals can be arranged. Parents and students are advised that such accommodations are easier to grant when the objection is to non-state mandated Framework material than if the material is required by the Frameworks.

A student or the student's parent can request the student's teacher accommodate the student's objection based on a religious belief to an instructional activity. Any such request must be made at least 25 school days prior to the assignment's due date. Any objection must be raised in accordance with this policy's requirements or it will not be considered.

Upon receiving such a request, the student's teacher shall determine within five (5) work days if an accommodation is possible under the provisions of this policy. If the teacher decides an accommodation cannot be made or if the student or the student's parent believes the accommodation to be unreasonable, the student or the student's parent may request a conference with the teacher and the teacher's principal. A requested conference will occur at a time of mutual convenience, but no later than five (5) working days following the request. The principal shall have five (5) working days in which to make a decision on the appeal. If the student, the student’s parent, or the teacher is unsatisfied with the principal’s decision, it may be appealed to the District Superintendent who shall convene a conference between the student, the parent and the teacher. The requested conference will occur at a time of mutual convenience, but no later than five (5) working days following the
request. The Superintendent shall have five (5) working days in which to make a decision on the appeal which shall be final with no further right of appeal.

The teacher in charge of each classroom may, at the opening of school each day, conduct a brief period of silence with the participation of all students in the classroom who desire to participate.

Students and employees may engage in personal religious practices, such as prayer, at any time, and shall do so in a manner and at a time so that the educational process is not disrupted.

Legal Reference: A.C.A. § 6-10-115

Date Adopted:
Last Revised:

5.11 PROMOTION/RETENTION/COURSE CREDIT FOR GRADES 6-12

A disservice is done to students through social promotion and is prohibited by state law. The district shall, at a minimum, evaluate each student annually in an effort to help each student who is not performing at grade level. Each school in the Danville School District shall include in the student handbook, the criteria for promotion of students to the next grade as well as the criteria for being required to retake a course, if applicable. Parents or guardians shall be kept informed concerning the progress of their student(s). Notice of a student’s possible retention or required retaking of a course shall be included with the student’s grades sent home to each parent/guardian or the student if 18 or older. Parent-teacher conferences are encouraged and may be held as necessary in an effort to improve a student’s academic success.

Promotion of junior high students (6th, 7th, and 8th graders) is dependent upon the student passing three out of four core courses. All students in grades 6-12 must meet required attendance policy (must have no more than 13 absences in any class). If there is doubt concerning the promotion or retention of a student, or their required retaking of a course, a conference between the parents/guardians, teacher(s), other pertinent personnel, and principal shall be held before a final decision is made. The conference shall be held at a time and place that best accommodates those participating in the conference. The school shall document participation or non-participation in required conferences. If the conference attendees fail to agree concerning the student’s placement, the final decision to promote or retain shall rest with the principal or his/her designee.

Students who do not score proficient or above on their grade level Benchmark Exams shall be required to participate in an Academic Improvement Plan (AIP). Each AIP shall be developed by school personnel and the student’s parents and shall be designed to assist the
student in attaining the expected achievement level. The AIP shall also state the parent’s role as well as the consequences for the student’s failure to participate in the plan, which shall include the student’s retention in their present grade.

All students must successfully pass all general EOC assessments they are required to take, unless exempted by the student’s individualized education program (IEP). To receive academic credit in a course requiring a student to take a general EOC assessment, the student must either receive a passing score on the initial assessment or successfully participate in the remediation program identified in his/her Individualized Academic Improvement Plan (IAIP). A student is not eligible to graduate if he/she fails to receive academic credit in a course requiring a general EOC. Additionally, the lack of credit could jeopardize the student’s grade promotion or classification.

Unless exempted by the student’s IEP, all students must successfully pass the Algebra I EOC assessment to receive academic credit for the course and be eligible to graduate from high school. This is a high stakes assessment and students failing to receive a passing score the first time they take the assessment must receive a passing score on a subsequent assessment or on an alternative assessment as provided by law.

Students from an Arkansas public school who have completed and received credit on an Algebra I EOC assessment prior to the 2009-10 school year are not required to take the high stakes Algebra I EOC. Students not in grades 10, 11, or 12 in the 2009-10 school year who have taken Algebra I but not received proper academic credit on their transcript for the course are required to take the high stakes Algebra I test before they can receive academic credit for the course.

Students transferring into the District from an out-of-state public, private, or home school or an Arkansas private or home school who can demonstrate by an official transcript that he/she has received academic credit for Algebra I is not required to take the Algebra I high stakes end of course assessment. The district, however, has the right to assess the student’s education status to determine if the student possesses the requisite passing knowledge of Algebra I.

A student transferring into the district that does not have academic credit in Algebra I must take the Algebra I high stakes EOC assessment and meets its requirements to be eligible for graduation.

Promotion/retention or graduation of students with an Individual Educational Plan (IEP) shall be based on their successful attainment of the goals set forth in their IEP.

CLASSIFICATION OF PUPILS

The minimum number of credits required for student classification is as follows:

9th grade - by admission/passage of 8th grade

10th grade - 6 units
11th grade - 11 units

12th grade - 17 units

Cross References: 3.30 PARENT-TEACHER COMMUNICATION
4.45 SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS

Legal Requirements: A.C.A. § 6-15-402
A.C.A. § 6-15-404
A.C.A. § 6-15-1602
A.C.A. § 6-15-2001
A.C.A. § 6-15-2005
A.C.A. § 6-15-2009
State Board of Education: Standards of Accreditation 12.04.3
ADE Rules Governing the ACTAAP and the Academic Distress Program 7.02-7.02.9, 7.03-7.03.7.3
Arkansas Department of Education Rules Governing Public School End-Of-Course Assessments and Remediation 4.0 and 5.0

Date Adopted:
Last Revised:

5.12 PROMOTION/RETENTION FOR GRADES K-5

A disservice is done to students through social promotion and is prohibited by state law. The district shall, at a minimum, evaluate each student annually in an effort to help each student who is not performing at grade level. Each school in the Danville School District shall include in the student handbook, the criteria for promotion of students to the next grade. Parents or guardians shall be kept informed concerning the progress of their student(s). Notice of a student’s possible retention shall be included with the student’s grades sent home to each parent/guardian. Parent-teacher conferences are encouraged and may be held as necessary in an effort to improve a student’s academic success.

All students in grades K-5 must maintain sufficient attendance to be promoted. (See Absence Policy 4.7) If there is doubt concerning the promotion or retention of a student, before a final decision is made, a conference between the parents/guardians, teacher(s), other pertinent personnel, and principal shall be held. The conference shall be held at a time and place that best accommodates those participating in the conference. The school shall document participation or non-participation in required conferences. If the conference attendees fail to agree concerning the student’s placement, the final decision to promote or retain shall rest with the principal.

Students who do not score proficient or above on their grade level Benchmark Exams shall be required to participate in an Academic Improvement Plan (AIP). Each AIP shall be developed by school personnel and the student’s parents and shall be designed to assist the
student in attaining the expected achievement level. The AIP shall also state the parent’s role as well as the consequences for the student’s failure to participate in the plan, which may include the student’s retention in their present grade.

In addition to the Benchmark Exam requirements, students who take a course requiring a general end-of-course (EOC) assessment must receive a score of proficient on the initial assessment or successfully participate in an Individualized Academic Improvement Plan (IAIP) created for them to receive academic credit for the course and to be able to graduate. If the course is Algebra I, the student must take the high stakes EOC assessment and receive a score of passing on the original or subsequent assessment or receive a passing score on an alternative assessment as provided by law to be able to receive academic credit for the course and to be able to graduate.

Promotion/retention or graduation of students with an Individual Educational Plan (IEP) shall be based on their successful attainment of the goals set forth in their IEP.

Promotion/retention or graduation of students with an Individual Educational Plan (IEP) shall be based on their successful attainment of the goals set forth in their IEP.

Legal References:  
A.C.A. § 6-15-402  
A.C.A. § 6-15-404  
A.C.A. § 6-15-1602  
A.C.A. § 6-15-2001  
A.C.A. § 6-15-2005  
A.C.A. § 6-15-2009  
State Board of Education: Standards of Accreditation 12.04.3  
ADE Rules Governing the ACTAAP and the Academic Distress Program 7.02.7 -7.02.9, 7.03.7 - 7.03.7.3

Date Adopted: 05-20-11  
Date Revised: 08-10-11

5.13 SUMMER SCHOOL

The Danville School District shall offer remediation programs during the school year to those students in kindergarten through fifth grade (K-5) not performing at grade level. Summer classes may be offered when funding is available, at no charge to the student. Transportation will be provided for students who are assigned to summer school.

Legal Reference:  
A.C.A. § 6-16-704

Date Adopted: 08-18-08  
Last Revised: 08-10-11
5.14  HOMEWORK

Homework is considered to be part of the educational program of the District. Assignments shall be an extension of the teaching/learning experience that promotes the student’s educational development. As an extension of the classroom, homework must be planned and organized and should be viewed by the students as purposeful.

Parents shall be notified of this policy at the beginning of each school year.

ELEMENTARY

HOMEWORK POLICY GUIDELINES
Grades K-2
All unfinished class work becomes homework. It is due the next day by the time specified by the teacher. All unfinished/missing work is given a mark in the student’s discipline folder.

Grades 3-5
All unfinished class work becomes homework. Students in grades 4-5 that have incomplete homework receive an automatic detention the day the work is due. Parents will be notified by phone if more than one homework assignment is incomplete within one week.

After an excused absence, students will be allowed two school days to make up missed assignments. If requested, assignments for make-up work may be picked up from the school office at the end of the school day.

ASSIGNMENT JOURNALS
Children will be given an assignment journal at the beginning of the school year. The assignment journal is a valuable way for parents and teachers to communicate with each other. It is very important for parents to look over assignment journals each night with the child. Important information from the teacher will be included in the assignment journal. Teachers will check assignment journals each morning for notes and information from parents.

SECONDARY
Teachers may assign and weight as he or she feels appropriate.

Legal Reference: State Board of Education Rules & Regulations:
Accreditation Standards 10.07
Date Adopted: 08-18-08
Last Revised: 08-10-11

5.15  GRADING

Parents or guardians shall be kept informed concerning the progress of their student. Parent-teacher conferences are encouraged and may be requested by parents, guardians, or teachers. If the progress of a student is unsatisfactory in a subject, the teacher shall attempt to schedule a parent-teacher conference. In the conference, the teacher shall explain the reasons for difficulties and shall develop, cooperatively with the parents, a plan
for remediation which may enhance the probability of the student succeeding. The school shall also send timely progress reports and issue grades for each nine-week grading period to keep parents/guardians informed of their student’s progress.

The evaluation of each student’s performance on a regular basis serves to give the parents/guardians, students, and the school necessary information to help effect academic improvement. Students’ grades shall reflect only the extent to which a student has achieved the expressed educational objectives of the course.

The grades of a child in foster care shall not be lowered due to an absence from school due to:

(1) A change in the child's school enrollment;
(2) The child's attendance at a dependency-neglect court proceeding; or
(3) The child's attendance at court-ordered counseling or treatment.

ELEMENTARY
Grade reports will be prepared for each student in grades K-5 at the end of each nine-week grading period. Progress reports will be sent home with students in grades K-5 at the middle of each nine-week grading period. The grades assigned to the student for performance in each class/subject area reflect the extent to which the student has achieved the objectives of the class/subject area.

GRADING SCALE OR GRADES K-2
Progress for students in kindergarten through the second grade will be communicated to parents with a standards based report card. Skills taught at each of these grade levels are listed on report cards. Students are assessed over skills that have been taught each grading period. Students receive a plus mark (+) next to a skill if the student shows full control of the skill. Students receive a minus (-) next to a skill if the student shows little or no control of the skill.

GRADING SCALE FOR GRADES 3-12

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

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

A = 4 points
B = 3 points
C = 2 points
D = 1 point
F = 0 points

The grade point values for Advanced Placement (AP), International Baccalaureate (IB) and approved honor courses shall be one point greater than for regular courses with the exception that an F shall still be worth 0 points.

Each nine (9) weeks grade will constitute 40% of the semester grade. The semester test will comprise the remaining 20% of the semester grade.

The final grades of students who transfer in for part of a semester will be determined by blending the grades earned in the district with those earned outside the district. Each final grade will be the sum of the percentage of days in the grading period transferred from outside the district times the transferred grade from outside the district plus the percentage of days in the grading period while in the district times the grade earned in the district.

For example: The grading period had 40 days. A student transferred in with a grade of 83% earned in 10 days at the previous school. The student has a grade of 75% in our district’s school earned in the remaining 30 days of the grading period. 10 days is 25% of 40 days while 30 days is 75% of 40 days. Thus the final grade would be .25(83) + .75(73) = 75.5%.

SECONDARY
Following each grading period (nine (9) weeks) a grade report for each subject will be sent home by the student.

Grades of each student are kept in the high school office, along with the student’s permanent record, which reflects semester grades of each subject a student has completed.

If a student receives an incomplete (i) in lieu of a semester grade, he/she will be expected to complete the work within a two week period. In cases of prolonged illness, a time limit will be established by the teacher and student, for completing the work.

GRADING FOR NON-ACADEMIC SUBJECTS
Grades in all non-academic subjects (Athletics, etc.) will be so noted by “Satisfactory” (S) or “Unsatisfactory” (U). Credit may not be given.

Legal References:
A.C.A. § 6-15-902
A.C.A. § 9-28-113(f)
State Board of Education: Standards of Accreditation 12.02
Arkansas Department of Education Rules and Regulations Governing Uniform Grading Scales for Public Secondary Schools

Date Adopted: 05-20-11
Last Revised: 08-10-11
5.16  GRADUATION REQUIREMENTS FOR THE CLASSES 2010-11, 2011-12, and 2012-13

SEE POLICY 4.45

5.16.1  GRADUATION REQUIREMENTS FOR THE CLASS OF 2013-14 AND ALL CLASSES THEREAFTER

SEE POLICY 4.45.1

5.17  HONOR ROLL AND HONOR GRADUATES

HONOR ROLL

ELEMENTARY

Students in grades K-2 mastering all required skills for the grading period will be recognized as Honor Roll students. Students in grades 3-5 having nothing lower than a B on their report cards will be recognized as Honor Roll students.

SECONDARY

Following each grading period Danville High School releases an all A’s honor roll consisting of students who earned all A’s in academic courses during the grading period. Also released is an A & B honor roll consisting of students who earned a combination of all A’s and B’s in academic courses during the grading period.

HONOR GRADUATES

Students who have successfully completed the minimum core of courses recommended for preparation for college as defined by the State Board of Higher Education and the State Board of Education and have a cumulative GPA of 3.25 will be designated as honor students. The GPA shall be derived from courses taken in public schools in grades nine (9) through twelve (12), excluding Spanish. They must also have completed the Smart Core Curriculum.

HONOR GRADUATE:  Honor graduate status may be achieved in the following manner:

1. Achieve a 3.25 GPA after eight semesters.

2. Have completed the Smart Core curriculum.

3. No “F” grades or “NC” (non credit) on the transcript.
VALEDICTORIAN AND SALUTATORIAN

The honor student with the highest GPA and who has been enrolled in public school in grades 9 through 12 and in Danville High School for his/her entire senior year shall serve as the valedictorian of his/her graduating class. Students who finished their 9th, 10th, or 11th grade year enrolled in a high school which has been closed due to consolidation/annexation with the Danville District shall be selected valedictorian on the basis of the criteria in existence in their high school at the time of the closure and their subsequent academic achievement in Danville High School. Their selection shall be separate from and in addition to selection of the valedictorian from non-consolidated/annexed students enrolled in Danville High School.

The honor student with the second highest GPA and who has been enrolled in public school in grades 9 through 12 and in Danville High School for his/her entire senior year shall serve as the salutatorian of his/her graduating class. Students who finished their 9th, 10th, or 11th grade year enrolled in a high school which has been closed due to consolidation/annexation with the Danville District shall be selected salutatorian on the basis of the criteria in existence in their high school at the time of the closure and their subsequent academic achievement in Danville High School. Their selection shall be separate from and in addition to selection of the salutatorian from non-consolidated/annexed students enrolled in Danville High School.

Valedictorian, salutatorian, and honor students will be determined by grade points which will cover seven and one half (7 ½) semesters in school. Valedictorian, Salutatorian and Honor Graduates will be figured at the end of the 3rd quarter of the students’ senior year and must meet standards set forth by Act 980 of 1991. To be eligible for Valedictorian or Salutatorian you must attend Danville High School during the 11th and 12th grade years.

This 11th and 12th-grade enrollment requirement is only for Valedictorian or Salutatorian status and does not apply to Honor Graduates. When participation is limited to two students, those with the two (2) 40 highest GPA’s will attend. Salutatorian will be the student or students (in case of a tie) with the highest GPA below a four (4) point. In order to be considered Valedictorian or Salutatorian, the student must have eight units from the following courses: Any course designated “Pre-AP”; Any “AP” designated course; Any concurrent credit college course; any math beyond Algebra II including Pre-Cal/Trig, Transitions Math, Computer Math; Chemistry; Physics; Spanish II. Any member of the graduating class who has taken the required courses and earns a GPA of 4.0 or higher will be named Valedictorian. Salutatorian will be the student or students (in case of a tie) with the highest GPA below a four (4) point.

BEGINNING WITH 2014 GRADUATES

In order to be considered Valedictorian or Salutatorian, the student must have completed seven (7) units from the following courses: AP English IV; AP Calculus; AP US History; AP Environmental Science; Chemistry; Physics; Pre-Cal/Trig; Transition to College Mathematics; Spanish II; Any Concurrent Credit College Course.
Parents or guardians of a student, or a student eighteen (18) years of age or older, who choose to not have the student publicly identified as an honor roll or honor graduate student must submit a written request that the student not be so identified.

Legal References:  
A.C.A. § 6-18-101 (a) (1)  
A.C.A. § 6-18-101 (a) (2)  
A.C.A. § 6-18-101 (b)  
A.C.A. § 6-18-101(e)  
A.C.A. § 6-61-217(a)

**GRADUATION REQUIREMENTS (CEREMONIAL)**

All graduates MUST attend graduation practice or the graduate will not be allowed to walk.  
Graduation Attire:  
Girls: White dress shoes (no tennis shoes or sandals)  

Anything that shows under the graduation gown must be white.  
Boys: White Shirt  

Dark Tie  

Dark Slacks  

Dark Shoes—Dress shoes, no tennis shoes or sandals  

If these requirements are not followed, then the graduate will not walk graduation night.  
Graduates will walk in alphabetical order and single file during the graduation ceremony.  
The two highest grade points will be the speakers at graduation.

**COMMENCEMENT EXERCISES**

The date of the commencement exercise is set through the Superintendent’s office. A local minister is chosen by the class and the administration to deliver a devotional message.  
There are speeches by the Valedictorian and Salutatorian of the class. Caps and gowns are required to be worn by the graduating seniors. Diplomas are presented by the Superintendent of schools. Students not completing requirements for graduation will not participate in Commencement.

Date Adopted: 08-18-08  
Last Revised: 08-10-11
5.18 HEALTH SERVICES

The Danville School Board believes that healthy children promote a better learning environment, are more capable of high student achievement, and will result in healthier, more productive adults. Therefore, the goal of the District’s health services is to promote a healthy student body. This requires both the education of students concerning healthy behaviors, as well as providing health care services to pupils.

While the school nurse is under the supervision of the school principal, the delegation of health care duties shall be in accordance with the Arkansas Nurse Practice Act and the Arkansas State Board of Nursing Rules and Regulations Chapter Five: Delegation of Nursing Care.

Date Adopted: 08-18-08
Last Revised: 08-10-11

5.19 EXTRACURRICULAR ACTIVITIES-SECONDARY SCHOOL

The Danville School Board believes in providing opportunities for students to participate in extracurricular activities that can help enrich the student’s educational experience. At the same time, the Board believes that a student’s participation in extracurricular activities cannot come at the expense of his/her classroom academic achievement. Interruptions of instructional time in the classroom are to be minimal and absences from class to participate in extracurricular activities shall not exceed one per week per extracurricular activity (tournaments excepted). Additionally, a student’s participation in, and the district’s operation of, extracurricular activities shall be subject to the following policy. All students meeting this policy’s criteria are eligible for extracurricular activities.

Definitions:

Extracurricular activities are defined as: any school sponsored program where students from one or more schools meet, work, perform, practice under supervision outside of regular class time, or are competing for the purpose of receiving an award, rating, recognition, or criticism, or qualification for additional competition. Examples include, but are not limited to, interscholastic athletics, cheerleading, band, choral, math, or science competitions, and club activities.
Academic Courses are those courses for which class time is scheduled, which can be credited to meet the minimum requirements for graduation, which is taught by a teacher required to have State certification in the course, and has a course content guide which has been approved by the Arkansas Department of Education. Any of the courses for which concurrent high school credit is earned may be from an institution of higher education recognized by the Arkansas Department of Education. If a student passes an academic course offered on a block schedule, the course can be counted twice toward meeting the requirement for students to pass four (4) academic courses per semester as required by this policy.

Non-Instructional Activities are school sponsored activities which are not part of a course of study.

Supplemental Improvement Program is an additional instructional opportunity for identified students outside of their regular classroom and meets the criteria outlined in the current Arkansas Activities Association Handbook.

The school will insure that:

1.) No student shall miss more than 2 days out of any week because of non-instructional activities. Students are responsible for make-up work when such absences occur.
2) No school sponsored activity shall begin before the end of a 5 ½ hour regular school day.
3) Regularly scheduled school activities are not to be scheduled on Wednesday nights.
4) Interruptions of academic classes shall be kept to an absolute minimum and must be approved by the principal
5) Birthday parties will not be celebrated at school.

ACADEMIC REQUIREMENTS: Junior High

A student promoted from the sixth to the seventh grade automatically meets scholarship requirements. A student promoted from the seventh to the eighth grade automatically meets scholarship requirements for the first semester. The second semester eighth-grade student meets the scholarship requirements for junior high if he/she has successfully passed four (4) academic courses the previous semester, three (3) of which shall be in the core curriculum areas specified by the Arkansas Department of Education’s Standards of Accreditation of Arkansas Public Schools.

The first semester ninth-grade student meets the scholarship requirements for junior high if he/she has successfully passed four (4) academic courses the previous semester, three (3) of which shall be in the core curriculum areas specified by the Arkansas Department of Education’s Standards of Accreditation of Arkansas Public Schools.

The second semester ninth-grade student meets the scholarship requirements for junior high if he/she has successfully passed (4) academic courses the previous semester which count toward his/her graduation requirements.
Ninth-grade students must meet the requirements of the senior high scholarship rule by the end of the second semester in the ninth grade in order to be eligible to participate the fall semester of their tenth-grade year.

**ACADEMIC REQUIREMENTS: Senior High**

In order to remain eligible for competitive interscholastic activity, a student must have passed (4) academic courses the previous semester and either:

1) Have earned a minimum Grade Point Average of 2.0 from all academic courses the previous semester; or
2) If the student has passed four (4) academic courses the previous semester but does not have a 2.0 GPA the student must be enrolled and successfully participating in a supplemental instruction program to maintain their competitive interscholastic extracurricular eligibility.

**STUDENTS WITH AN INDIVIDUAL EDUCATION PROGRAM**

In order to be considered eligible to participate in competitive interscholastic activities, students with disabilities must pass at least four (4) courses per semester as required by their individual education program (IEP).

**ARKANSAS ACTIVITIES ASSOCIATION**

In addition to the foregoing rules, the district shall abide by the rules and regulations of the Arkansas Activities Association (AAA) governing interscholastic activities.

Legal References: State Board of Education Standards for Accreditation 10.05 and 10.06
Arkansas Activities Association Handbook

**EXTRACURRICULAR ACTIVITIES**

**BAND**

The Danville High School Band appears at all home football games and most out of town games. During the year, the band marches in several parades. Concerts are given in the spring. The band participates in all regional and state sponsored festivals and clinics. The High School Band is open to all students in grades 9 through 12. The Junior Band is open to all students in grades 7 and 8. All students taking band are expected to meet regularly and to take part in all activities of the band. The color guard, majorettes, and drum major are part of the band.

The band lettering requirements are:

1) The whole band makes I or II rating at any contest.
2) Any band member makes Junior or Senior clinic or All-State Band.

3) Any member receives a I or II rating at solo and ensemble contest.

4) Any member receives a I or II rating at a flag, majorette, or drum major contest

**CHEERLEADERS**

See the “Cheerleading Handbook” for cheerleading guidelines.

**FCCLA**

The FCCLA, a national organization, is an integral part of the Family and Consumer Science program. Students (boys and girls) who are enrolled in, or have been enrolled in, classes of Family & Consumer Sciences are eligible for membership.

**FFA**

The FFA, is a national organization for students (boys and girls) who are enrolled in, classes of Vocational Agriculture (8 – 12 grades ).

**FUTURE BUSINESS LEADERS OF AMERICA**

The Future Business Leaders of America organization is for students (boys and girls) who are enrolled in, or have been enrolled in Vocational Business classes. FBLA members attending district, state or national FBLA events must adhere to local, state and national FBLA guidelines, which includes AAA eligibility requirements (2.0 minimum GPA based on previous semester).

**NATIONAL JR. AND SR. HIGH SOCIETIES**

Members of the National Honor Society are chosen according to scholastic average, citizenship, leadership and character, and must meet standards set forth by Act 980 of 1991. Senior high students must be taking college core classes and have a 3.0 G.P.A. Those college core classes are Algebra I and II, Geometry, Trig/Pre-Cal (or similar advanced math), Chemistry and/or Physics, Foreign Language I and II.

**POM POM SQUAD**

See the “Pom Pom Squad Handbook” for guidelines

**S A D D**

Students Against Destructive Decisions is a national student group with the purpose of encouraging students to make healthy life decisions. They promote drug/alcohol free lifestyles and are involved in various drug education activities at school such as Red Ribbon Week and the Mock Crash. The club is open to students in grades 6-12.

**Student Council**
Members on the Student Council including Student Council President and Vice President must have a minimum GPA of 2.0, based on the previous semester report card.

**VIP**

All students must be enrolled in 8 classes per day. Seniors may be enrolled in a minimum of 4 classes a day if participating in the VIP work program.

**REGULATIONS FOR LETTERING**

1) To letter in football, a student must play in half of the quarters of the games played, or in one game of the state play-offs.

2) To letter in basketball, a student must play in half of the quarters of the games played or in two games of the state tournaments.

3) To letter in softball, and baseball, a student must play in half the number of innings played during the season.

4) To letter in golf a student must qualify for the state golf match.

5) To letter in track, a student must do ONE of the following;

   A) Score a 1st in the district meet
   B) Score 10 points for the season in state qualifying meets.
   C) Run, jump, throw, or vault the goal/goals set by the student and coaches.

6) To letter in cheerleading: the participant has to have been a member of the squad for two consecutive years, or been elected as an all star cheerleader.

7) Any cloth letter after the first will be purchased at the expense and arrangement of the individual involved. The school will not be responsible for purchasing any cloth awards after the first.

8) In order to qualify for a letter in any sport one must finish the season as a member in good standing on that team. The end of the season is defined as after the completion of the last game or meet, be it a state playoff, state tournament, or state track meet, etc.

The school will not purchase letterman jackets for students, but will purchase a cloth letter for athletes who letter in high school sport.

**ATHLETIC AWARD POLICY FOR MANAGERS**

Only students in 9th, 10th, 11th and 12th grade are eligible to manage athletic teams. 9th grade students may only serve as manager of Junior High teams. 10-12 grades may only serve as manager of Senior High teams. A manager must serve two years on a senior high team in order to letter. If a student serves as manager for one varsity team for two consecutive years, he/she will be awarded a jacket. If he/she serves for three consecutive years for that varsity team, he/she will be awarded a plaque at the end of his/her senior year.
**ACTIVITIES BANQUET**

All students participating in competitive athletics, cheerleading homecoming royalty, and band are recognized at this banquet which is held each spring and is open to the public upon purchase of a ticket.

**HOMECOMING (Football)**

**HOMECOMING QUEEN**

The Homecoming Queen must meet the following requirements:

- She must maintain a 2.0 grade point average.
- She must have attended Danville Public School during the 9th through 11th grades.
- Homecoming Queen will be selected by the Senior High Football Team.

**HOMECOMING MAIDS**

The Homecoming Maids must meet the following requirements:

- Maids must have attended Danville School for at least the two years prior to nomination. 2.0 GPA
- Maids may not be elected two consecutive years, with the exception of juniors becoming seniors.

Each class, grades 9-12 will nominate four girls for Homecoming Maid. The student body will vote and the two girls receiving the most votes in each class will be the Homecoming Maids.

**COLORS DAY (Basketball)**

**COLORS DAY QUEEN**

The Colors Day Queen must meet the following requirements:

- She must maintain a 2.0 grade point average
- She must have attended Danville Public School during the 9th through 11th grades.
- Three 12th grade girls will be nominated. The girl with the most student body votes will be the queen.

**COLORS DAY MAIDS**

The Colors Day Maids must meet the following requirements:
Maids must have attended Danville School for at least the two years prior to nomination. 2.0 GPA

Maids may not be elected two consecutive years, with the exception of juniors becoming seniors.

The 12th grade maids will be the two girls not elected Colors Day Queen.

Each class, grades 9-11 will nominate four girls for Colors Day Maid. The student body will vote and the two girls receiving the most votes in each class will be the Colors Day Maids.

**Students may not be on Homecoming and Colors Day Royalty in the same school year.**

**YELL COUNTY FAIR**

**FAIR QUEEN**

The Fair Queen will be selected through a nomination process in grades 9-12. Each grade will nominate three girls. The student body will vote on the girls nominated, and the one receiving the most votes will be the school’s Fair Queen. 2.0 GPA

**FAIR SWEETHEARTS**

Each grade 6-12 will nominate a Fair Sweetheart to represent their class on the school float. 2.0 GPA

**DANCE**

**HOMECOMING DANCE**

The Homecoming Dance is sponsored by the DHS & DJHS cheerleaders. The dance is for students in grades 7-12. Students no younger than 7th grade may attend. Invited guests may be no older than 20 years of age. Proof of age for all invited guests must be presented when tickets are purchased.

**JUNIOR AND SENIOR PROM**

The prom is sponsored by the junior class. Those allowed to attend are members of the junior and senior classes, sophomores who help with the prom approved by the junior sponsors, and their invited guests. All guests must not be younger than 9th grade and no older than 20 years old. Proof of age for all invited guests must be presented when tickets are purchased.
WINTER DANCE

The dance is open to all DHS students in grades 6-12 and their guests. All guests must be no younger than 6th grade and no older than 20 years old. Proof of age for all invited guests must be presented when tickets are purchased.

DANCE GUIDELINES

1) All regulations for student behavior at school will be in force at all school dances.
2) Students will sign in when arriving and sign out upon leaving. Once a student leaves he/she will not be allowed to re-enter.
3) Students with non-Danville High School students as guests will be responsible for their actions.

EXTRACURRICULAR ACTIVITIES - ELEMENTARY

The Board believes in providing opportunities for students to participate in extracurricular activities that can help enrich the student’s educational experience. At the same time, the Board believes that a student’s participation in extracurricular activities cannot come at the expense of his/her classroom academic achievement. Interruptions of instructional time in the classroom are to be minimal and must be approved by the principal. All students are eligible for extracurricular activities unless specifically denied eligibility on the basis of criteria outlined in this policy.

A student may lose his/her eligibility to participate in extracurricular activities when, in the opinion of the school’s administration, the student’s participation in such an activity may adversely jeopardize his/her academic achievement. Students may also be denied permission to participate in extracurricular activities as a consequence of disciplinary action taken by the administration for inappropriate behavior.

For the purposes of this policy, extracurricular activities are defined as: any school sponsored program where students from one or more schools meet, work, perform, practice under supervision outside of regular class-time, or are competing for the purpose of receiving an award, rating, recognition, or criticism, or qualification for additional competition. Examples include, but are not limited to, interscholastic athletics, cheerleading, band, choral, math, or science competitions, and club activities.

Legal References: State Board of Education Standards for Accreditation 10.05 and 10.06
PARTIES

Students shall not bring birthday invitations or presents to school. This practice causes injured feelings on the part of students who are not included. Birthday parties **will not** be celebrated at school.

Four parties for grades K-5 will be scheduled during the school year to celebrate Halloween, Christmas, Valentine’s Day and Easter.

Date Adopted: 08-18-08
Last Revised: 08-10-11

5.20.1 WEB SITE PRIVACY POLICY

The Danville School District operates and maintains a web site for the purpose of informing the citizens of the district about its activities. The web site does not use “cookies” or ISP addresses to collect or retain personally identifying information about visitors to its web site nor is any such information given to “third parties.” Any data collected is used solely for the purpose of monitoring site activity to help the district improve the usefulness of the site to its visitors.

The site serves no commercial purpose and does not collect any information from individuals for such purpose.

Photographs of students shall not be displayed on any page of the district’s web site without the prior written consent of the parent (or the student if 18 or older).

The site provides for email communication between the district and individuals for the purpose of exchanging information regarding the District and its activities or between teachers and their students. The site may also provide for password protected communication between the district and its staff.

Legal References: 15 U.S.C. § 6501 (COPPA)

Date Adopted: 08-18-08
Last Revised: 08-10-11
5.20F  PERMISSION TO DISPLAY PHOTO OF STUDENT ON WEB SITE FORM (APPENDIX)

5.21  ADVANCED PLACEMENT

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

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

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

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

Students taking AP courses shall receive weighted credit as described in this policy. Credit shall be given for each grading period during the course of the year, but shall be retroactively removed from a student’s grade for any course in which the student fails to take the applicable AP exam. Students who do not take the AP exam shall receive the same numeric value for the grade he/she receives in the course as if it were a non-AP course.

Students who transfer into the district will be given weighted credit for the Advanced Placement courses, honors courses approved by the Arkansas Department of Education, and concurrent college courses taken for weighted credit at his/her previous school(s) according to the preceding scale.

Admission to AP classes is by application and demands that students meet requirements as set down in application form.
5.22 CONCURRENT CREDIT

A ninth through twelfth grade student who successfully completes a college course(s) from an institution approved by the Arkansas Department of Education shall be given credit toward high school grades and graduation at the rate of one-half (1/2) high school credit for each three (3) semester hours of college credit. Unless approved by the school’s principal, prior to enrolling for the course, the concurrent credit shall be applied toward the student’s graduation requirements as an elective.

Students are responsible for having the transcript for the concurrent credit course(s) they’ve taken sent to their school in order to receive credit for the course(s). Credit for concurrent credit courses will not be given until a transcript is received. Transcripts for students who take concurrent credit courses as partial fulfillment of the required full day of class for students in grades 9-12 (see Policy 4.44) are to be received by the school within 10 school days of the end of the semester in which the course is taken. Students may not receive credit for the course(s) they took or the credit may be delayed if the transcripts are not received in time, or at all. This may jeopardize students’ eligibility for extracurricular activities or graduation.

Students will retain credit applied toward a course required for high school graduation from a previously attended, accredited, public school.

Any and all costs of higher education courses taken for concurrent credit are the student’s responsibility.

Legal Reference: A.C.A. § 6-15-902(c)(2)
Arkansas Department of Education Rules and Regulations: Concurrent College and High School Credit for Students Who Have Completed the Eighth Grade

Date Adopted: 08-18-08
Last Revised: 08-10-11
5.23 EQUVALENCE BETWEEN SCHOOLS

The Danville School District is committed to providing a quality education for all students in each of the district’s schools. The equitable distribution of district resources is one means the district shall use to ensure all of its students receive a quality education. The Board directs that services in Title I schools, when taken as a whole, are substantially comparable to services in schools that are not receiving Title I funds. Curriculum materials, instructional supplies, and the percentages of highly qualified personnel shall be equivalent between all schools in the district when compared on a grade span by grade span basis. Specifically, the goal of the district is to have its students given an equitable opportunity to learn regardless of the school they attend within the district.

The Board understands that the equivalence between schools shall not be measured by such things as

1. Changes in enrollment after the start of the school year,
2. Varying costs associated with providing services to children with disabilities,
3. Unexpected changes in personnel assignments occurring after the beginning of the school year,
4. Expenditures on language instruction education programs, and
5. Other expenditures from supplemental State or local funds consistent with the intent of Title I.

Legal References: 20 USC § 6321(a),(b), and (c) [NCLB Act of 2001 Section 1120A]

Date Adopted: 08-18-08
Last Revised: 08-10-11

5.24 STUDENT PARTICIPATION IN SURVEYS

Section One: No student shall be required to submit to a survey, analysis, or evaluation which is administered or distributed by a school, and is funded in whole or in part by any program administered by the U.S. Department of Education without the prior written consent of the parent/guardian that reveals information concerning the following:

1. political affiliations;
2. mental and psychological problems potentially embarrassing to the student or his family;
3. sex behavior and attitudes;
4. illegal, anti-social, self-incriminating, and demeaning behavior;
5. critical appraisals of other individuals with whom respondents have close family relationships;
6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. religious practices, affiliations, or beliefs of the student or student’s parent; or
8. income (other than that required by law to determine eligibility for participation in a
program or for receiving financial assistance under such program).

Section Two: No surveys shall be administered without the prior approval of the school
principal. Any survey created by a third party, or funded, in whole or in part, as part of any
US Department of Education administered program, containing one or more of the eight
categories listed above shall be available to be inspected by a student’s parent/guardian
before the survey is administered or distributed by a school to a student. Parents/guardians
shall have the right to deny permission for their child to participate in the taking of the
survey. The school shall not penalize students whose parents/guardians exercise this option.
The school shall take reasonable precautions to protect students’ privacy during their
participation in the administration of any survey, analysis, or evaluation containing one or
more of the eight categories listed above.

Section Three: Parents or guardians wishing to inspect a survey, analysis, or evaluation
shall be able to do so in the administrative office of the administering school where the surveys
shall be available for inspection for a period of ten (10) days (regular school days when
school is in session) after the notice of intent to administer the survey is sent. Included in
the notice shall be information regarding how the survey or questionnaire will be
administered; how it will be utilized; and the persons or entities that will have access to the
results of the completed survey or questionnaire. Parents may refuse to allow their student
to participate before or after reviewing the survey or questionnaire.

The requirements of sections one, two, and three of this policy do not apply to a survey
administered to a student in accordance with the Individuals with Disabilities Education Act
(IDEA).

Section Four: Prior written parental permission is required before any survey or
questionnaire (not including tests mandated by state or Federal law or regulation and
standardized scholastic achievement tests) is administered to a student the responses to
which are to be provided to a person or entity other than another public school, school
district, or any branch of the Federal Government and which requests or requires a student
to provide any of the eight (8) categories of information listed above and/or the following;

1. A student’s name;
2. The name of the student’s parent or member of the student’s family;
3. The address, telephone number, or email address of a student or a member of a
   student’s family;
4. A personal identification number, such as a social security number, driver’s license
   number, or student identification number of a student or a member of the student’s
   family;
5. Any information, the disclosure of which is regulated, or prohibited by any other state or
   federal law or regulation.

The rights provided to parents under this policy transfer to the student when he/she turns
eighteen (18) years old.
5.24F1 OBJECTION TO PARTICIPATION IN SURVEYS, ANALYSIS, OR EVALUATIONS (APPENDIX)

5.24F2 PERMISSION TO PARTICIPATE IN SURVEYS, ANALYSIS, OR EVALUATIONS (APPENDIX)

5.26 ALTERNATIVE LEARNING ENVIRONMENTS

The district shall have an alternative learning environment (ALE) which shall be part of an intervention program designed to provide guidance, counseling, and academic support to students who are experiencing emotional, social, or academic problems.

The superintendent or his/her designee shall appoint an Alternative Education Placement Team which shall have the responsibility of determining student placement in the ALE. The team should consist of at least a school counselor, the ALE director or principal, a parent or legal guardian, and a regular classroom teacher.

Students who are placed in the ALE shall exhibit at least two of the following characteristics:

- Disruptive behavior
- Drop out from school
- Personal or family problems or situations
- Recurring absenteeism
- Transition to or from residential programs

For the purposes of the ALE, personal or family problems or situations are conditions that negatively affect the student’s academic and social progress. These may include, but are not limited to:

- Ongoing, persistent lack of attaining proficiency levels in literacy and mathematics
- Abuse: physical, mental, or sexual
- Frequent relocation of residency
- Homelessness
- Inadequate emotional support
- Mental/physical health problem
- Pregnancy
- Single parenting

The teachers and administrator of the ALE shall determine exit criteria for students assigned to the district’s ALE on which to base the student’s return to the regular school program of instruction.

The district’s ALE program shall follow class size, staffing, curriculum, and expenditure requirements identified in the ADE Rules Governing the Distribution of Student Special Needs Funding and the Determination of Allowable Expenditure of These Funds.

If a student is in Alternative School, he/she will not be allowed to participate in extracurricular activities.

Legal References:  
A.C.A. § 6-18-508, 509  
A.C.A. § 6-20-2305(b)(2)  
ADE Rules Governing the Distribution of Student Special Needs Funding and the Determination of Allowable Expenditure of These Funds – 3.01, 3.05, 4.00, and 8.0

Date Adopted: 08-18-08  
Last Revised: 08-10-11

**MISCELLANEOUS**

**PARENT TEACHER CONFERENCES**

Two regularly scheduled Parent-Teacher Conferences will be held during the school year. Teachers will communicate students’ progress to parents not attending the conference either by a phone call or a written letter of progress sent to the parent. If, for any reason, you wish to talk to your child’s teacher other than at these times, please call the office. A conference will be arranged.

**FUNDRAISING**

Participation in any fund raising or charity drive sponsored by the school or outside agency shall be *entirely* voluntary as far as each student is concerned. There shall be no cause for embarrassment to those who do not or cannot participate or contribute.

*All fundraising and charity drives sponsored by a school or on school property must receive the approval of the superintendent by end May 20th of the previous year.* Act 525 of 1993 regulates door-to-door sales of fund raising merchandise by students in K-6. These students must be accompanied by an adult (16 years or older). The school will
provide each child’s parent written notification of the guidelines concerning the fundraising program. **A fundraising year will be from July 1st to June 30th.**

Elementary students are not allowed to sell food, snacks, or candy for fundraising purposes at any time during the school day. Act 1220 Section 5.01.2

High School students are not allowed to sell food, snacks, or candy for fundraising purposes until 30 minutes after the last lunch period. Items sold must meet the Foods of Minimal Nutritional Value requirements listed in Act 1220. Act 1220 Section 5.01.4 Homemade items are no longer allowed in the school for parties or fundraisers. Arkansas Food Code: 3-201.11

Fundraising activities to meet class and organization needs are to be kept to a minimum. Only classes 10-12 are permitted to schedule fundraising activities, and all funds collected are to become the property of the class. Grades 10-11 are only permitted two fundraisers per year. The junior fair stand (if utilized) shall count as one fundraiser. The Junior Class may have a third fundraiser if they have not raised enough to cover the cost of prom. The junior and senior classes may have a play, which will not count as a fundraiser.

Each organization listed under “Extra Curricular Activities” and each organization supported by the school, is permitted two fundraising activity each year for the purpose of supporting the activities of the organization. **Each fundraising activity will be approved through the superintendent’s office.** The principal will work with the sponsors in scheduling such activities in order that there will not be an overlap or concurrent project within the school. If a class does not plan and execute a fundraising activity, the right is forfeited and may not be carried over to another year.

Organizations outside of the school, such as, athletic boosters, band boosters, FFA boosters, etc...are only permitted two fundraising activities “on campus” or involving students. **Each fundraising activity of the above nature will be approved through the superintendent’s office.** All outside organizations must clearly identify themselves as the group raising funds and their purpose for events both on and off campus if the fundraising is for the benefit of the school.

**SEMESTER TEST EXEMPTION**

During the spring semester students who meet the following criteria will have the choice of taking their semester test or being exempt: *Note we no longer exempt students from the fall semester tests.*

1.) Students must have an A or B and no more than three absences to be exempt from semester tests. Additionally they cannot have been placed in ISS, OSS, or Saturday School and receive an exemption.

2.) Student may have a C and no more than two absences and be exempt from the semester test.

**SCHEDULE CHANGES**

No schedule will be changed after four (4) school days at the beginning of each semester.
SENIOR PRIVILEGES

Senior privileges are privileges drawn up by the senior class and approved by the administration. These privileges become effective the last nine weeks of the spring semester and are for members of the senior class only.
PARENT ACTIVATION AND SET UP FOR EDLINE

1. Go to a web browser and type in the address line
   a. www.edline.net

2. Locate the “Activate a Parent Account” on top of screen.
   a. Click on “Click here if you have a new activation code”.
   b. Key in the Parent Activation Code (no hyphens)
      CONTACT THE PRINCIPAL’S OFFICE OF YOUR CHILD/CHILDREN TO REQUEST AN
      ACTIVATION CODE.
   c. REPEAT THIS STEP FOR EACH ACTIVATION CODE YOU WISH TO
      COMBINE INTO A SINGLE ACCOUNT. For example: An activation code for
      each child.
   d. Press enter.
   e. Click on “Activate this code”.
   f. You must click “I agree” to activate the account.
   g. You must activate the new account. Use lowercase letters when keying in
      information. Key in a screen name (If screen name is taken, keep choosing until
      you have a screen name that the program will accept.), key in password, key in the
      password again. Click continues.
   h. Key in your email address.
   i. Choose “Yes” on both emails if you want an updated notice on grades.
   j. Choose your security question and key in the answer. Click “Update.”
   k. Click on the User Guide if you would like a print out.
   l. Click the Done button in the upper right corner to continue.

These steps will take you to the home page of Edline. You should see your child’s/children’s
names in the upper left hand corner of the screen. Click on the student’s name in order to see
their class list. Under the Classes menu there will be a list of the student’s current classes. Select a
class. On the right hand side of the screen under Contents, students’ grades will be listed. Once
you have viewed the grades click on done and then you can select another class to view.

NOTE: YOU MUST USE THE NAVIGATION WORDS (such as “Home”, “Help”, “Logout”,
“Done”, “Print”, etc.) AT THE TOP OR BOTTOM OF THE SCREEN TO NAVIGATE
THROUGH EDLINE. DO NOT USE THE FORWARD AND BACK KEYS ON THE
INTERNET TOOLBAR. IF EDLINE DOES NOT RECOGNIZE MOVEMENT (SUCH AS CLICKING) FOR 15
MINUTES, THEN THE PROGRAM WILL LOGOUT AND YOU MUST LOGIN AGAIN.
APPENDIX

The following pages are forms to be completed and returned to school.
4.13F  FORM - OBJECTION TO PUBLICATION OF DIRECTORY INFORMATION

(NOT TO BE FILED IF THE PARENT/STUDENT HAS NO OBJECTION.)

I, the undersigned, being a parent of a student, or a student eighteen (18) years of age or older, hereby note my objection to the disclosure or publication by the Danville School District of directory information, as defined in Policy 4.13-PRIVACY OF STUDENTS’ RECORDS, concerning the student named below. The district is required to continue to honor any signed opt-out form for any student no longer in attendance at the district.

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

I understand that this form must be filed with the office of the appropriate building principal within ten (10) school days from the beginning of the current school year or the date the student is enrolled for school in order for the District to be bound by this objection. Failure to file this form within that time is a specific grant of permission to publish such information.

I object and wish to deny the disclosure or publication of directory information as follows:

Deny disclosure to military recruiters ______

Deny disclosure to Institutions of postsecondary education ______

Deny disclosure to potential employers _______

Deny disclosure to all public and school sources ______

Selecting this option (above) will prohibit the release of directory information to the three categories listed above along with all other public sources (such as newspapers), AND result in the student’s directory information not being included in the school’s yearbook and other school publications.

Deny disclosure to all public sources ______

Selecting this option (above) will prohibit the release of directory information to the first three categories listed above along with all other public sources (such as newspapers), but permit the student’s directory information to be included in the school’s yearbook and other school publications.

______________________________
Name of Student (Printed)

______________________________
Signature of Parent (or Student, if 18 or Older)
4.24F FORM - DANVILLE PUBLIC SCHOOLS DRUG RELEASE AND CONSENT

(This consent form must be signed each year.)

I, ________________________________________________________, do hereby authorize the collection facility, physician or laboratory selected by the Danville School District to take urine specimens for laboratory analyses for the purpose of alcohol/drug testing, and I authorize the collection facility, physician, or laboratory to release the results of the test to the Danville School District. This release and consent form is subject to the terms and conditions of the alcohol/drug policy implemented by the Danville School District. A photocopy of this authorization can be used if the original is not available.

I understand that my refusal to authorize such examination will subject my child, ________________________________________________________, to immediate removal from all activities listed in the Chemical Screen Test Policy of this handbook.

I also am aware that once I sign this form it is valid for the entire school year even if I quit an activity or I am dismissed from an activity including athletics.

Student____________________________________________________

Date_______________________________________________________

Grade_______________________________________________________

Parent’s Signature___________________________________________
The Danville School District agrees to allow the student identified above ("Student") to use the district’s technology to access the Internet under the following terms and conditions which apply whether the access is through a District or student owned technology device:

1. **Conditional Privilege**: The Student’s use of the district’s access to the Internet is a privilege conditioned on the Student’s abiding to this agreement. No student may use the district’s access to the Internet whether through a District or student owned technology device unless the Student and his/her parent or guardian have read and signed this agreement.

2. **Acceptable Use**: The Student agrees that he/she will use the District’s Internet access for educational purposes only. In using the Internet, the Student agrees to obey all federal and state laws and regulations. The Student also agrees to abide by any Internet use rules instituted at the Student’s school or class, whether those rules are written or oral.

3. **Penalties for Improper Use**: If the Student violates this agreement and misuses the Internet, the Student shall be subject to disciplinary action.

4. “**Misuse of the District’s access to the Internet**” includes, but is not limited to, the following:
   a. using the Internet for other than educational purposes;
   b. gaining intentional access or maintaining access to materials which are “harmful to minors” as defined by Arkansas law;
   c. using the Internet for any illegal activity, including computer hacking and copyright or intellectual property law violations;
   d. making unauthorized copies of computer software;
   e. accessing “chat lines” unless authorized by the instructor for a class activity directly supervised by a staff member;
   f. using abusive or profane language in private messages on the system; or using the system to harass, insult, or verbally attack others;
   g. posting anonymous messages on the system;
   h. using encryption software;
   i. wasteful use of limited resources provided by the school including paper;
   j. causing congestion of the network through lengthy downloads of files;
   k. vandalizing data of another user;
   l. obtaining or sending information which could be used to make destructive devices such as guns, weapons, bombs, explosives, or fireworks;
   m. gaining or attempting to gain unauthorized access to resources or files;
   n. identifying oneself with another person’s name or password or using an account or password of another user without proper authorization;
   o. invading the privacy of individuals;
p. divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email. Personally identifying information includes full names, address, and phone number.
q. using the network for financial or commercial gain without district permission;
r. theft or vandalism of data, equipment, or intellectual property;
s. attempting to gain access or gaining access to student records, grades, or files;
t. introducing a virus to, or otherwise improperly tampering with the system;
u. degrading or disrupting equipment or system performance;
v. creating a web page or associating a web page with the school or school district without proper authorization;
w. providing access to the District’s Internet Access to unauthorized individuals;
x. failing to obey school or classroom Internet use rules; or
y. taking part in any activity related to Internet use which creates a clear and present danger of the substantial disruption of the orderly operation of the district or any of its schools.
z. installing or downloading software on district computers without prior approval of technology director or his/her designee.

5. **Liability for debts**: Students and their cosigners shall be liable for any and all costs (debts) incurred through the student’s use of the computers or access to the Internet including penalties for copyright violations.

6. **No Expectation of Privacy**: The Student and parent/guardian signing below agree that if the Student uses the Internet through the District’s access, that the Student waives any right to privacy the Student may have for such use. The Student and the parent/guardian agree that the district may monitor the Student’s use of the District’s Internet Access and may also examine all system activities the Student participates in, including but not limited to e-mail, voice, and video transmissions, to ensure proper use of the system. The District may share such transmissions with the Student’s parents/guardians.

7. **No Guarantees**: The District will make good faith efforts to protect children from improper or harmful matter which may be on the Internet. At the same time, in signing this agreement, the parent and Student recognize that the District makes no guarantees about preventing improper access to such materials on the part of the Student.

8. **Signatures**: We, the persons who have signed below, have read this agreement and agree to be bound by the terms and conditions of this agreement.

Student’s Signature:
___________________________________________________________________Date________________

Parent/Legal Guardian Signature:
___________________________________________________________________Date________________
4.35F MEDICATION ADMINISTRATION CONSENT FORM

Student’s Name (Please Print)

Medications, including those for self-medication, must be in the original container and be properly labeled with the student’s name, the ordering provider’s name, the name of the medication, the dosage, frequency, and instructions for the administration of the medication (including times). Additional information accompanying the medication shall state the purpose for the medication, its possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings.

I hereby authorize the school nurse or his/her designee to administer the following medications to my child:
Name(s) of medication(s) ____________________________________________
Name of physician or dentist (if applicable) ____________________________
Dosage ___________________
Instructions for administering the medication __________________________

Other instructions ________________________________________________

I acknowledge that the Danville School District, its Board of Directors, and its employees shall be immune from civil liability for damages resulting from the administration of medications in accordance with this consent form.

Parent or legal guardian signature _________________________________

Date ____________________

Date Adopted: 09-11-06
Last Revised:
4.35F2 MEDICATION SELF-ADMINISTRATION CONSENT FORM

Student’s Name (Please Print) ______________________________________________________

The following must be provided for the student to be eligible to self-administer asthma inhalers and/or auto-injectable epinephrine. Eligibility is **only** valid for this school for the current academic year. This consent form must be renewed each year and/or anytime a student changes schools.

- a written medical statement from a health-care provider who has prescriptive privileges that he/she has prescribed the asthma inhaler and/or auto-injectable epinephrine for the student and that the student needs to carry the medication on his/her person due to a medical condition;

- the specific medications prescribed for the student;

- an individualized health care plan developed by the prescribing health-care provider containing the treatment plan for managing asthma and/or anaphylaxis episodes of the student and for medication use by the student during school hours; and

- a statement from the prescribing health-care provider that the student possesses the skill and responsibility necessary to use and administer the asthma inhaler and/or auto-injectable epinephrine.

If the school nurse is available, the student shall demonstrate his/her skill level in using the asthma inhalers and/or auto-injectable epinephrine to the nurse.

Medications for self-medication shall be supplied by the student’s parent or guardian and be in the original container labeled with the student’s name. The parent or guardian may choose to provide the school with additional appropriate medication (use form 4.35F) for the school to have available to deal with an asthma or anaphylaxis emergency.

My signature below is an acknowledgment that I understand that the District, its Board of Directors, and its employees shall be immune from civil liability for injury resulting from the self-administration of medications by the student named above.

Parent or legal guardian signature __________________________________________________

Date ____________________________
4.35F3—GLUCAGON ADMINISTRATION AND CARRY CONSENT FORM

Student’s Name (Please Print)
__________________________________________________________

The school has developed a Section 504 plan acknowledging that my child has been diagnosed as suffering from Type I diabetes. The 504 plan authorizes the school nurse or, in the absence of the nurse, trained volunteer district personnel, to administer Glucagon in an emergency situation to my child.

I hereby authorize the school nurse or, in the absence of the nurse, trained volunteer district personnel designated as care providers, to administer Glucagon to my child in an emergency situation. Glucagon shall be supplied to the school nurse by the student’s parent or guardian and be in the original container.

I acknowledge that the District, its Board of Directors, its employees, or an agent of the District, including a healthcare professional who trained volunteer school personnel designated as care providers shall not be liable for any damages resulting from his/her actions or inactions in the administration of Glucagon in accordance with this consent form and the 504 plan.

Parent or legal guardian signature
__________________________________________________________

Date ____________________
4.41F  OBJECTION TO PHYSICAL EXAMINATIONS OR SCREENINGS

I, the undersigned, being a parent or guardian of a student, or a student eighteen (18) years of age or older, hereby note my objection to the physical examination or screening of the student named below.

Physical examination or screening being objected to:

- Vision test
- Hearing test
- Scoliosis test
- Other, please specify

Non-emergency, invasive physical examination as defined in Policy 4.41

Comments:

________________________________________________________________________

________________________________________________________________________

Name of student (Printed)

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

Date form was filed (To be filled in by office personnel)
Arkansas Department of Education—March 2010

Name of Student: ______________________________________________

Name of Parent/Guardian: _________________________________________

Name of District: Danville

Name of School: Danville High School – Jr. High

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

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

Parents or guardians may waive the right for a student to participate in Smart Core and to instead participate in the Core curriculum. The parent must sign the separate Smart Core Waiver Form to do so.

**SMART CORE CURRICULUM**

**English – 4 units**
- English 9th grade
- English 10th grade
- English 11th grade
- English 12th grade

**Mathematics – 4 units**
- Algebra I or Algebra A & B (Grades 7-8 or 8-9)
- Geometry or Investigating Geometry or Geometry A & B (Grades 8-9 or 9-10)
- Algebra II
- Fourth Math Choice of: Transitions to College Math, Pre-Calculus, Calculus, Trigonometry, Statistics, Computer Math, Algebra III or an Advanced Placement mathematics

(Comparable concurrent credit college courses may be substituted where applicable.)

**Natural Science – 3 units with lab experience chosen from:**
- Physical Science
- Biology or Applied Biology/Chemistry
- Chemistry
- Physics or Principles of Technology I & II or PIC Physics

**Social Studies – 3 units**
- Civics or Civics/American Government – 1 unit
World History – 1 unit
U.S. History – 1 unit

Oral Communications – ½ unit
Physical Education – ½ unit
Health and Safety – ½ unit
Fine Arts – ½ unit
Career Focus – 6 units
By signing this form, I acknowledge that I have been informed of the requirements and implementation of the Smart Core curriculum and am choosing the Smart Core curriculum for my child.

Parent/Guardian Signature/ Date

School Official Signature/ Date
4.45F2-SMART CORE WAIVER FORM
Arkansas Department of Education—March 2010

Name of Student: ____________________________________________

Name of Parent/Guardian: _____________________________________

Name of District: Danville

Name of School: Danville High School

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

Successful completion of the Smart Core curriculum is one of the eligibility requirements for the Arkansas Academic Challenge Scholarship. Failure to complete the Smart Core curriculum for graduation may result in negative consequences such as conditional admission to college and ineligibility for scholarship programs. Parents or guardians may waive the right for a student to participate in Smart Core. By signing this Smart Core Waiver Form, you are waiving your student’s right to Smart Core and are placing him or her in the Core Curriculum.

**CORE CURRICULUM**

**English – 4 units**
- English 9th grade
- English 10th grade
- English 11th grade
- English 12th grade

**Mathematics – 4 units**
- Algebra I or its equivalent
- Geometry or its equivalent
All math units must build on the base of algebra and geometry knowledge and skills.

** Science – 3 units**
- At least one unit of Biology
- At least one unit of a physical science

**Social Studies – 3 units**
- Civics – ½ unit
- World History – 1 unit
- U.S. History – 1 unit

**Oral Communications – ½ unit**
Physical Education – ½ unit
Health and Safety – ½ unit
Fine Arts – ½ unit
Career Focus – 6 units
By signing this form, I acknowledge that I have been informed of the requirements and implementation of the Smart Core curriculum and am choosing to waive the Smart Core curriculum for my child. I understand the potential negative consequences of this action as outlined on this form.

___________________________________
Parent/Guardian Signature/ Date

___________________________________
School Official Signature/ Date
5.6F    CHALLENGE OF INSTRUCTIONAL MATERIALS FORM

Name ______________________________________________________

Date Submitted:  Level One ___________ Level Two ___________ Level Three ___________

Instructional material being contested:
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Reason(s) for contesting the material (be specific):
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

What is your proposed resolution?
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Signature of receiving principal _________________________________________________

Signature of curriculum coordinator _____________________________________________

Signature of Superintendent ____________________________________________________

Date Adopted:  08-18-08
Last Revised:   08-10-11
5.7F  REQUEST FOR RECONSIDERATION OF LIBRARY/MEDIA CENTER MATERIALS

Name: ____________________________________________________________

Date submitted: __________

Media Center material being contested:

______________________________________________________________________________
______________________________________________________________________________

Reasons for contesting the material. (Be specific about why you believe the material does not meet the selection criteria listed in policy 5.7—Selection of Library/Media Center Materials):

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

What is your proposed resolution?

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Signature of receiving principal_____________________________________________________

Signature of Superintendent (if appealed)____________________________________________

Date Adopted: 08-18-08

Last Revised: 08-10-11
5.17F  HONOR ROLL AND GRADUATE OPT OUT FORM

I, the undersigned, being a parent or guardian of a student, or a student eighteen (18) years of age or older, hereby note my objection to having the student named below publicly identified as an honor roll or honor graduate student.

__________________________________________
Name of student (Printed)

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

__________________________________________
Date form was filed (To be filled in by office personnel)
5.20F PERMISSION TO DISPLAY PHOTO OF STUDENT ON WEB SITE

I hereby grant permission to the Danville School District to display the photograph or video clip of me/my student (if student is under the age of eighteen \{18\}) on the District’s web site, including any page on the site, or in other District publications without further notice. I also grant the Danville School District the right to edit the photograph or video clip at its discretion.

The student’s name may be used in conjunction with the photograph or video clip. It is understood, however, that once the photograph or video clip is displayed on a web site, the District has no control over how the photograph or video clip is used or misused by persons with computers accessing the District’s web site.

________________________________________
Name of student (Printed)

________________________________________
Signature of student (only necessary if student is over 18)

________________________________________
Signature of parent (required if student is under 18)

_______________
Date
I, the undersigned, being a parent or guardian of a student, or a student eighteen (18) years of age or older, hereby note my objection to participation by the student named below in the following survey, analysis, or evaluation.

I choose not to have my student participate in the following survey, analysis, or evaluation.

Name of specific survey
______________________________________________________________

_____All surveys

___________________________________________________________

Name of student (Printed)

___________________________________________________________

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

___________________________________________________________

Date form was filed (To be filled in by office personnel)
5.24F2  PERMISSION TO PARTICIPATE IN A SURVEY, ANALYSIS, OR EVALUATION

I, the undersigned, being a parent or guardian of a student, or a student eighteen (18) years of age or older, hereby grant my permission for the student named below to participate in the following survey, analysis, or evaluation.

Name of survey
____________________________________________________

Name of student (Printed)

______________________________

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

______________________________

Date form was filed (To be filled in by office personnel)
Dear Parent:
The following are areas that require your signature. Please mark an (x) in each area indicating your response. Please sign this form in the area provided at the bottom and return to school as soon as possible.

**Handbook**

___ Yes ___ No  I have access to the Danville School Student Handbook. The handbook is on the school’s website and a hard copy will be available upon request. The Arkansas Department of Education requires us to keep proof of receipt of the student handbook in each student’s file.

**Field Trip Permission Slip**

___ Yes ___ No  I give my child permission to participate in school day field trips sponsored by Danville Public School, within the state.

**Video/Photo Release**

___ Yes ___ No  I give permission for my child to participate in photographs and videos including but not limited to the Danville School Facebook page, the Danville School website, and/or the World Wide Web.

**Publication of Directory Information**

I do not object or wish to deny the release of directory information as follows:

___ Yes ___ No – To military recruiters
___ Yes ___ No – To institutions of postsecondary education
___ Yes ___ No – To potential employers
___ Yes ___ No – To all public sources (example: public newspaper)
___ Yes ___ No – To all public and school sources (example: public newspapers and school publications)

**Drug Consent**

___ Yes ___ No I do hereby authorize the collection facility, physician or laboratory selected by the Danville School District to take urine specimens for laboratory analyses for the purpose of alcohol/drug testing, and I authorize the collection facility, physician, or laboratory to release the results of the test to the Danville School District. This release and consent form is subject to the terms and conditions of the alcohol/drug policy implemented by the Danville School District. A photocopy of this authorization can be used if the original is not available.

I understand that my refusal to authorize such examination will subject my child to immediate removal from all activities listed in the Chemical Screen Test policy of this handbook. I also am aware that once I sign this form it is valid for the entire school year even if the student quits an activity or is dismissed from an activity including athletics.

Student’s Name ______________________________________  Grade ____________________

Student’s Signature __________________________________________________________

Parent’s Signature __________________________________________________________