

**Barnsdall
Jr/Sr High School
Student Handbook
2016-2017**



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Barnsdall Public School

Philosophy of Education

The Board of Education of Barnsdall Public Schools promotes, as the primary function of our school, the development of each student. The inherent value of the individual is given prime consideration in determining all facets of school programming, staffing, and operation.

We believe that each student is a resource of immeasurable worth and potential. Not only should our schools serve to prepare students for a world of work or college, we should also provide activities that contribute to the development of the student physically, emotionally, and morally as well as academically and vocationally.

In order to best serve the needs of the student; we believe that a genuine interest, concern, and respect for each individual are necessary from each staff member. We hope and trust that our school system can provide experiences that will build the proper attitude and skills necessary for the student to become a positive, productive agent in our society.

Barnsdall Public Schools will strive to establish priorities, aid in decision-making, and provide an effective basis for a comprehensive and continuous evaluation of its educational process.

School Colors: Cardinal and Grey
School Mascot: Black Panther

Parental Involvement Policy

It is the Parental Involvement Policy of Barnsdall Public Schools to:

- * involve parents in the planning process for educational programs, review and improvements,
- * provide assistance to parents in understanding national goals, state performance standards, assessments and information related to the education of their children,
- * provide information concerning adult literacy and parental training,
- * educate teachers and other staff in the value of parental contributions and how to work with parents as partners,
- * coordinate and integrate parental involvement programs with other programs when appropriate,
- * work with community based organizations and businesses in parental involvement activities,
- * conduct, with the involvement of parents, periodic evaluation of the effectiveness of parental involvement activities and use findings of the evaluations to design new strategies for parental involvement.

The Parental Involvement Policy shall be made a policy of the Board of Education.

The Fight Song

**On with Barnsdall
On with Barnsdall
Onward to the end
Victory is what we fight for
And we're sure to win.
GO! FIGHT! WIN!
On with Barnsdall
On with Barnsdall
Win or lose we'll fight.
Fight for Old B. H. S.
We'll win tonight.**

**Written by Orville P. Edmisten
(Class of 1937, Band Member)**

The Alma Mater

**Out upon the rolling prairie,
Rated as the best,
Stands our dear ole Alma Mater,
Dear ole B. H. S.**

**Raise the banners and uphold them,
Ever in the fray.
Swing aloft the grand ole colors,
The cardinal and the gray.**

**In our earnest search for knowledge,
We will do our best
To uphold our Alma Mater,
Dear ole B.H.S.**

Raise the banners and uphold them,

**Ever
in the
fray.**

**Swing aloft the grand ole colors,
The cardinal and the gray.**

Minute of Silence

Effective August 22, 2002, the Oklahoma Legislature has approved SB915, referred to as the “Minute of Silence” law which requires local boards of education to ensure that all school sites within the district observe approximately one minute of silence each day. The minute of silence is for the express purpose of allowing each student to reflect, meditate, pray or engage in other silent activity.

At Barnsdall Jr/Sr High School a standard statement will be issued by intercom each morning during second hour to announce the minute of silence and the option in law for use of that minute. (Example: “As we begin another day, let us pause for a Moment of Silence to reflect meditate, pray or engage in other silent activity.”)

Pledge of Allegiance

I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

Student Creed

I believe in the Barnsdall High School and the things for which she stands, honest efforts, clean sports, generous comradeship, loyalty and reverence to our God.

I believe in school citizenship and that it is my duty to my school to support and obey her regulations.

I pledge to stand by her in all of her undertakings and will strive to do all with-in my power to better myself as a student, so that I will become a more worthwhile citizen of my state.

Mission of Barnsdall Public Schools

The Mission of the Barnsdall School is to prepare all students for success after graduation.

Academic Letter:

The Barnsdall Jr/Sr High School Academic Letters Program is designed to recognize students in grades 9-12 who have excelled academically. This program is open to all enrolled at Barnsdall Jr/Sr High School. Students will be eligible to receive an academic letter based on the following criteria:

Grade	Cumulative GPA at the End of 1st Semester of the Current School Year
Freshman	4.0
Sophomore	3.95
Junior	3.9
Senior	3.85

All students earning an academic letter will be notified in writing by the Superintendent of Schools shortly after the end of the first semester each year. Each student, along with two guests, will be invited to attend an Academic Awards Banquet hosted by the school in the spring.

Achieving Classroom Excellence (ACE) of 2005 as Revised in 2006:

Beginning with students entering the ninth grade in 2008-2009, every student shall demonstrate mastery of the state academic content standards in the following subject areas in order to graduate from a public high school with a standard diploma. (70 O.S. 1210.523)

- (a) Algebra I;
- (b) English II; and
- (c) Two of the following five;
 - 1. Algebra II,
 - 2. Biology I,
 - 3. English III,
 - 4. Geometry, and
 - 5. United States History.

To demonstrate mastery, the student shall attain at least a satisfactory score (as defined by the State Board of Education) on the end-of-instruction criterion-reference tests. (70 O. S. 1210.523)

Beginning with students who enter the ninth grade in the 2008-09 school year, school districts shall report the student's performance levels of satisfactory and above on the end-of-instruction tests on the student's high school transcript. (70 O. S. 1210.508)

For students who enter the ninth grade in or prior to the 2007-08 school year, school districts shall report the highest achieved state test performance level on the end-of-instruction test on the student's high school transcript. (70 O. S. 1210.508)

Beginning with students who enter the ninth grade in the 2008-09 school year, students who do not attain at least a satisfactory score (as defined by the State Board of Education) on any end-of-instruction test shall be provided remediation and the opportunity to retake the test until at least a satisfactory score is attained on the tests of Algebra I, English II, and two of the tests required or an approved alternative test. (70 O. S. 1210.523)

Commented [1]: HB 3218 repeals EOI and ACE graduation requirements. No direction from State yet on what requirements will be.

Begin
ning

with students who enter the ninth grade in the 2008-09 school year, students who do not attain at least a satisfactory score (as defined by the State Board of Education) on any end-of-instruction test shall be afforded the opportunity to retake each test up to three times each calendar year until at least achieving at the satisfactory level. (70 O. S. 1210.508)

Students who do not meet the requirements of testing may graduate from a public high school with a standard diploma by demonstrating mastery of state academic content standards by alternative methods as approved by the State Board of Education. (70 O. S. 1210.523)

Acqui

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ed Immune Deficiency Syndrome (AIDS): Prevention Education for Students:

The Barnsdall Board of Education recognizes that Acquired Immune Deficiency Syndrome (AIDS) prevention education should be integrated into the health and family life curriculum, but may also be applied to other curriculum areas. Therefore AIDS prevention education will be taught according to the following schedule.

Students shall receive AIDS prevention education:

1. At the option of the school district, a minimum of once during the period from grade five through grade six.
2. A minimum of once during the period from grade seven through grade nine.
3. A minimum of once during the period from grade ten through grade twelve.

The district's AIDS education program must address, at a minimum, the nature of transmission, prevention and effects of the disease. The program shall be provided in a sequential manner in all grades, taking into consideration the age and maturity of the student and the subject matter of the course. Development of the program should take into account the instructional needs of all students in the district.

The superintendent shall ensure that the information presented as part of the AIDS program is articulated in such a way that transition from grade to grade in the elementary school, and from the elementary school to the secondary school approach to the material will be appropriate for all students. The superintendent shall ensure that all staff involved in teaching the AIDS education programs are properly certified and adequately prepared to teach the material. As necessary, appropriate staff training shall be provided. All employees shall have training in universal precautions.

The district may develop its own AIDS prevention education curriculum and materials (with the approval of the State Department of Health for medical accuracy) or will use the curriculum developed by the Oklahoma State Department of Education.

AIDS prevention education shall specifically teach students that:

1. Engaging in homosexual activity, promiscuous sexual activity, intravenous drug use or contact with contaminated blood products is now known to be primarily responsible for contact with the AIDS virus.

2. A
v
oiding the activities specified above is the only method of preventing the spread of the virus.
3. Sexual intercourse, with or without condoms, with any person testing positive for human immunodeficiency virus (HIV) antibodies, or any other person infected with HIV, places that individual in a high risk category for developing AIDS:
4. Abstinence from sexual activity is the only certain means for the prevention of the spread or contraction of the AIDS virus through sexual contact; and
5. That artificial means of birth control are not a certain means of preventing the spread of the AIDS virus and reliance on such methods puts a person at risk for exposure to the disease.

The district will make the curriculum and materials that will be used to teach AIDS prevention education available for inspection by the parents and guardians of the students who will be involved with the curriculum and materials. Furthermore, the curriculum must be limited in time frame to deal only with factual medical information for AIDS prevention.

At least one month prior to teaching AIDS prevention education in any classroom, the district will conduct for the parents and/or guardians of the students involved, during weekend or evening hours, at least one presentation concerning the curriculum and materials that will be used for such education. No student shall be required to participate in AIDS prevention education if a parent or guardian of the student objects, in writing, to such participation. **Reference: 70 O. S. 11-103.3**

AIDS Attendance Waiver form Attachment 1A

Activity
Absence:

State law requires that student absences due to involvement in school-sponsored activities be limited to ten (10) days in any given period per school year. These absences are not included in the nine (9) absences per semester limit.

An unrecorded absence will be granted to a student:

- a. Who is a participant in any school sanctioned activity or event .
- b. Who is not a participant, but who attends the school sanctioned activity with permission from the Principal.
- c. Who is a Senior in good standing and who takes no more than two (2) on-campus college visits. The student must have the college or university call or send a notice to the high school as to the day the student is scheduled for a visit for pre-approval and a permission slip signed by parent/guardian.

Make-up Work: (For excused or activities absences only)

A student will be permitted to make up work missed for excused absences and/or activity absence. As a general rule, the student will have a one-day make up period for each day of absence. However, the final decision will rest with the individual teacher.

Advanced Placement (AP) Courses:

Advanced Placement classes are offered to Juniors and Seniors when student interest warrants and qualified teachers are available. Students are selected to participate in AP classes based on their preparation of such a course, their willingness and ability to meet its academic challenges and level of support from family and friends. An AP course is typically equivalent to a first-year college course. Colleges and Universities use student scores on AP exams to grant credit, placement or both to the students.

Grades in AP classes will be weighted (5.0-A, 4.0-B, etc.). For the designation of AP to appear on the transcript, a commitment to take the AP exam must be made by the student and the exam fee of approximately \$78 must be paid in full by the end of the first semester. Anytime a student chooses to drop an AP class, any grade earned for the course will revert to un-weighted (4.0-A, 3.0-B, etc.). Students who remain in the AP class but choose not to take the AP exam will receive the weighted credit, but the class will be designated as Honors rather than AP on the transcript.

Commented [2]: We haven't required this in the last four years. This should be removed.

Adverse Weather:

There may be times when school will be dismissed because of weather conditions. This decision should be made by approximately 6:00 a.m. School closing announcements will be made on TV channels 2, 6, 8 and 23.

**Alcohol
Beverage and Controlled Substance:**

In accordance with Oklahoma Law students are to refrain from use of tobacco, alcohol and non-prescriptive substances on school grounds, school buses or at school sponsored functions. The use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful.

No student shall distribute, dispense, possess, use or be under the influence of any alcoholic beverage, malt beverage or fortified wine or other intoxicating liquor or unlawfully manufacture, distribute, dispense, possess or use of, be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroid or any other controlled substance, as defined in schedules I through V or section 202 of the Controlled Substances Act (21 U.S.C. –812 and as further defined by regulations at 21 C.F.R. 1300 through 1300.15), before, during or after school hours at school or in any other school district location.

The Barnsdall Public Schools will provide a program of alcohol and other drug prevention and education for students. One element of the program will be the use of trained dogs to examine lockers, cars and personal effects of the student body. The drug dogs will search any student suspected of possessing contraband. The dogs will be used periodically without notice during the school year. The purpose of this program is to assure our students the opportunity to attend a drug free campus and provide an avenue of help to those students who need it.

In the event that a pupil of the Barnsdall Public Schools is apprehended in the illegal use of alcohol, drugs or controlled substances or sale or possession thereof on school during school hours or at any time under school jurisdiction, the policy of the Board of Education shall be that the Principal supervising that activity shall first attempt to notify the parent/guardian and law enforcement authorities of the occurrence of such offenses and that the pupil will be suspended. Students who receive suspensions **MUST** participate in Drug and Alcohol counseling arranged by and for the time period set by the Building Principal.

Asbestos Statement:

The Asbestos Hazard Emergency Response Act 1986 requires that all school buildings be inspected for asbestos and a management plan be written to document this. A copy of the plan is available at your student's school and at the Superintendent's office located at 200 South 8th Street, Barnsdall, Oklahoma, 74002.

**Assem
bly:**

Assemblies for the Junior and Senior High School will be held as needed in the school gym. Special assembly programs will be scheduled from time to time. All students should be courteous toward speakers. Although a program may not be interesting to some students there may be others who are interested. Applause is the correct and appropriate way of showing your approval of a program or speaker. Stomping, yelling and whistling are not in good taste and should be avoided. Students should remember that any public demonstration other than clapping is incorrect at a serious program.

Pep assemblies are held at various times during the school year to show our support for a particular group representing Barnsdall Public Schools in different competitions.

Students attending these pep assemblies will be expected to take an active part. Those not wishing to take an active part will be dealt with on an individual basis.

Seating areas for each class may be designated.

Attendance Policy:

State law requires the school attendance of all children who are 6 years of age on or before September 1, until they; (1) reach the age of 18, (2) reach the age of 16 and are signed out with the consent of the school, the student and the student's parent/guardian or (3) they graduate.

Local policy requires that students attend class ninety percent (90%) of the time in order to receive credit.

Any student entering Barnsdall Jr/Sr High School must bring prior attendance records. The record will be added to the student's attendance at this school.

An Absence is an Absence, Excused or Unexcused:

In order to receive a passing grade a student cannot have more than nine (9) absences in any class for each semester. All absences count against the attendance requirement with the following exceptions:

1. Illness substantiated by a doctor's statement
2. School activities per Activity Absences (Page 9)
3. Any absence of an emergency nature deemed unavoidable by the school Principal. In such cases, the student and/or parents/guardians must contact the Principal for a waiver of the penalty.

If a student is absent from school, parents/guardians are expected to call the Principal's office, 847-2721, before 8:20 a.m. on the day of absence.

Parent/guardian will be notified by mail when a student has accumulated four (4) absences in any class in a given semester period. A second letter will be sent after six (6) absences scheduling a meeting with the Truancy board at Osage County. If the parent fails to meet with the Truancy Intervention and Prevention Board or if excessive absences continue, they will be referred to the Osage County District Attorney for legal action.

If a student has a chronic medical problem which results in excessive absences, parent/guardian will need to place a statement substantiated by a doctor to this effect in the student's file in the Principal's office at the time the student enrolls for the school term.

It is advised that students with long-term illness apply for homebound studies. Homebound forms are available in the Principal's office.

Commented [3]: These forms do not exist. This should be removed.

Absences Defined:

1. An excused absence is an absence for which parent/guardian has called or sent a signed note to verify the student has not been at school for one of the following reasons:

An excused absence does not in effect erase the absence from the record.

- a. Illness
- b. Serious illness or death in the immediate family.
- c. Medical or dental attention (The school recommends that routine medical or dental appointments should be scheduled on off-school hours)
- d. Absences approved in advance with school Principal.
It will be the responsibility of the student to inform the Principal of such absences which may include participation in county and state 4-H Club activities.
- e. Authorized Religious Holidays (documentation required on file)

2. An unexcused absence is an absence in which the student is truant or away from school without permission.

The following are not excusable:

- a. Suspension
- b. Missing school bus
- c. Shopping or other types of personal business including celebration of birthdays.
- d. Hunting, fishing or other personal recreations.
- e. Attendance at school events without administrative approval.
- f. Employment

Boy-Girl Relationships:

Boys and girls will naturally form friendships in school, but displays of being overly affectionate (PDA: kissing, hugging, etc.), are not acceptable at school or at school sponsored activities. Failure to refrain from open displays of affection will result in disciplinary action being taken against the students involved.

Building Access By Students:

Students are free to use the bathroom facilities in the High School Building before school and at lunch. In case of poor weather, students will be allowed to enter the High School Gym before school or at lunch. Behavior in the Gym will be monitored and no one is allowed on the Basketball court until after the season is over. Then only students with gym shoes or socks may play on it; street shoes will not be worn on the playing surface. Please pick up your trash and put into the appropriate containers.

Compliance with Family Education Rights and Privacy Act of 1974: (Regulation)

In accordance with policy of the Board of Education, the following regulation shall govern the release of student records to students and members of the student’s family, legal custodian or legal guardian.

Definitions:

For the purpose of this regulation the school district has used the following definitions of terms:

Student:

Any person who attended a program of instruction sponsored by the Board of Education of this school district.

Eligible Student:

A student or former student who has reached age 18 or is attending a post-secondary school.

Parent:

Either natural parent of a student unless his or her rights under the Family Education Rights and Privacy Act (FERPA) have been removed by a court order; a guardian or an individual acting as a parent or guardian in the absence of the student’s parent or guardian.

Educa

tion

Records:

Any record (in handwriting, print, tapes, film or other medium) maintained by the school district, an employee of the district, or an agent of the district which is related to a student except the following:

1. A personal record kept by a school staff member which meets the following tests.
 - a. It was made as a personal memory aid;
 - b. It is in the personal possession of the individual who made it or
 - c. Information contained in it has never been revealed or made available to any other person except the maker's temporary substitute;
2. An employment record which is used only in relation to a student's employment by the school district (employment for this purpose does not include activities for which a student receives grade or credit in a course) or
3. Alumni records, which relate to the student after the student no longer attends classes provided by the school district and the records do not relate to the person as a student.
Note: A copy of the law may be obtained from the Principal's Office.

Busing

Follow These Bus Rules

Loading

Previous to loading the student shall:

1. Be on time at the designated bus stop.
2. Stay off the road at all times while waiting for the bus.
3. Wait until the bus comes to a complete stop before attempting to enter.
4. Be careful in approaching bus stops.
5. Do not move towards the bus at the school-loading zone until the bus has been brought to a complete stop.
6. Respect people and their property while waiting for the bus.

Riding the Bus

While on the bus student shall:

1

No fighting, pushing, shoving, kicking or wrestling. Note: Keep your hands to yourself.

2. No cursing of profanity or remarks concerning anything of a sexual nature.
3. No yelling, shouting or loud boisterous talk.
4. No standing while the bus is moving and no changing seats.
5. No playing with toys on the bus.
6. No name-calling.
7. No destruction or defacing the bus, its parts or contents.
8. Riders will get on and off the bus at their regular assigned stop unless previously cleared with the transportation director.
9. Windows will be opened only after the bus driver gives permission.
10. Throwing trash on the floor or out the window is not allowed.
11. Anything the rider does that causes harm to another or that distracts the driver from safe operation of the bus is not allowed.
12. No form of tobacco, alcohol or drugs.
13. Treat bus equipment as you would valuables in your home. Damage to seats, etc. must be paid for by the offender/s.
14. Never sit in the driver's seat.
15. Never tamper with the bus or any of its equipment.

Unloading

After leaving the bus students shall:

1. Go at least ten (10) feet in front of the bus, stop, check traffic, wait for the driver's signal, and then cross the road.
2. Go home immediately. Stay clear of the traffic.
3. Help look after the safety and comfort of small children.

Cheating & Plagiarism:

See Discipline Grid

Class Offices:

Class

Presidents,

Vice Presidents, Secretaries and Student Council Class Representatives shall be elected in the spring of each year. Each candidate for class office must have a cumulative grade point average of 3.0 for the current school year.

Officers will be elected during class meetings with their sponsors present. Candidates will be nominated by their classmates to sponsor. All nominated candidates will be excused from the room during voting for the office for which they are nominated. Elections will be held by secret ballot.

Closed Campus:

Under the closed-campus policy, students are allowed to leave campus at noon, providing they walk.

Parents may pick up their children at noon to take them to lunch. A student may ride to and from lunch with another student's parent provided a proper permission slip is on file in the Principal's office stating with whom and on what days.

Students who park automobiles off campus with intentions of driving at noon will be disciplined in the same manner as those driving from campus without signing out.

Students will not be permitted to sit in cars before school, at noon, or at anytime during the school day. Students must exit their vehicles immediately upon arrival at school.

Student who is absent for any reason with intentions of returning to school after lunch may enter campus parking but not cruise around beforehand.

Students **WILL NOT** be permitted to "ride around" with anyone at noon.

Once a vehicle enters campus, that vehicle should not be moved until 3:45 p.m., unless proper permission has been granted (signing out with phone call or note).

Students must sign out in the office when leaving school for any reason and check back in when they return.

Students who disrespect, abuse, destroy, deface or litter public/private property downtown jeopardize their freedom of leaving campus at noon in the future.

Any student found to be improperly driving around school (depending on the severity) and number of incidences, could face up to a maximum "loss of driving privileges."

Concurrent Enrollment:

The Barnsdall Board of Education believes that students should be encouraged to prepare themselves for study beyond high school when possible. In accordance with the policy of the board of education, the following guidelines will govern the concurrent enrollment of any student who wishes to take concurrent college courses during his or her senior year.

In order to enroll concurrently in college coursework, student must meet the following requirements:

1. Be a senior enrolled in sufficient credits to complete graduation requirements by the end of the school year.
2. Be enrolled less than full-time (fewer than six credit courses)
3. May not exceed full-time college workload of 19 semester credit hours. (One-half high school unit shall equal three semester credit hours)
4. Must be enrolled in a full daily schedule of at least four units (hours)
5. Must have the written permission of a parent or legal guardian
6. Achieve a composite American College Test (ACT) or Scholastic Aptitude Test (SAT) score using Oklahoma norms as follows:
 - a. Comprehensive Universities: ACT/SAT 75th percentile
 - b. Regional Universities: ACT/SAT 62nd percentile
 - c. Two-year colleges: ACT/SAT 46th percentile

Eleventh grade students must meet the following requirements:

1. Be enrolled in sufficient credits to be eligible to satisfy graduation requirements no later than the spring of the senior year, as attested by the high school principal or counselor.

2. A
c

have a composite score at or above the 90th percentile on the ACT using Oklahoma norms, or a combined verbal and mathematical score on the SAT at or above the 90th percentile using national norms. If a student's ACT or SAT composite scores is not at the 90th percentile, but a sub score is at the 90th percentile, the student may enroll in coursework in the discipline with the required score, providing the student does not have a curricular deficiency in the subject area.

Other students not qualified by grade level might be considered for full enrollment or concurrent enrollment under the Opportunity Admission Category.

Students wishing to exceed the workload may petition the selected higher education institution. The appropriate institutional official will evaluate the student's academic performance and potential for success in determining the student's load, which may not exceed the number of semester credit hours 50 percent greater than the number of weeks in the applicable semester/term. The collegiate portion of the student's workload must be taken from regular faculty members of the institution and may be provided off campus if approved by the State Regents, and may use alternative delivery systems if approved by the State Regents. The college should provide appropriate academic advising prior to and continuing throughout the student's enrollment. High school students enrolling concurrently in off-campus classes may enroll in only liberal arts and science courses.

A student who is otherwise eligible under these regulations may enroll in a maximum of nine semester credit hours during a summer session or term at a college or university of the state system without the necessity of being concurrently enrolled in high school classes for the summer term. Students wishing to exceed this limit may petition the selected higher education institution. The appropriate institutional officials will evaluate the student's academic performance and potential for success in determining the student's load, which may not exceed the number of semester credit hours 50 percent greater than the number of weeks in the applicable semester/term.

The completion of high school curricular requirements shall not be required for concurrently enrolled high school student for purpose of admission. (Student may enroll only in curricular areas where the student has met the curricular requirements for college admission.) Concurrently admitted high school students will not be allowed to enroll in zero-level courses offered by colleges and universities designed to remove high school deficiencies.

Following high school graduation, a student may continue enrollment at the institution to which the student has been admitted or may transfer to another institution in the state system, provided that during the provisional enrollment period the student has achieved a college grade point average of 2.0

or
above
on a 4.0 scale and meets the entrance requirement of the receiving institution, including the high school curricular requirements.

When a student earns college credit through concurrent enrollment, the school district will be required to provide academic credit for any concurrently enrolled higher education courses that are correlated with the academic credit awarded by the institution high education. The district cannot transcript the academic credit as “elective credit” unless there is no correlation between the concurrent enrollment higher education courses and a course provided by the school district.

College courses will be transcribed as follows:

College Algebra	1 unit of Algebra II or Algebra III
General Biology	1 unit of Biology II
Composition I	1 unit of English III
Composition II	1 unit of English IV
American History to 1877	1 unit of American History
American History from 1877	1 unit of American History
American Federal Government	1 unit of Government
Human Geography	1 unit of History
Speech Communication	1 unit of High School Speech
Computer Concepts & Applications	1 unit of Computer Technology
Intro to Psychology	1 unit of Elective Credit

Commented [4]: This is new.

Classroom Conduct:

It is impossible for teaching or learning to take place in a classroom unless good order is maintained. Students are reminded that they must adhere to a code of good behavior not only for their own benefit, but for the benefit of others as well.

Each teacher will prepare and display classroom rules that have been approved by the principal. These rules may vary from class to class. Students must come to each of their classes prepared to study. Failure to bring pencil and paper, textbook, and/or any other materials required by the teacher will result in disciplinary action. Students are expected to vigorously pursue assignments. Students who sleep in class or who put little or no effort into their assignments will be subject to disciplinary action.

**Cyber
bullying:**

Cyberbullying is an intentional electronic communication that creates a hostile educational environment. Such conduct that is threatening or seriously intimidating and occurs on school property, school buses, school activities or on personal social networking sites.

These electronic communications may be transmitted by, but not limited to, emails; cell phone texts messages; cell phone pictures messages; cell phone voicemails; or postings on a private profiles such as MySpace, Facebook, YouTube, or any future social network site.

The prohibited conduct may be motivated by hostilities regarding personal characteristics such as race; national origin; marital status; economic or family status; sex; sexual orientation; gender identity; religion; ancestry; physical attributes; or disability.

These electronic transmissions from student to student shows reasonable probability that they intended to harass or intimidate and substantially interfere with a student's education.

Electronic communications from a student to a school employee with hostile intentions also constitutes cyberbullying.

Upon verification in either of the above cases, the proper law enforcement agencies will be notified along with the following:

Students that commit such acts are subjected to disciplinary actions including long-term suspensions. In addition, failure to follow "Internet Policy" in the Student Handbook (Page 39 through 43) will be applied. Furthermore, the student may be prohibited from use or possession of any electronic devices at school for the remainder of the student's enrollment in the school district.

First
Bell 7:50 a. m.

First Period 7:55 – 8:55 a. m. (60 minutes)

Second Period 9:00 – 10:00 a. m. (60 minutes)

Third Period 10:05 – 11:00 a. m. (55 minutes)

Fourth Period 11:05 – 12:00 noon (55 minutes)

*** Lunch 12:00 – 12:35 ***

Fifth Period 12:40 – 1:40 p. m. (60 minutes)

Sixth Period 1:45 – 2:45 p. m. (60 minutes)

Seventh Period 2:50 – 3:45 p. m.(55 minutes)

Progr
essive

Discipline Policy:

The Barnsdall Board of Education believes that the school's primary goal is to educate, not discipline. However, when the behavior of an individual student interferes with the rights of others, corrective action may be necessary for the benefit of an individual as well as the school.

All students' behaviors in the Barnsdall Schools are based on respect and consideration for the rights of others. Students have a responsibility to know and respect the rules and regulations of the school. Students have the further responsibility to behave in a manner consistent with good citizenship everywhere. It is our belief that the home, school and church need to encourage young people to be law-abiding, productive citizens. When students fail to exhibit proper behavior, our goal is to see that the consequences are efficient, sensible and fair.

We have one basic rule of conduct. We desire that all students accept the responsibility of self-discipline. Students need to demonstrate that they can conduct themselves in a positive manner and not infringe upon the rights of others to enjoy the freedom of self-discipline.

Administrators, teachers, school board members, parents and supporters of the school have developed rules contained in the handbook over the years. These rules represent an honest attempt to bring discipline and order to the learning experience here at Barnsdall. The rules are based on the idea that one's education begins with discipline and ends with self-discipline. We believe that the effective learning situations can be provided and positive behavioral patterns promoted when unacceptable behavior and its consequences are communicated to all. When discord or disruption does arise, the rules that govern our school will assure that all parties are treated with respect, courtesy and fairness. A firm and consistent discipline policy will provide our students guidance and direction that will encourage them to conduct themselves in an acceptable manner at all times.

The Barnsdall Board of Education and the administrators recognize that students do not surrender rights of citizenship while attending Barnsdall Public School. At the same time, the school is a community that must be ordered by a set of rules and regulations. The respect and obedience of the rules must be a part of the culture of this school, so the administration reserves the right to deem inappropriate actions, behavior or attire when necessary. This district prohibits certain actions, inappropriate behavior, and attire so the reasonable judgment of the

admin
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r to any situation that might cause disruptions or interference with the normal school operations will be enforced. The administrator will determine a disciplinary action not limited to those listed below that will be assigned to students who break the rules.

Class

room Management Procedure

Discipline is the responsibility of the teacher. Students who do not conform to the rules and regulations and continue to be a distracting element must be corrected. Parental cooperation will be solicited in the process of securing a change of behavior traits. Behavioral problems which cannot be handled by the teacher will be referred to the Assistant Principal or Principal.

The teacher of a student attending a public school will have the same right as a parent or guardian to control and discipline such student during the time the student is in attendance or transit to or from the school or any other function authorized by the school district or classroom presided over by the teacher.

Each teacher's plan of action will include but not be confined to the following steps:

1. Informal Conference - The teacher will visit with the student and discuss the problem and how it should be corrected. The teacher will fill out a discipline referral and keep it on file with the teacher. The teacher will be responsible for making and documenting contact with the student's parents and/or guardian.
2. Detention - The teacher will assign his/her own detention or extra assignments as a consequence for disruptive behavior. The teacher will fill out another discipline referral and attach it to the first referral and turn it in to the Assistant Principal or Principal. The teacher will be responsible for making and documenting contact and with the student's parents and/or guardian.
3. Referral to the Office - Should previous steps be ineffective or a severe disruption arise, a more extensive discipline plan will be administered by the Assistant Principal or Principal.

Each teacher shall attempt to contact the student's parents concerning disruptive behavior. This may be done by telephone, e-mail, or personal visit. Communication is important and documentation is required. Parental support is requested.

Unacc

ceptable Behaviors and Disciplinary Actions

Unacceptable Behaviors:

1. Arson
2. Attempting to incite or suggest violence directed against another person
3. Cheating
4. Conduct that threatens or jeopardizes the safety of others
5. Cutting class, Truancy
6. Defiance of Authority
7. Sleeping, Eating or refusing to do work in class
8. Extortion
9. Failure to attend assigned detention or any other disciplinary assignment
10. Failure to comply with the any reasonable request of any Barnsdall School employee
11. False reports or Prank phone calls to the school office
12. Fighting
13. Forgery
14. Gambling
15. Harassment, intimidation
16. Bullying
17. Hazing
18. Inappropriate attire
19. Inappropriate behavior or gestures
20. Inappropriate public display of affection
21. Inappropriate public behavior
22. Indecent exposure
23. Intimidation based on race, color, religion, ancestry, national origin, disability, gender or sexual orientation.
24. Using racial, religious, ethnic, sexual, gender or disability epithets
25. Obscene Language/Profanity
26. Physical or verbal abuse
27. Plagiarism
28. Possession of a caustic substance
29. Possession of Obscene materials
30. Possession, threat or use of dangerous weapon and related instrumentalities (i.e. bullets, shells, gunpowder, pellets, etc.)
31. Possession, use, distribution or being under the influence of alcoholic beverages.
32. Possession, use of illegal and or drug related paraphernalia
33. Possession of stolen property

34. S
sexual or
other
harassment of individuals including, but not limited to, students, school employees, volunteers or visitors
35. Theft
36. Threatening behavior
37. Use or possession of tobacco in any form including electronic cigarettes and vapor devices and/or paraphernalia
38. Vandalism
39. Willful disobedience
40. Willful damage to school property
41. Violation of any Barnsdall Board of Education policies, rules or regulations or violation of school rules and regulations, State or Federal Laws.

This is **not a comprehensive** list **and** infractions may vary in disciplinary actions with the punishment ranging from warning to **expulsion**. The **punishment will be** decided **by** the best judgment **of** the Administrator.

Disciplinary Actions:

1. Warning - Written record in student's file and notification sent to parents.
2. Parent conference.
3. Detention - The student can be assigned detention before or after school or during the lunch period by any teacher. The length of teacher assigned detention will be from 30 minutes up to an hour with the place being designated by the teacher giving the detention. Students will be given assignments or tasks to be completed during the detention. No talking during the detention, unless to ask specific questions of importance. No food, candy, or drink will be allowed unless approved by the teacher. No leisure books or magazines will be allowed. Violation of detention rules will result in further disciplinary action.
4. Corporal punishments (swats)
5. Financial restitution
6. Involve law enforcement
7. Refer to other social agencies
8. Short-Term suspension - (10 days or less) - The student will not be allowed to attend school or any school activities. The student may receive a zero for work missed during the suspension and only 60% maximum grade allowed during suspension.
9. Long-Term Suspension - (more than 10 days) - No long-term suspension shall extend beyond the current semester and succeeding semester. The student will not be allowed on school property during the length of the suspension.
10. Expulsion
11. Any other disciplinary action deemed appropriate under the circumstances.

Note: Any student receiving formal discipline WILL be required to take ALL Semester Tests.

This is not a **comprehensive** list and infractions may vary in disciplinary actions with the punishment ranging from warning to expulsion. The punishment will **be** decided by the best judgment of **the Administrator**.

DISCIP

LINE POLICY

S-15 Barnsdall J

Offense	1st Consequence	2nd Consequence	3rd Consequence	4th Consequence	5th Consequence
Alcohol Possession of Sale of Use of	Short-Term Suspension	Long-Term Suspension	Expulsion		
Arson	Expulsion				
Assignments Failure to do Failure to get Failure to prepare "D" Average per week "F" Average per week	Warning After school Tutoring 2 Hrs. Friday School	One Period of ASD	Two Periods of ASD	Three Periods of ASD	2 Days ISS
Automobiles Driving & Improper Driving Riding in Sitting in	Two Periods of ASD Two Periods of ASD Warning	No Driving (10 Days) Four Periods of ASD One Period of ASD	No Driving (Semester) 1 Day ISS Two Periods of ASD	Short-Term Suspension 2 Days ISS Four Periods of ASD	Long-Term Suspension Short-Term Suspension 2 Days ISS
Bomb Threat	Expulsion				
Bullying - Overt and aggressive behavior that is intentional, hurtful and persistent	1 Day ISS	2 Days ISS	3 Days ISS	Short-Term Suspension	Long-Term Suspension
Physical Hitting/Kicking Inappropriate Touching Pushing/Shoving Spitting					
Non-Physical Damaging Property Inappropriate Gesturing Inappropriate Graffiti Intimidation/Extortion Name Calling Stalking Staring/Leering Taunting/Teasing Threatening	plus Restitution	plus Restitution	plus Restitution	plus Restitution	plus Restitution

Offense	1st Consequence	2nd Consequence	3rd Consequence	4th Consequence	5th Consequence
Classroom/Bus Conduct					
Disrespect Authority	1 Day ISS	2 Days ISS	3 Days ISS	Short-Term Suspension	Long-Term Suspension
Disruptive in Class	Warning	One Period of ASD	Two Periods of ASD	Four Periods of ASD	1 Day ISS
Disruptive with Substitute	1 Day ISS	2 Days ISS	3 Days ISS	Short-Term Suspension	Long-Term Suspension
Excessive Talking	Warning	One Period of ASD	Two Periods of ASD	Four Periods of ASD	1 Day ISS
Horseplay	Two Periods of ASD	Three Periods of ASD	Four Periods of ASD	1 Day ISS	Short-Term Suspension
Inappropriate Behavior	Two Periods of ASD	Three Periods of ASD	Four Periods of ASD	1 Day ISS	Short-Term Suspension
Inappropriate Drawings	Two Periods of ASD	Three Periods of ASD	Four Periods of ASD	1 Day ISS	Short-Term Suspension
Insubordination	Two Periods of ASD	Three Periods of ASD	Four Periods of ASD	1 Day ISS	Short-Term Suspension
Lack of Cooperation	Warning	One Period of ASD	Two Periods of ASD	Four Periods of ASD	2 Day ISS
Misbehaving in Class	Warning	One Period of ASD	Two Periods of ASD	Four Periods of ASD	2 Day ISS
Profanity	One Day ISS	Two Day ISS	Three Days ISS	Short-Term Suspension	Long-Term Suspension
Sleeping in Class	Warning	One Period of ASD	Two Periods of ASD	Suspension 1 Day ISS	2 Day ISS
Computers					
Damage to	Restitution and 1 Day ISS	Restitution and 2 Days ISS	Restitution and Removal		
Internet Policy Violation	One Period of ASD	Two Periods of ASD	Removal & Loss of Credit		
Misuse of	One Period of ASD	Two Periods of ASD	Removal & Loss of Credit		
Dress Code					
Inappropriate Clothing	Change Item of Clothing & Warning	Change Item of Clothing & One Period of ASD	Change Item of Clothing & Two Periods of ASD	Change Item of Clothing & Four Periods of ASD	Change Item of Clothing & 2 Days ISS
Drugs					
Paraphernalia	Short-Term Suspension	Long-Term Suspension	Expulsion		
Possession of Illegal	Expulsion				
Possession of Prescribed	Expulsion				
Use of Illegal	Expulsion				
Use of Prescribed	Expulsion				
Sale of Illegal	Expulsion				
Sale of Prescribed	Expulsion				
Electronic Devices					
Cell Phone	Item Confiscated	Item Confiscated	Item Confiscated	Item Confiscated	Item Confiscated
IPOD/MP3 Player	One Period ASD	Two Periods ASD	Four Periods ASD	2 Days ISS	Short-term Suspension
Pager	One Period ASD	Two Periods ASD	Four Periods ASD	2 Days ISS	Short-term Suspension

Failure to Serve <i>Teacher</i> Detention Administrator Detention	1 Day ISS	2 Days ISS	3 Days ISS	3 Days ISS Short-Term Suspension	Short-Term Suspension Long-Term Suspension
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Offense	1st Consequence	2nd Consequence	3rd Consequence	4th Consequence	5th Consequence
Fighting Attempting to hit Instigating Mutual Altercation Throwing a punch Throwing an object	Short-Term Suspension	Long-Term Suspension	Expulsion		
Plagiarism Cheating on Test Copying Homework Failure to Cite Sources Stealing another's work	Assignment Retake (50%) Two Periods of ASD	Assignment Retake (50%) Three Periods of ASD	Assignment Retake (50%) 1 Day of ISS	Assignment Retake (50%) 2 Days ISS	Assignment Retake (50%) Short-Term Suspension
Public Display of Affection Hugging Inappropriate Touching Kissing Sitting on one another	Warning	One Period of ASD	Two Periods of ASD	Four Periods of ASD	2 Days ISS
School Employee Assault toward Bullying Towards Slander toward Threats toward	Charges Filed with Expulsion Short-Term Suspension Short-Term Suspension Short-Term Suspension	Charges Filed with Long-Term Suspension Long-Term Suspension Long-Term Suspension	Charges Filed with Expulsion Expulsion Expulsion		
School Property Damage to Theft of Threats toward	Charges Filed with Short-Term Suspension Short-Term Suspension Short-Term Suspension	Charges Filed with Long-Term Suspension Long-Term Suspension Long-Term Suspension	Charges Filed with Expulsion Expulsion Expulsion		
Sexual Harassment	Short-Term Suspension	Long-Term Suspension	Expulsion		

Sporting Events					
Athlete Ejection from	Write Letter of Apology & Two Events Ban	No Participation for Season	No Participation in Sports		
Student Removal from	Two Week Ban (H & A)	No Attendance Semester	Banned Remainder of Year		
Tardies					
1st Tardy	Warning; Parent Notified at each incident				
2nd Tardy	One Period of ASD				
3rd Tardy	Two Periods of ASD				
4th Tardy	Three Periods of ASD				
5th Tardy	Four Periods of ASD				
6th Tardy and over	2 Hrs. Friday School				

Offense	1st Consequence	2nd Consequence	3rd Consequence	4th Consequence	5th Consequence
Theft of Personal Property					
from lockers	Restitution+Charges Filed	Restitution+Charges Filed	Restitution+Charges Filed		
from locker room	Short-Term Suspension	Long-Term Suspension	Expulsion		
from downtown business	Short-Term Suspension and removal from athletics/off season (if athlete) closed campus lunch	Long-Term Suspension	Long-Term Suspension		
Tobacco					
Possession of	Confiscated & Destroyed	Confiscated & Destroyed	Confiscated & Destroyed	Confiscated & Destroyed	Confiscated & Destroyed
Sale of	Two Periods of ASD	Four Periods of ASD	2 Days ISS	Short-Term Suspension	Long-Term Suspension
Use of	Two Periods of ASD	Four Periods of ASD	2 Days ISS	Short-Term Suspension	Long-Term Suspension
Truancy	1 Day ISS	2 Days ISS	Short-Term Suspension	Short-Term Suspension	Long-Term Suspension
Weapons					
Dangerous	Short-Term Suspension	Long-Term Suspension	Expulsion		
BB/Pellet Guns					
Fireworks					
Paint Ball Guns					
Pocketknives					
Deadly					

Blowguns Bows Handguns Knives Rifles Shotguns	Expulsion				
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NOTE: This is not a **comprehensive** list and infractions may vary in disciplinary actions with the punishment ranging from warning to expulsion. The punishment will be decided by the best judgment of the Administrator based upon the severity of the offense.

Dispensing of Medication:

Students are not allowed to be in possession of any drugs, which includes prescribed medication. Students who must take prescribed medication during school hours are instructed to check the medication into their building Principal’s office. **The Office may not dispense aspirin.**

The following procedures have been established concerning dispensing of medication if needed:

1. Only prescription medication may be administered by the building Principal or a designated person, provided the medication is accompanied by:
 - a. A written note from the parent giving permission for the dispensing;
 - b. The prescription label with the student’s name and the physician’s name with instruction for dispensing; or
 - c. a written notice of prescription for that student signed by the physician

2. Upon arrival at school each day the medication must be taken to the building principal’s office. The Secretary, Counselor or Principal will dispense the medication to that student.

3. Records will be maintained in the building principal’s office. The records will include:
 - a. Each date medication was brought to school

- b
- . Name of student medication was prescribed for
 - c. Name of physician prescribing medication
 - d. Name of person dispensing medication

Dress Code:

1. Students **will** be permitted to wear shorts to school provided the shorts, dresses and other clothing attire are:
 - a. No shorter than the width of a dollar bill + 1 inch above the knee when standing, and the length of a dollar + 1 inch long ways when sitting.
(Note: You may add trim to shorts if necessary as long as the trim is not sheer.)
 - b. Hemmed neatly.
2. General appearance or clothing items **Not** approved are:
 - a. Biker Shorts
 - b. Short Dresses that do not conform to the **Rule 1a.**
 - c. Leggings, jeggings, yoga pants or tights that are covered only by shirts or dresses that do not conform to the length rule stated in “Rule 1a” above
 - d. Cut-off jeans of any style
 - e. Message shirts that demonstrate obscene or otherwise inappropriate ideas such as Alcohol, Tobacco, Obscene Language, etc.
 - f. Tank Tops/Sleeveless Shirts or mesh shirts over bare skin
 - g. Bare shoulders or exposed midriiffs
 - h. Hats in halls or classrooms (male or female), including gym during school time.
 - i. Any item of clothing with holes above the knee that exposes bare skin or underwear.
 - j. Sagging and/or hip hugging pants/shorts that expose bare skin or underwear. Sagging includes the intentional wearing of pants/shorts below the waistline, even if another article of clothing may be covering the sagging pants/shorts.

Parents should be aware that those students who do not abide by the rules will be dealt with on an Individual basis. Students not adhering to the Dress Code may be sent home to change into Appropriate attire.

Extra-Curricular Activities:

Eligibility:

In order to participate in any school activities (extra-curricular, defined as athletics, band, chorus, etc.) or (intra-curricular defined as field trips, etc.) a student must meet the requirements set forth below:

1. A student must have received a passing grade in any five (5) subjects counted for graduation that he/she was enrolled in during the last semester.
2. If a student does not meet the minimum scholastic standard he/she will not be eligible to participate during the first six weeks of the next semester he/she attends.
3. A student who does not meet the above minimum scholastic standard may regain his/her eligibility by achieving passing grades in all subjects he/she is enrolled in at the end of a six-week period.
4. Students enrolled for the first time must comply with the same requirements of scholarship. The passing grades required for a preceding semester should be obtained from the records in the school last attended.
5. Scholastic eligibility for student will be checked at the end of the third week of a semester and each week thereafter.
6. A student must be passing in all subjects he/she is enrolled in during a semester. If a student is not passing all subjects enrolled in at the end of a week they will be placed on probation for the next one-week period. If a student is still failing one or more classes at the end of their probationary one-week period they will be ineligible to participate during the next one-week period. They will be required to attend two hours of Friday school. The ineligibility period will begin on Monday and end on Sunday.
7. A student who has lost eligibility under this provision must be passing all subjects in order to regain eligibility. A student regains eligibility with the first class of the new one-week period (Monday – Sunday).
8. “Passing grade” means work of such character that credit would be entered on the records were the semester to close at that time.
9. An ineligible student who changes schools during a semester will not be eligible at the new school for minimum period of three weeks. A student may regain his/her eligibility by achieving the scholastic standard at the end of a three-week period.
10. Incomplete grades will be considered to be the same as failing grades in determining scholastic eligibility.
11. One summer school credit earned in an Oklahoma Department of Education accredited program may be used to meet the requirements for the end of spring semester.

12. A student that is absent more than ten (10) percent of the time in a semester is **Ineligible**. (The Principal in accordance with OSSAA Rule #2 may make E

Extra Curricular Activities (continued)

Absence:

Any student absent for extra-curricular activities must be prepared for individual classes missed. A student must make prior arrangements with their teacher for class work. If tests were missed, the student must make arrangements with their teacher to make them up.

Attendance:

A student shall not be absent for activities from any one-class period more than ten (10) times in one year. School sponsored state and national contests are excluded from this policy. However, only one state and one national contest per area of participation falls under this exclusion.

The Board of Education defines each of the following as school activities falling under this policy: football, wrestling, basketball, baseball, softball, track, cross country, powerlifting, FBLA, FCA, 4-H, VICA, creative writing, cheerleading, band, vocal music/phase IV, drama, Special Olympics, Oklahoma Honor Society and National Honor Society, Student Council, annual class trips and school activities approved by the Principal.

Excluded from consideration by the Board as Activities are: educational field trips, inter-scholastic meets, serving as a page in the State Legislature or Congress, school assemblies, participation in the Career Day and college visits. Any Absence from a class for a school activity in excess of ten (10) days and not approved by the Principal shall be treated as an unexcused absence.

**Field
Trips:**

Local field trips will be made only with the prior consent of the building principal. Advance consent of the student's parent or guardian is required for any excursion or field trip.

The board of education defines educational field trips as visits to area industry, factory, shop or plant, courthouse, museum, theater, lecture or symposium, or farm, ranch, rock quarry, creek, river, park etc., by a group of students pursuing academic or vocational study in a stated subject for the purpose of enriching their appreciation of, or acquiring additional knowledge in the subject. It does not refer to recreational outing or excursions, interscholastic contest, or extracurricular activities where students perform or compete.

The board recognizes educational field trips are a part of the curriculum. The following criteria should be considered in deciding whether or not a field trip would be a profitable educational experience for students:

1. Will this be a better experience for students than other activities that might be conducted within a school building?
2. Should the trip be denied for safety reasons due to trip location and advisability?
3. Would the students profit more from the field trip that they would from a available motion picture, videotape, DVD, slides, filmstrip presentation, model, experiment, resource person, etc.?
4. Will the field trip enrich the lives of students involved?

Any school-sponsored trip exceeding 350 miles from Barnsdall or outside the state of Oklahoma must have prior board approval. Any trip less than 350 miles must have approval from the superintendent or designee. Distance, educational value, student safety, and expense will be taken into consideration before approval is given for any trip or activity.

The superintendent or a designee will make the decision as to whether overnight travel will be involved. If a trip requires overnight travel, the superintendent or designee will make rooming assignments. When making room assignments, the superintendent will ensure that an appropriate number of adults will be involved in the activity trip to provide adequate supervision for students. Sponsors will be expected to do random inspections to ascertain whether students are in assigned locations.

Grade Classification:

To remain on schedule for graduation, the following unit levels will be used to determine classification:

Freshman	6 units
Sophomore	12 units
Junior	18 units

To graduate, a student will have successfully completed 23 units.

Grading Scale:

$$A = 100 - 90 = 4.00$$

$$B = 89 - 80 = 3.00$$

$$C = 79 - 70 = 2.00$$

$$D = 69 - 60 = 1.00$$

$$F = 59 - 0 = 0.00$$

Weighted Grading Scale:

$$A = 100 - 90 = 5.00$$

$$B = 89 - 80 = 4.00$$

$$C = 79 - 70 = 3.00$$

$$D = 69 - 60 = 2.00$$

$$F = 59 - 0 = 0.00$$

Graduation Attendance Policy:

The Barnsdall School system requires all students to attend high school for four years. Seniors must attend school the full year in order to graduate. A student must attend high school two semesters per school year. Under special circumstances, with approval of the Superintendent of Schools, a student may take the Proficiency Based Promotion test to be exempt from this rule.

Graduation Requirements:

The Barnsdall Board of Education recognizes that a 12-year course of study in certain specific subject areas has proven to be beneficial in assisting students to become productive citizens and to prepare for advanced study. Therefore, it is the policy of the Barnsdall Board of Education that a minimum of 23 units of credit earned in the subject areas listed below is required to be eligible for graduation. Beginning with the 2006-2007 school year, all ninth grade students, in order to graduate from an Oklahoma public school, will be required to complete the “college preparatory/work ready curriculum units or sets of competencies at the secondary level. A student will be allowed to enroll in the core curriculum in lieu of the requirements of the college preparatory/work ready curriculum upon the written approval of the parent or legal guardian of the student. Current state graduation requirements will be deemed to be the “core curriculum” option. The “college preparatory/work ready curriculum” will include the following:

Language Arts:

4 Units of English to include Grammar, Composition, Literature, or any English course approved for College admission requirements;

Mathematics:

3 Units of mathematics, limited to Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Advanced Placement Statistics, or any mathematics course with content and/or rigor above Algebra I and approved for college admission requirements;

Science:

3 Units of laboratory science, limited to Biology, Chemistry, Physics, or any laboratory science course with content and/or rigor equal to or above Biology and approved for college admission requirements;

History:

3

Units

of history and citizenship skills, including one unit of American History, one unit of Oklahoma History, one-half unit of United States Government and one unit from subjects of History, Government, Geography, Economics, Civics, or Non-Western culture and approved for college admission requirements;

The Arts:

1 Unit or set of competencies of fine arts, such as music, art, or drama and 1 unit of set of competencies of speech;

Foreign or Non-English Language or Computer Technology:

2 Units of the same foreign or non-English language or two units of computer technology approved for college admission requirements, whether taught at a high school or technology center school, including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing courses;

Additional Unit:

1 additional unit selected from the above categories or career and technology education course approved for college admission requirement: and

1 unit or set of competencies of fine arts, such as music, art, or drama and 1 unit or set of competencies of speech.

In order to graduate from the district with a standard diploma, students shall complete the following core curriculum units at the secondary level:

Language Arts:

4 Units or sets of competencies to include:

1 Unit of Grammar and Composition and

3 Units of Literature, which may include: American Literature, English Literature, World Literature, Advanced English Courses. Other English courses with content/or rigor equal to or above grammar and composition.

Mathematics:

3 Units or sets of competencies to include:

1 unit of Algebra I and

2 units which may include: Algebra II, Geometry, Trigonometry, Math Analysis or Pre-Calculus, Statistics and or Probability, Calculus, Computer Science, Contextual Mathematics courses which

enhance

technology preparation whether taught at a (1) comprehensive high school, or (2) technology center when taken in the eleventh or twelfth grade, taught by a certified teacher, and approved by the State Board of Education and the Barnsdall Board of Education.

Personal Financial Literacy:

1 Unit of Personal Financial Literacy

Science:

3 units or sets of competencies to include;

1 unit of Biology I and

2 units which may include; Chemistry I, Physics, Biology II, Chemistry II, Physical Science, Earth Science, Botany, Zoology, Physiology, Astronomy, Applied Biology/Chemistry, Applied Physics, Principles of Technology, qualified agricultural education courses, contextual science courses, which enhance technology preparation whether taught at a (1) comprehensive high school, or (2) technology center when taken in the eleventh or twelfth grade by a certified teacher, and approved by the State Board of Education and the Barnsdall Board of Education.

Science courses taught at technology school by a teacher certified in the secondary subject area when taken in the eleventh or twelfth grade upon approval of the State Board of Education and the Barnsdall Board of Education.. Other science courses with content and/or rigor equal to or above Biology I.

Social Studies:

3 Units or sets of competencies to include:

1 Unit of United States History, ½ to 1 unit of United States Government, ½ unit Oklahoma History, and ½ unit to 1 unit which may include; World History, Geography, Economics and Anthropology. Other social studies courses with content and or rigor equal to or above United States History, United States Government, and Oklahoma History.

The Arts:

2 Units or sets of competencies

Electives:

8 units or sets of competencies

All
students

are strongly encouraged to complete two sets of competencies of foreign language classes and two units or sets of competencies of physical and health education as part the core curriculum.

Credit may be given for the above-referenced classes when the courses are taken in the seventh or eighth grades if the teachers are certified or authorized by law to teach the subjects for high school credit and the required courses rigor is maintained.

Courses offered by a supplemental education organization that is accredited by a national accrediting body and that are taught by a certified teacher and which provide for the teaching and learning of the appropriate skills and knowledge in the PASS may, upon approval the State Board of Education and the school district board of education, be counted for academic credit and toward meeting state graduation requirements.

No student will be allowed to receive credit more than once for completion of the same unit or sets of competencies. All of the above-referenced classes may not be offered by the district. However, sufficient courses shall be offered to allow students to meet the graduation requirements during the secondary grade years of the student.

The remaining units need to consist of coursework designed to meet the individual needs and interests of the student. However, all students in grades nine through twelve are required to enroll in a minimum of six periods or equivalent in block scheduling, or rigorous academic and/or rigorous vocational courses each day, Which may include arts, vocal and instrumental music, speech classes, and physical education classes.

Students who transfer into this school district from out of state after their junior year of high school shall not be denied, because of differing graduation requirements, the opportunity to be awarded a standard diploma. This applies to students who would be unable to meet the specific graduation requirements listed above without extending the date of graduation. Exception from the graduation requirements will be based on rules established by State Department of Education. All exceptions and the reasons therefore shall be reported to the State Department of Education on or before July 1, of each year.

Early graduation from high school is not offered by this district. Students are expected to complete eight (8) semesters of high school in order to graduate and receive a diploma.

Honor Classes:

The following classes will be considered as honor classes and will be given weighted credit (5.0-A, 4.0-B, etc.): All AP Classes, Trig/Calculus, Chemistry and Concurrent College Courses.

Honor Roll:

“A” Honor Roll

In order for a student to qualify for the “A” Honor Roll, he/she must have no semester grade below an “A”. The A Honor roll will be announced at the end of each semester.

“B” Honor Roll

In order for a student to qualify for the “B” Honor Roll he/she must have no semester grade below a “B”. The B Honor Roll will be announced at the end of each semester.

Honor Ushers:

The two junior students with the highest GPA will serve as honor ushers for senior graduation exercises.

Inclement Weather One-Hour Late Start Procedure:

In an effort to minimize the number of days that school is dismissed for inclement weather when conditions are such that weather should improve during the day, the following procedures are being put into place to allow us to start school one (1) hour late.

When the administration feels that conditions warrant starting school one hour late, the local television stations will be notified and asked to run that school will start one (1) hour late. When this occurs, the following will occur:

- **Bus Routes** – School buses will run approximately 45 minutes later than normal on these days. Parents should plan accordingly to get their child to the pick up point based on this adjusted time.
- **Start Times** Elementary School - 8:50 a.m.

Jr/Sr High School - 8:55 a.m.

- **Breakfast** – No breakfast will be served in the school cafeteria on days when school starts one hour late.
- **Reporting Absences** – If you, as the parent/guardian, feel it is not safe for your child to attend school due to adverse weather conditions, you must contact the school office to advise the attendance clerk that your child will be absent. If you call in, the absence will be counted as Excused. If you fail to call in, your child’s absence will be counted as Unexcused. All absences, whether Excused or Unexcused, still count against the total number of allowable absence for the student.

Internet And Other Computer Networks Acceptable Use And Internet Safety Policy:

Barnsdall Public School is pleased to make available to students access to interconnected computer systems within the district and to the Internet, the worldwide network that provides various means of accessing significant educational materials and opportunities.

In order for the school district to be able to continue to make its computer network and Internet access available, all students must take responsibility for appropriate and lawful use of the access. Students must understand that one student’s misuse of the network and Internet access may jeopardize the ability of all students to enjoy such access. While the School’s teachers and staff will make reasonable efforts to supervise student use of network and Internet access, each staff member must have student cooperation in exercising and promoting responsible use of this access.

Below is the acceptable Use and Internet Safety Policy of the school district and Data Acquisition Site that provides Internet access to the school district. Upon reviewing, signing and returning this policy as the students have been directed, each student will be given the opportunity to enjoy Internet access at school and agrees to follow the policy. If a student is under 18 years of age, he or she must have his or her parents or guardians read and sign the policy. The school district cannot provide access to any student who, if 18 or older, fails to sign and submit the policy to the school as directed with the signature of the student and his/her parents or guardians. Listed below are the provisions of your agreement regarding computer network and Internet use. If you have any questions about these provisions you should contact the person that your school has designated as the one to whom you can

direct
your
questions. If any user violates the policy, the student's access will be denied, and he or she may be subject to additional disciplinary action.

Personal Responsibility:

By signing this policy you are agreeing not only to follow the rules in this policy, but to report any misuse of the network to the person designated by the school for such reporting. Misuse means any violations of this policy or any other use that is not included in the policy, but has the effect of harming another or his or her property.

Terms of the Permitted Use:

A student who submits to the school a properly signed policy, and follows the policy to which she or he has agreed, will have computer network and Internet access during the course of the school year only. Students will be asked to sign a new policy each year during which they are students in the school district before they are given an access account.

Acceptable Uses:

1. **Education Purpose Only.** The school district is providing access to its computer networks and the Internet for only educational purposes. If you have any doubt about whether a contemplated activity is educational, you may consult with the person(s) designated by the school to help you decide if a use is appropriate.

2. **Unacceptable Uses of Network.** Among the uses that are considered unacceptable and which constitute a violation of the policy are the following:
 - A. Uses that violate the law or encourage others to violate the law.
 - B. Harassing or Offensive messages
 - C. Offer for sale or use of any substance that possession or use of is prohibited by the school district's student discipline policy

- D. View, transmit or download pornographic materials or materials that encourage others to violate the law
- E. Intrude into the networks or computers of others
- F. Transmit confidential, trade secret information or copyrighted materials. Even if materials on the networks are not marked with the copyright symbol, you should assume that all materials are protected unless there is explicit permission on the materials to use them.
- G. Uses that cause harm to others or damage to their property (For example, don't engage in defamation by harming another's reputation by lies; employ another's password or some other user identifier that misleads message recipients into believing that someone other than you is communicating or otherwise; using his/her access to the network or the Internet to upload a worm, virus, "Trojan horse", "time bomb" or other harmful form of programming or vandalism; participate in "hacking" activities or any form of unauthorized access to other computers, networks or information systems"
- H. Uses that jeopardize the security of student access and of the computer network or other networks of the Internet. (For example: don't disclose or share your password with others, don't impersonate another user)
- I. Uses that are for commercial transactions. Students and other users may not sell or buy anything over the Internet. You should not give others private information about you or others, including credit card numbers and social security numbers.

3. **Netiquette.** All users must abide by rules of network etiquette which include the following:
- A. Be polite, use appropriate language, no swearing or vulgarities, including suggestive, obscene, belligerent or threatening language.
 - B. Avoid language and uses which may be offensive to other users. Don't use, access, make, distribute, redistribute jokes, stories, or other material which is based upon slurs or stereotypes relating to race, gender, ethnicity, nationality, religion or sexual orientation.
 - C. Don't assume that a sender of e-mail is giving his or her permission for you to forward or redistribute the message to third parties. This should only be done with permission or when you know that the individual would have no objection.

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Be considerate when sending attachment with e-mail (where this is permitted). Be sure that the file is not too large to be accommodated by the recipient's system and is in a format, which the recipient can open.

Internet Safety:

1. **General Warning: Individual Responsibility of Parents and Users.** All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged students. Every user must take responsibility for his or her use of the computer network and Internet and stay away from these sites. Parents or minors are the best guides for materials to shun. If a student finds that other users are visiting offensive or harmful sites, he or she should report such use to any instructor or administrator.
2. **Personal Safety.** Be safe in using the computer network and Internet. **DO NOT** reveal personal information such as your home address or telephone number. Do not use your real last name or any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you "meet" on the computer network or Internet without your parent/guardian permission (if you are under 18). Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet in a secluded place or private setting.
3. **"Hacking" and Other Illegal Activities.** It is a violation of the policy to use the school's computer network or the Internet to gain unauthorized access to other computer systems or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, the distribution of obscene or pornographic materials or which violates any other applicable law or municipal ordinance is strictly prohibited.
4. **Confidentiality of Student Information.** Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or if the student is 18 over, the permission of the student himself/herself. Users should never give out private or

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nfidential information about themselves or others on the Internet, particularly credit card numbers and Social Security numbers. A supervising teacher or administrator may authorize the release of directory information as defined by law for internal administrative purpose and approved educational projects and activities.

5. **Active Restriction Measures.** The school {either by itself or in combination with the Data Acquisition Site providing Internet access} will utilize filtering software or other technologies to prevent students from accessing visual depiction that are (1) obscene, (2) child pornography by observation and/or technological means, to ensure that students are not accessing such depictions or any other material which is inappropriate for minors. Internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes, of bona fide research or other educational projects being conducted by students age 17 and older.

The term "harmful to minors" is defined by the Communication Act of 1934 (47 254 Section 254 {h}[7] as meaning any picture, image file, or other visual depiction that

- taken as whole and with respect to minors, appeals to a prurient interest in nudity, sex or excretion;

- 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 lewd exhibition or the genitals;

- taken as a whole, lacks serious literary, artistic, political or scientific value as to minors

Privacy:

Network and Internet access is provided as a tool for your education. The school district reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the school district and no user shall have any expectation of privacy regarding such materials.

Failure To Follow Policy:

The user's use of the computer network and Internet is a privilege, not a right. A user who violates this policy, shall at a minimum, have his or her access to the computer network and the Internet terminated, which the school district may refuse to reinstate for the remainder of the student's enrollment in the school district. A user violates this policy by his/her own action or by failing to report any violations by other users that comes to the attention of the user. Further, a user violates this policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The school district may also take other disciplinary action in such circumstances.

Warranties/Indemnification:

The school district makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this policy. It shall not be responsible for claims, losses, damages or costs (including attorney's fees) of any kind suffered, directly or indirectly, by any user or his or her parent(s) or guardian(s) arising out of the user's use of computer networks or Internet under this policy. By signing the policy, users are taking full responsibility of his or her use, and the user who is 18 or older or, in the case of a user under 18, the parent(s) or guardian(s) are agreeing to indemnify and hold the school district, the Data Acquisition Site that provides the computer and Internet access opportunity to the school district and all their administrators, teachers and staff harmless for any and all loss, costs, claims or damages resulting from the user's access to its computer network on the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user's parent(s) or guardian(s) agree to cooperate with the school in the event of the school's initiating an investigation of a user's use of his or her access to its computer network and the internet, whether that use is on a school computer or on another computer outside the school district's network.

Updates:

Users, and if appropriate, the user's parents/guardians, may be asked from time to time to provide new or additional registration and account information or to sign a new policy, for example, to reflect development in the law or technology. Such information must be provided by the user (or his/her parents or guardians) or such new policy must be signed if the user wishes to continue to receive service. If after you have provided your account information, some or all of the information changes, you must notify an instructor of such information.

Refere

nce: 21 O. S. 1040.75 1040.76

Children's Internet Protection Act of 2000 (HR 4577, P. L. 106-554)

Communications Act of 1934, as amended (47 U.S.C. 254[j][I])

Elementary and Secondary Education Act Of 1965 as amended (20 U.S.C. 6801 et seq., Part F)

Internet Access Conduct Agreement Form – Attachment 1B

Juice
and
Snack Machines:

The machines are located in the student activity building for student use. They may be accessed at lunch. They are **Off Limits** during the school day unless permission is granted from the Principal. Students found to be using the machines without permission will be punished and/or the machines turned off. Repeated student problems with the machines will result in the vending machines being removed.

Students who use the machines do so at their own risk in case of money being lost.

There will be no consumption of food, candy, snack items or drinks in the classrooms except with the permission of the Principal.

Chewing gum is **NOT** allowed in classrooms or hallways at anytime.

Lockers:

Lockers are the property of Barnsdall Public School. They are furnished as a convenience for the students. We retain the right to inspect these lockers at any given time. Changes in the law on student's privacy rights states: Pursuant to state law (Section 24-102 of Title 70) schools shall inform pupils in the student discipline code that they have no reasonable expectation of privacy rights towards school officials in school lockers, desks or other school property.

Students are encouraged to place locks on their lockers to prevent theft. The school is not liable for items taken from student lockers and not recovered. Clothing and personal items should be placed in the lockers provided and not left in the hallway or in dressing room. The custodial staff will discard such items not in the lockers.

Students have control of their lockers in regard to entry by fellow students. At no time should a student leave money or other valuables in his/her locker.

Make

-up

Work: (For excused or activities absences only)

A student will be permitted to make up work missed for excused absences and/or activity absences. As a general rule, the student will have a one-day make up period for each day of absence. However the final decision will rest with the individual teacher.

Meningococcal Disease(Meningitis):

What is meningococcal disease?

Meningococcal (men-IN-jo-kok-ul) disease is a rare but sometimes fatal disease caused by the bacterium call *Neisseria meningitidis*. The disease causes either meningitis, severe swelling of the brain and spinal cord, or meningococemia, a serious infection of the blood.

Who is a risk from meningococcal disease?

Although the risk is extremely low, disease does occur. Teenagers and young adults , aged 15 to 22 years, are at increased risk because of behaviors that spread the disease.

How is the disease spread?

The disease is spread by droplets in the air and direct contact with someone who is infected. That includes coughing or sneezing, kissing, sharing a water bottle, or drinking glass, sharing cigarettes, lipstick, lip balm-anything an infected person touches with his or her mouth.

Is meningococcal disease dangerous?

Yes, every year in the United States about 2,500 people are infected and about 300 people a year die, in spite of treatment with antibiotics. Of those who live, about 400 a year lose their arms or legs, become deaf, have problems with their nervous systems, become mentally retarded, or suffer seizures or strokes.

Signs and Symptoms of Meningitis

- Headache
- Fever
- Chills
- Stiff neck
- Extreme tiredness
- Vomiting
- Sensitivity to light
- Rash of small purplish black-red dots

How can meningococcal disease be prevented?

Vaccines

can prevent many types of meningococcal disease, but not all types. There are two vaccines available in the United States that protect against four of the five most common strains of the meningococcal bacteria. The newest vaccine, called *Menactra*, or *MCV4*, is currently available.

Where can I get the vaccine for my son or daughter?

If your child has health insurance you can obtain the meningococcal vaccine from your health-care provider.

Local county health departments have the vaccine available now at no charge for all children who:

- Have no health insurance,
- Are Medicaid eligible,
- Are Native American
- Or whose health insurance does not pay for vaccines,

And are either 15 through 18 years of age, or who do not have a spleen, have certain immune system problems.

Is this vaccine required to attend school in Oklahoma?

This vaccine is not required to attend kindergarten through the 12th grade in Oklahoma.

However, it is required for students who are enrolling in colleges and other schools after high school who will live in dormitories or on-campus student housing.

Where can I get more information?

For more information contact your healthcare provider or local county health department or visit these Web sites:

National Meningitis Association at www.nmaus.org

Immunization Action Coalition at www.vaccineinformation.org/menin/index.asp

Institute for Vaccine Safety, John Hopkins Bloomberg School of Public Health at www.vaccinesafety.edu/cc-mening.htm

National
Network for Immunization Information at www.immunizationinfo.org/

Office Telephone Use:

The office telephone was installed primarily to aid in the conducting of official school business. It is available for the use of students only in **Emergencies** deemed justifiable by the administrator in charge or office secretary. All long distance calls made on the school telephone must be made with the approval of the administrator in charge. All calls should be brief, courteous and mannerly.

Students will not be called from classes to answer telephone calls except in cases of extreme emergency. Only messages left by parents or guardians will be sent to the Students'. The student may return parental calls between classes. Other messages will be posted on the message window at the office.

Parent/Guardian Teacher Conferences:

Parents are encouraged to visit with any staff member regarding a problem or to check on the progress of their child. There will be two (2) scheduled parent/guardian conference days during the school year (one during the first semester and one during the second semester) for parents/guardians to visit with the teachers. Communication is vital to the educational process. Teachers usually have a small amount of time each day available for conference also. Please call to arrange a time to visit. Your child's teacher can also be contacted by e-mail. A list of staff e-mail addresses can be found on the district's web site www.barnsdallschools.org

Proficiency Based Promotion:

Students

will be allowed to register for Proficiency Based Testing for core subject areas twice a year: once at the end of the Fall semester and once at the end of the Spring semester. The tests are at no charge and if a 90% or above is scored, a student will be awarded a grade of (P) as proficient in that subject area and appropriate credit will be placed on his/her transcript.

Selection of Queens, Attendants and Escorts:

The selection of queen candidates, attendants, escorts, flower girls and crown bearers should be considered seriously as these honors become cherished memories by those selected. To prevent some of the unfortunate misunderstandings that sometimes mar the festivities of queen coronations, the following guidelines are to be followed:

1. All Candidates must have been enrolled at Barnsdall Jr/Sr High School for one full semester prior to the selection process.
2. No student may serve as a queen for more than one organization and no student may serve as an attendant for more than two organizations during any one school year.

Football:

The football homecoming queen will be selected from the student body grades 9-12 by the high school football team and she may pick her escorts from the entire football team.

One (1) attendant will be selected from each grade by the football team and the attendant will be allowed to select her own escort from the football team in her respective grade.

Basketball:

The basketball queen will be selected **from the girl's basketball team** by both the girl's and boy's basketball team and she may pick her escorts from the entire boy's basketball team.

One (1) attendant from each grade will be selected from the girl's basketball team by both girl's and boy's high school basketball team and then the attendant may pick any boy from the boy's basketball team in her respective grade.

Wrestling:

The wrestling homecoming queen will be selected from the student body grades 9-12 by the high school wrestling team and she may pick her escorts from the entire wrestling team.

One (1) attendant will be selected from each grade by the wrestling team and the attendant will be allowed to select her own escort from the wrestling team in her respective grade

All Sports Queen:

The All Sports queen and her two escorts are selected by all lettering athletes grades 9-12. All three selections must be seniors who lettered in a sport that year. The results of the election will not be announced until the night of the All Sports Banquet.

Removal of Juvenile Sex Offender:

Upon receipt of notice from the juvenile bureau or the Office of Juvenile Affairs, that a student in the school district was adjudicated of an offense subject to the Oklahoma Juvenile Sex Offender Registration Act, involving another student or sibling of the victim that are attending school in the district the superintendent shall:

1. Notify the victim and parent or guardian of the victim of their right to request to be separated from the offender at school and during school transportation.
2. If the victim requests to be separated from the offender, the school district shall take steps allowed by law to separate the victim and/or the victim's siblings from the offender. Steps that may be taken in this school district are:
 - a. Inform the offender that they may seek an Open Transfer to another school district for the subsequent school year. This transfer would be subject to the policy on open transfer for the receiving district.
 - b. Provide the offender with a transfer to another school site within the district.

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acing the offender in an alternative education program.

3. The offender or the parents/guardians of the offender, if the offender is a juvenile, shall be responsible for arranging and paying for transportation and any other costs associated with or required by the offender to attend another school. However, the offender or the parents/guardians of the offender shall not be charged for existing modes of transportation that can be used by the offender at no additional cost to the school district.

Reference: 70 O.S. 25-100.6

Self-Administration of Inhaled Asthma Medication:

In compliance with state law, the Barnsdall Public Schools permits the self-administration of inhaled asthma medication by a student for treatment of asthmas. The parent or guardian of the student must provide the district with written authorization for the student to self-administer the medication. The parent or guardian must also provide a written statement from the physician treating the student that the student has asthma and is capable of, and has been instructed in the proper method of self-administration of medication. Additionally:

1. The parent or guardian must provide the school with an emergency supply of the student's medication to be administered as authorized by state law.
2. The school district will inform the parent or guardian of the student in writing and the parent or guardian shall sign a statement acknowledging, that the school district and its employees and agents shall incur no liability as a result of injury arising from the self-administration of medication by the student. **Note:** Forms are available in the Principal's Office.
3. Permission for the self-administration of asthma medication is effective for the school year for which it is granted and shall be renewed each subsequent school year upon fulfillment of the above requirements.
4. A student who is permitted to self-administer asthma medication shall be permitted to possess and use a prescribed inhaler at all times.

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Definitions:

- A. **Medication** means a metered dose inhaler or dry powder inhaler to alleviate asthmatic symptoms prescribed by a physician and having an individual label.
- B. **Self-administration** means a student's use of medication pursuant to prescription or written direction from a physician.

Semester Test Exemption (9th - 12th Graders):

Students may be exempt from taking 1st and/or 2nd Semester Tests provided that they qualify for each individual class by the following:

“A” Option

- 1. Achieve an “A” average for the semester;
- 2. Have no more than five (5) excused/unexcused absences for the semester in that class; and
- 3. No discipline referrals with the exception of one (1) tardy per semester.

“B” Option

- 1. Achieve a “B” average for the semester;
- 2. Have no more than four (4) excused/unexcused absences for the semester in that class; and
- 3. No discipline referrals with the exception of one (1) tardy per semester.

School-sponsored activities resulting in an absence are not included in Semester Test Exemption.

Students do not have to attend the class from which they are exempt during the Class Period Testing Date.

Sexual Harassment of Students:

The policy of this school district forbids discrimination against or harassment of any student on the basis of sex. The Board of Education will not tolerate sexual harassment by any of its employees or students. The policy applies to all students and employees including non-employee volunteers whose work is subject to the control of school personnel. Policy applies to sexual harassment of employees also.

1. Sexual Harassment
 - A. For the purpose of this policy sexual harassment includes verbal or physical sexual advances, including subtle pressure for sexual activity, touching, pinching, patting, or brushing against; comments regarding physical or personality characteristics of a sexual nature and sexually-oriented “kidding”, “teasing,” double meanings and jokes.
 - B. Demeaning comments about girl’s ability to excel in class historically considered a “boys” subject. Privately talking to a student about sexual matters, hugging or touching a student inappropriately may constitute sexual harassment.
 - C. Writing graffiti that names a student or otherwise identifies a student is potentially slanderous and constitutes sexual harassment. Graffiti of any kind will not be tolerated on school property. The Superintendent is directed to cause any graffiti or unauthorized writing to be removed immediately.

Note: A copy of the full law may be obtained from the Principal’s Office.

**Sport
ing
Events Etiquette:**

Students are not allowed to use noisemakers at sporting events games according to OSSAA rules.

Students doing so will have their noisemaker taken away and face punishment from the Principal including being banned from future sporting events.

At any sporting event, students are not allowed to leave once they have **PAID** or entered as a player, unless they have a valid reason. If students leave the gym without prior permission they will be charged regular admission upon returning.

Student Check In/Check Out:

Students must officially check **Out or In** at the office with a school official before leaving campus or going to class. Failure to do so will result in students being reported as truant.

Student Clubs and Organizations:

The Barnsdall Board of Education believes that certain extracurricular and social activities can enhance the learning environment of our school. The board of education shall annually notify parents or guardians of students about clubs and organizations sponsored by, or under the direct control and supervision of the school district. The annual notification shall include, but is not limited to, the following information about each club or organization:

1. Name;
2. Mission or purpose; and
3. Name of the faculty advisor, if known.

Parents or guardians of students will notify the school administration that they are withholding permission for their child(ren) to join or participate in any clubs or organizations. Parents or guardians shall be responsible for preventing their child from participating in a club or organization in which permission is withheld. Parents or guardians

are
also
responsible for retrieving their child(ren) from attendance at a club or organization in which
participation is withheld.

If clubs or organizations are created or formed after the annual notification is distributed, the
school district shall send additional notification to the parents or guardians containing the
above-listed information regarding the additional clubs or organizations by way of a message
added to the school district's website.

Reference: 70 O. S. 24-105

Student Clubs and Organization Form See Attachment 1C

Student

Council – Officers Elections:

Student Council elections will be held in May each year for the upcoming year.

Offices to be filled include:

1. Student Council President
2. Student Council Vice-President
3. Student Council Secretary/Treasurer

The candidates for Council President must be a Junior. Candidates for Vice-President must be either a Sophomore or Junior. And Candidates for Secretary/Treasurer must be either a Freshman, Sophomore or Junior.

Candidates running for the above mentioned offices who are not elected shall automatically become Members-At-Large for the upcoming year with the same rights/privileges as other members.

Candidates for Council President must have at least 2 years of previous experience in the Student Council. All other candidates must have at least one year of previous experience in the Student Council. Each candidate must complete a filing form with the signatures of ten (10) student supporters, have a cumulative grade point average of 3.0, and follow all campaign guidelines recommended by the advisor.

Elections will be by secret ballot and all students' grades 6-11 will be eligible to vote.

Other members of Student Council include:

1. Class President from grade 7-12.
2. Two (2) Class Representatives from each grade 7-12.

Student-Staff Communications:

It is the intent of the Barnsdall Board of education to make student, parents and guardians aware of allowable communications between students and staff.

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personnel shall refrain from communicating with students outside the school setting. An exception will apply if the school administration receives written consent from a student's parents or guardian, which will outline the nature and method of staff-student communications.

If school personnel engage in communication with students outside the school setting and the communication conflicts with the written permission granted by the parent/guardian of the student, the employee shall be subject to disciplinary action by the school district. Such disciplinary action could include termination of employment with the school district.

Staff

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**Student Communications
Parent/Guardian Notification and Permission Form**

At the beginning of every school year, we send notice that our staff has been directed not to communicate with students via telephone, email, instant messaging or Internet website without specific written permission from a parent or guardian. Below you will find a permission form that you may utilize to grant permission for school employees to contact your child outside school hours. Please feel free to contact school administration regarding any violations of this policy.

Staff Student Communication Form Attachment Form 1D

Substitute Teachers:

In the normal operations of a public school it is not unusual for a regular teacher to be replaced by a substitute teacher. In many instances, the substitute is a community member that gives up spare time to help out at our school. In most situations, a substitute teacher is at a huge disadvantage when entering a public school classroom. The substitute may not know any of the students by name. Additionally, the substitute may have never been in a position where it is necessary to control 15 to 25 young adults. Therefore, it is the belief of the staff of Barnsdall Public Schools that substitute teachers should be treated with utmost respect. In fact, they should be treated as a guest while substituting at our school. Disruptive behavior by a student will be dealt with severely when a substitute is in a classroom. A student sent to the office by a substitute for disciplinary reasons will receive a minimum of one day of ISS.

Suspension Plan:

Students suspended from school shall be ineligible to participate in extracurricular activities. Additionally, any student serving suspension during the time of graduation activities shall not be allowed to participate in or attend ceremonies or programs honoring graduates.

No
school

l board member, administrator, or teacher may be held civilly liable for any action, taken in good faith, which authorized by law under the provisions of this policy.

The superintendent is directed to establish regulations, subject to board approval, which support this policy. Such regulations shall include provisions for an appeal to suspension to a suspension appeals committee and/or the Barnsdall's Board of Education. The superintendent may delegate authority for suspensions of students to building principals.

Note: 70 O. S. 24-104.1 and FERPA provides that a school district in which a student seeks to enroll may request student discipline records, and a school district must provide student discipline records upon request by another school district.

In accordance with the policy of the Barnsdall's Board of Education, the following regulation shall govern the suspension of students from school.

The authority to suspend a student from a school in the school district is delegated to the respective building principals.

1. Any student may be suspended for:
 - Acts of immorality
 - Violation of policy or regulations
 - Possession of an intoxicating beverage, low-point beer (37 O. S. 163.2)
 - Possession of missing or stolen property is reasonably suspected to have been taken from a student, a school employee, or the school during school activities.
 - Possession of a dangerous weapon or a controlled dangerous substance (Uniform Controlled Dangerous Substance Act)
 - Possession of a firearm may result in out-of-school suspension of not less than one year.
 - Any act, which disrupts the academic atmosphere of the school, endangers or threatens fellow students, teachers, or official, or damages property.
 - Adjudication as a delinquent

2. A

full suspension shall not extend beyond the present semester and the succeeding semester except for violations of the Gun-Free School Act, which provides suspensions for up to one calendar year or longer.

3. Except under circumstances that require the immediate removal of a student or students, the parent(s) or legal guardians(s) shall be informed before a student is released from school.
4. Any student who has been adjudicated as a delinquent and has been removed from public or private school in this state or any other state for such act, will not be enrolled in a regular classroom in the district but may be provided an alternative education solution until such time as the student no longer poses a threat to self, other students, or faculty.
5. Students suspended out-of-school who are on an individualized education plan pursuant of IDEA, P. L. No. 101-476 shall be provided the education and related services in accordance with the student's IEP.
6. A student who has been suspended for violent offense that is directed towards a classroom teacher shall not be allowed to return to that teacher's classroom without the approval of the teacher.

Procedural Steps to Suspension:

Before a student is suspended from school, the principal of that school shall consider and apply, if appropriate, alternative in-school placement options that are not to be considered suspensions. Such placement can include an alternative school setting, reassignment to another classroom, or in-school detention. If such alternate placement is rejected, written justification must be placed in the student's permanent record.

1. **Probation.** A student may be placed on probation with or without additional disciplinary action. If probation is selected by the principal as a suitable alternative to suspension, both the student and parent(s) shall be notified of the probation and reasons therefore.
2. **In-School placement.** An alternative to out-of-school suspension, In-School placement will be imposed by the student's principal and the student will be placed in a supervised structured environment. This placement will not be

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nsidered suspension and may include an alternative school setting, reassignment to another classroom, or in-school detention. Both the student and the parent(s) shall be notified of the placement, the reasons therefore, and the right to appeal the placement to the suspension appeals committee.

3.

Out-of-school suspension.

- A. Both the student and the parent(s) shall be notified of the suspension, the grounds therefore, and the right to appeal the suspension to the Barnsdall's Board of Education. A student suspended out-of-school will be placed in a supervised, structured environment in either a home-based schoolwork assignment setting or another appropriate setting.
- B. If a student is suspended out-of-school for five (5) days or less the district may provide an education plan. If a student is suspended for more than five (5) days and is found guilty of acts as described above, the school administration shall provide the student with an education plan designed for the eventual reintegration of the student into school which provides for the core units in which the student is enrolled. The minimum core units shall consist of English, mathematics, science, social studies, and art. The plan shall set out the procedure for education and shall address academic credit for work satisfactorily completed. A copy of the plan shall be provided to the student's parents or guardian, and the parent or guardian shall be responsible for the provision of a supervised, structured environment in which the parent or guardian shall place the student and bear responsibility for monitoring the student's educational progress until the student is readmitted to school.

Appellate Procedures Suspension Appeals Committee

A suspension appeals committee is hereby established which would consist of one (1) administrator and two (2) teachers. The members of the committee shall be appointed by the superintendent and may include the superintendent. However, any member of the committee who initiated a suspension in a case shall be excused from the committee during any appeal of the particular case.

The Barnsdall Board of Education or hearing officer shall determine the guilt or innocence of the student, and the reasonableness of the term of the suspension. The Barnsdall's Board of Education or hearing officer may uphold, overrule, or modify the suspension. The student and the student's parent(s) shall be notified within five (5) school days of the decision. The decision of the Barnsdall's Board of Education or hearing officer shall be final.

Note: 70 O. S. 24-101.3 (E) states that a student who has been suspended from a public or private school in the state of Oklahoma or another state for a violent act or an act showing deliberate or reckless disregard for the health or safety of faculty or other students shall not be entitled to be enrolled in a public school of this state, and public school shall be required to enroll such student, until the terms of the suspension have been met or the time of suspension has expired.

Reference: 10 O. S. 7005-1-2
10 O. S. 7303-5.3
10 O. S. 7307-1.2
37 O. S. 163.2
70 O. S. 24-101.3, 24-102-103 et.seq.

Tardiness:

A little late is too late. Students are expected to be on time for all classes, seated and ready to work when the bell begins to ring.

Unexcused tardiness to class will result in the following consequences:

- 1st - Warning
- 2nd - 1 Period Lunch Detention (LD); Parent notified
- 3rd - 2 Periods LD: Parent notified
- 4th - 3 Periods LD: Parent notified
- 5th - 4 Periods LD: Parent notified next offense is Friday School

- 6th - 2 hours of Friday School

If a student is chronically tardy to class/es suspension may be used as punishment. The number of offenses for this rule is for all, not individual, classes.

If a faculty member detains a student, the faculty member should write an explanation to the teacher of the class in which the student will be tardy. All other students who are tardy will be sent to the office for an admit slip.

If a student has something that needs to be taken care of between classes it is the **student's responsibility** to inform his/her teacher for the upcoming class and obtain permission to possibly be late to class (example: if a student need to go to the restroom, he/she should ask the teacher for permission rather than try to get into class without a tardy admit after the bell rings.)

Three (3) unexcused tardies in the same class will be the equivalent of one (1) **unexcused** absence.

Tobacco Products and Combustible Substances Possession of:

Students under eighteen (18) years of age are in violation of the law to use or possess tobacco products. This includes both electronic cigarettes and vapor devices.

No student (including those 18 and older) shall be permitted to use or possess tobacco products on the school grounds, in any building or while on any school activity including instructional trips.

School personnel shall confiscate all tobacco products from students. Confiscated tobacco products will be destroyed.

The Principal will determine disciplinary action. Repeated violations will result in suspensions.

Students

are not allowed to use or possess any combustible substance on school grounds or on school trips, including but not limited to the following: Fireworks, Matches, Lighters, Lighter Fluid, Explosives and any other ignitable or combustible material. Punishment for use of or possession can include suspension from school.

Truancy:

A student absent without the consent of his/her parent/guardian is truant. This is an unexcused absence. Truancy is a cause of disciplinary action, suspension, expulsion or legal action.

A student is truant if he/she:

- a. leaves school without signing out in the Principal's office
- b. is absent from school without prior permission from parent/guardian
- c. is absent from class without permission
- d. obtains a pass to go to a certain place and does not report there
- e. becomes ill and goes home or stays in the restroom instead of reporting to the office
- f. does not attend their assigned class
- g. has permission to go home for lunch, becomes ill and remains there without having a parent/guardian call
- h. comes to school but does not attend class

Valedictorian and Salutarian:

All senior students achieving a weighted Grade Point Average (GPA) of 4.0 or higher will be determined as Valedictorians. If there are two (2) or more valedictorians there will be no salutarian selected. In the event that less than two (2) students have a weighted GPA of 4.0 or higher the member of the senior class with the highest GPA will be selected as Valedictorian.

The member of the senior class with the second highest GPA will be selected as Salutarian except as indicated above.

The selection will be based on seven (7) semesters in grades 9, 10, 11 and the first semester of grade 12. In the event that a student recorded high school credits during their 8th grade year, those credits will be included in the total. All ties will result in those tied being named to that honor.

Visitors:

Because of our crowded conditions students are not allowed to bring visitors to school.

We ask parents to **not** send smaller brothers, sisters or friends to visit with students in their classroom. Visitors can become a hardship on both teacher and pupils.

**Weap
ons:**

Barnsdall Schools makes a distinction between dangerous weapons and deadly weapons. Dangerous Weapons include but are not limited to pocket knives, paint guns, B-B guns, fireworks and look-a-likes, etc. These items found in possession of any student will carry a suspension of up to ten (10) days.

Deadly Weapons include but are not limited to handguns, rifles, shotguns, bows, blowguns, dagger, bowie knives, dirk knives, switchblade knives, hunting knives or any knife that the blade can be placed in a “lock-open” position.

A Principal who believes that a student has a dangerous or deadly weapon in his/her possession may request that the student freely surrender the item. If the student does not give the item/s requested the Principal may search or authorize the search of any student on school premises or at school activity. If such a search is authorized, the Principal shall notify the local law enforcement agency, which shall be responsible for obtaining a warrant or other authorization necessary to make the search.

The Principal may detain the student until the warrant arrives and he/she may take steps required to preserve the weapon(s). A required search will be conducted by a person of the same gender as the student whom is to be searched

Students having, in their possession or using, any type of deadly weapon, while on the school grounds or on a school-sponsored trip, will be suspended for a period of **1-YEAR**.

Wireless Communication Devices:

Students may bring cellular phones and PDAs (personal digital assistants) on school grounds, but they must be turned on vibrate, turned on silent, or turned off during school hours. Cellular phones and PDAs may be used before and after school hours, during lunch period, and in between classes. The use of these devices as means of taking photographs or recording conversations is prohibited on school grounds unless prior authorization is given by the Principal or Superintendent.

See
Discipline Grid for possible disciplinary actions for improper usage under Electronic Devices.
Schools are not responsible for the loss or theft any items kept in lockers or other areas.

**With
draw
al Procedure:**

1. Authorization for withdrawal must be made in person or by telephone by the parent/guardian to the principal's office.
2. The student should obtain a withdrawal form and have it signed by that student's teachers and the librarian and then return it to the principal's secretary for final clearance.

Barnsdall Public Schools

Mr. Rick Loggins, Superintendent
P. O. Box 629
Barnsdall, Oklahoma 74002
918-847-2271
Fax-918-847-3029

Sayra Bryant
Jr/Sr High School Principal
918-847-2721

Regiena Henderson
Elementary Principal
918-847-2731

ATTENDANCE WAIVER FOR AIDS PREVENTION EDUCATION

No student shall be required to participate in AIDS prevention education if a parent or guardian of the student objects in writing to such participation.

I do not wish

Student's Name

a student at Barnsdall Public Schools, to participate in AIDS prevention education.

Parent or Guardian's Signature

Date

(This form should be returned to the office of the principal of the school the student attends)

Attendance Waiver Form Attachment: 1A

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Internet Access Conduct Agreement

I have read understand and agree to abide by the terms of the foregoing Acceptable Use and Internet Safety Policy. Should I commit any way misuse my access to the school district's computer network and the Internet, I understand and agree that my access privilege may be revoked and school disciplinary action may be taken against me.

User's Name (print clearly): _____ Home Phone: _____

User's Signature: _____ Date: _____

Address: _____

Status: Student ___ Staff ___ Patron ___ I am 18 or older ___ I am under 18 ___

If I am signing this policy when I am under 18, I understand that when I turn 18, this policy will continue to be in full force and effect and agree to abide by this policy.

Parents or Guardian: (If applicant is less than 18 years of age, a parent or guardian must also read and sign this agreement.) As the parent or guardian of this above student, I have read understand and agree that my child or ward shall comply with the terms of the school district's Acceptable Use and Internet Safety Policy for the student's access to the school district's computer network and the Internet. I understand that access is being provided to the students for educational purposes only. However, I also understand that it is impossible for the school to restrict access to all offensive and controversial materials and understand my child's or ward's responsibility for abiding by the policy, I am, therefore signing this policy and agree to indemnify and hold harmless the school, the school district and the Data Acquisitions Site that provides the opportunity to the school district for computer network and Internet access against all claims, damages, losses and costs of whatever kind that may result from my child's or ward's use of his or her access to such network or his or her violation of the foregoing policy. Further, I accept full responsibility for supervision of my child or ward's use of his or her access account if and when such access is not in the school setting. I hereby give permission for my child or ward to use the building-approved account to access the school district's computer network and the Internet.

Parent or Guardian (please print): _____ Home Phone: _____

Signature: _____ Date: _____

Address: _____

This agreement must be reviewed and signed each year.

Internet Agreement Attachment Form: 1B Data Acquisition Site: Windstream

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Student Clubs and Organizations Annual Notification

Students of the Barnsdall School District have the opportunity to participate in the following clubs and organizations sponsored by or under the direct control and supervision of the school:

- i. Student Council
Mr. Rick Loggins
- ii. National Honor Society
Mrs. Misty Farber
- iii. Fellowship of Christian Athletes
Mr. Gary Cunningham
- iv. Family, Community, Career, Leaders of American
Mrs. Erin Auschwitz

If you wish to withhold permission for your child(ren) to participate in one or more of the above-referenced clubs or organizations, please fill out this document and return to the office.

I, _____, the parent or guardian of _____, hereby withhold permission for my child to participate in _____. I understand that it is my responsibility to prevent my child from attending or participating in any meetings of the club or organization and that I am responsible for retrieving my child from attendance at any club or organization in which permission is withheld.

Dated the _____, day of _____, _____.

Parent/Guardian Signature

Student Clubs and Organizations Form: Attachment 1C

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**Staff –Student Communications
Parent/Guardian Notification and permission Form**

I, _____, authorize _____, an employee of the Barnsdall Public School district, to communicate with my child, _____, outside of school for issues related to _____

I approve communication through the following methods (check all that may apply):

___ Home telephone _____

___ Cell phone _____

___ Email _____

___ Social Networking Site _____

___ I do not authorize Barnsdall Public Schools or its staff to communicate with my child outside school. Please contact me to relay information to my child.

Date this _____ day of _____, _____

Parent/Guardian Signature

Form: 1D

BARNSDALL PUBLIC SCHOOLS
PARENT/GUARDIAN ACKNOWLEDGEMENT FORM
2016-2017 JR/SR HIGH SCHOOL STUDENT HANDBOOK

The 2016-2017 Barnsdall Jr/Sr High School Student Handbook is being provided in an electronic version which is available on the school district web site www.barnsdallschools.org. A link to the student handbook can be found by clicking on the Jr/Sr High School tab at the top of the web page.

Instead of providing a paper copy of the handbook to all students, we will only be providing a copy to students and their parents/guardians if they indicate at the bottom of this form that they need a paper copy. All students and parents must sign and return the acknowledgement form for our records.

We hope this electronic version is more accessible by using this new format.

Please check one of the lines below, sign and return the form to the Jr/Sr High School:

We acknowledge that we are aware of the electronic version of the student handbook that is on the school district web site and will review it and use it as needed. No paper copy is requested.

We prefer to receive a paper copy of the student handbook.

Student Signature: _____ Grade: _____

Parent/Guardian Signature: _____

Date Signed: _____

For Office Use Only: Date paper copy provided to student: _____ By: _____