

BENTON JUNIOR HIGH SCHOOL STUDENT HANDBOOK 2016 – 2017



411 Border Street
Benton, AR 72015
501-778-7698

<http://www.bentonschools.org>

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Name: _____

Address: _____

City/Zip Code: _____

Grade: _____ Phone #: _____

Advisory Teacher: _____ Room #: _____

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SIGNED AGREEMENTS

Students and parents are required to read and sign the following agreements:

1. I have received a copy of the Benton Junior High School Student Handbook which includes the Discipline, Homework, and Parental Involvement policies, and I am aware of what is expected of my child and to what penalties my child will be subject should he/she not conform as it relates to the code of conduct for all students. I am aware that I have the right to ask for a meeting(s) to discuss my child's education and/or academic needs.
2. I also understand that if I use a computer that is the property of the Benton School District, I must sign the STUDENT ACCEPTABLE USE AGREEMENT at Benton Public Schools and must abide by the regulations. Failure to do so may result in loss of access privileges as well as disciplinary action ranging from Saturday School to expulsion and legal action.
3. The parent shall sign a form acknowledging receipt of the Parental Involvement Plan summary that is found in this handbook. The entire copy of the Benton Junior High Parental Involvement Plan can be found on the District web page.

A copy of the signed agreements will be kept on file in the school office.

Any parent or guardian who objects to his/her child's name or picture being placed in the newspaper or any publication for recognition purposes should go by the school office and fill out and sign an "OPT-OUT PARTICIPATION FORM." This needs to be taken care of immediately.

The Student Handbook is designed to acquaint students and their parents with the policies and regulations necessary to provide a safe, efficient, and effective learning environment for all students. Many of these policies are summaries of a more detailed policy contained in the School Board Policy of the Benton School District, which is available on the district website. Arkansas Law requires that this form be signed by the student and one guardian and be kept on file at the school.

BENTON PUBLIC SCHOOLS
Mark McDougal, Director of Personnel/Student Services
P.O. BOX 939
207 W. CONWAY STREET
BENTON, ARKANSAS 72018
(501) 778-4861
FAX (501) 776-5777

July 2016

Dear Parent/Guardian:

As a parent/guardian of a student in the Benton School District, you have the right to know the professional qualifications of your child's teacher. Federal law (No Child Left behind Act) allows you to ask for certain information about your child's teacher and requires the District to provide you with this information within a timely manner. Specifically, you can ask for the following information about your child's teacher:

- Whether the teacher has met state credential or license criteria for grade level and subject matter taught.
- Whether the teacher is teaching under emergency or other provisional status.
- The baccalaureate degree major of the teacher and any other graduate certifications or degree held.
- Whether the child is provided services by paraprofessionals and if so, their qualifications.

If you would like to receive any of this information, please come by the Benton Administrative Office, 207 W. Conway Street, Benton, Arkansas during working hours (7:30 a.m. to 4:00 p.m. weekdays) and complete a Parent Request form. A response will be mailed to you within ten working days from the date of the request.

I can be contacted at 501-776-5717 or emailed at mmcdougal@bentonschools.org

Mark McDougal
Director of Personnel/Student Services

BENTON JUNIOR HIGH SCHOOL STUDENT - PARENT HANDBOOK

PURPOSE

This handbook has been prepared for assisting all junior high school students and their parents in the Benton School district in becoming familiar with the general policies and the rules and regulations, which apply to all students. **It is the responsibility of both the student and the parent to be familiar with the rules of the handbook.** Attached to the handbook is a statement that is to be signed by the student's parent/guardian and student and returned by the student to his or her Advisory teacher as soon as possible.

Mutual cooperation between the home and the school is necessary for the best welfare of each student. If your child has problems in school, feel free to call either the Counselors office (776- 5751) or the Principal's office (778-7698).

BENTON JUNIOR HIGH MISSION STATEMENT

The mission of Benton Junior High is to provide the best possible education for all students. Our goal is to overcome all obstacles that hinder student learning and ensuring proficiency in literacy and math. We will strive to provide a positive and safe environment in which students develop Panther Pride, a positive self-concept, and a respect for all. We at BJH are committed to preparing our students to become successful, responsible, productive citizens of our ever-changing society.

RIGHT TO INSPECT AND CHALLENGE

The parents or legal guardian of a student shall have the right to inspect and review any and all official records, files, and data directly related to their children. This shall include all material that is incorporated into each student's cumulative record folder.

If there is an objection, the person or persons making the objection shall have an opportunity for a hearing to challenge the content of their child's record with the building principal and other staff members who furnished or entered the data into the student's record. The next level of appeal would be a hearing before the Board of Education.

Whenever a student has attained eighteen years of age, or is married at any age, the permission or consent required of and the rights accorded

to the parents of the student shall thereafter only be required of and accorded to the student.

Public Access to Pupil Records

The school may, without consent of parents or students, provide access to a student's cumulative record file to the following:

- a. Other school staff members with the Benton Schools who have legitimate educational interest. All school personnel desiring access to pupil records will sign a written form, which shall be, kept permanently on file specifically indicating the educational interest they have in seeking this information.
- b. Authorized representatives of the United States or state educational authorities. This may be necessary in connection with the audit and evaluation of federally supported educational programs or enforcement of the federal legal requirements, which relate to such programs. Data collected by such officials with respect to individual students shall not include information, which would permit the personal identification of students.
- c. In connection with student's application for or receipt of financial aid.

Transfer of Records

The following guidelines shall be used in regard to transfer of records:

- a. A student's records may be transferred to officials of a school to which the student intends to enroll, (or to other persons or agencies), upon the condition that the student's parents be notified of the record transfer, receive a copy of the record if requested, and have an opportunity for a hearing to challenge the content of the record.
- b. A student's records will be made available in compliance with a judicial order, or pursuant to any lawfully issued subpoena. Parents and students must be notified of all court orders or subpoenas in advance of compliance by the school district.

STUDENTS RIGHTS and RESPONSIBILITIES

Students have rights that should be recognized and respected. Every right carries with it certain responsibilities. Among these rights and responsibilities are the following:

- A. The right to attend free public schools—the responsibility to attend school regularly and to observe school rules essential for permitting others to learn at school;

- B. The right to quality education—the responsibility to put forth best efforts during the educational process;
- C. Civil rights—including the rights to equal educational opportunity and freedom from discrimination and the responsibility not to discriminate against others;
- D. The right to due process of law with respect to suspension and expulsion; and
- E. The right to privacy which includes privacy in respect to the student's school records.

As part of the educational process, students should be made aware of their legal rights and of the legal authority of the Board of Education to make and delegate authority to its staff to make rules regarding the orderly operation of the schools. If the policy guidelines adopted by the Board are to be successful, it must be understood that school officials and teachers have the authority to interpret and apply them in a given situation. Students must obey any such interpretation subject to an appeal.

Petitions may not be circulated on school grounds without the approval of the principal or Superintendent of Schools. Prevention of disruption in the educational process is paramount in ensuring a continuous, positive learning environment. When the rights and responsibilities of individuals are clearly understood, the elements of respect and cooperation will result in the harmonious and constructive education of the student.

RIGHTS OF STUDENTS

Every student has a right to be free from tension or bullying and have his personal and property rights respected. If at any time his rights are interfered with, the student should appeal to an authority, a teacher or to the assistant principal. There is no disgrace in appealing to authority. This is the proper thing to do. It is the adult method and the rule of civilized people.

NONDISCRIMINATORY POLICY NOTIFICATION

It is the policy of the Benton Public Schools to provide equal opportunities without regard to race, color, national origin, sex, age, qualified handicap, or veteran status in its educational programs and activities. That includes, but is not limited to, admission, educational

services, financial aid, and employment. Inquiries concerning application of this policy may be referred to:

NAME

P.O. Box 939 Benton, AR 72018
Telephone Number 778-8326

STUDENTS WITH DISABILITIES

Benton School District will provide a Free Appropriate Public Education (FAPE) and uphold all rules and regulations set forth in the Individual With Disabilities Education Act (IDEA), Amendments of 1997, P. L. 108-446, The Rehabilitation Act of 1974, and the Arkansas Department of Education Procedural Requirements and Program Standard for the provision of Special Education and Related Services for students with disabilities.

DISCIPLINE OF STUDENTS WITH DISABILITIES

Benton Junior High school will discipline students with disabilities, when necessary, as the district disciplines other students unless the federal Individuals with Disabilities Education Act require alternative action.

PRIVACY OF STUDENT RECORDS--BOARD POLICY 4.13

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 parents 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 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 from

the education records of each student. Disclosure 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.

- it is in the sole possession of the individual who made it;
- it is used only as a personal memory aid; and
- information contained in it has never been revealed or made available to any other person, except the maker's temporary substitute.

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, 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.

In addition to releasing PII to school officials without permission, the District may disclose PII from the education records of students in foster care placement to the student's caseworker or to the caseworker's representative without getting prior consent of the parent (or the student if the student is over eighteen (18)). For the District to release the student's PII without getting permission:

- The student must be in foster care;
- The individual to whom the PII will be released must have legal access to the student's case plan; and
- The Arkansas Department of Human Services, or a sub-agency of the Department, must be legally responsible for the care and protection of the student.

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 Benton 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 guardians, 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, disciplinary rulings, disability

placements, or other such determinations, 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 employers of those students, as well as school publications such as annual yearbooks and graduation announcements. "Directory information" includes, but is not limited to, a student's name, address, telephone number, electronic mail address, photograph, date and place of birth, 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 a 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 identity, such as a personal identification number (PIN), password or other factor known or possessed only by the authorized user.

Any parent or guardian who objects to his child's name or photograph being placed on the school's web pages, in the newspaper, or any publication or making any directory information available upon request should go by the school office and fill out and sign an "OPT-OUT PARTICIPATION FORM." This needs to be taken care of 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 FORM for any student no longer in attendance at the district.

The right to opt out of the disclosure of directory information under Family Educational Rights and Privacy Act (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 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.

STUDENTS' RIGHTS, RESPONSIBILITIES AND LIMITATIONS

The school reserves the right to punish behavior, which is not conducive to good order and discipline in the school, even though such behavior is not specified in the preceding written rules. The school also reserves the right to increase discipline penalties when a threat to disrupt or interfere with the educational process is present. Consequences for behavior not covered will range from a minimum: warning/conference to a maximum: expulsion.

“State Law, Federal Law, and Board Policy will always supersede campus handbooks. For any questions, please contact your child’s building principal or the Central Office at (501) 778-4861.”

ABUSE (VERBAL/PHYSICAL) OF A SCHOOL EMPLOYEE

Verbal abuse shall include but not be limited to a student: cursing an employee, name-calling, derision, defamation or innuendo, intimidation, etc.

Penalty: Minimum: Assignment to In-School-Suspension

Maximum: Expulsion recommendation to the Benton School Board.

Physical abuse shall include but not be limited to a student: using any weapon against an employee, striking or pushing an employee, tripping, restraining an employee against his or her will, throwing at an employee, etc.

When monetary damages are involved, restitution shall be one of the measures taken. The police may be called and civil charges filed when circumstances seem to warrant

Penalty: Minimum: Assignment to In-School-Suspension.

Maximum: Expulsion recommendation to the Benton School Board.

ALTERNATIVE LEARNING CENTER

The Alternative Learning Center (ALC) is located adjacent to the UALR building on River Street. The ALC is for students who have been identified as educationally at-risk. The purpose of the program is to prepare students academically to return to the regular classroom and to acquire attitudes and skills to manage their personal conduct in a socially acceptable manner. STUDENTS ARE NOT TO BE ON ANY SCHOOL

CAMPUS OR ANY SCHOOL SPONSORED EVENT FOR ANY REASON WHILE ASSIGNED TO THE ALTERNATIVE LEARNING CENTER UNLESS PERMISSION IS SPECIFICALLY GIVEN BY ADMINISTRATION. PERMISSION WILL BE GIVEN ON AN INDIVIDUAL BASIS ONLY.

ASSAULTS, ABUSE AND THREATS OR THREATING BEHAVIOR BOARD POLICY-4.21

“Assault” is the willful attempt or threat to inflict injury upon the person of another coupled with the apparent present ability to do so. Any display of force that would give the victim reason to fear bodily harm is assault, even if touching or striking does not occur.

“Battery” is similar to assault, but requires excessive physical touching or injury.

“Abuse” means to wrong in speech, criticize rudely, degrade, putdown, ridicule. Use of profanity or vulgar expressions directed at another person is considered abuse.

“Threat” is defined as a communicated intent to inflict physical or other harm on any person or on property.

Statement of Policy

Students are to keep their hands to themselves, and treat teachers and fellow students with respect and courtesy. Horseplay and physical teasing as well as shoving, striking, fighting or threatening others constitute battery and/or assault and are strictly forbidden. All threats of violence or property damage will be taken seriously. Students should be aware that uttering threats can not only lead to disciplinary action being taken against a student, it can also lead to serious criminal penalties. Profanity and rude and abusive language directed at others is considered abuse, and this is also strictly forbidden. Violation of this policy will result in disciplinary action and may also constitute a criminal offense. By law, local law enforcement must be notified whenever a felony or an act of violence may have been committed on campus.

This includes, but is not limited to, student-to-student as well as student to teacher or school employee.

Penalty: Minimum: Warning. Maximum: Expulsion

ASSEMBLIES

Assemblies bring the entire school together at one time in order to inform, honor special days or persons, hear groups of students, hear outstanding leaders of the community, recognize student achievement and service, provide unusual educational experiences, and/or build school spirit and morale.

Talk only in a low voice. Keep your eyes on the microphone and when the speaker approaches the microphone, **STOP TALKING AT ONCE.**

Each member of the audience is a part of the whole performance. By your attentiveness you

- a) encourage the performers to do their best
- b) show your sense of fair play and courtesy to those near you.
- c) train yourself in the fine art of listening. Booing, whistling, stomping of feet and other disturbing noises will not be tolerated.

Penalty: Minimum: Conference. Maximum: Suspension

ATTENDANCE AND ABSENTEE POLICY—BOARD POLICY 4.07

The purpose of this attendance policy is to place primary responsibility for attendance upon the student and parent. Parents are encouraged to call the school when their child is absent, however this does not excuse the absence. Signing a student in or checking a student out does **NOT** excuse an absence.

1. Our attendance policy allows excused absences for the following with official documentation. The office must receive the written excuse within **five (5)** days following the absence. Only appointment time and travel time will be excused unless the physicians note indicates otherwise.

- Physician's statement of illness (including specific days of absences)
- Dental Appointments-Travel time and appointment time only
- Court Appearances-Travel time and appointment time only
- Counseling appointments-Travel time and appointment time only
- Observance of recognized holiday observed by the student's faith
- Participation in an FFA, FHA, or 4-H sanctioned activity
- Death of Immediate Family Member
- **Parental note (limited to 5 days per semester)**
- Parent in active military duty (approved by administration)

- Any circumstance not covered above which the attendance committee determines to be excused.
2. Any absence not covered above will be considered unexcused.
 3. Students that are more than 5 minutes late to class will be considered absent.
 4. Students that are checked out 5 or more minutes before the bell rings will be considered absent.
 5. Letters will be sent for the first class in which a student misses three (3), five (5), and six (6) unexcused days.
 6. When unexcused absences cause a student to be a candidate for retention, other factors including grades, age, responsibility in doing make-up work, attitude and number of absences in excess of six (6) unexcused days will be taken into consideration. Credit may be withheld for the semester in a course in which a student has more than six (6) unexcused absences. An attendance committee will be formed for any circumstance that needs to be reviewed. Parents are allowed to appeal to the attendance committee before reaching the maximum number of days. 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.
 7. The student will be responsible for completing any missed work for all absences.
 8. Students who have doctor, dentist, or other professional appointments on a regular basis which cannot be scheduled outside of school hours are urged to stagger the time of appointments so that the same class is not missed each time.
 9. Students who are absent during either all or part of the day shall not participate in or attend any school activity on that day or night unless permission is given in **advance** by the principal.
 10. Students that have four (4) unexcused absences may be referred to the Saline County Truancy Court.
 11. Students that have an "F" in a class will receive an "F" even if he/she has lost credit because of unexcused absences.
 12. Suspension days will be reflected on the student's attendance record but will not count toward the six (6) unexcused days.
 13. Career Action Planning, or CAPS, registration conference will be held each spring. Failure to attend the CAPS conference will result in the

student being counted absent for the entire day.

14. Keeping track of absences is the responsibility of the student and parent.

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 serving as a page for a member of the General Assembly.

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.

COMPULSORY ATTENDANCE REQUIREMENTS—BOARD POLICY 4.03

Every parent, guardian, or other person having custody or charge of any child age five (5) through seventeen (17) years on or before August 1 who resides, as defined by policy 4.01 RESIDENCE REQUIREMENTS, within the District shall enroll and send the child to a District 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 4.06 HOME SCHOOLING have been met.
3. The child will not be age six (6) on or before August 1 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 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.
7. The child has been enrolled in another district through School Choice.
8. The schools of the 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 within the District and to all persons between those ages who have been legally transferred to the District for educational purposes.

BOOK BAGS AND BACK PACKS

Book bags and backpacks are a convenient way to carry books to and from school. However, because of the crowded conditions in the halls and classrooms we are asking that book bags and backpacks be left in the student's locker during the school day. Special situations may arise during the school year that would necessitate carrying books in a bag or pack to and from class. When these situations arise, permission may be obtained from the principal. Failure to follow this procedure could result in a minimum Detention Hall assignment to maximum Saturday School assignment.

BULLYING—BOARD POLICY 4.43

Respect for the dignity of others is a cornerstone of civil society. Bullying creates an atmosphere of fear and intimidation, robs a person of their dignity, detracts from the safe environment necessary to promote student learning, and will not be tolerated by the Board of Directors. Students who bully another person shall be held accountable for their actions whether they occur on the school grounds; off school grounds 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.

Cyberbullying of School Employees is expressly prohibited and includes, but is not limited to:

- a. Building a fake profile or website of the employee;
- b. Posting or encouraging others to post on the Internet private, personal, or sexual information pertaining to a school employee;
- c. Posting an original or edited image of the school employee on the Internet;
- d. Accessing, altering, or erasing any computer network, computer data program, or computer software, including breaking into a password-protected account or stealing or otherwise accessing passwords of a school employee; making repeated, continuing, or sustained electronic communications, including electronic mail or transmission, to a school employee;
- e. Making, or causing to be made, and disseminating an unauthorized copy of data pertaining to a school employee in any form, including without limitation the printed or electronic form of computer data, computer programs, or computer software residing in, communicated by, or produced by a computer or computer network;
- f. Signing up a school employee for a pornographic Internet site; or
- g. Without authorization of the school employee, signing up a school employee for electronic mailing lists or to receive junk electronic messages and instant messages.

Examples of "Bullying" may also 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 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.

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. Parents, students, school volunteers, and employees shall be given copies of the notice.

BUS STUDENTS—BOARD POLICY 4.19

Bus transportation is furnished to students who live two (2) miles and farther from the elementary school attendance zone in which they reside. Students residing within the two-mile zone will not be provided transportation by the district.

If a student causes trouble on the bus, the following action will be taken:

- ~~1st offense~~—Driver conference with student (warning given)
- ~~2nd offense~~—Administrator/student conference—student placed on probation
- ~~3rd offense~~—loss of riding privileges for 3 days
- ~~4th offense~~—loss of riding privileges for 5 days
- ~~5th offense~~—loss of riding privileges for 10 days
- ~~6th offense~~—loss of riding privileges for remainder of school year

Bus discipline issues will be handled by the Director of Transportation. The Transportation Department uses levels of conduct behavior offenses for student misbehavior. Levels of conduct range from verbal warning to suspended from the bus for the remainder of the school year.

Any of the above actions concerning discipline problems while riding the bus or waiting for buses at bus stops may be combined or all instituted at the same time, depending on the seriousness of the students misbehavior or series of different misbehaviors. In addition to this, if a student breaks any other school rules, that student will be disciplined for that as well.

Guest riders must bring a note from their parent to be approved and signed by an administrator. This note must be given to the bus driver before boarding the bus.

CAFETERIA

Cutting line in the cafeteria will not be tolerated and guilty parties will receive detention hall. No guests of students will be able to eat lunch with students unless prior approval is granted from the administration.

Leave the cafeteria when finished eating. Remember to get a drink of water and/or go to the restrooms before leaving the cafeteria. Once you leave the cafeteria, you will not be allowed to return.

Students who bring lunches must consume them within the cafeteria. Parents may provide any food or candy item for their own child's lunch or snacks, but may not provide such items for other children at school.

Breakfast and lunch meals are prepared daily and made available to the students. Meals are expected to be paid for unless the appropriate paperwork has been filled out and students have been approved for free meals. Free/Reduce lunch forms may be obtained in the main office.

Full paid secondary students may charge meals up to a limit of \$10.00. This could be four lunches, three lunches and two breakfasts, two lunches and three breakfasts or any combination of meal charges that would not exceed \$10.00. No a la-carte items may be charged.

Reduced paid secondary students may charge up to a limit of \$2.00. This could be five lunches, four lunches and one breakfast, three lunches and two breakfasts, or any combination of charges that would not go above \$2.00. No a la-carte items may be charged. Students receiving free meals may not charge any a la-carte items including extra milk.

Students are notified that they are out of money when they come through the meal service line. Written notices are sent home periodically but not daily. Once students reach the \$10.00 limit they will not be allowed to charge additional meals until the balance is paid.

CHECK-OUT POLICY

Students leaving school for illness, doctors' appointments, etc., may check out of school after an office person (principal, assistant principal, counselor, or school secretary) has notified his parents. The student may leave only when arrangements have been made with a parent or guardian. Student must sign the checkout register on the counter in the general office before leaving school. Parents must come into the office to pick up their child.

CLOSED CAMPUS

Benton Junior High is a closed campus. Students are required to stay on campus from their arrival until dismissal at the end of the regular school day unless given permission to leave the campus by a school official. Students must sign out in the office upon their departure. Consequences range from Saturday School to In-School Suspension.

CONTRABAND

Contraband such as laser lights (ACA § 6-18-512), lighters, matches, radios, MP3, tape recorders, CD players, any other electronic devices, sunglasses, caps, hats, chemical agents (pepper spray, mace and odor

causing agents) and fireworks will not be allowed on school campus without prior approval. If such a device is brought to school it will be collected by the teacher and handed to the principal. Students who violate this policy are subject to disciplinary action that will range from a minimum of a student conference to a maximum of expulsion.

DETENTION HALL

Detention hall is for students that are tardy, chewing gum, and other minor disciplinary problems. Detention hall will meet after school from 3:05 to 3:30. Students assigned to detention hall will be given the option of attending on the day assigned or the following day. If the student chooses to attend on the day assigned, he/she will be given the opportunity to contact parents to make arrangements. If the student chooses to attend the following day, he/she will be responsible for making transportation arrangements. Detention Hall is not held on Fridays. The following rules will apply for assigned Detention Hall:

1. You must be on time.
2. You must bring a textbook with pencil and paper or a library book.
3. You must do meaningful school work.
4. You may not go to your locker after D.H.
5. Failure to comply with any of these rules will result in extra D.H. assignments/ISS/SS.
6. Failure to attend D.H. will result in a Saturday School/I.S.S. assignment.
7. Students that receive more than five (5) Detention Halls per nine weeks will receive Saturday School or In-School Suspension.

DISHONESTY

Students shall refrain from purposely deceiving or misleading any staff member in their effort to gain information concerning any event. In addition, students shall not be involved in any effort to receive credit for any assignment by dishonest means. This includes but is not limited to: copying, plagiarism, and stealing for which students will receive no credit for work. Consequences for this infraction range from Saturday School to Out-of-School Suspension.

DRESS CODE

In order to enhance high standards in our school, we must encourage neatness, cleanliness and decency in personal dress and appearance of all students and school personnel. In view of this, all will be expected to be dressed and groomed to present a respectable image in keeping with current styles and good taste.

- Pants/Shorts/Skirts/Dresses may not have holes that are more than ~~five (5)~~ **seven (7)** inches above the top of the kneecap.
- Clothing must cover the midriff and shoulders. All straps must be ~~four (4)~~ **three (3)** inches.
- Clothing must be limited to appropriate symbols and messages.
- Shorts must have at least a five (5) inch inseam.
- Skirts and dresses must be no shorter than five (5) inches above the top of the kneecap.
- Shirts/Blouses made of translucent material or shirts/blouses made of knitted material (having holes) are not permitted unless the undershirt is of solid non-see through material with ~~four-inch~~ **three-inch** shoulder straps.
- Hoods (hoodies) cannot be worn over the head inside the school building.
- Dress and appearance must not present a health and safety hazard or cause a disruption to the educational process.
- Extreme sagging and/or excessively loose clothing will not be tolerated. For all clothing with waistbands, the top of the waistband must be no lower than the top of the hipbone. Undergarments may not show.
- In compliance with Arkansas Code § 6-18-503, Benton Junior High School prohibits the wearing of clothing that exposes underwear, buttocks or the breast of a female.

The following are forbidden:

- Sleeveless shirts for boys **that expose more than the arm.**
- Clothing that advertises tobacco, alcohol, drugs, or has sexual connotations.
- Writing on clothes and skin.
- Face painting

- Pajamas, robes, and house shoes are not considered appropriate dress for school. This includes flannel and cotton pajama pants or lounging pants.
- Leggings/jeggings/yoga pants with short tops. Tops worn with leggings /jeggings/yoga pants must be appropriate length, no more than five (5) seven (7) inches above the top of the kneecap.
- Hats, caps, bandanas, etc.
- ~~Sunglasses (Prescription sunglasses may be worn if a note from a physician is on file in the office.)~~
- Body piercing (except for ears).
- Extreme styles in hair or clothing that may cause a disturbance or disturbance will not be permitted. Hair color should be a natural color. Natural colors are blond, black, brunette, auburn, etc. Color considered to be extreme colors such as pink, purple, green, blue, etc.
- Heavy metal chains/Wallet chains that are long enough to be used as a weapon.
- Inflammatory messages or symbols.

The above list does not cover all apparel. Since styles, fashions, and fads change so rapidly, administrators may make decisions regarding dress during the school year. Final decision of any wearing apparel will be at the discretion of the administration. Exceptions to the above rules and regulations may be approved for special occasions by the school administration.

Penalty: Minimum: Change Clothing. Maximum: Suspension

DRUG AND ALCOHOL POLICY—BOARD POLICY 4.24

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 Benton School District shall possess, attempt to possess, consume, use, buy, attempt to buy, 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.

The following procedures will be followed when students violate this policy:

First Offense:

- a. The parent or guardian will be notified.
- b. Juvenile authorities will be notified of violation
- c. Student discipline will range from 5 day suspension to expulsion.
- d. A parent conference will be held before the student is permitted to return to school

Second Offense:

- a. The parent or guardian will be notified.
- b. Juvenile authorities will be notified of the violation.
- c. Student discipline will range from 10 day suspension to expulsion
- d. A parent conference will be held before the student is permitted to return to school.

Third Offense:

- a. The parent or guardian will be notified.
- b. Juvenile authorities will be notified of the violation.
- c. The third offense will result in the principal's recommendation to the school board that the student be expelled for 2 semesters. Further offenses will be dealt with on the same basis as if they were the third offense.

SALE AND INTENT TO DELIVER

The sale or distribution of drugs or any substance, which may impair normal functions (emotional, physical, and/or cognitive), may result in

recommendation to the Benton School Board for expulsion. Any student found in possession of such substance in quantity that would indicate for the purpose of intent to deliver as determined by law may be recommended to the Benton School Board for expulsion. Any substance being represented as authentic drugs carries the same penalty.

DUE PROCESS

Every student is entitled to due process. Any student who feels aggrieved concerning any matter connected with the schools should apply first to the teacher or the building principal.

ELECTRONIC DEVICES—BOARD POLICY 4.47

Benton Junior High School realizes the impact technology can have on a student's education. If used correctly, it can broaden a student's ability to find and retrieve valuable information. As an educational tool, we welcome the opportunity to extend our students' knowledge base by allowing cell phones in our schools. 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.

- Students may use electronic devices before school until 7:55 (**Outside ONLY**) and ~~after leaving the building at the end of the day.~~ **at 3:00 after being dismissed from 7th period.**
- **Electronic devices must be turned off and out of sight (concealed) before entering the building.**
- Students may NOT use their electronic devices at lunch.
- Students are not allowed the use of electronic devices (cell phones, laptop computers, iPads, Nooks, smart watches, etc.) during class time in any manner other than specifically permitted by the classroom teacher. When permission is granted, the device must be turned on silent. Noises (rings, alarms, text notifications, etc.) from cell phones interrupting classes and will not be tolerated.
- Unless instructed by a teacher or administrator, when in a classroom or an assembly during the instructional day, electronic

devices must be off and concealed (out-of-sight), in lockers, or on the right-hand corner of a student's desk.

- Students may use electronic devices on busses to text, play games or to listen to music (with earphones). Phone calls are reserved for emergency situations.

If an electronic device is removed from a student for disciplinary action, the device must be picked up from the school by a parent.

Any of the above violations can result in consequences ranging from Detention Hall to Out-of-School Suspension.

- **Students are not allowed to send or receive personal calls, emails or texts at any time once they enter the building and until they have left the building at the end of the school day. 3:00 after being dismissed from 7th period.**
- Students are not allowed to engage in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, or wrongfully obtaining test copies or scores.
- Unless the student is under the direct supervision of a teacher or administrator, at no time is a student allowed to video tape, audio tape or take pictures of another person.
- Students are not allowed to use any electronic device to take photographs or videos in locker rooms or bathrooms.
- Violations include, but are not limited to any of the above. Violations can result in a **minimum** of the following consequences:
 - **First Offense: Saturday School**
 - **Second Offense: Two (2) days of In-School Suspension**
 - **Third Offense: Two (2) days of Out-of-School Suspension**
 - **Repeated Offenses can result in repeated Out-of-School Suspension to Expulsion.**

If an electronic device is removed from a student for disciplinary action, the device must be picked up from the school by a parent.

At no time should a cell phone or other electronic device be used as a means of cyber-bullying or the harassment of any student, faculty, or staff member. Students are not allowed to create, send, share viewing, receive, or possess an indecent visual depiction of oneself or another person. **Violations of harassment or bullying with any electronic device can result in consequences ranging from In-School Suspension to Expulsion.**

To protect the security of state originated tests that are administered as part of the Arkansas Comprehensive, Testing Assessment and Accountability Program (ACTAAP), no electronic device as defined in this policy shall be accessible by a student at any time during test administration unless specifically permitted by a student's IEP or individual health plan. This means that when a student is taking an ACTAAP assessment, the student shall not have his/her electronic device in his/her possession. Any student violating this provision shall be subject to the policy's disciplinary provisions.

As used in this policy, "electronic devices" means anything that can be used to transmit or capture images, sound, or data.

Students have not right to privacy as to the content contained on any electronic device that has been confiscated.

While students are welcomed to bring their own electronic device, Benton Junior High School, nor any employee, is responsible for any student owned electronic device that is lost, stolen or damaged. Benton Junior High School will not be responsible for any costs incurred for data usage.

If an electronic device is removed from a student for disciplinary action, the device must be picked up from the school by a parent.

EXTRA CURRICULAR/OFF-CAMPUS SCHOOL EVENTS BOARD POLICY 4.56

Students at school-sponsored off-campus events will be governed by school district rules and regulations and be subject to the authority of school district personnel or authorized chaperones. Failure to obey the rules and/or failure to obey reasonable instructions of school district personnel shall result in loss of eligibility to attend school –sponsored, off-campus events and may result in disciplinary action applicable under the regular school program.

Hats and caps may be allowed at ballgames and other outside events if they are worn correctly. All other school dress code rules apply.

Failure to be picked up at the assigned time will result in loss of privilege to attend the next similar function. This includes on-campus extracurricular events also.

Interruptions and/or absences from school time shall be kept to a minimum. All school related activities must be approved through the principal prior to planning the activity.

FALSE ALARM—BOARD POLICY 4.77

It is illegal to submit any type of false alarm, i.e. 911 calls, bomb threats, fire, etc. Students found guilty are subject to discipline ranging from suspension to expulsion. Since this constitutes a Class D felony, appropriate law enforcement agencies will be notified.

FIGHTING

Fighting will not be tolerated during the school day, at any school activity, or near campus. Students involved in such conduct will receive immediate suspension. Suspension will range from one day to expulsion.

FOOD AND DRINK

Food, drinks and candy should be consumed in the cafeteria. Gum and sunflower seeds are not allowed on the school campus. Food and drinks are not allowed outside. There will be no deliveries from commercial businesses. Disciplinary action ranging from a minimum of a warning to a maximum of In School Suspension/Saturday School.

GANGS AND GANG ACTIVITY—BOARD POLICY 4.26

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 school grounds or at school functions.

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

1. Wearing or possessing any clothing, bandanas, jewelry, symbol, or other sign associated with membership in, or representative of, any gang;

2. Engaging in any verbal or nonverbal act such as throwing signs, gestures, or handshakes representative or membership in any gang;
3. Recruiting, soliciting, or encouraging any person through duress or intimidation to become or remain a member of any gang; and/or
4. Extorting payment from any individual in return for protection from harm from any gang.

Violation of this policy will result in a minimum five (5) days out-of-school suspension to a maximum consequence of expulsion for the first offense. The second offense will result in an immediate 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.

HALL PASSES

During scheduled class periods, students are not allowed out of class without a pass. If you wish to leave class, you must carry a hall pass given to you by the teacher in charge. Any student found outside of class without a hall pass may be assigned detention hall.

IN-SCHOOL SUSPENSION

In-School Suspension (ISS) program is a discipline tool for use by administrators to address student misconduct. In-School Suspension will be used at the administrator's discretion for offenses that result in consequences more severe than Saturday School but less punitive than Out-of-School Suspension (OSS). Students will be assigned to In-School Suspension, for 1(one) to 5(five) days, by a building administrator and will report directly to In-School Suspension for their assigned day(s) of In-School Suspension. Students will not be counted absent, will receive credit for their work, and will work on classroom teacher and/or In-School Suspension classroom supervisor assignments. The ISS classroom is located in the back classroom of Cook Fieldhouse on the Benton High School Campus. **Students MUST REPORT IMMEDIATELY TO ISS WHEN THEY ARRIVE ON CAMPUS. ISS entrance is in the back of Cook Fieldhouse.** Each student must bring books and supplies in order to stay all day. The rules for In-School Suspension will be explained to each student before being assigned to In-School Suspension. Students in In-School Suspension are NOT allowed to attend, practice or participate in

any school related activities that take place on the day the student is in In-School Suspension. Students are not to be on any school campus, for any reason, while assigned to In-School Suspension (unless catching a bus). Failure to follow the rules at In-School Suspension will result in additional In-School Suspension days or Out-of-School Suspension. An In-school Suspension assignment forfeits the right to be exempt from taking semester tests.

INVESTIGATIVE PROCEDURE

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. 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 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 request 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 the 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 a 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.

LOCKERS

Lockers are for storage of books, notebooks, and lunches. Valuable items or money should never be left in them. Keeping your locker locked and **ITS COMBINATION SECRET** is the best way to avoid losing its contents. **USE ONLY THE LOCKER ASSIGNED TO YOU AND USE ONLY THE LOCK PROVIDED BY THE SCHOOL.** The rental fee is \$5.00 per year.

LOITERING

No person, including students, shall loiter on or near the school grounds of any school at any time without expressed lawful business. Loitering is defined as “to hang around or linger on or within 100 feet of any school” (AR Code 6-21-607).

Benton Junior High Students are not permitted on any other campus at any time. This includes before school, during school and after school. If legitimate business requires a visit to one of the other campus, the student should first seek approval. Student violating this policy will be subject to disciplinary action ranging from a conference to suspension.

PROHIBITED CONDUCT—BOARD POLICY 4.18

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 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. Inappropriate public displays of affection;
11. Cheating, copying, or claiming another person's work to be his/her own;
12. Inappropriate student dress;
13. Use of vulgar, profane, or obscene language or gestures;
14. Engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, or disability;
15. Possess, view, distribute or electronically transmit sexually explicit or vulgar images or representations, whether electronically, on a data storage device, or in hard copy form;
16. Hazing, or aiding in the hazing of another student;
17. 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;
18. Sexual harassment;
19. Bullying
20. Operating a vehicle on school grounds while using a wireless communication device; and
21. Behavior not covered.

PROPERTY DAMAGE OR VANDALISM—BOARD POLICY 4.75

Students shall not cause or attempt to cause damage to any property, publicly or privately owned. The party responsible for destruction will make restitution as determined by the administration. Parents of a minor child may be held responsible for monetary damages. Since there are many degrees of vandalism, school authorities may suspend a student in addition to requiring restitution. A parent conference will be required before the student may return to class. Consequences for property damage/vandalism range from detention to expulsion, depending on the severity.

PUBLIC DISPLAY OF AFFECTION

There shall be no handholding, hugging, kissing, or any other public display of affection on campus or at an extracurricular activity. Consequences will range from student conference to suspension.

REQUIREMENT TO IDENTIFY SELF

All people must, upon request, identify themselves to all school authorities in the school building, on school grounds, and at all school-sponsored events. Failure to do so may result in suspension.

SATURDAY ALTERNATIVE SCHOOL

The main purpose of Saturday School shall be to help students remain in school instead of being suspended; however, Saturday School is not available to students that are found guilty in the use of drugs, alcohol, fighting, and employee abuse.

Saturday School begins at 7:30 a.m. Doors will be locked at this time and no one will be allowed to enter late. Saturday School ends at 11:30. At least one parent will be required to accompany the student to school and sign that student in. The student must bring at least two (2) of his/her textbooks and a library/reading book. Throughout the session, a student must be involved in productive and meaningful activities. Failure to attend Saturday School without prior approval or failure to comply with all Saturday School rules will result in disciplinary action ranging from Saturday School reassignment to out of school suspension. Repeated failure to follow guidelines or attend Saturday School could result in loss of Saturday School as a disciplinary option. In case of inclement weather and school is closed on Friday, there will NOT be Saturday School the

next day. In the event of other possible cancellations, students will be notified on Friday while at school.

SCHOOL REGULATIONS BEFORE SCHOOL

1. Non-transported students should arrive at school about 7:45. It is undesirable for students to arrive at school too early.
2. When students arrive at school, they are to come on campus and immediately, go to the football field side (south side) of the building. Students should congregate along the 300 building sidewalk.
3. During inclement weather, students will be allowed to go to the cafeteria.
- 4 Students are NOT to:
 - ~~a. Sit on the wall surrounding teacher's parking lot.~~
 - ~~b. Congregate in the teacher's parking lot.~~
 - a. Go to their locker before school without permission from the duty teacher.
 - b. Congregate behind science building, behind band or shop buildings, parking lots on school campus or on the church property across from the school.
 - c. Leave campus after they have arrived at school.
 - d. For safety reasons, parents are not to drive into the teacher parking lot to drop off students or pick up students before or after school. Students are to be dropped off or picked up at the curb.

SCHOOL REGULATIONS DURING LUNCH

1. During lunch:
 - a. Do not run to cafeteria.
 - b. Do not cut in line.
 - c. Do not take books to cafeteria.
 - d. Do not disturb classes in session while standing in line.
 - e. Do not go to locker.
 - f. Do not take food and drinks outside.
 - g. Do not congregate in the breezeway.
2. Students not eating should go outside immediately.
3. Students should go outside after eating, if weather permits.

4. Students are not allowed to go past the top boundaries of the football field, in or behind the science building, band building or ETE building or between the ETE buildings and the 300 building during lunch.

5. Students may be upstairs only to go to the office or library and should **USE THE FRONT 2 STAIRWELLS CLOSEST TO THE OFFICE FOR THIS PURPOSE.**

Consequences for violation will be detention hall.

6. Students checked out by parents at lunch:

a. Should not interfere with class time.

b. Prior arrangements in the form of notes or phone calls are required.

c. Parents are to come to the main office to sign students in or out.

8. Prior arrangements and approval is needed for parents to eat lunch with their child.

9. A regular meal, salad, or sandwich meal may be purchased. A la cart items may be purchased at varying prices. Adult and nonstudent meal prices will be set to meet the minimum required by federal regulations. Free and reduced price lunch applications are available to students at the beginning of the school year and during the year in the main office. Students may pay for meals by depositing money in account online via EZSchoolPay, by depositing cash or check into accounts at school or by cash at time of service.

9. Parents are allowed to bring lunch for THEIR child ONLY. Bringing a lunch for someone other than their child, including a group of students, will not be permitted.

The lunch must be dropped off on the table that is provided. Classes will not be interrupted to inform students they have a lunch in the office. Students will need to be notified they will have a lunch brought to them BEFORE school by the parent.

SCHOOL REGULATIONS AFTER SCHOOL

1. All students should be outside of the building by 3:05.

2. Students should not congregate on the teachers' parking lot.

3. Students are not to congregate on private property surrounding the school.

4. Students are not to return to the school campus or building after they have left the school grounds. Return permission may be obtained through the office.

5. For safety reasons, parents are not to drive into the teacher parking lot to drop off or pick up students. Students are to be picked up or dropped off at the curb.

SEARCH AND SEIZURE—BOARD POLICY 4.32

- A. It shall be unlawful for any student, or any other person using school-owned property to conceal any gun, drug or any other contraband in any desk, locker or other school-owned property in this state.
- B. Any school official employed in a supervisory capacity of students or other persons on school premises shall, upon receipt of information that drugs or other contraband are concealed in school-owned property, shall have the authority to investigate and search any school owned property for any drugs, gun or other contraband which may be concealed in said school-owned property, without the necessity of obtaining a search warrant from local authorities. In the event such contraband is discovered, it shall be seized and held by the supervisor of the school premises until appropriate action, as described below, is taken:

Whenever a school official discovers any gun, illegal drugs or other contraband in any school-owned property assigned to the use of an identifiable student or any identifiable person, appropriate action for discipline, expulsion or prosecution shall be within the discretion of the supervisor of the premises. In the event that prosecution by local authorities is pursued, the supervisor shall release said contraband to the local prosecuting authorities to be used as evidence in court. Any evidence obtained by use of the procedure as defined in this Act shall be legally admissible in any court in this State.

SEXUAL HARASSMENT—BOARD POLICY 4.27

Sexual harassment is deemed unacceptable conduct in the employment and educational environment and will not be tolerated. It shall be a violation of this policy for any student, employee, or agent of the District to harass another student, employee, or agent of the District through conduct or communications of a sexual nature. Students and school district employees should report alleged violations of this policy to

building counselors, building principals, or the District Equity Coordinator (Mary Morgan, Director of Personnel and Student Services) at 501-778-4861. Students who violate this policy are subject to disciplinary action that will range from a minimum of Saturday School to a maximum of expulsion.

STUDENT DISCIPLINE—BOARD POLICY 4.17

The Benton 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; 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 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 acknowledgement 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 Board of Directors of any such report made to law enforcement.

To further ensure the safety of students and staff in the Benton School District, all staff and students at Benton Junior High and Benton High School may be required to wear ID badges.

SUBSTITUTE TEACHERS AND INTERNS

Our school is fortunate in having capable people to help us whenever our regular teachers are ill, or are attending conferences. A substitute teacher or intern is an important visitor whose impression of our school will be carried into the community. Let us be certain that these are good impressions by being as polite, respectful and considerate, as you would be to your regular teacher. Substitute teachers will be afforded the right to discipline students as a regular teacher and refer uncooperative students to the proper authority.

SUSPENSION AND EXPULSION—BOARD POLICY 4.30

Suspension

Every effort will be made by the school to contact parents of a student who has been suspended, but the student is still charged with the responsibility of notifying their parents of the suspension the date they are suspended. 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 parents or legal guardian upon the suspension of a student. Students who are suspended are not to be on or near any school ground before, during, or after school hours. Suspended students also may not perform in any school sponsored activity or event. Suspended students may not attend any activity involving Benton Public Schools. A parent conference will be held before the student is permitted to return to school. School work missed while suspended may only be made up if it is a major test or major project. This does not include daily work, quizzes or

homework. An Out-of-School Suspension forfeits the right to be exempt from taking semester tests.

Expulsions

In the event that a student's behavior/actions warrant an expulsion, the following procedure will be followed:

1. After the principal has met with the student and held a due process conference, the parent or guardian will be informed about the recommendation for expulsion. The principal will send a written recommendation for expulsion to the Assistant Superintendent for Student Services. If there is an objection to the expulsion, the parent or guardian will be directed to contact the Assistant Superintendent for Student Services immediately at (501) 776-5710 to set up a conference.

Level I Expulsion Hearing

2. The Assistant Superintendent for Student Services will meet with the student and parent or guardian within two (2) working days to discuss the expulsion recommendation with them and to make a decision to uphold, amend, or overturn the expulsion recommendation.

3. The Assistant Superintendent for Student Services will send a letter to the parent or guardian and the superintendent outlining the results of the Expulsion Hearing.

4. Should the parent or guardian wish to appeal the decision made by the Assistant Superintendent for Student Services, he/she must notify the superintendent who will assemble the appeals committee made up of Central Office Administrators within five (5) working days.

Level II Expulsion Hearing

5. The appeals hearing will be conducted as follows:

An administrator from the student's school will outline the events that occurred which brought about the recommendation for expulsion.

A spokesperson for the student or the student himself will respond to the recommendation for expulsion.

The Appeals Committee will be given an opportunity to ask questions before adjourning to meet to make a decision to uphold, amend, or overturn the expulsion recommendation.

The decision will be delivered to the student and parent verbally and in writing by certified mail within three (3) business days.

The parent or guardian does have the right to have a hearing before the Board of Education. This request must be made in writing and delivered to the superintendent by three (3) business days after the parent received the Appeals Committee's verbal decision.

Level III Expulsion Hearing

6. An expulsion hearing before the Board of Education will follow all guidelines set forth in Section 4.31 of the Board of Education Policy Manual.

TARDY POLICY

A student will be considered tardy to class **if he/she is not in his/her assigned seat when the tardy bell begins to ring**. When a student is tardy to a class, he/she will be assigned after school detention hall. A session of Saturday School will be assigned when a student accumulates more than five (5) detentions per nine weeks. A student 5 minutes late to class will be counted absent and must report to the office and may be considered truant.

TECHNOLOGY POLICY—BOARD POLICY 4.29

For the purposes of this policy, "electronic device" means anything that can be used to transmit or capture images, sound, or data.

The District makes electronic device(s) and/or electronic device Internet access available to students, to permit students to perform research and to allow students to learn how to use electronic device technology. Use of district electronic devices is for educational and/or instructional purposes only. Student use of electronic device(s) 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 electronic device use, including email, and that monitoring of student electronic device use is continuous.

No student will be granted Internet access until and unless an Internet and electronic device 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 Internet and electronic device use agreement is incorporated by reference into board policy and is considered part of the student handbook.

Technology Protection Measures

The District is dedicated to protecting students from materials on the Internet or world wide web that are inappropriate, obscene, or otherwise harmful to minors; therefore, it is the policy of the District to protect each electronic device with Internet filtering software that is designed to prevent students from accessing such materials. For purposes of this policy, "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

- (A) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- (B) 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
- (C) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Internet Use and Safety

The District is dedicated to ensuring that students are capable of using the Internet in a safe and responsible manner. The District uses technology protection measures to aid in student safety and shall also educate students on appropriate online behavior and Internet use including, but not limited to:

- interacting with other individuals on social networking websites and in chat rooms;
- Cyberbullying awareness; and
- Cyberbullying response.

Misuse of Internet

The opportunity to use the District's technology to access the Internet is a privilege and not a right. Students who misuse electronic devices or Internet access in any way will face disciplinary action, as specified in the student handbook and/or Internet safety and electronic device use agreement. Misuse of the Internet includes:

- The disabling or bypassing of security procedures, compromising, attempting to compromise, or defeating the district's technology network security or Internet filtering software;
- The altering of data without authorization;

- Disclosing, using, or disseminating passwords, whether the passwords are the student's own or those of another student/faculty/community member, to other students;
- Divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email unless it is a necessary and integral part of the student's academic endeavor. Personally identifying information includes full names, addresses, and phone numbers.
- Using electronic devices for any illegal activity, including electronic device hacking and copyright or intellectual property law violations;
- Using electronic devices to access or create sexually explicit or pornographic text or graphics;
- Using electronic devices to violate any other policy or is contrary to the Internet safety and electronic device use agreement.

Students who use any technology in an inappropriate manner and/or not as directed by the school are in violation of school policy and subject to discipline, up to and including the loss of the right to use the technology (which may involve loss of credit if the technology use was course work.) Students who violate technology user agreements are also subject to the penalties outlined in the agreement.

Students who use technology to violate other policies will be subject to discipline for misuse of technology as well as the policy violation. 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.

Consequences: minimum of Saturday School to maximum of expulsion.

THEFT—BOARD POLICY 4.76

The offense of theft of anything will be viewed as a serious breach of discipline and may necessitate suspension or expulsion from the school. Students shall make restitution of any property stolen by them. In addition, authorities may be notified and prosecution in the courts may result.

Consequences: minimum of Saturday School to maximum of expulsion.

TOBACCO AND TOBACCO PRODUCTS—BOARD POLICY 4.23

Possession 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 real property owned or leased by a District school, including school buses owned or leased by the District, is prohibited. This policy shall also apply to school sponsored events that are held off school property.

With the exception of recognized tobacco cessation products, this policy's prohibition includes any tobacco or nicotine delivery system or product. Specifically, the prohibition includes any product that is manufactured, distributed, marketed, or sold as e-cigarettes, e-cigars, e-pipes, or under any other name or descriptor.

A copy of this statute shall be posted in a conspicuous location at every entrance to each building owned or leased by a public school district and every school bus used to transport public school students. Parents and guardians shall be sent notification in writing.

Students who violate this policy may be subject to legal proceedings in addition to student disciplinary measures.

Violations will be dealt with as follows:

First Offense:

- a. Notify parent or guardian (conference).
- b. Three (3) days of In-School Suspension –While attending ISS, student must complete a school provided assignment on the dangers of tobacco, cessation programs, etc., in addition to other assignments provided by teachers or ISS supervisor.
- c. Parents/guardians will be provided information about available cessation programs.

Second Offense:

- a. Notify parent or guardian
- b. Suspension of student for 4 days

Third Offense:

- a. Notify parent or guardian
- b. Suspension of student for 5 days

Fourth Offense:

- a. Notify parent or guardian

b. Suspension of student for 10 days in grades K-9 and 6 days in grades 10-12 (due to Block Scheduling)

All Other Offenses

All other offenses after 4 will result in the student being suspended for 10 days in Grades K-9 or 6 days in Grades 10-12 due to Block Scheduling and a recommendation to the school board to expel the student for the remainder of the current semester.

TRUANCY

Truancy is defined as being absent from class, lunch, or school without previous knowledge of a parent or school official, being on campus and not being in class and not being in the assigned class, or leaving school without proper checkout. Students found guilty of truancy will receive a minimum of Saturday School to a maximum of suspension.

WEAPONS—BOARD POLICY 4.22

Students are not permitted at any time to possess, use, transmit or conceal any weapons in public education buildings, either on school grounds or property or during school activities off school grounds. Report to the principal or his designee the name of any student reasonably believed to possess, use, transmit, or conceal any weapons in public education buildings, either on school grounds or property or during school activities off school grounds.

A student who unintentionally takes a weapon (or any object which might be considered a weapon) to school and informs a school employee immediately and without being told to do so, will not be punished.

Definition of Weapon--A weapon is defined as any instrument that can cause bodily injury or harm to oneself or another.

Definition of Possession--"Possession" is defined to include but is not limited to having a weapon located: (1) in a space assigned to a student such as a locker or desk, (2) on the student's person or property (3) under the student's control or accessible or available; for example hidden on school property.

Penalty Phase

1. Use and/or possession of gun – expulsion ranging from one year to permanent depending on degree and intent.
2. Use of any weapon other than gun - expulsion ranging from one semester to permanent depending on degree and intent.

3. Possession of weapons other than guns (facsimile guns are included in this section) - Suspension or expulsion up to one year.
4. Use of legitimate tools and/or articles (such as pens, forks, compass, wood or metal articles, etc.) as weapons may result in suspension or expulsion up to one year.
5. Any student with a weapon in his/her automobile parked off campus during school hours will be turned over to the local authorities.

Benton School District will not accept a student who has been expelled from another school for weapons violation. Confiscated weapons not turned over to the police will be released only to the student's parents/guardians.

The school will report any student who brings a firearm or weapon to school to the criminal justice system by notifying local law enforcement.

ACADEMIC POLICIES

AP / IB / ADE HONOR COURSES

Classes in which students may earn college credit while they are in high school are available at Benton High School. Advanced Placement (AP), International Baccalaureate (IB) or ADE Honor Courses are recognized by Benton High School and offered in AP English Language and Composition, AP English Literature and Composition, AP Biology, AP European History, AP World History, AP Government, AP Psychology, AP Music Theory, AP Spanish, AP Statistics, AP United States History, AP Chemistry and AP Calculus. Weighted grades (5-point 'A' grading scale) are given to students that take the AP exam given by the College Board. Weighted grades awarded by another Arkansas accredited school in AP, IB or ADE Honor Courses will be recognized for students who transfer into the Benton School District. Students not enrolled in AP classes may take an AP exam, but will be required to pay for the exam. All Advanced Placement teachers are trained to instruct Advanced Placement Classes.

ARKANSAS ACTIVITIES ASSOCIATION STUDENT ELIGIBILITY

On the junior high level, students in seventh grade and first-semester eighth-graders automatically qualify for activities. Second semester eighth-graders and first semester ninth graders must successfully pass four academic courses the previous semester, three of which shall be core

curriculum areas (math, science, English, social studies) approved by ADE. First semester ninth-graders must pass four academic classes to be eligible second semester of the ninth grade. Ninth grade students must meet senior high academic eligibility by the end of second semester in order to be eligible for the fall of their tenth grade year.

ARKANSAS SCHOLARS PROGRAM

Arkansas Scholars, a state-wide program designed by the Arkansas Business and Education Alliance, targets students in the ninth-twelfth grades. Benton Area Chamber of Commerce awards Benton’s deserving students for their efforts in achieving recognition as an Arkansas Scholar. To receive this recognition, a student must do the following:

- Take the Smart Core curriculum during high school
- Make a semester grade of “C” or better in all academic courses
- Attend school at least 95% of the time or more
- Complete high school in eight consecutive semesters
- New students to the district must have been part of an Arkansas Scholars Program at their previous school(s) AND provide attendance verification from that school.
- Eligible for tuition scholarship to Pulaski Technical College the semester following high school graduation

CARRER ACTION PLANNING

All BJH students participate in Career Action Planning, or CAPS, classes during the school year. A major focus of CAPS is the registration conference held each spring. This is a time set aside for students and parents to meet with an advisor to discuss course enrollment for each year and high school graduation credits. Because parent involvement is key in this process, we strongly encourage students and parents to attend this conference. Failure to attend will result in the student being counted absent for the entire day, and possible loss of course availability.

CLASSIFICATION OF STUDENTS

Students are classified by the number of credits he/she has accumulated.

1. The following will be used:

- | | |
|------------|---------------|
| Sophomores | 4 1/2 credits |
| Juniors | 10 credits |

Seniors 18 credit

2. Transfer students will be classified on a temporary basis until proper confirmation of grade placement is received from the school from which the student has withdrawn.
3. STAT assignments will be based on classification of students. Students must attend class meetings and assemblies according to STAT assignments.

CONCURRENT CREDIT

1. Three semester hours of college credit taken by a student in grades 9-12 at a publicly supported community college, technical college or four-year college or university shall be the equivalent of one unit of high school credit.
2. Grades earned on courses taken for concurrent courses will not be included in a student's high school GPA.
3. A student taking a concurrent credit class in conjunction with a Benton High School Advanced Placement class will be awarded the AP credit only. The grade in the AP class will be weighted if the student completes the AP exam. The concurrent credit will be awarded by the post-secondary institution; however, the grade awarded by the institution of higher learning awarded will not be weighted. This type of concurrent credit will be recorded by the post-secondary institution only. Students will be allowed to drop the concurrent credit through the post-secondary institution; however, a student may not drop the Advanced Placement class.

CURRICULUM

The Benton School District offers the 38 courses required by the Standards for Accreditation as well as a variety of other classes that are not required by the State Department of Education

BENTON JUNIOR HIGH COURSES

9TH GRADE COURSES

English

Pre-AP English 9
English 9
Resource English 9

Social Studies

Pre-AP Civics 9/ Economic
Civics 9/ Economic

8TH GRADE COURSES

English

Pre-AP English 8
English 8
Resource English 8

Social Studies

Social Studies/AR History 8

Science

Honors Physical Science 9
Physical Science 9

Mathematics

Algebra A/B
Algebra I
Honors Algebra I
Honors Geometry
Resource Math 9

Electives

Art I
Panther Band
Jazz Band
Journalism
Chamber Singers
Heartsong
Family & Consumer Science
Physical Education
Health (CPR training included)
Learning Skills (Reading 180)
ROTC
Word Processing I/II
Keyboarding
Introduction to Engineering Technology
Education-ETE I
Fundamentals of Engineering Technology
Education- ETE II
Gifted and Talented
Spanish I/II
Dance Team/Cheerleading
Wellness/Sports
Football, Basketball, Volleyball, Golf
Baseball, Softball-Spring Semester
After School Sports- Bowling, Soccer, Tennis,
Wrestling, Track, Cross Country

BENTON HIGH SCHOOL COURSES

English

English 10
Honors English 10
Pre-AP English 10
Beyond Writing
English 11
Honors English 11
AP Language and Composition
Transitional English 12

Social Studies

World History

Science

Honors Science 8
Science 8

Mathematics

Pre-Algebra 8
Honors Pre-Algebra 8
Algebra I**
Resource Math 8

Electives

Fine Art Rotation
Art, Music, P.E., Health
Panther Band
Jazz Band
Heartsong
Chamber Singers
Career Orientation **Development**
Personal & Family Life Skills
Introduction to Engineering Technology
Education-ETE
Journalism
Gifted and Talented
Intro to Spanish
Spanish I**
LOTC
Keyboarding
Computer Tech
Sports
Football ,Basketball
Volleyball ,Track
Dance Team/Cheerleading
Math Remediation Lab
Literacy Remediation Lab
** High School Graduation Credit

English 12
Honors English 12
Drama Language Arts
AP Literature and Composition
Oral Communications
Journalism II, III, IV
ESL (English Second Language)

AP Government and Politics

Honors World History
American History
Honors American History
Government
Economics
Geography
Current Events

Mathematics

Algebra I
Algebra II
Honors Geometry
Pre-AP Trig/Pre-Calculus
AP Calculus AB
Linear Systems and Statistics

Science

Chemistry
Honors Chemistry
AP Chemistry
Biology
Honors Biology
Pre-AP Biology

Foreign Language

Spanish I, II, III
AP Spanish IV

Vocational

Child Development
Fundamentals AV Tech and Film
College and Career Readiness
Computer Business Applications
DC I-Digital Layout & Design/DC II-Digital Imaging
Programming I, II
Child Care Management
DC-III Digital Media/DC IV Digital Audio/Video
Construction Fundamentals
Accounting I
Computerized Accounting II
Intro to Finance
Engineering I, II
Cosmetology I, II
Automotive Technology I, II
Sports and Entertainment Marketing
Auto Collision Repair I, II

Fine Arts

Theatre I, II
Panther Sounds II, III, IV
Chamber Choir I, II, III
Band II, III, IV
Art History I, II
AP Art History

AP World History
AP European History
Resource American History
AP United States History
Psychology
AP Psychology
Sociology

Algebra III
Geometry A/B
College Algebra
AP Statistics
Transitional Math Ready
Honors Algebra II

AP Biology
Honors Anatomy/Physiology
Physical Science
Physics
Environmental Science

French I, II, III, IV

Advanced AV Tech and Film
Intermediate AV Tech and Film
Parenting
Food and Nutrition
Nutrition & Wellness
Introduction to Career Communication
Orientation to Teaching I, II
Advanced Spreadsheets
Carpentry I, II
Drafting and Design
Architecture CADD I, II
Marketing
Data Base
Medical Professions I
Senior Technology Seminar
Fashion Merchandising
Essentials of Computer Programming

Art I, II, III, IV
AP Music Theory
Jazz Choir I, II, III
Art 2D, 3D
Music Theory
Southern Belles Ensemble (after-school)

Other

Gifted & Talented I, II, III, IV

ROTC II, III, IV

Forensic Science

Foundations of Sports Medicine

Arkansas Legal

Personal Fitness

Volleyball/ Football

Basketball/Baseball

Cheerleading/ Pepstepper

Soccer, Bowling, Tennis, Wrestling, Cross Country (after school)

GT Competition

Learning Skills (Reading 180)

Intro to Law

Sports Medicine Injury Assessment

Physical Education I, II

Health & Safety (CPR training included)

Driver Education (summer)

Golf/Track

Softball

SALINE COUNTY CAREER CENTER

Cosmetology I/II

Automotive Technology I/II

Medical Professions I/II

Auto Collision I/II

CONCURRENT CREDIT CLASSES

College Algebra, AP Language and Comp. 11, AP Literature and Comp. 12

AP US History, AP Calculus AB, AP Biology, Computerized Business Applications

EXTENDED LEARNING TIME PROGRAMS

BJH offers a variety of extended learning opportunities. As noted in the student section, all teachers are available to tutor and enrich curriculum each day from 7:35 to 7:55 and from 3:00-3:20. Other times may be arranged with individual teachers.

To ensure equitable educational opportunities in math, we have a math lab used for remediation and/or credit recovery. We also offer students the option of being double booked in Algebra 1 so that they are receiving two hours of instruction rather than one.

Credit recovery is offered during the school year for Algebra 1 and first semester English 9. Summer school is a 3 week intensive session in which students can recover credit in 9th grade Economics, Civics, English or 8th grade core courses.

GRADE POINT AVERAGE

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

A = 4 points

B = 3 points

C = 2 points

D = 1 point

F = 0 points

1. A student's GPA will be determined by the grades received on all solid subjects (unless otherwise noted) credited toward graduation attempted in grades 9, 10, 11, 12. Eighth grade algebra and foreign language will also be a part of GPA. GPA will be calculated at the end of each term.
2. All solid subjects attempted at Benton High School, 9th grade at Benton Junior High, 8th grade algebra and foreign language will be counted in the GPA. These include all subjects except driver education, athletics, pep steppers, cheerleaders, CBI, aides, all summer school and concurrent credit. Concurrent credit classes taken in conjunction with Advanced Placement classes will be recorded on post-secondary transcripts only.
3. Subjects taken on Pass/Fail basis shall not be calculated in the GPA.
4. GPA will be used in determining class rank with the exception of those students with a modified curriculum.
5. An academic honor roll will be published at the close of each term. To be on the honor roll, the student may not have any academic grade lower than a "B."
7. Grade point average will carry an asterisk to denote a modified curriculum.
8. High school students who take advanced placement courses will receive quality points based on a five (5) point scale. All students whose grade point average exceeds a 4.00 at the end of the fourth nine weeks will have their GPA and/or class rank figured on 24 credits at the end of their Senior year to prevent students from being penalized for taking a larger number of credits. Any grade lower than an "A" may not be dropped in determining which credits will be used to figure GPA.
9. If a student repeats the same course, both grades will remain on the transcript and will be used as an attempt when computing GPA. If a student receives an NC, the attempt will count on figuring the grade point. Students will not receive a credit for a class in which they have already received a credit.

GRADING POLICY—BOARD POLICY 5.15

Grades assigned to students for performance in a course shall reflect only the extent to which a student has achieved the expressed academic objectives of the course. Arkansas school law provides that the following grading scale be used throughout the State of Arkansas:

90-100-----A	I-----INCOMPLETE
80-89-----B	N.C.-----NO CREDIT
70-79-----C	N.G.-----NO GRADE
60-69-----D	
59 and below ----F	

GRADUATION REQUIREMENTS FOR BENTON HIGH SCHOOL BOARD POLICY 4.45

The Arkansas Department of Education requires a minimum of 22 credits for graduation; however, Benton High School requires 26 credits for graduation. A minimum of 26 units are required for graduation for a student participating in either the Smart Core or Core curriculum. 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.

Beginning with the class of 2013, all students will be required to meet the minimum score, as required by the Arkansas State Department of Education, on the high stakes Algebra I EOC assessment in order to receive credit for the course and graduate from high school, unless exempted by the student's IEP. In addition, students who do not score proficient (200) on the Algebra I EOC assessment will be required to complete remediation classes.

Specific requirements for Benton High School include:

- 4 units English
- 4 units Math
- 3 units Science

regularly, and the approximate length of time the student will be out of school.)

2. When eligibility is established, an educational plan for the student will be developed. The District Coordinator of Homebound Services will be notified and a homebound teacher will be assigned. The homebound teacher will contact the building principal and/or other designated staff member prior to beginning instruction.
3. Homebound instruction will be provided a minimum of four (4) hours weekly and on at least two different visits. Benton School District will be responsible for payment of services provided.
4. Students assigned to homebound services will have the option to receive letter grades or pass/fail grades. Grades will be earned based on the percentage of completion with regard to course frameworks and objectives of each subject. When determining the courses to be taken while on homebound, priority will be given to the core courses (English, Science, Math, and Social Studies). The homebound teacher will work with the student's regular classroom teacher(s) to determine assignments and grades.
5. While receiving homebound services, a student may not be able to fulfill course requirements in some of his/her scheduled classes (i.e. Physical Education, Foreign Language, Lab Classes, Keyboarding, Drama, ROTC, etc.). If this is the case, the student will receive "no grade" (NG) for those specified courses. However, if modifications can be made and the student is able to fulfill his/her responsibilities, according to the course frameworks and objectives, then the student will receive credit and letter grades. The student's educational plan will specify what courses/subjects in which the student will receive credit and/or "no grade".

HOMEWORK—BOARD POLICY 5.14

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. Teachers should be aware of the potential problem students may have completing

assignments from multiple teachers and vary the amount of homework they give from day to day.

HONOR GRADUATES

1. The entire BHS record (excluding non-solid/activity courses and other courses noted) will be used in calculating GPA for these students.
2. Any student with a GPA of 3.500 or better shall be considered an honor graduate if he meets all other requirements. These requirements include:
 - a. A student must have been enrolled in BHS during the entire period of his senior year.
 - b. A transfer student must have an overall GPA of 3.500 or better on all work at BHS as well as have the overall 3.500 or better.
 - c. A student must have completed all honors or AP core courses, two (2) years of the same foreign language, Honors Trig/Pre-Cal, and an additional core course elective chosen from the following: AP European History, AP Government, AP Psychology, AP Calculus, AP Statistics, AP Music Theory, AP Spanish, Honors Physics, AP Chemistry, AP Biology, or Honors Anatomy/Physiology.
 - d. A student may not have an NC on his record to be considered for honor graduate status.
3. Graduation with honors shall include the following divisions:
 - a. **Summa cum laude** will be awarded to the graduates with a 4.000 or better.
 - b. **Magna cum laude** will be awarded to graduates with a 3.750 or better (3.750-3.999).
 - c. **Cum laude** will be awarded to graduates with a 3.500 or better (3.500-3.749).

HONOR ROLL

A student in the eighth or ninth grade will be eligible for the Honor Roll each grading period by meeting the following criteria:

1. No grade below a "B" in any academic class in which they are enrolled.
2. A list of students meeting these requirements will be obtained from the permanent grade book each grading period. This will be published in the local newspaper at the end of each grading period.

MAKE UP WORK—BOARD POLICY 4.08

Students missing class for a school-sponsored activity are to get assignments prior to the activity. Work missed due to absence must be made up in proportion to the number of days missed. (Example: 3 days absent - 3 days to make up work.) An exception to this policy shall be that preannounced projects or homework assignments may be assessed or required on the day the student returns from an absence provide the student was present in class on the day the assignment was first announced by the teacher. A student is also expected to take a preannounced test if the student had prior knowledge of the test and was present the majority of the instruction as determined by the teacher; students should not assume that they do not have to take a test simply because they were absent the day prior to the test.

Assignments will be sent upon parent request to students who have missed 3 days and anticipate missing more. Allow a full school day for these assignments to be prepared by the teachers and returned to the office.

NINE-WEEK TESTS GUIDELINE

1. All students will take nine weeks tests. Nine weeks exams will be given at the end of the first and third grading periods. Semester and final exams will be given after the second and fourth nine weeks.
2. Students will take nine weeks exams only on the days and periods they have been scheduled. Tests are not to be given early.
3. All teachers will give nine weeks exams during times specified (except sports, cheerleaders and dance team).
4. All make-up exams will be given in Saturday School. Make-up exams will only be allowed in emergency situations and must be approved through the appropriate assistant principal prior to the exam.

PROMOTION/RETENTION POLICY FOR BENTON JUNIOR HIGH SCHOOL—BOARD POLICY 4.55

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. 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.

Any grades, course credits, and/or promotions received by a student while enrolled in the Division of Youth Services system of education shall be considered transferable in the same manner as those grades, course credits, and promotions from other accredited Arkansas public educational entities.

Promotion or retention of students, or their required retaking of a course shall be primarily based on the following criteria. If there is doubt concerning the promotion or retention of a student or his/her required retaking of a course, a conference shall be held before a final decision is made that includes the following individuals:-

- a) The building principal or designee;
- b) The student's teacher(s);
- c) School counselor
- d) A 504/special education representative (if applicable); and
- e) The student's parents.

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 or receipt of course credit, the final decision shall rest with the principal or the principal's designee.

Regardless of the student having earned passing grades, a student who falls under one of the following categories shall be considered for retention or shall not receive credit for the course associated with the assessment. The student:

- does not take the State mandated assessment for the student's grade level or course within the time frame specified by the State;
- takes the State mandated assessment but does not put forth a good faith effort on the assessment as determined by the assessment administrator/proctor.

The Superintendent or designee may wave this provision when the student's failure was due to exceptional or extraordinary circumstances.

Students who do not score proficient or above on their grade level State assessments 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 end-of-course (EOC) assessments they are required to take unless exempted by the student's individualized education program (IEP). To receive academic credit on his/her transcript in a course requiring a student to take a 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 (AIP), which shall focus on the areas in which the student failed to meet the necessary passing score. Additionally, the lack of credit could jeopardize the student's grade promotion or classification.

To the extent required by the State Board of Education, students in grade eleven (11) and below who do not meet the required score on a college and career readiness measurement shall participate in the remediation activities prescribed in his/her AIP which may include additional opportunities to retake the measurement. Such remediation shall not require the student to pass a subsequent college and career readiness measurement in order to graduate from high school.

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

In addition to the possibility of retention or withholding of course credit, students who either refuse to sit for a State assessment or attempt to boycott a State assessment by failing to put forth a good faith effort on the assessment as determined by the assessment administrator/proctor, or whose parents do

not send their student to school on the dates the assessments are originally administered or scheduled as make-up days shall not be permitted to participate in any non-curriculum related extracurricular

activity, including school dances, prom, homecoming, senior events, and may be prevented from walking or participating in graduation exercises. The student shall remain ineligible to participate until the student takes the same or a following State mandated assessment, as applicable, or completes the

required remediation for the assessment the student failed to put forth a good faith effort on. The Superintendent or designee may waive this paragraph's provisions when the student's failure was due to exceptional or extraordinary circumstances. Students falling under the provisions of this paragraph shall be permitted to attend curriculum related field trips occurring during the school day.

Ninth grade students must receive 4 1/2 credits to be promoted to the tenth grade. A student who will be seventeen on or before October 1 may be physically promoted to the tenth grade.

PUPIL-TEACHER-PARENT CONFERENCES

At no time should you be in doubt about your child's progress, activities, or behavior. You are notified of his progress through the report cards, eSchool, and mid-term progress report. If you still have questions or feel that there has been a misunderstanding, please call the school for an appointment with the teacher. Students who wish to talk with a teacher about any problem should request a conference with the teacher before, after school, or at a time convenient to both during the day. Teachers may also request conferences with a student in order to give or arrange individual help, or to clear up misunderstandings. Scheduled school-wide parent-teacher conference dates will be announced for the first and third nine-week grading period.

REMEDIATION/IAIP

All students must participate in appropriate state mandated, **and** norm-referenced, ~~and end-of-course~~ exams as established by the State Board of Education.

State Mandated Assessment: Each student identified as not scoring at the proficient level or higher ~~on the 8th grade state mandated assessment~~ shall participate in remediation activities to address the specific needs of the student as required by the student's Academic Improvement Plan (AIP). Any student ~~scoring basic or below basic on the state mandated assessment and~~ who fails to participate in the IAIP shall **may** not be promoted to the next grade level. (A.C.A. 6-15-1803)

~~**Algebra I End of Course Exam:** All students must successfully pass all end-of-course (EOC) assessments they are required to take, unless exempted by the student's IEP. To receive academic credit on his/her transcript in a course requiring a student to take a 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 which shall focus on the areas in which the failed to meet the necessary passing score. Additional, the lack of credit could jeopardize the student's grade promotion or classification.~~

~~To the extent required by the State Board of Education, students in grade eleven (11) and below who do not meet the required score on a college and career readiness measurement shall participate in the remediation activities prescribed in his/her AAIP which may include additional opportunities to retake the measurement.~~

SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASSES OF 2016 AND AFTER—BOARD POLICY 4.45

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. 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.

To the best of its ability, the District shall follow the requirements covering the transfer of course credit and graduation set forth in the Interstate Compact on Educational Opportunity for Military Children for all students who meet the definition of "eligible child" in Policy 4.2 – ENROLLMENT.

**SMART CORE INFORMED CONSENT FORM
(GRADUATING CLASS OF 2016 AND AFTER)**

Name of Student: _____
Name of Parent/Guardian: _____
Name of District: _____
Name of 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 a variety of situations. Smart Core is the foundation for college and career-readiness. All students should supplement 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 instead to 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 (or 3 units of math and 1 flex unit of Computer Science*)* At least one unit must be taken in Grade 11 or Grade 12.

- Algebra I (or Algebra A & Algebra B - Grades 7-8 or 8-9)
- Geometry (or Geometry A & Geometry B - Grades 8-9 or 9-10)
- Algebra II
- Fourth Math - Advanced Topics and Modeling in Mathematics, Algebra III, Calculus, Computer Science and Mathematics, Linear Systems and Statistics, Mathematical Applications and Algorithms, Pre-Calculus, or an Advanced Placement mathematics - Comparable concurrent credit college courses may be substituted where applicable.

Natural Science – 3 units with lab experience chosen from the list below (or 2 units with lab experience and 1 flex unit of Computer Science*)*

- Biology
- Physical Science, Chemistry, and/or Physics

(All students must have 1 unit in Biology, IB Biology, ADE Biology, ADE Approved Biology Honors, or Concurrent Credit Biology.)

Social Studies – 3 units

- Civics - ½ unit
- World History - 1 unit
- U.S. History - 1 unit
- Economics or other social studies – ½ unit

Oral Communications – ½ unit

Physical Education – ½ unit

Health and Safety – ½ unit

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

Fine Arts – ½ unit

Career Focus – 6 units

*Computer Science * (optional) – (flex unit) A unit of Computer Science and Mathematics, Essentials of Computer Programming, AP Computer Science, or IB Computer Science may replace the 4th math unit requirement or the 3rd Natural Science Requirement. Two distinct units of the computer science courses listed above may replace the 4th math unit requirement and the 3rd Natural Science Requirement. If the 4th Math requirement and the 3rd Natural Science requirement have been met through other coursework, any of the computer science courses listed above may be used for career focus credit.

Beginning with the entering 9th grade class of 2014 – 2015 school year, each high school student shall be

required to take at least one digital learning course for credit to graduate. (Act 1280 of 2013)

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

**SMART CORE WAIVER FORM
(GRADUATING CLASS OF 2016 AND AFTER)**

Name of Student: _____

Name of Parent/Guardian: _____

Name of District: _____

Name of 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 a variety of situations. Smart Core is the foundation for college and career-readiness. All students should supplement 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 instead to participate in the Core curriculum. 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 (or 3 units of math and 1 flex unit of Computer Science)*

- Algebra I (or Algebra A & Algebra B - each may be counted as one unit of the 4 unit requirement)
- Geometry (or Geometry A & Geometry B - each may be counted as one unit of the 4 unit requirement)

(All math units must build on the base of algebra and geometry knowledge and skills.)

Science – 3 units (or 2 units with lab experience and 1 flex unit of Computer Science)*

- At least 1 unit of Biology
- At least 1 unit of Physical Science, Chemistry, and/or Physics

(All students must have 1 unit in Biology, IB Biology, ADE Biology, ADE Approved Biology Honors, or Concurrent Credit Biology.)

Social Studies – 3 units

- Civics - ½ unit
- World History - 1 unit
- U.S. History - 1 unit
- Economics or other social studies – ½ unit

Oral Communications – ½ unit

Physical Education – ½ unit

Health and Safety – ½ unit

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

Fine Arts – ½ unit

Career Focus – 6 units

Computer Science (optional) – (flex unit) A unit of Computer Science and Mathematics, Essentials of Computer Programming, AP Computer Science, or IB Computer Science may replace the 4th math unit requirement or the 3rd Natural Science Requirement. Two distinct units of the computer science courses listed above may replace the 4th math unit requirement and the 3rd Natural Science Requirement. If the 4th Math requirement and the 3rd Natural Science requirement have been met through other coursework, any of the computer science courses listed above may be used for career focus credit.

(Comparable concurrent credit may be substituted where applicable.)

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

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

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 4 units to graduate for a total of 26 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.

Digital Learning Courses

The District shall offer one or more digital learning course(s) through one or more District approved provider(s) as either a primary or supplementary method of instruction. The courses may be in a blended learning, online-

based, or other technology-based format. In addition to the other graduation requirements contained in this policy, students are required to take at least one (1) digital learning course for credit while in high school.

TRANSFER CREDITS—BOARD POLICY 4.04

The Benton 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 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 grades, course credits, and/or promotions received by a student while enrolled in the Division of Youth Services system of education shall be considered transferable in the same manner as those grades, course credits, and promotions from other accredited Arkansas public educational entities.

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

The Board of Education reserves the right 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 District and the resident district may enter into a written agreement with the student or student's parents to provide transportation to or from the District, or both.

PETITIONS FOR TRANSFER OF STUDENTS

Petitions for inter-district transfer will only be considered in August for the fall session and December for the spring session for any school year.

The board will consider, on a case by case basis, petitions for inter-district transfer on behalf of students entering the 11th or 12th grade who wish to finish high school in a school they have attended immediately preceding the transfer request.

Petition for transfer may be allowed for a student in grades K-12 to remain in the school that the student has been attending for the remainder of a school year in the event that the student becomes a resident of another district so long as the student's new resident district does not object to the transfer, and the student shows an intent to remain in the original district by the filing of a school choice declaration within twenty days of the change of residence.

The district will not be permitted to accept any non-resident from a district operating under a school desegregation-related court order or a district that has ever been under such an order or that would violate the Arkansas School Choice Law.

TRANSFER CREDITS

The following rules will be in effect in regard to transfer credits:

Accredited high schools—BHS will accept credit from any high school accredited by a state department of education or by North Central or their regional accrediting agency. Since Arkansas allows credit in Algebra I and foreign language courses taken in eighth grade to count toward graduation, BHS will accept only these credits from eighth grade for transfer students. All other transfer credit accepted for graduation will be limited to grades 9-12.

Accredited private schools—Students from private schools accredited by the Arkansas School Nonpublic Accrediting Association, Inc. or a state non-public accrediting association will be accepted at Benton High School and their grades will be allowed as transfer grades.

Correctional institution schools—Credits earned at correctional institution schools will be accepted at Benton High School as per other regulations.

Correspondence credit—Transfer students shall be bound by the same rules that govern

BHS students, which are as follows:

- a. Students may earn a maximum of two credits by correspondence providing the courses are taken through the Department of Independent Study, University of Arkansas at Fayetteville. All courses must be approved by the building principal.
- b. Students transferring correspondence credit from other states must have taken the work through an accredited state university.
- c. Correspondence courses will not count on a student's GPA.

Summer school credits—Credit will be allowed for summer school work provided that work was completed in an accredited high school and meets state department and/or NCA requirements. All courses must be approved by the building principal and will not count on a student's GPA.

Unaccredited private schools—Credits will be given for transferred core courses provided the student makes an acceptable grade on the specific course exams administered at BHS. These tests, prepared by BHS departments, are on file in the general office and will be graded by department chairmen. Credits earned through these course exams will not affect a student's GPA.

Home Schooling—The Benton School District shall have authority to assess any home schooled student who enrolls or reenrolls in the district in order to determine proper educational placement. Benton High School shall utilize the norm-referenced test approved by the state Board of Education as well as specific course exams prepared by BHS departments to determine placement in the appropriate grade level and for course credit. Credits earned through these course exams and norm-referenced tests will not count on a student's GPA.

Benton High School will not recognize credits from the following sources:

- GED
- Armed Forces
- Credit by Examination
- Independent Study
- Work Programs

Classification of Students

The following will be used:

Sophomores 4 ½ credits

Juniors 11 (with grade-level English attempt) credits

Seniors 18 (with grade-level English attempt) credits

Transfer students will be classified on a temporary basis until proper confirmation of grade placement is received from the school from which the student has withdrawn.

SEMESTER TEST EXEMPTIONS GUIDELINE

Any student that meets one of the following qualifications may be exempt from taking semester test.

1. An "A" average for each nine-week grading period during the semester.
2. Four or less absences.

Any student that meets the following criteria will be required to take semester test.

1. Any student with an "F" on either nine (9) week grading period shall not be eligible for exemption in that class.
2. Assigned to In-School Suspension/Out of School Suspension requires that all semester test are taken.
 - Unless exempt from semester exams, any student failing to take the final test(s) will receive an "I" which will turn into an "F", if not made up at the assigned time.
 - First semester make-up exams will be given in Saturday School. Second semester exams will be scheduled by the administration. Make-up exams will only be allowed in emergency situations and must be approved through the appropriate assistant principal prior to the exam.

TEXTBOOKS

Textbooks are FREE to each student. These books are furnished by the State Department of Education, which you the taxpayer fund. It is very important that students take care of their books, keep up with them and refrain from permanently marking in them. Students will be charged a fine for the misuse or loss of their books.

WITHDRAWAL FROM SCHOOL

If you or your family is moving to another city or another school district, your parent or guardian must contact the school to give information necessary for withdrawal.

When a student leaves school to transfer or drop out, the following procedures must be followed:

1. Obtain a withdrawal sheet from the Counselor's office
2. Check-in all library books, pay all fines and have Librarian sign withdrawal sheet.
3. Check in all textbooks to the office.
4. Have principal sign withdrawal sheet.
5. Cafeteria account is paid.

MEDICAL POLICIES

COMMUNICABLE DISEASES AND PARASITES—BOARD POLICY 4.34

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: **Varicella (chicken pox)**, measles, scabies, conjunctivitis (Pink Eye), impetigo/MRSA (Methicillin-resistant Staphylococcus aureus), streptococcal and staphylococcal infections, ringworm, mononucleosis, Hepatitis A,B, or C, mumps, vomiting, diarrhea, and fever (100.4 F when taken orally). **Students should be fever free (without the use of fever reducing medications), free from vomiting and/or have been treated for 24 hours for other communicable diseases prior to returning to school.** 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. If there is a question as to whether or not a transmission risk continues to exist, readmittance will be at the discretion of the school nurse. In some instances, a letter from a health care provider may be required prior to the student's being readmitted to the school.

To help control the possible spread of communicable diseases, school personnel shall use standard precautions when dealing with 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. 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 from school. 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.

Bed Bug

Bed bugs are oval, rust colored, wingless insects up to a quarter inch long. They bite but are not known to spread any human diseases. The insects hide between mattresses or in crevices during the day and feed on human blood at night. The bites are small raised red bumps, often, in a line that may be itchy or painful.

Transmission occurs through contact with personal articles such as bedding or clothing that are infested. Animals do not transmit bed bugs.

1. If a bed bug is found on a student, their clothing, or belongings, it is **not necessary** to send the student home.

2. Notify parent or guardian.
 3. Make referral to health care provider as needed for diagnosis if bed bugs are observed or suspected.
 4. Collect a sample of the bug for identification purposes.
 5. Instruct the family to wash school clothing and other personal items taken to school, such as backpacks, rest towels, in 130° F water. Machine dry on hottest setting for at least 20 minutes.
- Assess family situation and if necessary assist the family with community resources

MEDICATION ADMINISTRATION & RELEASE FORM (MARF) BOARD POLICY—4.35

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. All signed medication consent forms are to be maintained by the school nurse.

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. When medications are brought to the school nurse, the nurse shall document, in the presence of the parent, the quantity of the medication(s). Each person present shall sign a form verifying the quantity of the medication(s).

Students in grades 8-12, may deliver (upon immediate arrival to school) and retrieve Over-the-Counter (OTC) and some prescription medication, along with written parental consent, to the school nurse. The exceptions are drugs categorized as controlled substances, anti-psychotics, and anti-anxiety medication, or any prescription medications with a high potential for abuse. These medications MUST be delivered and retrieved by the parent or guardian. Examples, but not all inclusive, include medication prescribed to treat ADD/ADHD, mood/anxiety disorders, and all their generic forms.

Medications, including those for self-administration, 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. Schedule II medications that are permitted by this policy to be brought to school shall be stored in a double locked cabinet.

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 (e.g. Ritalin or closely related medications as determined by the school nurse), dextroamphetamine (Dexedrine), and amphetamine sulfate (e.g. Adderall or closely related medications as determined by the school nurse).

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. This includes hydrocodone and cough syrup with codeine. 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 or 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 practitioner on file with the District may:

- 1) Self-administer either a rescue inhaler or auto-injectable epinephrine;
- 2) Perform his/her own blood glucose checks;
- 3) Administer insulin through the insulin delivery system the student uses;
- 4) Treat the student's own hypoglycemia and hyperglycemia; or
- 5) Possess on his or her person:
 - a) A rescue inhaler or auto-injectable epinephrine; or

- b) The necessary supplies and equipment to perform his/her own diabetes monitoring and treatment functions.

Students 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.

A student is 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 a rescue inhaler, auto-injectable epinephrine, diabetes medication, or combination does not require him/her to have such on his/her person. The parent or guardian of a student who qualifies under this policy to self-carry a rescue inhaler, auto-injectable epinephrine, diabetes medication, or any combination 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, insulin, or both 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 that provides for the administration of Glucagon, insulin, or both in emergency situations; and
2. a current, valid consent form on file from their parent or guardian.

A student shall have access to a private area to perform diabetes monitoring and treatment functions as outlined in the student's IHP.

Emergency Administration of Epinephrine

The school nurse or other school employees designated by the school nurse as a care provider who have been trained and certified by a licensed physician may administer an epinephrine auto-injector in emergency situations to students who have an IHP developed under Section 504 of the Rehabilitation Act of 1973 which provides for the administration of an epinephrine auto-injector in emergency situations.

The parent of a student who has an authorizing IHP, or the student if over the age of eighteen (18), shall annually complete and sign a written consent form provided by the student's school nurse authorizing the nurse or other school employee certified to administer auto-injector epinephrine to the student when the employee believes the student is having a life-threatening anaphylactic reaction.

Students with an order from and a licensed health care provider to self-administer auto-injectable epinephrine and who have written permission from their parent or guardian shall provide the school nurse an epinephrine auto-injector. This epinephrine will be used in the event the school nurse, or other school employee certified to administer auto-injector epinephrine, in good faith professionally believes the student is having a life-threatening anaphylactic reaction and the student is either not self-carrying his/her /epinephrine auto-injector or the nurse is unable to locate it.

The school nurse for each District school shall keep epinephrine auto-injectors on hand that are suitable for the students the school serves. The school nurse or other school employee designated by the school nurse as a care provider who has been trained and certified by a licensed physician may administer auto-injector epinephrine to those students who the school nurse, or other school employee certified to administer auto-injector epinephrine, in good faith professionally believes is having a life-threatening anaphylactic reaction.

The school shall not keep outdated medications or any medications past the end of the school year. Parents shall be notified ten (10) days in advance of the school's intention to dispose of any medication. 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.

Administration of Essential Oils

The administration of essential oils will not be given during the day by the school nurse. They are not considered medications, as they are not found in a medical formulary, and cannot be looked up for recommended strength and dosage in pediatrics. Essential oils are not regulated and vary in strength and usage. Many of the oils contain a strong fragrance and should not be used as they may trigger an asthma attack and/or an

allergic reaction. Teachers may not use a diffuser or Scentsy in the classroom in for the same reason.

MEDICATION ADMINISTRATION & RELEASE FORM (MARF)

I request that you give medication to my child during the school day in accordance with the Benton School Board Medication Policy. The school staff/designees are authorized to administer the prescription and/or non-prescription medication. I will not hold the School Board or any of its employees responsible for damages or injuries resulting from the administration of this medication. The school nurse has my permission to consult with my child’s physician regarding his/her medication and condition.

Student’s Name: _____ Grade: __ Teacher: _____
Name of Medication: _____ Dosage: _____
Reason for Medication: _____ Time to be given: _____
Parent/Guardian Signature: _____ Date: _____

ACCIDENTS, INJURIES and FIRST AID

When a student becomes ill or is injured, school personnel will give first aid, notify the parents, seek medical care if needed and arrange transportation to the physician or hospital. To prevent the spread of disease your child should be completely well and free of fever for 24 hours before returning to school. When a student has a known allergy and requires medication for emergency situation (allergy to wasp or bee sting or other allergic reactions), written directions for the use of medication will be required from the physician or parent.

BODY MASS INDEX

A.C.A. § 20-7-135 mandates that beginning with kindergarten and then in even number grades until the 10th grade, require schools to include as a part of a student health report to parents a Body Mass Index (BMI) percentage by age for each student. It permits any parent to refuse to have their child’s body mass index percentile for age assessed and reported, by providing a written refusal to the school.

Crutches/ Wheelchair Usage

The Benton School District has determined that the use of Crutches/Wheelchair by a student untrained in their use poses a safety risk. This risk not only affects the student using these devices, but other students and staff. Only students that are properly trained in the use of crutches, including on stairs, if relevant, shall be allowed to use them during school hours. Students requiring the use of a wheelchair, cane, or boot will be required to present the same documentation from the physician.

Before a student using one of these assistive devices at school, the Benton School District requires a parent/guardian to obtain from a physician documentation of the following:

1. Verification that the use of the medical device has been authorized by a physician
2. The diagnosis and the duration of the authorized use of the device.
3. That the student has received training in the use of crutches, particularly on stairs. This will not be done by the school nurses
4. The duration of time the student will be excused from PE/recess.

If the student is seen in the ER, documentation from the ER physician will only be utilized until a student has been seen by their Primary Care Physician or for forty eight (48) hours.

The building Principal and school nurse will decide if additional accommodations are needed such as proper training on the school elevator where applicable.

Documentation shall be kept in the office of the school nurse.

Individuals visiting a district school shall be exempt from the policy.

HEALTH SCREENINGS—BOARD POLICY 4.41

The following screenings will be done by or under the direction of the Benton School Nurses in accordance with Arkansas Law or Mandates:

Eighth grade students will be screened in vision, height, weight, and Scoliosis during the school year. Vision and hearing screening will also be conducted on Special Education students, as needed, new students and those that are in a referral process.

Parents may refuse the vision and Scoliosis screening for their child, if documentation from their child's physician is provided, stating their child has been screened within the past six (6) months.

IMMUNIZATIONS—BOARD POLICY 4.57

Definitions

"In process" means the student has received at least one dose of the required immunizations and is waiting the minimum time interval to receive the additional dose(s).

"Serologic testing" refers to a medical procedure used to determine an individual's immunity to Hepatitis B, Measles, Mumps, Rubella and Varicella.

General Requirements

Unless otherwise provided by law or this policy, no student shall be admitted to attend classes in the District who has not been age appropriately immunized against:

- Poliomyelitis;
- Diphtheria;
- Tetanus;
- Pertussis;
- Red (rubeola) measles;
- Rubella;
- Mumps;
- Hepatitis A;
- Hepatitis B;
- Meningococcal disease;
- Varicella (chickenpox); and
- Any other immunization required by the Arkansas Department of Health (ADH).

The District administration has the responsibility to evaluate the immunization status of District students. The District shall maintain a list of all students who are not fully age appropriately immunized or who have an exemption provided by ADH to the immunization requirements based on medical, religious, or philosophical grounds. Students who are not fully age appropriately immunized when seeking admittance shall be referred to a medical authority for consultation.

The only types of proof of immunization the District will accept are immunization records provided by a:

- A. Licensed physician;
- B. Health department;
- C. Military service; or
- D. Official record from another educational institution in Arkansas.

The proof of immunization must include the vaccine type and dates of vaccine administration. Documents stating “up-to-date”, “complete”, “adequate”, and the like will not be accepted as proof of immunization. No self or parental history of varicella disease will be accepted. Valid proof of immunization and of immunity based on serological testing shall be entered into the student’s record.

In order to ~~continue attending~~ attend classes in the District, the student must have submitted:

- 1) Proof of immunization showing the student to be fully age appropriately vaccinated;
- 2) Written documentation by a public health nurse or private physician of proof the student is in process of being age appropriately immunized, which includes a schedule of the student’s next immunization;
- 3) A copy of a letter from ADH indicating immunity based on serologic testing; and/or
- 4) A copy of the letter from ADH exempting the student from the immunization requirements for the current school year ~~or a copy of the application for an exemption for the current school year if the exemption letter has not yet arrived.~~—Parents are responsible for applying and providing the exemption.

Proof of all immunizations for new students and students already eleven (11) and sixteen (16) must be turned in on the first day of school. Students entering school after the first day, from out of state, or out of country will have thirty (30) days from admittance to provide proof of immunizations or exemption. Students entering from in state will be expected to be compliant and current with all Arkansas required immunizations.

Students whose immunization records or serology results are lost or unavailable are required to receive all age appropriate vaccinations or submit number 4 above.

Temporary Admittance

While students who are not fully age appropriately immunized ~~or have not yet submitted an immunization waiver~~ may be enrolled to attend school, such students shall be allowed to attend school on a temporary basis only. Students admitted on a temporary basis may be admitted for a maximum of thirty (30) days ~~(or until October 1st of the current school year for the tetanus, diphtheria, pertussis, and meningococcal vaccinations required at ages eleven (11) and sixteen (16) respectively if October 1st is later in the current school year than the thirty (30) days following the student's admittance)~~. No student shall be withdrawn and readmitted in order to extend the thirty (30) day period. Students may be allowed to continue attending beyond the thirty (30) day period if the student submits a copy of either number 2 or number 4 above.

Students who are in process shall be required to adhere to the submitted schedule. Failure of the student to submit written documentation from a public health nurse or private physician demonstrating the student received the vaccinations set forth in the schedule may lead to the revocation of the student's temporary admittance; such students shall be excluded from school until the documentation is provided.

~~The District will not accept copies of applications requesting an exemption for the current school year that are older than two (2) weeks based on the date on the application. Students who submit a copy of an application to receive an exemption from the immunization requirements for the current year to gain temporary admittance have thirty (30) days from the admission date to submit either a letter from ADH granting the exemption or documentation demonstrating the student is in process and a copy of the immunization schedule. Failure to submit the necessary documentation by the close of the thirty (30) days will result in the student being excluded until the documentation is submitted.~~ A copy of the letter from the Arkansas Department of Health exempting the student for the Current-Year must be submitted by the first day of school each calendar year.

Exclusion From School

In the event of an outbreak, students who are not fully age appropriately immunized, are in process, or are exempt from the immunization requirements may be required to be excluded from school in order to protect the student. ADH shall determine if it is necessary for students to

be excluded in the event of an outbreak. Students may be excluded for twenty-one (21) days or longer depending on the outbreak. No student excluded due to an outbreak shall be allowed to return to school until the District receives approval from ADH.

Students who are excluded from school are not eligible to receive homebound instruction unless the excluded student had a pre-existing IEP or 504 Plan and the IEP/504 team determines homebound instruction to be in the best interest of the student. To the extent possible, the student's teacher(s) shall place in the principal's office a copy of the student's assignments: □ for the remainder of the week by the end of the initial school day of the student's exclusion; and □ by the end of each school's calendar week for the upcoming week until the student returns to school.

It is the responsibility of the student or the student's parent/legal guardian to make sure that the student's assignments are collected.

Students excluded from school shall have five (5) school days from the day the student returns to school to submit any homework and to make up any examinations. State mandated assessments are not included in "examinations" and the District has no control over administering state mandated make-up assessments outside of the state's schedule.

Students shall receive a grade of zero for any assignment or examination not completed or submitted on time.

WELLNESS

The health and physical well-being of our students directly affects their ability to learn. Childhood obesity increases the incidence of adult diseases occurring in children and adolescents such as heart disease, high blood pressure and diabetes. The increased risk carries forward into their adulthood. Research indicates that a healthy diet and regular physical activity can help prevent obesity and the diseases resulting from it. It is understood that the eating habits and exercise patterns of students cannot be magically changed overnight, but at the same time, the board of directors believes it is necessary to strive to create a culture in our schools that consistently promotes good nutrition and physical activity.

GENERAL POLICIES

ATHLETIC DUAL PARTICIPATION POLICY

It is the belief of the administration that any individual who desires to participate in school activities should be able to try out, and if they are selected, be able to participate in two activities. This could occur when a young lady desires to be a cheerleader or drill team member and also be a member of the basketball team or volleyball team. If a student is involved in two activities, the following rules will apply:

- Any individual who chooses to try to participate in two activities will understand that the activity in season will have precedence over the one not in season; this includes practice and performance in games.
- Cheerleading and drill team will take precedence over basketball until the football season is completed.
- Volleyball will take precedence over basketball, cheerleading, and drill team until the volleyball season is completed.
- Following football or volleyball, the individual will become a full member of the girls' basketball team and will practice with the team until the end of the basketball season.
- At the end of the basketball season, the girl will return to Cheerleading or Drill Team. However, the respective coaches will work out the spring activities so that the student will be able to try out for both activities.
- An athlete who quits one sport cannot participate in any other sport until the sport he/she quits is over. A schedule change cannot occur until the end of the semester. The grade will be determined by attitude and cooperation until the athlete can be released to the next sport, receive a schedule change, or complete the semester.
- Each student should visit with the coaches of each activity and understand the possibility of missing games/activities because of the moving from activity to activity. Also, joining a team late may cause her to have to work hard to earn a playing spot or be able to perform various routines.

BELL SCHEDULES

REGULAR BELL SCHEDULE

ONE MINUTE OF SILENCE	8:00	8:01
1 ST PERIOD	8:01	8:55
2 ND PERIOD	9:00	9:55
3 RD PERIOD	10:00	10:50
4 TH PERIOD	10:55	11:45
8 th GRADE LUNCH	11:45	12:15
9 TH GRADE 5 TH PERIOD	11:50	12:40
8 TH GRADE 5 TH PERIOD	12:20	1:10
9 TH GRADE LUNCH	12:40	1:10
6 TH PERIOD	1:15	2:05
7 TH PERIOD	2:10	3:00
DETENTION HALL	3:05	3:30

ACTIVITY BELL SCHEDULE

ONE MINUTE OF SILENCE	8:00	8:01
1 ST PERIOD	8:01	8:55
2 ND PERIOD	9:00	9:45
3 RD PERIOD	9:50	10:35
4 TH PERIOD	10:40	11:25
8 th GRADE LUNCH	11:25	11:50
9 TH GRADE 5 TH PERIOD	11:30	12:15
8 TH GRADE 5 TH PERIOD	12:00	12:45
9 TH GRADE LUNCH	12:15	12:45
6 TH PERIOD	12:50	1:35
7 TH PERIOD	1:40	2:25
ACTIVITY	2:25	3:00
DETENTION HALL	3:05	3:30

ADVISORY / CAP'S BELL SCHEDULE

ONE MINUTE OF SILENCE	8:00	8:01
1 ST PERIOD	8:01	8:50
CAP'S CLASS	8:55	9:25
2 ND PERIOD	9:30	10:15
3 RD PERIOD	10:20	11:05
4 TH PERIOD	11:10	11:55
8 th GRADE LUNCH	11:55	12:25
9 TH GRADE 5 TH PERIOD	12:00	12:45
8 TH GRADE 5 TH PERIOD	12:30	1:15
9 TH GRADE LUNCH	12:45	1:15
6 TH PERIOD	1:20	2:05
7 TH PERIOD	2:10	3:00
DETENTION HALL	3:05	3:30

Bell to enter building for breakfast.....7:35

Bell to go to class.....7:55

Tardy bell.....8:00

9:00 START TIME-1 HOUR DELAY SCHEDULE

ONE MINUTE OF SILENCE	9:00	9:01
1 ST PERIOD	9:01	9:45
2 ND PERIOD	9:50	10:30
3 RD PERIOD	10:35	11:18
4 TH PERIOD	11:23	12:05
8 TH GRADE LUNCH	12:05	12:35
9 TH GRADE 5 TH PERIOD	12:10	12:53
8 TH GRADE 5 TH PERIOD	12:40	1:23
9 TH GRADE LUNCH	12:53	1:23
6 TH PERIOD	1:28	2:11
7 TH PERIOD	2:16	3:00
DETENTION HALL	3:05	3:30

10:00 START TIME-2 HOUR DELAY SCHEDULE

ONE MINUTE OF SILENCE	10:00	10:01
1 ST PERIOD	10:01	10:34
2 ND PERIOD	10:39	11:13
3 RD PERIOD	11:18	11:52
8TH GRADE LUNCH	11:52	12:22
9 TH GRADE 4 TH PERIOD	11:57	12:31
8 TH GRADE 4 TH PERIOD	12:27	1:01
9 TH GRADE 5 TH PERIOD	12:36	1:10
8 TH GRADE 5 TH PERIOD	1:06	1:40
9TH GRADE LUNCH	1:10	1:40
6 TH PERIOD	1:45	2:20
7 TH PERIOD	2:25	3:00
DETENTION HALL	3:05	3:30

CALENDAR 2016-2017

August 15 FIRST DAY OF SCHOOL
September 5 LABOR DAY (NO SCHOOL)
October 13 END OF 1ST QUARTER

FIRST QUARTER AUG. 15– OCT. 13 (43 DAYS)

October 14 2ND QUARTER BEGINS
October 25 SECONDARY PARENT/TEACHER CONFERENCE 3:30-7:30
October 28 NO SCHOOL
November 21-25 THANKSGIVING HOLIDAYS (NO SCHOOL)
December 20 END OF 2ND QUARTER

SECOND QUARTER OCT. 14– DEC. 20 (42 DAYS)

January 4 3RD QUARTER BEGINS
January 16 MARTIN LUTHER KING DAY (NO SCHOOL)
February 20 PRESIDENT'S DAY (NO SCHOOL) (possible snow day)
March 10 END OF 3RD QUARTER

THIRD QUARTER JAN. 4– MARCH 10 (46 DAYS)

March 13 4TH QUARTER BEGINS
March 20-24 SPRING BREAK
March 30 PARENT/TEACHER CONFERENCE 3:30-7:30
March 31 DISTRICT PD DAY-NO STUDENTS
April 6 CAP'S REGISTRATION (ATTEND AT APPOINTMENT TIME)
April 14 GOOD FRIDAY-NO SCHOOL
May 25 END OF 4TH QUARTER (LAST DAY FOR STUDENTS AND TEACHERS)

FOURTH QUARTER MARCH 13 –MAY 25 (47 DAYS)

MAKE-UP SNOW DAYS BEGIN ON MAY 26, 30, 31, JUNE 1, 2

May 29 MEMORIAL DAY

CLUBS AND OTHER ACTIVITIES

Many extra-curricular activities besides sports are available for student participation. It should be considered a privilege and an honor to participate in these activities and to represent our school. During the course of the school year scheduling conflicts may arise between activities. This may result in student receiving fewer total points in some classes.

Students have the right to participate in school-approved organizations. Membership shall not be restricted based on race, sex, national origin or other arbitrary criteria. Each organization shall function according to its own constitution and by-laws. Hazing, as defined by law, is forbidden in connection with initiation into, or affiliation with, any student organization, extracurricular activity or sport program.

If a student quits a sport/activity, the student's grade maybe adversely affected if so determined by the administration and the student may be required to remain in the class for the rest of that semester.

Some of the activities that are available are:

- | | |
|----------------------------------|---------------------------|
| Student Council | Junior High Honor Society |
| Panther Publication | Panther Dance Team |
| Panther Cheerleaders | Junior ROTC-LOTC |
| Fellowship of Christian Athletes | Panther Band/Jazz Band |
| Builders Club | Green Team |
| Quiz Bowl | FPS |
| FCCLA | FBLA |
| Chamber Choir | Heartsong |

CONTACT WITH STUDENT WHILE AT SCHOOL-BOARD POLICY 4.15

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 limitations 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. Except as provided below, 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 the 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.

Contact by Professional Licensure Standards Board Investigators

Investigators for the Professional Licensure Standards Board may meet with students during the school day to carry out the investigation of an ethics complaint.

DELAY START OF SCHOOL PROCEDURES

One (1) hour delay:

Students:

- All students will report to school exactly one (1) hour later than their normal time to report. (*Example: If schools do not allow parents to drop their children off until 7:30 for an 8:00 am start, then they cannot drop their children off until 8:30 for a 9:00 am start.*) On delayed-start days, any before-school detention halls, college algebra classes, or before-school tutoring sessions will be cancelled.
- Students who ride buses will be picked up one (1) hour later at their usual bus stop unless specified otherwise by the Transportation Department.
- The Transportation Director will communicate with bus riders about any changes in plans for students riding buses.

Breakfast Plan:

- One-hour delay: We will be prepared to serve breakfast. As much as possible we will be serving the meal on the menu. Depending on the lunch menu and number of employees available, it may have to be a "cold" breakfast such as cereal, graham crackers, milk and juice.
- Two-hour delay: We will be prepared to serve breakfast. It will most likely be a "cold" breakfast due to the need for oven space being used to cook lunch.

Daily Bell Schedule:

- An abbreviated schedule that addresses a 1 or 2 hour delay that includes what to do for lunches and students going to class for the remainder of the day is in the student handbook.

Communication Plan:

- The Transportation Director will use the district Alert Now system to notify parents and staff of a school delay or closing.
- Once a delayed start has been determined, staff should know to follow these procedures as written.
- Any changes or modifications will be communicated to the principals by the superintendent or designee; principals would then need to communicate with their respective campus staff any changes.

Two (2) hour delayed start

Follow the same procedures for a one (1) hour delay; just start two (2) hours later.

***Safety during inclement weather is always a top priority for all staff and students; at no time do we want anyone to be put in danger due to dangerous road conditions; with this in mind, please use discretion and work with staff and students who communicate with the campus administration that they are unable to arrive at campus due to unsafe conditions; these guidelines are meant to be applied as a “rule of thumb”; there will be times when flexibility and discretion must be used to allow exceptions.

DRIVES AND PETITIONS—BOARD POLICY 4.14

Solicitation of funds, circulation of petitions or drives may not be conducted without the written approval of the superintendent and building principal.

The principal or designee shall review non-school publications prior to their distribution and will bar for distribution those materials that are obscene, libelous, pervasively indecent, or advertise unlawful products or services. The principal or designee shall establish regulations governing the time, place, and manner of student distribution of non-school materials.

DRUG SCREENING—BOARD POLICY 4.71

REQUIREMENTS FOR PARTICIPATION IN ATHLETIC/SPIRIT GROUPS /BAND

The Benton School Board hereby adopts a drug screening policy for all athletic/spirit groups/band in grades 8-12 who represent the Benton Public Schools. The board believes that the policy is necessary for the health and safety of the individuals involved. The Benton drug screening policy is a random-based screening. The entire policy may be found online in section 4.71.

OBJECTIVES:

The objectives of this program are to:

1. Provide students an avenue to combat drug and alcohol use by arming them with a well-developed, firm, and consistent policy that discourages the use of illicit drugs and alcohol.
2. Provide drug education programs for students who test positive for drug use.
3. Ensure the health and safety of participating students during performances.
4. Allow student participants an opportunity to say "no" to drugs.
5. Provide a deterrent to drug use for all participating students in athletic/spirit groups/band.
6. Help maintain a drug-free school environment.

SANCTIONS FOR POSITIVE TESTING:

The following sanctions shall be imposed for any student testing positive to a drug test:

1. For the first positive test result:
 - e.a The parent/guardian shall be notified and shall be requested to attend a conference to discuss the student's drug testing result.
 - e.b Retesting shall be required at each subsequent random testing regime for a minimum of one calendar year from the date of receipt of the test result.
2. For the second positive test result within any two consecutive calendar years:
 - a. The parent/guardian shall receive notification and shall be requested to attend a conference to discuss the student's drug test results. This conference shall also include the student, principal, and the student's coach/director.

- b. Upon receiving notice by the proper school official, the student shall immediately be suspended from practices, contests and/or activities in all competitive athletic/spirit group/band activities for a minimum of 30 calendar days. In the event a participating student's sanctions cannot be completed before the end of school year, the participating student shall complete his or her sanctions the following school year.
- e.c A letter of intent to remain in any athletic/spirit group/band activities shall be signed by the student and parent/guardian.
- e.d For reinstatement into athletic/spirit group/band activities, participating students shall:
 - 1. Be retested at the end of the 30-day suspension at the parent's/guardian's expense.
 - 2. Receive a negative test result.
 - 3. Complete a school drug counseling program approved by the Athletic Director.
 - 4. Have verification of all sanction requirements by the Athletic Director.
- a. Retesting shall be required at each subsequent random testing regime for a minimum of one calendar year from the date of receipt of the test result.
- 3. For the third positive test result within any two consecutive calendar years:
 - a. The parent/guardian shall receive notification and shall be requested to attend a conference to discuss the student's drug test results. This conference shall also include the student, principal, and the student's coach/director.
 - b. Upon receiving notice by the proper school official, the student shall immediately be suspended from practices, contests and/or activities in all competitive extracurricular athletic/spirit group/band activities for one calendar year.
 - c. A letter of intent to remain in any athletic/spirit group/band activity shall be signed by the student and parent/guardian.
 - d. For reinstatement into athletic/spirit group/band activities, participating students shall:

1. Participate in all testing regimes for a minimum of one year.
 2. Receive a negative test result at each testing.
- e. Any positive results during suspension shall require a conference with the student, parent/guardian, principal, and the student's director or sponsor, to establish appropriate action.

REFUSAL TO TEST:

Students refusing to be tested shall not be permitted to represent the District in any athletic/spirit group/band activity. After a 30-day waiting period, the student may be reinstated for participation if:

1. The student is tested at the end of the 30-day suspension at the parent's guardian expense by an independent laboratory.
2. A negative test result is received.

APPEAL PROCESS:

Any student who has tested positive or the student's parents or guardians may appeal the test by informing the Athletic Director within 24 hours of notice of the positive test result. The student and parent shall be entitled to present any evidence they desire to defend the charge of violation of this policy prior to implementation of sanctions. The Athletic Director may require written documentation of any evidence the student may wish to present that may have affected the test result. Failure to present written documentation to support the student's defense of the case shall result in the student being subject to the sanctions provided in this procedure for a positive test result. Upon request by the student's parents or guardians, further laboratory analysis may be conducted with the student's remaining urine specimen preserved by the testing laboratory at the student's expense. The retest must be performed by a qualified laboratory that meets the lab requirements contained in this drug testing policy.

Consequence Regarding the Involvement of Alcohol or Controlled Substances during School or School Activities:

Disciplinary action taken toward student athletes who are involved with alcohol or controlled substances at school or while participating in school activities:

- A. First violation: The student athlete will be disciplined by the school (per student handbook). When the student athlete returns, he/she will be suspended from 40% of contest or performances

scheduled (Practice/intersquad scrimmages do not count). To become eligible, the student athlete must have a negative drug screening test administered by an independent laboratory (at the expense of the parents/guardians).

- B. Second violation: The student athlete will be disciplined by the school (per student handbook). The student athlete will not be allowed to participate in any athletic/spirit group for the remainder of the school calendar year. To become eligible for the next school year, student athletes must have a negative drug screening test administered by an independent laboratory (at the expense of the parents/guardians).

Consequence Regarding the Involvement with Alcohol or Controlled Substances Away from School or School Activities:

Disciplinary action taken toward student athletes who are involved with alcohol or drugs away from school or school activities:

- A. First violation: The student athlete will be suspended from 20% of the contest or performances scheduled (Practice/intersquad scrimmages do not count). Parents will be notified. There must be substantial proof of wrong doings as determined by the Athletic Director. The student athlete will be required to pass a drug test administered by an independent laboratory (at the expense of parents/guardians). Also, the student athlete will get counseling which will be selected by the Athletic Director.
- B. Second Violation: The student athlete will be suspended from 50% of scheduled contest or performances (Practice/intersquad scrimmages do not count). Parents will be notified. There must be substantial proof of wrong doings as determined by Athletic Director. Student athletes will also be required to pass a drug test administered by an independent laboratory (at the expense of the parents/guardians) and attend an alcohol/drug abuse awareness program approved by the Athletic Director.
- C. Third Violation: The student athlete will not be allowed to participate in any extra-curricular activities for the remainder of the school year. To become eligible for the next school year, student athletes must have a negative screening test administered by an independent laboratory (at the expense of the parent/guardians).

In all cases of suspensions from participation, if the student athlete is participating in a sport in-season, the suspension will take place immediately. If a one sport student athlete is not in-season, the suspension will begin at the start of his/her next season. If the student athlete participates in more than one sport or activity, and the number of games remaining is under the percentage of games suspended, the suspension will carry over to the next sport. If another violation occurs during the second sport/activity season, this would count as their second violation.

If a student athlete loses eligibility due to a alcohol/controlled substance violation, to become eligible for the next school year, the student athlete must have a negative drug screening test administered by an independent laboratory (at the parents/guardians expense). The student athlete may participate in tryouts for the following school calendar year during his/her suspension but must have negative drug screening results prior to trying out.

ENTRANCE REQUIREMENTS—BOARD POLICY 4.02

To enroll in a school in the District, the child must be a resident of the District as defined in District policy 4.01—RESIDENCE REQUIREMENTS or meet the criteria outlined in policy 4.40—HOMELESS STUDENTS or in policy 4.52- STUDENTS WHO ARE FOSTER CHILDREN.

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. A parent, guardian or other person having custody or charge of a child of kindergarten age may choose for that child to be exempt from kindergarten attendance by signing a waiver in the Superintendent's office prior to enrollment.

Any child who will be six (6) years of age on or before October 1 of the school year of enrollment and who has not completed a state-accredited

kindergarten program shall be evaluated by the district and may be placed in the first grade if the results of the evaluation justify placement in the first grade and the child's parent or legal guardian agrees with placement in the first grade; otherwise the child shall be placed in kindergarten.

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

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

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

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

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

1. The parent, guardian, or other responsible person shall furnish the child's social security number, or if they request, the district will assign the child a nine (9) digit number designated by the department of education.
2. The parent, guardian, or other responsible person shall provide the district with one (1) of the following documents indicating the child's age:
 - a. A birth certificate;
 - b. A statement by the local registrar or a county recorder certifying the child's date of birth;
 - c. An attested baptismal certificate;

- d. A passport;
- e. An affidavit of the date and place of birth by the child's parent or guardian; or
- f. United States military id
- g. Previous school records.

3. The parent, guardian, or other responsible person shall indicate on school registration forms whether the child has been expelled from school in any other school district or is a party to an expulsion proceeding.

4. In accordance with Policy 4.57 – IMMUNIZATIONS, the child shall be age appropriately immunized, or have an exemption issued by the Arkansas State Department of Health.

Exemptions are also possible on an annual basis for religious reasons from the Arkansas Department of Health. To continue such exemptions, they must be renewed at the beginning of each school year. A child enrolling in a district school and living in the household of a person on active military duty has 30 days to receive his/her initial required immunizations and 12 months to be up to date on the required immunizations for the student's age.

A student enrolled in the 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.

5. Copy of proof of residence and real estate assessment.

Uniformed Services Member's Children

For the purposes of this policy, "active duty members of the uniformed services" includes members of the National Guard and Reserve on active duty orders pursuant to 10 U.S.C. Section 1209 and 1211;"uniformed services" means the Army, Navy, Air Force, Marine Corps, Coast Guard as well as the Commissioned Corps of the National Oceanic and Atmospheric Administration, and Public Health Services; "veteran" means: a person who served in the uniformed services and who was discharged or released there from under conditions other than dishonorable.

“Eligible child” means the children of:

- active duty members of the uniformed services;
- members or veterans of the uniformed services who are severely injured and medically discharged or retired for a period of one (1) year after medical discharge or retirement; and
- members of the uniformed services who die on active duty or as a result of injuries sustained on active duty for a period of one (1) year after death.

An eligible child as defined in this policy shall:

1. be allowed to continue his/her enrollment at the grade level commensurate with his/her grade level he/she was in at the time of transition from his/her previous school, regardless of age;
2. be eligible for enrollment in the next highest grade level, regardless of age if the student has satisfactorily completed the prerequisite grade level in his/her previous school;
3. enter the District's school on the validated level from his/her previous accredited school when transferring into the District after the start of the school year;
4. be enrolled in courses and programs the same as or similar to the ones the student was enrolled in his/her previous school to extent that space is available. This does not prohibit the District from performing subsequent evaluations to ensure appropriate placement and continued enrollment of the student in the courses/and/or programs;
5. be provided services comparable to those the student with disabilities received in his/her previous school based on his/her previous Individualized Education Program (IEP). This does not preclude the District school from performing subsequent evaluations to ensure appropriate placement of the student;
6. make reasonable accommodations and modifications to address the needs of an incoming student with disabilities, subject to an existing 504 or Title II Plan, necessary to provide the student with equal access to education. This does not preclude the District school from performing subsequent evaluations to ensure appropriate placement of the student;
7. be enrolled by an individual who has been given the special power of attorney for the student's guardianship. The individual shall have the

power to take all other actions requiring parental participation and/or consent;

8. be eligible to continue attending District schools if he/she has been placed under the legal guardianship of a noncustodial parent living outside the district by a custodial parent on active military duty.

EARLY SCHOOL DISMISSAL

If students have reported to school and an emergency arises during the school day, students may be dismissed early. The Superintendent's office will use the district Alert Now system to notify parents and staff of a school's early dismissal. Radio stations will be notified by the Superintendent's office. Parents may be assured that when schools close early, students may remain in the building under supervision until they can be picked up.

EMERGENCY EVACUATION PROCEDURE—BOARD POLICY 4.37

All schools in the District shall conduct fire drills at least monthly. Tornado drills shall also be conducted not fewer than three (3) times per year with at least one each in the months of September, January, and February. Students, who ride school buses, shall also participate in emergency evacuation drills at least twice each school year.

The District shall annually conduct an active shooter drill and school safety assessment may be conducted for all District schools in collaboration with local law enforcement and emergency management personnel. Students will be included in the drills to the extent that is developmentally appropriate to the age of both the students and grade configuration of the school.

Drills may be conducted during the instructional day or during non-instructional time periods.

Other types of emergency drills may also be conducted to test the implementation of the District's emergency plans in the event of an earthquake or terrorist attack that might include the use of biological or chemical agents. Students shall be included in the drills to the extent practicable.

HONOR SOCIETY

The purpose of Benton Junior High School Honor Society is to create an enthusiasm for superior scholarship, to develop citizenship; to

stimulate a desire to serve, to promote leadership, to instill exemplary qualities of character and to serve the school and community.

- GPA Requirement: Students must have a cumulative 3.70 grade point average at the completion of the 8th grade and must have a 3.70 grade point average each semester of the 9th grade. Students who do not have a 3.70 GPA at the completion of the fall semester of their 9th grade year will be dismissed.
- Citizenship: No In-School or Out-of-School Suspensions during the 8th grade year. During the ninth (9th) grade year, if a student receives In-School or Out-of-School Suspension he/she will be dismissed.
- Students will be rated by the faculty in the areas of character, leadership, citizenship, and service. Students must receive a required number of points from the faculty to be granted membership.
- Honors/Pre AP course requirement: Student enrolled in at least two (2) Honors or Pre AP classes during the 8th and 9th grade years.

Students must complete 4 hours of community service each semester of their 9th grade year. Students not completing the required hours by the end of the fall semester must complete the remaining hours in the spring semester

LOST AND FOUND

Report the loss of any article to the office. If you find an article, bring it to the "lost and found" in the main office. Students who have lost articles should check frequently at the lost and found.

MEDIA CENTER INFORMATION

The Library Media Center (LMC) has a number of materials for students that can be used for research, projects, or pleasure reading. The materials include: hardback and paperback books, digital books, eBooks, audiobooks, flash drives, calculators, and lap top computers. This LMC does charge fines for overdue items. A list detailing the lending period along with the fine associated with each type of item is posted in the LMC. A student who checks out an item is responsible for that item until it is returned. If the item is damaged or lost, the cost to replace the item will

become the responsibility of that student. The costs of books (hardback, paperback, digital, and audio) vary; therefore, replacement costs are not posted. The replacement cost for a flash drive is \$10, a calculator is \$125, and a lap top is \$600. Any student owing the LMC money must pay all money due before checking out another item.

In order for the LMC to be a place where students and teachers can work and study, it is necessary that patrons be reasonably quiet. Anyone needing assistance should go to the check-out counter and ask the aide or media specialist for assistance.

The LMC is open from 7:35 a.m. to 3:15 p.m. Students wishing to study may go in at 7:35 a.m. and stay until the bell rings at 7:55 a.m. Students may also use the LMC during lunch, as space permits, but they may not come and go as they please.

Computers are available for students to use for curriculum related requirements. Students may not check personal E-mail, send personal E-mail, surf the net, blog, play games, text, post to social media, etc. just for fun. Students needing to use a computer must first check in at the desk. To be eligible to use a computer, the student must have a signed Contract for Computer Use at Benton Public Schools form on file.

A copy machine is available in the LMC. It is free for student use on class assignments unless the privilege is abused.

PARENTAL CONCERNS

It is the goal of the Benton School District to be responsive to the community and to continuously improve the educational programs that are offered here. The District welcomes constructive criticism when it is offered with the intent of improving the quality of educational programming.

The board formulates and adopts policies to achieve the District's vision and elects a Superintendent to implement the policies. The administrative functions of the District are delegated to the Superintendents who are responsible for the effective administration and supervision of the District. Parents with concerns regarding personnel, curriculum, discipline, coaching, or the day-to-day management of the schools need to address those concerns according to the following sequence:

1. Teacher, coach, or other staff member where the concern is directed

2. Principal or Assistant Principal
3. Assistant Superintendent
4. Superintendent

Solutions to parental concerns are most easily resolved when communicated at the level where the concern originated. Most issues can be resolved when everyone works cooperatively and with open minds.

PARENT INVOLVEMENT PLAN

1. List various communication strategies used in your school to provide information to parents and to increase parental involvement in supporting classroom instruction.

1. The school will utilize Alert Now to inform parents of school activities, meetings, and other pertinent information.
2. A school Website is maintained that provides information on all school and district activities. Daily announcements are posted. Helpful educational links are provided.
3. Teachers may create Websites for their classrooms that provide information on homework assignments, study guides, and other pertinent classroom information.
4. Teachers will routinely contact parents on an individual basis to communicate about their child's progress through emails, Remind 101 texts, and phone calls.
5. The school will provide to parents progress reports/report cards every marking period with information regarding their child's academic progress and upcoming school events.
6. A lighted marquee sign is attached to the school building. It is updated weekly with upcoming events and information.
7. The school will hold a new student orientation and open house for all students at the beginning of the school year.

2. List the proposed parent meetings, conferences and activities planned regularly throughout this year and the dates.

1. The school provides a report and explanation of the statewide assessment system, standards, and accountability measures – including results for our school. This is done in August of each school year at the Parent/Student Open House.
2. Student Orientation – Parents are invited to attend with their children to receive schedules and school information, and to meet with teachers for the upcoming year. This is held in August each year.
3. Parent Teacher Conferences are held once each semester for parents to meet with teachers to discuss academic issues and concerns.
4. Registration Conferences are held each spring. Parents are invited to attend and meet with their child's teacher/advisor to register for classes for the upcoming school year.

3. How will your school provide information to parents about volunteer opportunities?

1. The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two (2) hours of professional development for teachers designed to enhance the understanding of effective parental involvement strategies. No fewer than three (3) hours of professional development for administrators designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.
2. Provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: role play and demonstration by trained volunteer, the use of and access to the Department of Education website tools for parents, assistance with nutritional meal planning and preparation and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education.

4. How will your school provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program?

1. The school will involve parents in school improvement planning and invite them to serve on curricular and instructional review committees.
2. To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.
3. The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement.

5. How will your school provide resources for parents?

1. The school will distribute informational packets at the beginning of the school year that include a copy of the school's parental involvement plan, a survey for volunteer interests, and suggestions of ways parents can be involved in their child's education.
2. To promote and support responsible parenting, the school shall, as funds are available: Purchase parenting books, magazines, and other informative materials regarding responsible parenting through the school library, advertise the current selection, and give parents the opportunity to borrow the materials for review.
3. A Parent Center is maintained in conjunction with the counselor's office. It is supplied with resources for parents regarding help with issues in child development.
4. Include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.

5. The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator.

PHYSICAL EDUCATION

Physical education is an elective course at Benton Junior High. All students will be required to furnish their own gym shoes and clothing (uniform: Boys shorts, "T" shirt, gym socks, and gym shoes. Girls - shorts, shirt or "T" shirt, gym socks, and gym shoes.) All excuses from physical education must be written by a doctor and must come through the principal's office to be verified.

REPORTING CHILD ABUSE

It is the policy of the Benton School District to comply with the state's Child Abuse and Neglect Reporting Laws and with the mandatory reporting section of those laws. Any school official or employee who knows or has reasonable cause to suspect that a child has been subjected to abuse or neglect, or observes abuse or neglect, as defined by law, shall immediately report or cause a report to be made to the building principal or his designee, who shall then become responsible for making a report to the Department of Human Services.

RESIDENCY REQUIREMENTS—BOARD POLICY 4.01

A resident student is one whose parent/legal guardian resides within the district boundaries. The residence of the parent/ legal guardian is defined as the place where the parent/legal guardian is habitually present and to which, when he or she departs, intends to return.

A parent or legal guardian can have only one residence according to the definition. Ownership of property in the district does not qualify one as a legal resident.

SCHOOL CHOICE—BOARD POLICY 4.05

Benton Public Schools would like to remind patrons who do not live within our district boundaries of the opportunity to attend our district through Public School Choice. Deadline to apply is on or before **May 1st** prior to the fall term for which the parent/legal guardian is requesting their child to begin attendance.

The Benton School District will not allow any person who is currently under expulsion from another school district to enroll in a District school.

Standard School Choice

Exemption

The District is under an enforceable desegregation court order/court-approved desegregation plan regarding the effects of past racial segregation in student assignment and has submitted the appropriate documentation to the Arkansas Department of Education (ADE). As a result of the desegregation order/desegregation plan, the District is exempt from the provisions of the Public School Choice Act of 2015 (Standard School Choice) and the Arkansas Opportunity Public School Choice Act of 2004 (Opportunity School Choice). The District shall notify the superintendents of each of its geographically contiguous school districts of its exemption. The exemption prohibits the District from accepting any school choice applications from students wishing to transfer into or out of the District through standard School Choice or Opportunity School Choice.

Definition

"Sibling" means each of two (2) or more children having a common parent in common by blood, adoption, marriage, or foster care.

Transfers Into the District

Capacity Determination and Public Pronouncement

The Board of Directors will adopt a resolution containing the capacity standards for the District. The resolution will contain the acceptance determination criteria identified by academic program, class, grade level, and individual school. The school is not obligated to add any teachers, other staff, or classrooms to accommodate choice applications. The District may only deny a Standard School Choice application if the District has a lack of capacity by the District having reached ninety percent (90%) of the maximum student population in a program, class, grade level, or school building authorized by the Standards or other State/Federal law.

The District shall advertise in appropriate broadcast media and either print media or on the Internet 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 procedures for participation in the program. Such pronouncements shall be made in the spring, but in no case later than March 1.

Application Process

The student's parent shall submit a school choice application on a form approved by ADE to this district. The transfer application must be postmarked or hand delivered **on or before May 1** of the year preceding the fall semester the applicant would begin school in the District. The District shall date and time stamp all applications as they are received in the District's central office. It is the District's responsibility to send a copy of the application that includes the date and time stamp to the student's resident district. Applications postmarked or hand delivered on or after May 2 will not be accepted. Statutorily, preference is required to be given to siblings of students who are already enrolled in the District. Therefore, siblings whose applications fit the capacity standards approved by the Board of Directors may be approved ahead of an otherwise qualified non-sibling applicant who submitted an earlier application as identified by the application's date and time stamp.

The approval of any application for a choice transfer into the District is potentially limited by the applicant's resident district's statutory limitation of losing no more than three percent (3%) of its past year's student enrollment due to Standard School Choice. As such, any District approval of a choice application prior to July 1 is provisional pending a determination that the resident district's three percent (3%) cap has not been reached.

The Superintendent will consider all properly submitted applications for School Choice. By July 1, the Superintendent shall notify the parent and the student's resident district, in writing, of the decision to accept or reject the application.

Accepted Applications

Applications which fit within the District's stated capacity standards shall be provisionally accepted, in writing, with the notification letter stating a reasonable timeline by which the student shall enroll in the District by taking the steps detailed in the letter, including submission of all required

documents. If the student fails to enroll within the stated timeline, or if all necessary steps to complete the enrollment are not taken, or examination of the documentation indicates the applicant does not meet the District's stated capacity standards, the acceptance shall be null and void.

A student, whose application has been accepted and who has enrolled in the District, is eligible to continue enrollment until completing his/her secondary education. Continued enrollment is conditioned upon the student meeting applicable statutory and District policy requirements. Any student who has been accepted under choice and who either fails to initially enroll under the timelines and provisions provided in this policy or who chooses to return to his/her resident district voids the transfer and must reapply if, in the future, the student seeks another school choice transfer. A subsequent transfer application will be subject to the capacity standards applicable to the year in which the application is considered by the District.

A present or future sibling of a student who continues enrollment in this District may enroll in the District by submitting a Standard School Choice application. Applications of siblings of presently enrolled choice students are subject to the provisions of this policy including the capacity standards applicable to the year in which the sibling's application is considered by the District. A sibling who enrolls in the District through Standard School choice is eligible to remain in the District until completing his/her secondary education.

Students whose applications have been accepted and who have enrolled in the district shall not be discriminated against on the basis of gender, national origin, race, ethnicity, religion, or disability.

Rejected Applications

The District may reject an application for a transfer into the District under Standard School Choice due to a lack of capacity. However, the decision to accept or reject an application may not be based on the student's previous academic achievement, athletic or other extracurricular ability, English proficiency level, or previous disciplinary proceedings other than a current expulsion.

An application may be provisionally rejected if it is for an opening that was included in the District's capacity resolution, but was provisionally filled by an earlier applicant. If the provisionally approved applicant subsequently does not enroll in the District, the provisionally rejected applicant could be provisionally approved and would have to meet the acceptance requirements to be eligible to enroll in the district.

Rejection of applications shall be in writing and shall state the reason(s) for the rejection. A student whose application was rejected may request a hearing before the State Board of Education to reconsider the application which must be done, in writing to the State Board within ten (10) days of receiving the rejection letter from the District.

Any applications that are denied due to the student's resident district reaching the three percent (3%) limitation cap shall be given priority for a choice transfer the following year in the order that the District received the original applications.

Transfers Out of the District

All Standard School Choice applications shall be granted unless the approval would cause the District to have a net enrollment loss (students transferring out minus those transferring in) of more than three percent (3%) of the average daily membership on October 15 of the immediately preceding year. By December 15 of each year, ADE shall determine and notify the District of the net number of allowable choice transfers. For the purpose of determining the three percent (3%) cap, siblings are counted as one student, and students are not counted if the student transfers from a school or district in:

- Academic Distress under either A.C.A. § 6-15-430(c)(1) or A.C.A. § 6-18-227; or
- Facilities Distress under A.C.A. § 6-21-812.

If, prior to July 1, the District receives sufficient copies of requests from other districts for its students to transfer to other districts to trigger the three percent (3%) cap, it shall notify each district the District received Standard School Choice applications from that it has tentatively reached the limitation cap. The District will use confirmations of approved choice applications from receiving districts to make a final determination of which

applications it received that exceeded the limitation cap and notify each district that was the recipient of an application to that effect.

Facilities Distress School Choice Applications

There are a few exceptions from the provisions of the rest of this policy that govern choice transfers triggered by facilities distress. Any student attending a school district that has been identified as being in facilities distress may transfer under the provisions of this policy, but with the following four (4) differences.

- The receiving district cannot be in facilities distress;
- The transfer is only available for the duration of the time the student's resident district remains in distress;
- The student is not required to meet the June 1 application deadline; and
- The student's resident district is responsible for the cost of transporting the student to this District's school.

Opportunity School Choice

Transfers Into or Within the District

For the purposes of this section of the policy, a "lack of capacity" is defined as when the receiving school has reached the maximum student-to-teacher ratio allowed under federal or state law, the ADE 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.

Unless there is a lack of capacity at the District's school or the transfer conflicts with the provisions of a federal desegregation order applicable to the District, a student who is enrolled in or assigned to a school classified by the ADE to be in academic distress is eligible to transfer to the school closest to the student's legal residence that is not in academic distress. The student's parent or guardian, or the student if over the age of eighteen (18), must successfully complete the necessary application process by July 30 preceding the initial year of desired enrollment.

Within thirty (30) days from receipt of an application from a student seeking admission under this section of the policy, the Superintendent shall notify in writing the parent or guardian, or the student if the student is

over eighteen (18) years of age, whether the Opportunity School Choice application has been accepted or rejected. The notification shall be sent via First-Class Mail to the address on the application.

If the application is accepted, the notification letter shall state the deadline by which the student must enroll in the receiving school or the transfer will be null and void.

If the District rejects the application, the District shall state in the notification letter the specific reasons for the rejection. A parent or guardian, or the student if the student is over eighteen (18) years of age, may appeal the District's decision to deny the application to the State Board of Education. The appeal must be in writing to the State Board of Education via certified mail, return receipt requested, no later than ten (10) calendar days, excluding weekends and legal holidays, after the notice of rejection was received from the District.

A student's enrollment under Opportunity School Choice 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. This provision for continuing eligibility under Opportunity Choice does not negate the student's right to apply for transfer to a district other than the student's assigned school or resident district under the Standard School Choice provisions of this policy.

The District may, but is not obligated to provide transportation to and from the transferring district.

Transfers out of, or within, the District

If a District school or the District has been classified by the ADE as being in academic distress the District shall timely notify the parent, guardian, or student, if the student is over eighteen (18) years of age, as soon as practicable after the academic distress designation is made of all options available under Opportunity Choice. The District shall offer the parent or guardian, or the student if the student is over eighteen (18) years of age, an opportunity to enroll the student in any public school or school district that has not been classified by the ADE as a public school or school district in academic distress.

Additionally, 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.

SCHOOL PUBLICATIONS POLICY

Students have the right to editorialize but must refrain from printing anything that might contain inappropriate language or libelous materials. All material to be printed in any school newspaper or other official publication must have sponsor and principal approval.

STUDENT COUNCIL

The purpose of the Benton Junior High School Student Council is to develop good citizenship, promote leadership, promote good student morale and the general welfare of the students in our school.

The officers include president, vice-president, recorder, and secretary. Officers are elected during the spring of their 8th grade year. Ballots are made up of students who complete petitions, have a “C” average, are registered voters at BJH and are in good disciplinary standing with the school.

Student Council representative’s elections are held at the same time as officer elections. Ballots include all students who complete applications, have a “C” average, are registered voters and in good disciplinary standing with the school.

Once elected, representatives and officers must attend mandatory meetings every Wednesday morning. If a member missing five meetings, he/she will be dismissed from Student Council.

Benton Junior High School Student Council also conducts elections for sophomore class officers and representatives using Benton High School guidelines.

TELEPHONE USE AND MESSAGES

Messages for students should be held to a minimum. When necessary, call the general office early enough in the day that the student can be contacted.

TRANSPORTATION TO/FROM EXTRA-CURRICULAR ACTIVITIES

1. Any student of Benton Junior High School who makes any out of town trip for an extra-curricular activity must travel round trip by school-arranged transportation.
2. Any student traveling by any mode of transportation other than that described above will not be allowed to participate in the activity.
3. Any student who is not able to make the return trip by school arranged transportation following the activity should not make the trip at all as part of the school group.
4. After events, if the coach/sponsor agrees, a parent may sign their child out using the approved form.
5. Cell phones may be used on the bus at the discretion of the coach/sponsor.

VALUABLES

Unfortunately, a school always has a few students who do not have proper standards regarding property and valuables that belong to others. We urge that:

1. No valuables are brought to school.
2. No student carries more money than is required to meet his daily needs.
3. Every student is careful with his books and other supplies.
4. No student allows others to know his lock combination.
5. No student takes money, watches or other articles in dressing rooms.
6. Students who must bring extra money or valuables to school may leave them in the main office for safekeeping.
7. Students must assume responsibility for their own property and for other property issued to them (textbooks, lock, etc.)

VIDEO SURVEILLANCE—BOARD POLICY 4.48

The Board of Directors 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, automatic identification technology, data compilation devices, and technology capable of tracking the physical location of district equipment, students, and/or personnel.

The placement of video/audio surveillance cameras shall be based on the presumption and belief that students, staff and visitors have no reasonable expectation of privacy anywhere on or near school property, facilities, vehicles, or equipment, with the exception of places such as rest rooms or dressing areas where an expectation of bodily privacy is reasonable and customary.

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 and other technologies authorized in this policy.

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. Other than video recordings being retained under the provisions of this policy's following paragraph, the district's video recordings may be erased any time greater than 7 after they were created.

Videos, automatic identification, or data compilations 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 (temporarily or permanently) surveillance cameras and equipment, automatic identification, or data compilation devices shall be subject to appropriate disciplinary action and referral to appropriate law enforcement authorities.

VISITORS

Benton Junior High is a closed campus, if it is necessary for someone to see you on campus during the school day, they must first come to the general office to make arrangements.