



TEXHOMA INDEPENDENT SCHOOL DISTRICT 61

VISION STATEMENT

Texhoma Schools is dedicated to providing students a safe, encouraging, and positive environment to learn and grow academically and personally. Texhoma Schools strives to cultivate strong, confident, successful citizens who will prosper outside our walls.

MISSION STATEMENT

The mission of the Texhoma Public Schools is to foster personal characteristics in our students that include not only academic knowledge and development but also attitudes, ideals and understandings that are necessary to function as productive citizens. TEACHERS will provide a high quality and meaningful education for all students. STUDENTS will be expected to succeed within the bounds of their abilities and chosen educational goals by being actively engaged in the learning process. Promoting high standards and expectations; TEACHERS, ADMINISTRATORS, PARENTS, and COMMUNITY **SHARE** the responsibility for advancing the school's Mission.

BOARD OF EDUCATION

President.....Brady Mitchell
Vice President..... Charliss Thrasher
Clerk..... David Johnson
Member.....Travis Winters
Member.....Mike Yates

ADMINISTRATION

Superintendent.....Tom Schroeder
Principal.....Connie Miller
Counselor.....Taylor Richardson
Adm. Asst. / Athletic Dir.....Greg Higgins

ADMINISTRATIVE SECRETARIES

Superintendent’s Secretary.....Myranda Gurley
HS Secretary.....Beronica Lujan
JH Secretary.....Linda Husted

ELEMENTARY INSTRUCTORS

5th Grade.....Lisa Cantey
6th Grade.....Joey Landara
Special Education.....Mandi Berry
Para/Title I.....Crystal Elliott, Mary Coffey, America Martinez

JUNIOR HIGH/HIGH SCHOOL INSTRUCTORS

History.....Ty McBride
Science.....Darla Schroeder
History/Art/Spanish ITV.....Shaun Crawford
Alt. Ed/Coaching.....Buddy Husted
Driver’s Ed/Coaching.....Greg Higgins
Science.....James Cooksey
Vocational Agriculture.....Jimmy Crosby
Band/Music History/Spanish ITV.....AJ Bohlmann
Business/Computers/ELL.....Kaycee Keenan
Language Arts.....Calli Young
Mathematics.....Ginger Sheets
Wellness/Coaching.....Skylar Watson
Language Arts/Speech/Yearbook.....Season McBride
Technology Ed./Coaching.....Audrey Marshall
Mathematics/Home EC.....Trena Higgins
Mathematics/Economics/Coaching.....Cash Overton
Choir/Library.....Melinda McGlasson

CAFETERIA

Miriam De la Fuente
Jaqueline De La Fuente

CUSTODIANS/MAINTENANCE

Jeramy Miller
Dora Carrillo

BUS DRIVERS

James Cooksey
Nancy Chapman
Jeramy Miller
Ty McBride
Shaun Crawford

SPONSORS

7 th Grade	Calli Young, Audrey Marshall, Buddy Husted
8 th Grade	Ty McBride, Trena Higgins, Skylar Watson
FRESHMEN	Kaycee Keenan, Jimmy Crosby, Mary Coffey, America Martinez
SOPHOMORES	Ginger Sheets, Mandi Berry, Darla Schroeder
JUNIORS	AJ Bohlman, Melinda McGlasson, Cash Overton, Taylor Richardson
SENIORS	James Cooksey, Crystal Elliott, Season McBride
PEP CLUB	Rylee Higgins, Crystal Elliott
CHEERLEADERS	Rylee Higgins, Crystal Elliott
NHS	Ginger Sheets, Calli Young
YEARBOOK	Season McBride
FFA	Jimmy Crosby
BASKETBALL CONCESSIONS	Skylar Watson
FOOTBALL CONCESSIONS	Greg Higgins, Audrey Marshall
FAN FAIR	Shaun Crawford
BAND	AJ Bohlmann
GIFTED AND TALENTED	Tom Schroeder
ACADEMIC TEAM	James Cooksey
STUCO	Ty McBride, Season McBride
SCHOOL COLORS -	RED AND WHITE
SCHOOL MASCOT -	RED DEVILS

NONDISCRIMINATION STATEMENT

The Texhoma School District does not discriminate on the basis of race, color, national origin, sex, age, qualified handicap, services or activities, in access to them, in treatment of individuals or in any prospect of their operations. The Texhoma Public School also does not discriminate in its hiring or employment practices.

This notice is provide as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator.

Parent-Student Handbook

All students are responsible for the information and regulations included in this handbook and are subject to all rules and regulations set by Texhoma Board of Education and Oklahoma Secondary School Activities Association. All personnel hired by the Texhoma Board of Education are authorized to enforce these rules and regulations.

Revised July 2019

ATTENDANCE

School success is dependent largely upon effort and the proper budgeting of time. Regular attendance is considered essential to satisfactory progress in school. For those who may not be concerned enough about their own welfare, Oklahoma school laws make it mandatory that all children must attend school for the full term until they have reached the age of eighteen or have graduated from high school. A large percent of the money which our school receives is based on the attendance of the students in school. The responsibility of each student to the taxpayer is partially fulfilled by regular and honest attendance. Any student who misses one or more hours will not be considered for perfect attendance awards. A bell will ring at 7:54, the tardy bell will ring at 7:57 and a third bell will ring at 8:00 for classes to begin.

ABSENCES FROM SCHOOL PROCEDURES

Texhoma students should be in attendance at school each day that school is in session. Any student who misses more than 10 days (excused or unexcused) for non-school related reasons in a Semester will receive a maximum grade of 59% for that grading period in all classes, unless the student participates in re-instatement days. A doctor's report which shows illness may allow an exception to this rule. *Special consideration may be given to extenuating family circumstances, or long-term illness.*

I. Excusable Absences include:

- a. Illness of the student
- b. Death in the immediate family
- c. Bus students when the buses do not run and we have school
- d. Approved planned absence (Must be excused through the office at least 5 days prior to the absences.)

Students who exceed the ten-day absence limit will not receive credit for the course. Students will be required to repeat the entire semester course or attend reinstated days as allowed by administration. Reinstated days are NOT for unexcused absences; only students who have excused absences may make up days through the reinstated day option. Also a student may only make up 10 days over the already in place 10 day limit per semester.

PLANNED ABSENCES ARE DISCOURAGED DURING NINE WEEKS OR SEMESTER EXAMS.

II. Students absent because of school activities will be counted absent from classes and work shall be made up. These students will not be counted absent in attendance, however. To be considered a school activity, the State Department of Education requires:

- a. The activity must be sponsored by the school
- b. The activity must be under the supervision of regular faculty member
- c. 4-H is considered a school activity. Supervisor must contact school on these activities.

III. On a day that a student is absent from school, the parent must call the school by 9:30 a.m. to inform the principal of the reason for the student's absence.

IV. All doctor's notes and/or parent notifications, must be turned in to the office the week the student returns to school, in order for the absence to be excused. No late notes will be accepted.

V. Admit slips must be obtained by the students from the principal's office before classes begin. Students will not be permitted to attend class without an admit slip.

VI. Students with an excused absence will have at least as many days as they were absent to make up work. (Teachers may make exceptions to allow a longer period of time.)

VII. Students are responsible for arranging and making up work.

VIII. Students will be responsible for checking their absences and tardies. Any discrepancies about absences/tardies that need discussed with the principal should not be done during class time.

ABSENCES FOR SCHOOL ACTIVITIES

The maximum number of absences for activities, sponsored by the school, which removes the student from the classroom, shall be ten (10) for one school year. Excluded from this number are state and national levels of school-sponsored contests. State and national contests are those for which the student must earn the right to compete. The student will be allowed to make up any work missed while participating. Due to our unusual geographic limitations, the time it takes to travel to scheduled activities shall be exempt.

TRUANCY

A student is considered truant when absent from the classroom without the knowledge of either the school or the parent. The student will be subject to further disciplinary action.

TARDINESS

Tardiness, except in unusual and unavoidable circumstances, is improper in both business and social affairs. Promptness is encouraged in all human activities. It distracts the teacher, other students, and causes time lost from the class. Continual tardiness is a habit, and reflects upon a person's character. Students who are late to school or class will report to the office for a tardy slip as they would if they were absent. To be on time the students must be in the classroom when the bell rings. When a student has been detained by a teacher, he will be given an admit slip entitling him to report to the class without reporting to the office. **Students who are habitually tardy may be required to come in at 7:30 or eat lunch in the cafeteria.** If tardies continue to be a problem additional consequences may result, (ISS, etc.). **Three tardies in a class constitutes an absence.** If a student has repeated or unjustified tardies, a letter will be sent home to inform the parents of the situation. **15 minutes after the second bell will count as an absence from that class.**

REINSTATED DAYS

Reinstated Days will be one on Saturday's **ONLY** from 8:00 a.m. – 12:00 p.m.

All documentation must be present in the student's attendance folder within the guidelines as outlined under absence procedures. No late or additional documentation will be accepted or received by the committee. It is the student's responsibility to follow the absence procedures to insure that proper documentation is available for the review.

SEMESTER TEST EXEMPTION POLICY FOR GRADES 9-12

The purpose for semester test exemptions is to motivate students to attend school regularly as well as strive to maintain good grades. Absences should be minimal as attendance is the best practice for success. Students may be exempt from semester tests if they meet the following requirements:

1. High school students may be exempt from each semester test based on the number of absences (excused or unexcused) in each class for that semester AND their semester grade for each class. The criteria for exemptions are:

B average and 2 absences (excused)

A average and 4 absences (excused)

2. Students with less than a B average or more than 4 absences for that semester must take the semester exam. Absences and averages will be considered each semester.

3. Students with ONE UNEXCUSED absence during each semester must take the semester test for the class period they were unexcused.

4. Students taking Spanish ITV classes or any other ITV class must take the semester test if the teacher of that class requires a semester test, regardless of Texhoma High School's exemption policy.

5. Students receiving ISS during any semester must take the semester test for the semester he/she received the ISS. Any student receiving OSS cannot be exempt.

6. Semester tests will count as 1/5 (one-fifth) or 20% of the final grade.

7. All dues and fees, including but not limited to lunch fees, library fees, class dues and activity fees, may not be more than 30 days past due in order to obtain semester testing exemption.

STUDENTS LEAVING SCHOOL

Students are not to leave school during the school day without permission from the principal. Students will sign in and out of the office if leaving during school day. Parental/Guardian permission is required for any student to leave school. Students are not to leave school between classes.

DISMISSAL OF SCHOOL BECAUSE OF WEATHER CONDITIONS

During bad weather conditions it will sometimes be advisable to postpone or dismiss school. If severe weather conditions exist before school opens or it becomes necessary to dismiss school during the day, the administration will utilize School Reach to notify parents/guardians, and will notify the Guymon radio station, KGYN, and channel 4 in Amarillo that school will be dismissed for the day. We will notify the radio station by 7:00 a.m. or as soon thereafter as possible. A School Reach message will also be sent. Some days it will be necessary to run the mud routes for bus students. If school is held, but bus routes are not run, bus students will not be counted absent on perfect attendance, but all work missed must be made up.

CONCURRENT ENROLLMENT

High School Junior and/or Senior students who meet ACT score requirements may enroll in concurrent college courses through OPSU. Students will receive 1 year of credit for each semester of college course work they complete. Concurrent coursework will also be weighted. See Valedictorian/Salutatorian Calculation section for details. See Counselor for requirements and forms. See Valedictorian/Salutatorian section for GPA calculations.

DRESS CODE

Students on school grounds or attending any school sponsored event shall be dressed and groomed in a manner which reflects good taste and decency and will not detract from or interfere with the instructional program, the general morals, or the image of the school. The following guidelines are to be followed:

GIRLS

1. Clothing approved for school wear includes dresses, skirts and blouses pant suits, dress slacks, pant dresses, and appropriate jeans. No tank tops; shirts advertising alcohol, tobacco, drugs, or any shirt advertising anything of poor taste; half-shirts or any shirt exposing midriff will not be worn. Sleeveless shirts have to be a dollar bill in width. Shorts or skirts may be worn only if they are long (walking shorts, dress shorts, mid-thigh length) and in good taste. Shorts not allowed are boxer shorts, bicycle shorts, and cutoffs with no sewn hem. Students will receive unexcused absence if sent home to change.
2. The length of girls' apparel should be sufficient so as to provide adequate coverage during school activities such as scooting in and out of desks and chairs, climbing up and down stairs, and sitting on elevated seats.
3. No chains or chain wallets.
4. All hats and caps must be removed before entering a school building
5. No clothing or apparel shall be worn that is deemed as to be gang related. (Example-no article of

clothing, badges, signs, lettering, hair do, backward or sideward wearing of caps.)

6. No bandanas will be worn at school or school functions.

7. Shirts and Blouses must cover the mid drift.

8. No visible body piercing may be worn. (Example-eyebrow, nose, naval, lips, or tongue) Body piercing may not be covered by tape or other means.

9. Any Texhoma student that attends any school function with a tattoo must cover it while attending school or any school sponsored activity.

10. No unnatural hair color, example blue, green, etc.

11. No sunglasses. They will be taken and not returned until the last day of school.

12. No Pajamas or house shoes

BOYS

1. Boys' clothing includes regular length trousers, shirts buttoned and with shirt tails worn appropriately for the type of shirt. No tank tops; shirts advertising alcohol, tobacco, drugs, or any shirt advertising anything of poor taste; half-shirts will not be worn. Long shorts (walking shorts, dress shorts, mid-thigh length) in good taste may be worn during hot weather. Shorts not allowed are boxer shorts, bicycle shorts, and cutoffs with no sewn hem. Students will receive unexcused absence if sent home to change.

2. Boys are required to wear their hair combed and neatly clipped. Hair must be off the eyebrow, may cover half the ear and sideburns are not to extend below the ear lobes. The length of boys' hair is restricted to the top of the shirt collar. No unnatural hair color, example blue, green, etc., Beards, mustaches, and pony tails are prohibited.

3. No earrings or other visible body piercing may be worn (example-eyebrow, nose, naval, lips, tongue.) Body piercing may not be covered by tape or other means. They will be taken and not returned until the last day of school.

4. No chains or chain wallets.

5. All hats and caps must be removed before entering a school building.

6. No clothing or apparel shall be worn that is deemed as to be gang related (example-no article of clothing, badges, signs, lettering, hair dos, backward or sideways wearing of caps.)

7. No bandanas will be worn at school or school functions.

8. Any Texhoma student that attends any school function with a tattoo must cover it while attending school or any school sponsored activity.

9. No sunglasses.

10. No Pajamas or house shoes

Any parent/guardian of a student desiring a reasonable accommodation based on a religious or health requirement shall notify the school in writing of the requested accommodation and factual basis for the request.

If a student's dress or grooming is objectionable under the above provisions, the administration shall request the student make appropriate corrections before returning to class. If the student refuses, the principal shall notify the student's parents/guardians. If both the student and parents/guardians refuse to make the appropriate corrections, the administration shall take appropriate disciplinary action.

Students who violate provisions of the dress code and who refuse to correct the violation may be disciplined by removal or exclusion from extracurricular activities or suspended from school until the

violation is corrected. The dress code is applicable to students during the school day and at school-related activities.

DRUG-FREE SCHOOLS

It is the policy of the Board of Education to follow all sections of the Drug Free Schools Act (P.L. 101-226). The selling, use or possession of illicit drug or alcohol shall be strictly prohibited by students of Texhoma Public Schools while on school grounds or at school functions in grades 5th through 12th grades. It shall be the policy of the Texhoma Board of Education that any teacher who has reasonable cause to suspect that a student in grades 5th through 12th grades that may be under the influence of, or has in his or her possession, or is selling:

1. Intoxicating beverages
2. Alcoholic beverages
3. Tobacco or vapors
4. Illicit drugs

As state law now defines the above, shall immediately notify the principal or his/her designee of such suspicions. The principal shall immediately notify the superintendent of schools and a parent/legal guardian of said student of the matter. REFERENCE: 70 O.S. § 133.

Any suspension and/or search of said student shall be subject to any applicable school policy, state law, or student handbook regulation.

Every teacher employed by the Texhoma Board of Education who has reasonable cause to suspect that a student is under the influence of , or has in his/her possession intoxicating beverages, alcoholic beverages, a controlled dangerous substance or tobacco/vapor, and who reports such information to the appropriate school official shall be immune from all civil liability. REFERENCE: 70 O.S. § 24-123

When, in the judgment of an administrator, a student is involved or has been involved in use, possession or selling of tobacco, using alcoholic beverages or substances identified as illicit drug or alcohol by Federal, State or Local law, the following alternative for disciplinary actions b the faculty/administration of the school district will be considered from the alternative listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The Board of Education will rely upon the judgment of discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parent/legal guardians
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by his/her behavior
10. Restriction of privileges

11. Involvement of local authorities
12. Referring student to appropriate social agency. (Texas County Drug Rehabilitation Center)
13. Suspension
14. Expulsion
15. Other appropriate disciplinary action as required and as indicated by the circumstances.

SEARCH OF STUDENTS

All student searches will be conducted according to school policy FNF, FNF-R and FNF-A.

DRUG DOG SEARCH

Drug Dog searches will be used randomly throughout the school year. These are done without any school official being informed prior to the search. The search may include but not limited to lockers, vehicles, classrooms, etc.

EMERGENCY SITUATIONS

BOMB THREAT

In the event that the school would receive a bomb threat the administration will assess the seriousness of the threat and take appropriate action. After assessing the situation and it is determined that evacuation is necessary the emergency fire escape procedure will be implemented. The Students, teachers and all personnel will walk to the designated areas on campus. The teachers will account for students in their class. We will then walk to the First Baptist Church and enter through the South door. Grades 7-12 will assemble in the sanctuary. 5th and 6th grades will assemble in the Fellowship Hall. Teachers will be assigned to entrances as well as teachers assigned with the students. There is a telephone in the main office therefore; it will be used to communicate with the parents/guardians of children.

EMERGENCY BELL

- 1 CONTINUOUS BELL-TORNADO and CIVIL DEFENCE Go to the cafeteria in the DOME.
- 3 SHORT BELLS-FIRE Go to the parking lot in front of the building. Stay in your class group.

EMERGENCY DRILLS

Students, teachers, and other district employees shall participate in frequent drills of emergency procedures. When the alarm is sounded, students must follow the direction of teachers, bus drivers, etc. quickly and in an orderly manner.

ENROLLMENT

During the last month of school, pre-enrollment will be made for the following year. From these enrollments the next year's schedule is made. Students will report in August of each year during set times to obtain those schedules and other pertinent information. Enrollment packets need to be turned in during the August pre-enrollment. Students will have three days at the first of each semester to change classes.

STUDENTS AND THEIR PARENTS/GUARDIANS WILL GREATLY BENEFIT FROM THEIR ATTENDANCE AT THE ENROLLMENT CLINICS.

In order to ensure that the student records are as accurate as possible, a parent/guardian must sign and date each enrollment form. Each student must meet residency requirements and provide a copy of his/her birth certificate and up-to-date immunization record.

IMMUNIZATIONS

Immunization records shall be on file in the counselor's office in compliance with Oklahoma State Immunization Law.

Vaccines Required by Grade Level

<u>KDG thru 7th</u>	<u>8th and 9th</u>	<u>10th thru 12th</u>
5 DTap/Td	5 DTP/DTap/Td	3 DTP/Td
4 Polio	4 Polio	3 Polio
2 MMR	2 MMR	2 MMR
3 Hep B	2 or 3 Hep B	2 or 3 Hep B
2 Hep A	2 Hep A	2 Hep A
Varicella		

EXTRA CURRICULAR ACTIVITIES

Many activities are scheduled by the school to satisfy the needs and tastes of the student body. It is advised that all students participate in at least one activity. All students who participate in school activities out of town must ride the activity bus or school-arranged transportation to and from such activities. Texhoma School will not release students to anyone other than a parent. No notes will be accepted for release of students. EX: Statisticians

STUDENT ACADEMIC AND BEHAVIOR EXPECTATIONS

Participation in extracurricular activities at Texhoma Public School is a privilege, not a right. Student's behavior while representing Texhoma Public School in extracurricular activities (e.g., field trips, performances, contests, athletic competitions, etc.) is to be above reproach.

Only students who are fully eligible scholastically and meet all other requirements set forth by the club, organization, or sponsors will be permitted to represent the school in any capacity. It should be understood by all students participating in extracurricular activities that their eligibility to participate is governed by this policy statement, all regular student discipline codes, as well as the rules and regulations of the OSSAA. It is therefore possible for two students found guilty of the same inappropriate behavior to have different punishments. That is, the extracurricular student may receive the same punishment as the regular student in addition to being declared ineligible to participate in extracurricular activities.

Courtesy - Respect - Sportsmanship

Students at Texhoma Public Schools are expected to display good manners at all school activities and during school attendance. Texhoma Public Schools also expects their students (both participants and spectators) to display good sportsmanship at all activities. It is the hope of the school that these characteristics will be carried with our students as they go into their adult life.

ELIGIBILITY STATEMENT (OSSAA RULES AND REGULATIONS)

The student eligibility policy affects all student activities that are competitive in nature, involving two or more schools, and where recognition, ratings, or awards are given and winners determined. Non-participating students who wish to attend athletic events or go on school-sponsored events or trips during the school day must also meet Texhoma Public School eligibility requirements as stated previously

ATHLETICS

This school is a member of the Oklahoma Secondary School Activities Association. Scholastically and in all activity participation with other schools, the rules of the Association will be adhered to as set forth by the Association.

FOOTBALL

Football is the major fall sport. Workouts begin in August and continue until the last game of the season. Our school is in District 1A Games with teams outside the district and conference are scheduled to round out the schedule. Athletes and managers will earn a Varsity letter in football once they have either participated in one-fourth the number of quarters played during the course of one regular season. Anyone who quits or is dismissed from the team before the said requirements have been

completed, or before the conclusion of the football season, forfeits his eligibility for a varsity letter. If an injury prevents a student from lettering who would have otherwise done so, it shall be the coach's decision whether or not to award a letter to the student. Seniors automatically letter.

BASKETBALL

Basketball is the major mid-season sport. It is open to both boys and girls. The school belongs to District 1B and the Panhandle Conference. Some games are matched outside the district and conference. The basketball teams may participate in two invitational tournaments before the State Elimination Tournaments. To letter in basketball students must complete the season (this includes managers). The coach will make the final decision as to who letters in case of an injury.

TRACK/CROSS COUNTRY

This is the major spring sport. The school belongs to the Hi Plains Conference. To letter in track a student must participate in all scheduled meets and finish the season unless injured or otherwise unable to participate. The coach will make the final decision as to who letters in case of an injury.

CLUBS AND ORGANIZATIONS

BAND

More students participate in the senior band than in any other group activity. The organization is open to all students who are interested in music. Three groups are maintained, one for junior band (5th and 6th grades), one for middle school (7th) and one for senior band (8th through 12th grades). The band presents concerts, participates in the spring band festivals and in various other functions during the school year, and also provides half-time entertainment at football games.

CHEERLEADING

The purpose of a Texhoma High School & Junior High Cheerleader is to support the athletic teams of THS/TJH and promote POSITIVE spirit among students and fans. The cheerleader has the responsibility of representing the school in a proper fashion at all times.

NATIONAL HONOR SOCIETY

Selection to NHS is privilege, not a right. Students do not apply for membership in the National Honor Society; instead, they provide information to be used by a 5 member local selection committee, which is selected yearly, to support their candidacy for membership. Membership is granted only to those students selected by the Faculty Council in each school. This is not an election, nor is membership automatically conveyed simply because a student has achieved a specified level of academic performance. Only those students who have attended the school the equivalent of one semester may be considered for membership. Sophomores, juniors, and seniors may be qualified for membership. Eligible candidates must have a cumulative GPA of 3.4 excluding grades for extracurricular activities. The Faculty council will select members based on the following criteria: scholarship, leadership, character, and service. Eligible candidates must establish and maintain outstanding performance in all four criteria to be considered for membership and to retain that membership. Questionnaires provided by faculty members will be reviewed by the Faculty Council when considering candidates for selection.

PEP CLUB

The Pep Club is an organization of students whose purpose is to add color and enthusiasm to school activities. Good sportsmanship, fellowship, and leadership are stressed. Leaders will be chosen from the group. Cheerleaders are members of the Pep Club and are responsible to the Pep Club sponsor. All Pep Club activities and meetings must be cleared through the sponsor, and the sponsor must be present at all Pep Club meetings. Pep Club members will have membership cards.

FFA

The FFA is a national organization of, by, and for students studying vocational agriculture in public secondary schools. It is an educational, non-political, non-profit, farm youth organization of voluntary membership designed to develop agricultural leadership, character, thrift, scholarship, cooperation, citizenship, and patriotism. Its members learn through participation how to conduct and take part in public meetings, to speak in public, and to assume civic responsibility.

STUCO

Student Council is an educational organization through which students can become more involved in the affairs of the school, working in partnership with school management, staff and parents for the benefit of the school and its students. STUCO serves as an opportunity for students to learn about democracy and leadership.

ACADEMIC TEAM

The academic team is offered to students who seek an intellectual challenge, personal growth, and the benefits of team membership.

Texhoma High school students shall be under the supervision of and accountable to all personnel. This supervision shall include the following:

- All school-sponsored curricular and extra-curricular activities.
- All events sponsored by Texhoma Schools including events directed toward general attendance.
- Traveling to and from school
- Attending any school-sponsored activity or event whether at Texhoma or a host site
- Traveling to and from any school-sponsored activity or event whether at Texhoma or a host site.

Texhoma Schools recognizes that it is impossible to identify all student actions that might require staff administered consequences. Therefore, discipline may be administered for student actions that may not be described in the Texhoma Board of Education's policies or student handbook.

The Texhoma Board of Education has adopted the following policy and procedures dealing with student behavior. The Board of Education recognizes that students do not surrender any rights of citizenship while in attendance at Texhoma Schools. The school is a community with rules and regulations. Those who enjoy the rights and privileges it provides must also accept the responsibilities that inclusion demands, including respect for and obedience to school rules.

FAMILY EDUCATION RIGHTS and PRIVACY ACT OF 1974

In accordance with the policy of the Board of Education of Texhoma School, the following regulations shall govern the release of student records to students and members of a student's family, legal custodian, or legal guardian.

I. POLICY NOTIFICATION:

It is the policy of Texhoma School to provide equal opportunities without regard to race, color, national origin, sex, age, qualified handicap, or veteran in its educational programs and activities. This includes, but is not limited to, admissions, educational services, financial aid, and employment.

II. POLICY LOCATION:

The Family Education Rights and Privacy Policy (FERPA) will be part of the Texhoma Board of Education Policies Rules and Regulations Manual, located in all principals' offices and superintendent's office.

III. PROCEDURE TO INSPECT RECORDS:

Parents of students and eligible students may inspect and review the student's education records upon request. Parents or eligible students should submit to the school principal a written request, which identifies as precisely as possible the record or records he/she wishes to inspect. The principal will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be inspected. This procedure must be completed in forty-five (45) days or less from the receipt of the request for access. If, for any valid reason, a parent or eligible student cannot personally inspect and review a student's education record, the Texhoma School District will arrange for the parent or eligible student to obtain copies of the record. No charges will be assessed for parents or eligible students to obtain records or third party when previous permission is obtained.

IV. RIGHT OF PARENTS AND STUDENTS:

Parents and eligible students have the following rights under the Family Educational Rights and Privacy Act and this policy.

1. The right to inspect and review the student's education records.
2. The right to exercise a limited control over the people's access to the student's education record.
3. The right to seek to correct the student's education record, in a hearing, if necessary.
4. The right to report violations of the FERPA to the Department of Health, Education and Welfare.
5. The right to be informed about FERPA rights.
6. The district will arrange to provide translations of this notice to non-English speaking parents in their native language.

FIELD TRIPS

Field trips are to be approved by the principal and should be entered on the calendar at the beginning of each semester. Field trips are a privilege; therefore, any student who is sent to ISS for disciplinary action for more than 9 days or 3 days out of school suspension may not be able to attend the trips. If a student is in ISS at the time of a field trip, they will not be able to attend the field trip. If a student is not in attendance 80% of the current semester, they will not be allowed to attend the field trip.

GANG ACTIVITY

It is the policy of this school district that membership in secret fraternities or sororities or in other clubs or gangs not sponsored by established agencies or organizations is prohibited. Incidents involving initiations, hazing, intimidation, and/or related activities of such group affiliations which are likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to students are prohibited. Any student wearing, carrying, or displaying gang paraphernalia, or exhibiting behavior or gestures which symbolize gang membership, or causing and/or participating in activities which intimidate or affects the attendance of another student will be subject to disciplinary action including suspension and expulsion.

GRADUATION REQUIREMENTS

COLLEGE CURRICULAR REQUIREMENTS/COLLEGE ADMISSION STANDARDS FOR ADMISSION TO OKLAHOMA COLLEGES AND UNIVERSITIES

Students must meet the criteria for both the high school curriculum requirements and the high school performance criteria as defined in the following sections. Students meeting both the high school curricular and the high school performance criteria are eligible for admission.

4 units English

3 units Laboratory Science

3 units Mathematics (Algebra I or Higher Level)

2 units History (1 unit includes American History & Oklahoma History)

1 unit Citizenship (From the subjects of Government, Geography, Economics, Non-Western Culture)

2 units Other (Computer Science or Foreign Language)

1 additional unit from any of the above categories

1 units Arts (Includes Visual Art & General Music)

6 electives (1 must be Financial Literacy)

CPR/AED training

High school students must take the US History OSTP, Science OSTP, and the ACT

23 total credits

College and/or University admission also depends on the following:

A. GPA

B. ACT

C. Other factors

GRIEVANCE PROCEDURE

The Texhoma Board of Education realizes that parents/legal guardians have a fundamental right to discuss any grievances they might have with the district. However, it is also recognized that there must be an orderly procedure for hearing and resolving grievance issues.

1. If the grievance is directed toward a teacher, the parent/legal guardian shall be requested to make an appointment to visit with the teacher in an effort to resolve the grievance.
2. If the grievance is not resolved following a parent/teacher conference, the parent will be requested to discuss the problem with the principal.
3. If the grievance is not resolved following the parent/principal conference, the parent shall be requested to schedule an appointment with the superintendent.
4. If the grievance remains unsolved following the above conferences, the parent may appeal the grievance to the board of education. The board's action shall be a final determination of the grievance.

GUIDANCE SERVICE

Guidance is considered an essential part of any good school program. Guidance materials and services are available to all students in the Texhoma Schools through your class sponsors and principal. A counselor is also available to students.

HARASSMENT/BULLYING

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

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

As used in the School Bully Prevention Act, "harassment, intimidation, and bullying" means any gesture, written or verbal expression, electronic communication or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in

reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Harassment, intimidation, and bullying include, but are not limited to, gestures or written, verbal, or physical acts, or electronic communications. Such behavior is specifically prohibited.

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

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

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

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

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

The superintendent shall develop procedures providing for:

1. Prompt investigation of allegations of harassment;
2. The expeditious correction of the conditions causing such harassment;
3. Establishment of adequate measures to provide confidentiality in the complaint process;
4. Initiation of appropriate corrective actions
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process where the provisions of this policy are disseminated in writing annually to all staff and students.

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

REFERENCE: 21 O.S. 850.0

70 O.S 24-100.2

HAZING

It is the policy of this school district that no student or employee of the district shall participate in or be member of any secret fraternity or secret organization that is in any degree related to the school or to a school activity. No student in this school district will be subject to hazing, harassment, or any other form of persecution by any student or employee whether connected to any fraternity or organization or not. For the purposes of this policy, hazing is defined as the deliberate harassment of a student by means of rough practical jokes or causing the student to perform meaningless, difficult, or humiliating tasks. This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action which may include expulsion for students and employment termination for employees. A copy of this policy will be furnished to each student in this school district. REFERENCE: 21 O.S. 1190

HEAD LICE

- A. Any child afflicted with a contagious disease of head lice may be prohibited from attending a public, private, or parochial school until such time as he/she is free from the contagious disease or head lice.
- B. Any child prohibited from attending school due to head lice shall present to the appropriate school authorities, before said child may re-enter school, a certificate from a health professional or authorized representative of the State Department of Health that said child is no longer afflicted with head lice.

JUNIOR-SENIOR PROM AND BANQUET

Expenditures for the Junior-Senior Prom and Banquet shall not exceed \$1,500 without the approval of the Administration. The Prom dance will end at 12:00 a.m. No Junior High students will be allowed to attend the dance. No inappropriate dress will be allowed at the school sponsored dances. Students and their dates will be expected to follow the dress code listed in our student handbook under the Student Dress code. No sexually explicit dancing will be tolerated. All dues and fees, including but not limited to lunch fees, library fees, class dues and activity fees, may not be more than 30 days past due in order for a student to attend Prom.

LASER LIGHTS

No student will be permitted to possess or use a laser light on school property or at school activities. If a student possesses or uses a laser light on school property or at school activities the laser light will be confiscated and not returned. If the behavior is deemed disruptive by the administration further disciplinary action may be administered.

MISCELLANEOUS

College Visitation - students will be allowed two days excused absence for college visitation and/or enrollment. Students must fill out a planned absence in advance. Military physical or testing will be considered the same as a College Visitation.

Class dues - Maximum class dues are a once a year \$10 fee.

Classroom Fees- Students enrolled in Drivers Education, Home Economics, Art and/or Ag Mechanics will be required to pay an enrollment fee. This goes towards their class projects and supplies.

Medicine - any student who is to take any type of medicine at school shall have a statement to that effect signed by a parent or guardian on file in the principal's office. The student should bring the medication to the office to be locked up and dispensed to the student. An exception is a student may dispense their own asthma inhaler.

Drivers Education – Beginning in the fall of 2014, students who enroll in Driver’s Education will be required to pay a fee of \$100.00 for the class. In the past this was provided free of charge, but due to money cutbacks in the state budget, our local school budget is being greatly affected as well. The state will not be giving any monies to schools for this program therefore; we have to pass the cost on to the students.

Tobacco and Vapor- the use of tobacco in any form by students on school premises is prohibited by law. Students are not to bring tobacco on school grounds.

Alcohol - it shall be the policy of the Texhoma Board of Education that any teacher who has reasonable cause to suspect a student may be under the influence of or said student has in his or her possession no intoxicating beverages; alcoholic beverages; or a controlled dangerous substance as they are now defined by State law shall immediately notify the principal or his or her designee of such suspicions. The principal shall immediately notify the superintendent of schools and a parent or legal guardian of said student of the matter.

MOMENT OF SILENCE AND FLAG SALUTE

Texhoma School will observe a moment of silence and do the flag salutes once a week according to state law.

NCAA CLEARINGHOUSE FOR STUDENT ATHLETES

Any student who is considering playing college sports must contact the counselor by the beginning of their junior year in order to complete the paperwork necessary to be eligible.

OKLAHOMA ACADEMIC SCHOLAR

Students who meet all of the requirements listed below shall be recognized by the Texhoma School District and the State Board of Education as an Oklahoma Academic Scholar.

1. Accumulate over grades 9, 10, 11 and the first semester of grade 12, a minimum grade point average of 3.7 on a four point scale or be in the top 10% of their graduating class.
2. Complete (or will complete) 23 units for graduation which consist of at least:
English-4 units (Grammar, Composition, Literature);
Mathematics-3 units (Algebra I, Algebra II, Geometry, Trigonometry, Analysis, Calculus);
Science-3 units (Biology I, Biology II, Chemistry I, Chemistry II, Physical Science, Botany, Zoology, Physics, Physiology);
Social Studies-3 units (History, Government, Sociology, Psychology, Economics, Anthropology, Geography).
3. Score a 27 on the American College Test (ACT) or 1,100 combined score on the Scholastic Aptitude Test (SAT). The SAT or ACT must have been taken on a national test date before the date of graduation.

OKLAHOMA HIGHER LEARNING ACCESS PROGRAM (OK'S PROMISE)

(Title 70 O.S. 26001, Oklahoma Higher Learning Access Act)

Subject to the availability of funds, OK Promise will help pay the college tuition for students. To enroll in the program, students must be (1) and Oklahoma resident; (2) enrolled in 8th, 9th, or 10th grade in an Oklahoma high school; (3) the child of parents, custodians or guardians who earn less than \$50,000 per year, and (4) must meet additional requirements as defined by the Oklahoma State Regents for Higher Education.

**A student who opts out will no longer have the OK Promise opportunity. As the requirements for OK Promise require a student to take a college preparatory curriculum to be eligible.

P.D.A.

There will be no PDA (Public Display of Affection) allowed by any students at school or any school activity. No warnings ISS.

POLICE QUESTIONING/APPREHENSION

School authorities are frequently asked to cooperate with officers of law enforcement agencies, social services, child protection agencies, and other in their pursuit of alleged crimes, child abuse cases, child welfare cases, and other investigative procedures that often involve children in school. Police may be called in certain circumstances for safety reasons.

PROFICIENCY BASED PROMOTION

It shall be the policy of Texhoma Public Schools that upon request of a student, parent, or legal guardian, a student will be given the opportunity to demonstrate proficiency in the Learner Outcomes: State Competencies. Proficiency will be demonstrated by an assessment or evaluation appropriate to the curriculum area utilizing one or more of the following items: portfolio, criterion-reference test, thesis, project, product or performance.

Students demonstrating proficiency in a set of competencies at the 90% level shall be advanced to the next level of study in the appropriate curriculum area(s). This decision to advance will take into consideration such factors as social, emotional, physical, and mental growth. The school will confer with parents/legal guardians in making such promotion/acceleration decisions.

Proficiency based tests will be administered in the following areas:

GRADES 5-8:

Reading, Mathematics, Science, Language Arts, Social Studies

HIGH SCHOOL:

SOCIAL STUDIES: Civics, Oklahoma History, U.S. History, World History, Government, World Geography

MATHEMATICS: General Mathematics, Pre-Algebra, Algebra I, Geometry, Algebra II

SCIENCE: Physical Science, Earth Science, Biology, Chemistry, Physics

LANGUAGE ARTS: English I, English II, English III, English IV

Performance on a single test will NOT be the sole factor considered in the determination of proficiency for the purpose of recommending advancement to the next level just as a single test score will NOT be the sole factor for denying advancement. The school district's decision will take into consideration many other factors, including social, emotional, physical, and mental growth.

REPORTS TO PARENTS

Report cards are sent to parents at the end of each nine-week period. Student progress reports will be sent out to parents at five weeks in each nine-week period. Other reports or telephone calls to the parents may be necessary at intervals to serve the best interest of the student. Parent teacher conferences will be scheduled for one day each semester.

RETENTION POLICY

Students in grades 5th through 8th must achieve a grade average of 60% or higher in at least three major courses of study to be promoted to the next higher grade. The major courses of study are math, language arts, science and social studies.

RULES OF CONDUCT

Students who compose Texhoma Public Schools are ladies and gentlemen. Their standards of conduct shall be to always think and do those things which are right and proper in a democratic society. School is not the appropriate place for physical attention among students. NO EMBRACING, KISSING, SITTING ON EACH OTHER, TOUCHING EACH OTHER, LYING ON EACH OTHER, ETC. Offenders will automatically be sent to the office. Punitive action will be taken against offenders.

Also students must represent good citizenship by taking care of school property carefully. Students will be responsible to pay for all lost or destroyed school property including textbooks and library books and athletic equipment.

Any student who persists in disobeying the rules of Texhoma Public School and refuses to recognize his/her citizenship obligations may be expelled at the principal's discretion.

SCHOOL BREAKFAST AND LUNCH PROGRAMS

Wholesome, well-prepared food is provided in the school cafeteria at a reasonable cost of \$1.75 for breakfast and \$2.60 for lunch. Students may bring a lunch and eat in the lunch room if they wish. Free or reduced cost meals will be available for those who qualify. **All lunch fees may not be more than 30 days past due. If a student has an account that is past due, they will be served an alternative lunch, than what is stated on the monthly menu, until the account becomes current.**

SPECIAL EDUCATION SERVICES

Any student being evaluated, or having been approved or not approved for special education services shall have all records regarding the student's Evaluations, IEPs, and eligibility determinations, along with student background, home surveys, progress reports and report cards kept in the Special Education Room in a locked file. The district shall maintain these files for seven years after the student exits the program. All files will be available to the parents at their request. The list of Independent Evaluators is as follows and will be available to the parents at their request:

1. Northwest Texas SSA-Toni Waldo Director– PO Box 240, Sunray, TX 79086
2. Susan Pearson-2700 Potomac, Amarillo, TX 79108 (H) 806-373-8063
3. Counseling Services, Inc-120 NW Fourth St, Guymon, OK 73942 580-338-2091

EXTENDED SCHOOL YEAR (ESY) SERVICES FOR YOUTH WITH DISABILITIES

ESY Defined:

Extended school year services may be defined as a special education service(s) which is provided by an agency to eligible children and youth with disabilities beyond the regular instructional year as a necessary part of a free appropriate public education required by the Individuals with Disabilities Education Act, P.L. 101-476. ESY services are separate from traditional summer school or other summer programs typically made available to all students. ESY services must be developed and documented through the IEP process and be provided at no cost to parents for children determined to be eligible for such services by the IEP Team. The purpose of ESY is not to enhance the present levels of educational performance exhibited by children with disabilities at the end of the regular school year. An important factor for ESY eligibility is based on a construct of skill regression and a student's limited capacity for recoupment of those skills. An extended school year will be provided when it is determined by the IEP team that a child has regressed, or is predicted to regress, to such a severe degree in a critical skill area that recoupment of such skill loss following the summer break in programming is unlikely or would require an unusually long period of time.

Tutorial Program for Students

The Texhoma schools will provide a before and after school tutorial program for students that need additional assistance. Students that need further assistance in a specific subject area need to contact that instructor. This is in addition to what takes place in the classroom.

USE OF THE TELEPHONE

The telephones were installed primarily to aid in carrying on the business of the school. Students may use the phone for necessary calls. All calls made by students should be brief and good manners and courtesy should be practiced. Students may not use telephone for personal business. EX: calling in lunch orders etc. Persons calling students while the student is in class will be asked to leave a number or message for the student except in case of emergency. Long distance calls on the school phone will be made only on approval of the principal or superintendent. Students must get permission to use the phone.

VALEDICTORIAN AND SALUTATORIAN

A student must have completed his/her junior and senior years at Texhoma High School to be eligible for consideration as valedictorian/salutatorian. Valedictorian and salutatorian are selected on a grade-point average from semester grades of freshman, sophomore, junior and the first semester of the senior year. Weighted (concurrent enrollment courses) Grade points are as follows: A=4.5, B=3.5, C=2.5, D=1, F=0. Only concurrent courses will be counted with weights toward calculations. Non-weighted Grade points are as follows: A=4, B=3, C=2, D=1, F=0. Class rank will be determined using the Weighted 4 point grade system. All courses taken will be counted. Calculations will be carried to the tenth decimal position in naming valedictorian and salutatorian. In case of a tie, co-honors will be given to the students from a 7 semester transcript.

VISITORS

Visitors to the school must check in with the building principal and be in the company of a student. Visiting students are allowed to visit at the discretion of the principal. The visitor should be introduced to the teacher at the beginning of each period. The number of days a student may visit will be limited to one day.

WEAPONS-FREE SCHOOLS

What is a firearm under the Gun-Free Schools Act? (A) any weapon (including a starter gun) which will, or is designed to, or may readily be converted to, expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or silencer, or (D) any destructive device including any explosive, incendiary or poison gas, bomb, grenade, or rocket having a propellant charge of more than four ounces, missile having an incendiary charge of more than one-quarter ounce, mine or any other offensive weapon. It is the policy of this school district to comply fully with the Gun-Free Schools Act.

1. Any student in this school district who uses or possesses a firearm at school, at any school-sponsored event, or in or upon any school property including school transportation or school-sponsored transportation may be removed from school for not less than one full calendar year. Firearms are defined in Title 18 of the United States Code, Section 921, as (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device including any explosive, incendiary or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine or any device similar to the above. Such firearm or weapon will be confiscated and released only to a law enforcement authority.

2. Oklahoma Statutes, Title 21, Section 1280.1 prohibits any person, except a peace officer or other person authorized by the board of education of the district, to have in such person's possession on any public or private school property or while in any school bus or vehicle used by any school for transportation of students or teacher any weapon as defined below:

"...any pistol, revolver, dagger, bowie knife, dirk knife, switchblade knife, spring-type knife, sword cane, knife having a blade which opens automatically by hand pressure applied to a button, spring or other device in the handle of the knife, blackjack, loaded cane, billy, hand chain, metal knuckles, or another offensive weapon."

Any student who violates this policy will be subject to discipline which may include suspension up to one full calendar year or longer (for firearms) or for any term less than one calendar year (for weapons other than firearms) as determined by the superintendent's designee. Students with disabilities are subject to this policy and will be disciplined in accordance with the Individuals with Disabilities Act and Section 504 of the Rehabilitation Act. If the violation is found by the student's IEP team to be unrelated to the student's disability, the student may be suspended for one calendar year at the discretion of the superintendent. If the student's IEP team determines that the violation is related to the student's disability, the student may be suspended for up to ten days and placed up to 45 days in an alternative educational setting. An exception to this policy may be made for students participating in an authorized

extracurricular activity or team involving the use of firearms or archery equipment. The board of education may modify the provisions of this policy on a case-by-case basis. Any substantial modification must be acted on by the board of education. 3. In the event that a student would make a threat or be involved in the development of a threat (guns, bombs, fire, etc.) The administration would assess the seriousness of the threat and the student or students will be subject to an immediate 3 day suspension out-of-school pending further investigation. Pending further investigation the student may be suspended for the remainder of the school year. If the incident were to take place at the end of the current school year the student maybe suspended for more than 10 days has a right to an appeal.

WITHDRAWAL FROM SCHOOL

When a student graduates or it becomes necessary to withdraw from the Texhoma Public Schools; he shall report to the Principal's office and pick up his checkout sheets. In the event a student fails to complete the above requirements, no official records of work completed at the Texhoma Schools will be released.

YOUR RESPONSIBILITY AS A STUDENT

Your attendance must be regular – time lost from the classroom can never be made up.

- Complete your assignments on time and hand in your work.
- Allow adequate time for study.
- Don't be satisfied with just passing – don't be satisfied with anything but the best.
- Understand the purpose of going to school.

When you are in another city, especially as a student of Texhoma Public School, at an athletic even or scholastic contest, remember that on your shoulders rests the responsibility of the reputation of your school. The reputation of the entire school can be based on the reflection of something you may do. Conduct yourself at all times in such a manner that no criticism will be brought on yourself or you school by your action(s). While visiting students are here, treat them with the courtesy that you would expect at their school. Let them leave saying "Texhoma Public School treats one as he/she would like to be treated."

HAZING

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

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

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

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

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

This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action that may include expulsion for students and employment termination for employees.

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

REFERENCE: 21 O.S. §1190

THIS POLICY REQUIRED BY LAW.

BULLYING

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

As used in the School Safety and Bullying Prevention Act, "bullying" means any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Such behavior is specifically prohibited.

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

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

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

HARASSMENT (Cont.)

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

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

The superintendent shall develop procedures providing for:

1. Prompt investigation of allegations of harassment;
2. The expeditious correction of the conditions causing such harassment;
3. Establishment of adequate measures to provide confidentiality in the complaint process;
4. Initiation of appropriate corrective actions;
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process where the provisions of this policy are disseminated in writing annually to all staff and students.

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

**REFERENCE: 21 O.S. §850.0
70 O.S. §24-100.2**

THIS POLICY REQUIRED BY LAW.

2019 -2020

TEXHOMA PUBLIC SCHOOL

Student Handbook Acknowledgement

My signature below indicates that I have read the handbook and will seek clarification on any items not completely understood. I also understand that all policies, procedures, and punishments cannot be covered in a document of this nature and that school administration may enforce or implement items not specifically listed in this document.

Grade: _____

Print Student Name: _____

Student Signature: _____

Parent Signature: _____

Date: _____

The Texhoma Public School student handbook is a condensed version of the THS school board policies and procedures and Oklahoma State Law. The handbook addresses the most common issues that specifically pertain to high school students. We reserve the right to take any appropriate action on events which may not directly appear within the guidelines of the handbook in order to offer a safe and secure environment for THS. All efforts have been made in order to provide a comprehensive guide of our school rules and policies, but unforeseen circumstances will be dealt with in accordance to administrative interpretation.

STUDENT HANDBOOK IS LOCATED ON THE SCHOOL WEBSITE.

www.texhoma61.net