

## JPS 2015-2016 STUDENT HANDBOOK

### **Welcome to the Jonesboro School District!**

The Jonesboro School District faculty and staff extend a sincere welcome to you. We are pleased you have elected to be a part of our district.

Jonesboro is well known and admired for the quality of its education. Our schools provide a quality instructional program which is designed to help every child reach his/her maximum potential. We have high expectations of ourselves and we extend these same expectations to you. In the Jonesboro District, *Excellence is our standard – not our goal – for every child.*

We invite you to become truly involved in our district. We encourage all parents and guardians to be active partners in their child's education. Educating our students has always been and will continue to be a collaborative effort between school and home. We also encourage you to learn more about the great things happening in our schools on a daily basis. You will be truly inspired by our many wonderful students, teachers, and administrators.

Your child has been issued a Student Handbook for the upcoming year as required by the State of Arkansas. Our handbook can also be found on the JPS District website. The handbook contains information about the rules, regulations and policies of the school district. While it is impossible to list in the handbook all of the rules and guidelines for student and staff use, we believe the contents of this handbook will help serve as a guide and define rules and regulations as required by federal and state laws. We therefore ask that you read this handbook carefully and indicate that you have done so by signing and returning the required signature page.

On behalf of the Superintendent's office, thank you for placing your trust in the Jonesboro School District.

Sincerely,

Dr. Kim Wilbanks, Superintendent

### **Jonesboro Public School K-12 Buildings**

Central Administrative Office	933-5800
Jonesboro Pre-K Center	933-5876
Jonesboro Kindergarten Center	933-5835
Visual and Performing Arts Magnet	933-5830
Math and Science Magnet	933-5845
Health, Wellness, Environmental Studies Magnet	933-5850
MicroSociety Magnet	933-5855
International Studies Magnet	933-5825
Annie Camp Jr. High School	933-5820
MacArthur Jr. High	933-5840
Jonesboro High School	933-5881
NEA Career & Technical Center	933-5891

### **Jonesboro Public School Administrative Directory**

<b><i>Dr. Kim Wilbanks</i></b>	Superintendent
<b><i>Dr. Sue Castleberry</i></b>	Assistant Superintendent
<b><i>Dr. Mike Skelton</i></b>	Assistant Superintendent
<b><i>Karleen Sheets</i></b>	Assistant Superintendent
Jonesboro Pre-K Center	Diane Roush, Director
Jonesboro Kindergarten Center	Becky Shannon, Principal
	Erin Odom, Asst. Principal
Visual and Performing Arts Magnet	Dale Case, Principal
Wes Swift, Asst. Principal	Lee Caldwell, Asst. Principal
Math and Science Magnet	Rickey Greer, Principal
	Amanda Turner, Asst. Principal
Health, Wellness, Environmental Studies Magnet	Cynthia Wright, Principal
	Korillene Flannigan, Asst. Principal
MicroSociety Magnet	Misty Doyle, Principal
	Kathy Tilson, Asst. Principal
International Studies Magnet	Arthur Jackson, Principal
	Kari Manis, Asst. Principal
Annie Camp Jr. High School	William Cheatham, Principal
Reginald Murphy, Asst. Principal	Keith Evans, Asst. Principal
MacArthur Jr. High	Dr. Brad Faught, Principal
Bryce Bennett, Asst. Principal	Mike Reece, Asst. Principal
Jonesboro High School	Leigh Ann Rainey, Executive Principal
Academy Principals: Shannon Lewis, Jeff Flannigan, Heath Roberts	
NEA Career & Technical Center	Eddie Crain, Director

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## **PHILOSOPHY – Policy 5.1**

- A. Jonesboro Public Schools is committed to providing every child with the necessary skills and capabilities for success in the 21<sup>st</sup> Century. Educational decisions in the Jonesboro District reflect valid analyses of current data and scientifically-based research. The district's broad curriculum is engaging, challenging, differentiated, and relevant to today's world and future educational pursuits. We encourage every child in the pursuit of worthwhile interests and abilities. Collaborative planning and mutual accountability permeate all phases of the educational process to insure the success of every child. Within a functional, safe environment, we promote wholesome attitudes essential to the development of good citizens. Every staff member, child, and parent has a personal responsibility to promote the educational goals that have been determined by the schools and community. Above all, excellence is our standard—not our goal—for every child.
- B. The Jonesboro School District assumes the responsibility of providing students attending its schools a high quality education that challenges each student to achieve to their maximum potential. The district shall endeavor to create the environment within the schools necessary for every student to find success. The Jonesboro Public Schools will strive to develop the following goals in all students:
1. Develop a desire for learning now and in the future.
  2. Develop personal responsibility and sound ethical behavior.
  3. Develop skills in creating group relationships.
  4. Promote understanding, tolerance, and acceptance of ethnic, cultural, religious, and personal differences.
  5. Develop knowledge and understanding of democratic ideas and ideals.
  6. Use multiple resources to find, examine, organize and use information.
  7. Develop skills in literacy, natural sciences, mathematics, and social sciences.
  8. Develop skills to enhance workplace productivity and career options.
  9. Develop creative self-expression through various media.
  10. Develop an understanding of and capacity for maintaining good physical health and well-being.

HISTORY BOE: ADOPTED JUNE 10, 2008

## **JPS PARENTAL/COMMUNITY INVOLVEMENT – DISTRICT Policy 6.11**

Jonesboro Public Schools (JPS) recognizes the need for strong parental involvement in the educational process of our students. To support the goal to educate all students effectively, JPS and parents must work together as

knowledgeable partners. JPS fosters and supports parent involvement by coordinating a comprehensive parental involvement program that offers parents multiple opportunities to be involved in the education of their children. To view the complete parental involvement plan, please visit the district's website or contact the district office to request a copy.

The district will assist schools in developing parental involvement policies and programs to improve student achievement. District staff will assist building staff in devising appropriate methods of implementing Academic Improvement Plans (AIPs) for students scoring below proficiency on state assessments and explaining the law and consequences to parents of students not participating in AIPS. The district will assist schools in providing timely communication and providing parents on-line access to grades and attendance. The district will provide training annually for volunteers. The district will provide opportunities for joint collaboration with parents, community members, teachers, etc. to offer input in the development of JPS and school plans

The district will insure that Title I schools: (1) provide assistance to parents in understanding content and how to monitor their children's progress; (2) provide materials and training to help parents work with their children to improve academic achievement; (3) educate teachers, principals and other staff in the importance of effective communication, value and utility of contributions of parents; (4) coordinate and integrate parent involvement programs and activities; (5) ensure that information related to schools and parent programs is sent to parents to the extent practical in a language parents (including disabled parents) can understand; (6) and, provide other reasonable support for parental involvement activities as parents may request.

JPS will schedule two Parent-Teacher conference days. Beginning in 6th grade, students will attend conferences to discuss opportunities and requirements for student success (i.e., course requirements, the Smart Core/Core Curriculum, college requirements).

HISTORY BOE: **ADOPTED JULY 9, 2013**

Legal References: A.C.A. § 6-21-201

<b>JPS PARENTAL/COMMUNITY INVOLVEMENT – SCHOOL Policy 6.12</b>
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A child's education is the responsibility shared by the school and parents. Each school in JPS develops its own parental involvement plan and provides many opportunities for parents to be involved in the education of their children to improve student achievement. Copies of the parent involvement plan may be

viewed on the school’s website or a copy of the plan may be obtained from the Library-Media Specialist on each campus.

Each school will:

- Have a parent center with a parent facilitator. Materials will be available for parents to use to support their children's achievement.
- Offer meaningful, regular, two-way communication between parents and the school
- Conduct parent-teacher conferences a minimum of two times each year
- Coordinate opportunities for parents to volunteer, including a survey to determine their interests and volunteer resource book
- Distribute packets including information about grade-level/course learning expectations and ways parents may help their children improve academic performance
- Share information about activities planned throughout the school year to encourage parental involvement
- Use e-mails, Alert Now electronic message system, newsletters, phone calls, notes, websites, etc. to communicate with parents
- Provide parents materials including parenting books, magazines and other information in the parent center in each school’s library-media center
- Schedule parent involvement meetings to discuss services available in each school, what students will be learning, and how students will be assessed.

HISTORY BOE: ADOPTED JULY 9, 2013

Legal References: A.C.A. § 6-21-201

<b>CLOSED CAMPUS - Policy 4.10</b>
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- A. All schools in the district shall operate closed campuses. Students are required to stay on campus from their arrival until dismissal at the end of the regular school day. Unless given permission to leave the campus by a school official, students must sign out in the office upon their departure.
- B. Parents/guardians must provide written permission before a student will be permitted to leave the school grounds with someone other than the parent/guardian, and photo identification will be required of the adult.

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012

## **STUDENT ORGANIZATIONS/EQUAL ACCESS - Policy 4.12**

- A. Non-curriculum-related secondary school student organizations wishing to conduct meetings on school premises during non-instructional time shall not be denied equal access on the basis of the religious, political, philosophical, or other content of the speech at such meetings. Hazing as defined by law, is forbidden in connection with initiation into, or affiliation with, any student organization, extracurricular activity, or sport program. Students who are convicted of participation in hazing or the failure to report hazing shall be expelled. A complete set of guidelines regarding such meetings may be found in the Jonesboro Policy Book.

\*Refer to JPS District Policy 4.12 Student Organizations/Equal Access

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

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 14, 2011 REVISED MAY 11, 2015

## **RELIGION IN THE SCHOOLS – Policy 5.10**

- A. The First Amendment of the Constitution states that “Congress shall make no law respecting the establishment of religion, or prohibiting the free exercise thereof...” As the Supreme Court has stated (*Abington School District v. Schempp*, 374 U.S. 203) the Amendment thus, “embraces two concepts—freedom to believe and freedom to act. The first is absolute but, in the nature of things, the second cannot be.” Therefore, it is the board’s policy that the school system, as an agency of the government, shall be neutral in matters regarding religion and will not engage in any activity that either advocates or disparages religion. The district shall assume no role or responsibility for the religious training of any student.
- B. The need for neutrality does not diminish our school system’s educational responsibility to address the historical role of religion in the development of our culture. Since we live in a diverse society, the district’s goal shall be to address the subject of religion objectively in such a way that it promotes an understanding of, and tolerance for, each other’s religious or non-religious views.
- C. Discussions concerning religious concepts, practices, or disciplines are permissible when presented in a secular context in their relation to an inclusive study of religion or to the study of a particular region or country. The discussions shall be such that they are objective and academically informational and do not advocate nor denigrate any particular form of religious practice.



- D. Accommodation will be considered for those portions of instructional activities in the schools that unduly burden a student's sincere religious belief provided such accommodation doesn't amount to a significant change in curriculum, program, or course of instruction and when it is possible that a substitution of equally rigorous material that advances the same instructional goals can be arranged. Parents and students are advised that such accommodations are easier to grant when the objection is to non-state mandated Framework material than if the material is required by the frameworks.
- E. A student or the student's parent can request the student's teacher accommodate the student's objection based on a religious belief to an instructional activity. Any such request must be made at least 25 school days prior to the assignment's due date. Any objection must be raised in accordance with this policy's requirements or it will not be considered.
- F. The teacher in charge of each classroom may, at the opening of school each day, conduct a brief period of silence with the participation of all students in the classroom who desire to participate.
- G. Students and employees may engage in personal religious practices, such as prayer, at any time, and shall do so in a manner and at a time so that the educational process is not disrupted.

\*Refer to JPS District Policy 5.10 Religion in the Schools

*Legal Reference:* A.C.A. § 6-10-115

**HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012**

<p><b>PRIVACY OF STUDENTS' RECORDS/DIRECTORY INFORMATION - Policy 4.13</b></p>
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- A. Except when a court order regarding a student has been presented to the district to the contrary, all students' education records are available for inspection and copying by the parents or guardian of any student who is under the age of eighteen (18). At the age of eighteen (18), the right to inspect and copy a student's records transfers to the student. A student's parent or the student, if over the age of 18, requesting to review the student's records will be allowed to do so within no more than forty-five (45) days of the request. The district forwards education records, including disciplinary records, to schools that have requested them in which the student seeks or intends to enroll, or is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer.

- B. The district shall receive written permission before releasing education records to any agency or individual not authorized by law to receive and/or view the education records without prior parental permission. The district shall maintain a record of requests by such agencies or individuals for access to, and each disclosure of, personally identifiable information from the education records of each student. Disclosure of education records is authorized by law to school officials with legitimate educational interests. A personal record kept by a school staff member is not considered an education record if it meets the following tests.
1. it is in the sole possession of the individual who made it;
  2. it is used only as a personal memory aid; and
  3. information contained in it has never been revealed or made available to any other person, except the maker's temporary substitute.

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

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

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

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

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

When deciding whether to release PII in a health or safety emergency, the district may take into account the totality of the circumstances pertaining to a threat to the

health or safety of a student or other individuals. If the district determines that there is an articulable and significant threat to the health or safety of a student or other individuals, it may disclose information from education records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

- C. For purposes of this policy, the Jonesboro School District does not distinguish between a custodial and non-custodial parent or a non-parent such as a person acting in loco parentis or a foster parent. Unless a court order restricting such access has been presented to the district to the contrary, the fact of a person's status as parent or guardian, alone, enables that parent or guardian to review and copy his child's records.
- D. If a court order exists which directs that a parent not have access to a student or his records, the parent, guardian, person acting in loco parentis, or an agent of the Department of Human Services must present a file-marked copy of such order to the building principal and the superintendent. The school will make good-faith efforts to act in accordance with such court order, but the failure to do so does not impose legal liability upon the school. The actual responsibility for enforcement of such court orders rests with the parents or guardians, their attorneys and the court which issued the order.
- E. A parent or guardian does not have the right to remove any material from a student's records, but such parent or guardian may challenge the accuracy of a record. The right to challenge the accuracy of a record does not include the right to dispute a grade, disciplinary rulings, disability placements, or other such determinations, which must be done only through the appropriate teacher and/or administrator, the decision of whom is final. A challenge to the accuracy of material contained in a student's file must be initiated with the building principal, with an appeal available to the superintendent or his designee. The challenge shall clearly identify the part of the student's record the parent wants changed and specify why he/she believes it is inaccurate or misleading. If the school determines not to amend the record as request, the school will notify the requesting parent or student of the decision and inform them of their right to a hearing regarding the request for amending the record. The parent or eligible student will be provided information regarding the hearing procedure when notified of the right to a hearing.
- F. Unless the parent or guardian of a student (or student, if above the age of eighteen [18]) objects, directory information about a student may be made available to the public, military recruiters, postsecondary educational institutions, prospective employers of those students, as well as school publications such as annual yearbooks and graduation announcements. "Directory information" includes, but is not limited to, a student's name, address, telephone number, electronic mail address, photograph, date and place of birth, dates of attendance, his/her placement on the

honor roll (or the receipt of other types of honors), as well as his/her participation in school clubs and extracurricular activities, among others. If the student participates in inherently public activities (for example, basketball, football, or other interscholastic activities), the publication of such information will be beyond the control of the district. Directory information also includes a student identification (ID) number, user ID, or other unique personal identifier used by a student for the purposes of accessing or communicating in electronic systems and a student ID number or other unique personal identifier that is displayed on a student's ID badge, provided the ID cannot be used to access gain to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password or other factor known or possessed only by the authorized user. A student's name and photograph will only be displayed on the district or school's web page(s) after receiving written permission from the student's parent or student if over the age of 18.

- G. The form for objecting to making directory information available is located in the student packet and must be completed and signed by the parent or age-eligible student and filed with the building principal's office no later than ten (10) school days after the beginning of each school year or the date the student is enrolled for school. Failure to file an objection by that time is considered a specific grant of permission. The district is required to continue to honor any signed-opt out form for any student no longer in attendance at the district. The right to opt out of the disclosure of directory information under Family Educational Rights and Privacy Act (FERPA) does not prevent the district from disclosing or requiring a student to disclose the student's name, identifier, or institutional email address in a class in which the student is enrolled.

Parents and students over the age of 18 who believe the district has failed to comply with the requirements for the lawful release of student records may file a complaint with the U.S. Department of Education at Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, D.C. 20202.

\*Refer to JPS District Policy 4.13 Privacy of Students' Records/Directory Information

*Legal Reference:* A.C.A. § 9-29-113 (b)(6), 20 U.S.C. § 1232g, 20 U.S.C. § 7908 (NCLB Section 9528), 34 CFR 99.3, 99.7, 99.31, 99.21, 99.22, 99.30, , 99.32, 99.33, 99.34, 99.35, 99.36, 99.37, 99.63, 99.64

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED: JUNE 12, 2012 REVISED MAY 11, 2015

## **PERMANENT RECORDS – Policy 4.38**

- A. Permanent school records, as required by the Arkansas Department of Education, shall be maintained for each student enrolled in the district until the student receives

a high school diploma or its equivalent or is beyond the age of compulsory school attendance. A copy of the student's permanent record shall be provided to the receiving school district within ten (10) school days after the date a request from the receiving school is received.

HISTORY BOE: ADOPTED JUNE 10, 2008

<b>STUDENT PUBLICATIONS AND THE DISTRIBUTION OF LITERATURE - Policy 4.14</b>
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- A. **Student Publications** --All publications that are supported financially by the school or by use of school facilities, or are produced in conjunction with a class shall be considered school-sponsored publications. School publications do not provide a forum for public expression. Such publications, as well as the content of student expression in school-sponsored activities, shall be subject to the editorial control of the district's administration whose actions shall be reasonably related to legitimate pedagogical concerns and adhere to the following limitations.
1. Advertising may be accepted for publications that does not condone or promote products that are inappropriate for the age and maturity of the audience or that endorse such things as tobacco, alcohol, or drugs.
  2. Publications may be regulated to prohibit writings which are, in the opinion of the appropriate teacher and/or administrator, grammatically incorrect, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.
  3. Publications may be regulated to refuse to publish material which might reasonably be perceived to advocate drug or alcohol use, irresponsible sex, or conduct otherwise inconsistent with the shared values of a civilized social order, or to associate the school with any position other than neutrality on matters of political controversy.
  4. Prohibited publications include:
    - a. Those that are obscene as to minors;
    - b. Those that are libelous or slanderous, including material containing defamatory falsehoods about public figures or governmental officials, which are made with knowledge of their falsity or reckless disregard of the truth;
    - c. Those that constitute an unwarranted invasion of privacy as defined by state law,
    - d. Publications that suggest or urge the commission of unlawful acts on the school premises;
    - e. Publications which suggest or urge the violation of lawful school regulations;
    - f. Hate literature that scurrilously attacks ethnic, religious, or racial groups.

- B. Student Publications on School Web Pages** -- Student publications that are displayed on school web pages shall follow the same guidelines as listed above plus they shall
1. Not contain any non-educational advertisements. Additionally, student web publications shall;
  2. Adhere to the restrictions regarding use of Directory Information as prescribed in Policy 4.13 including not using a student's photograph when associated with the student's name unless written permission has been received from the student's parent or student if over the age of 18.
  3. State that the views expressed are not necessarily those of the school board or the employees of the district.
- C. Student Distribution of Non-school Literature Publications, and Materials** – A student or group of students who distribute ten (10) or fewer copies of the same non-school literature, publications, or materials (hereinafter “non-school materials”), shall do so in a time, place, and manner that does not cause a substantial disruption of the orderly education environment. A student or group of students wishing to distribute more than ten (10) copies of non-school materials shall have school authorities review their non-school materials at least three (3) school days in advance of their desired time of dissemination. School authorities shall review the non-school materials, prior to their distribution and will bar from distribution those non-school materials that are obscene, libelous, pervasively indecent, or advertise unlawful products or services. Material may also be barred from distribution if there is evidence that reasonably supports a forecast that a substantial disruption of the orderly operation of the school or educational environment will likely result from the distribution. Concerns related to any denial of distribution by the principal shall be heard by the superintendent or his/her designee, whose decision shall be final. The assistant superintendent shall review non-school publications prior to their distribution and will bar from distribution those materials that are obscene, libelous, pervasively indecent, or advertise unlawful products or services. Material may also be barred from distribution if there is evidence that reasonably supports a forecast that disruption will likely result from the distribution.
- D.** The school principal or designee shall establish reasonable regulations governing the time, place, and manner of student distribution of non-school materials. The regulations shall:
1. Be narrowly drawn to promote orderly administration of school activities by preventing disruption and may not be designed to stifle expression;
  2. Be uniformly applied to all forms of non-school materials;
  3. Allow no interference with classes or school activities;
  4. Specify times, places, and manner where distribution may and may not occur;

5. Not inhibit a person's right to accept or reject any literature distributed in accordance with the regulations.
  6. Students shall be responsible for the removal of excess literature that is left at the distribution point for more than three (3) days and are responsible for picking up any materials thrown on school grounds.
- E. The superintendent, along with the student publications advisors, shall develop administrative regulations for the implementation of this policy. The regulations shall include definitions of terms and timelines for the review of materials.

**Legal References:** A.C.A. § 6-18-1202, 1203, & 1204, *Tinker v. Des Moines ISD*, 393 U.S. 503 (1969), *Bethel School District No. 403 v. Fraser*, 478 U.S. 675 (1986), *Hazelwood School District v. Kuhlmeier*, 484 U.S. 260 (1988)

HISTORY BOE: ADOPTED JUNE 10, 2008

<b>CONTACT WITH STUDENTS WHILE AT SCHOOL- Policy 4.15</b>
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- A. Parents wishing to speak to their children during the school day shall register first with the office. If there is any question concerning the legal custody of the student, the custodial parent shall present documentation to the principal or his/her designee establishing the parent's custody of the student. It shall be the responsibility of the custodial parent to make any court ordered "no contact" or other restrictions regarding the non-custodial parent known to the principal by presenting a copy of a file-marked court order. Without such a court order on file, the school will release the child to either of his/her parents. Non-Custodial parents who file with the principal a date-stamped copy of current court orders granting visitation may eat lunch, volunteer in their child's classroom, or otherwise have contact with their child during school hours and the prior approval of the school's principal. Such contact is subject to the limitations outlined in Policy 4.16, Policy 6.5, and any other policies that may apply. Unless prior arrangements have been made with the school's principal, Arkansas law provides that the transfer of a child between his/her custodial parent and non-custodial parent, when both parents are present, shall not take place on the school's property on normal school days during normal hours of school operation.
- B. CONTACT BY LAW ENFORCEMENT, SOCIAL SERVICES, OR BY COURT ORDER State Law requires that Department of Human Services employees, local law enforcement, or agents of the Crimes Against Children Division of the Department of Arkansas State Police, may interview students without a court order for the purpose of investigating suspected child abuse. In instances where the interviewers deem it necessary, they may exercise a "72-hour hold" without first obtaining a court order. Except as provided below, other questioning of students by non-school personnel shall be granted only with a court order directing

such questioning, with permission of the parents of a student (or the student if above eighteen [18] years of age), or in response to a subpoena or arrest warrant. If the district makes a report to any law enforcement agency concerning student misconduct or if access to a student is granted to a law enforcement agency due to a court order, the principal or the principal's designee shall make a good faith effort to contact the student's parent, legal guardian, or other person having lawful control by court order, or person acting in loco parentis identified on student enrollment forms. The principal or the principal's designee shall not attempt to make such contact if presented documentation by the investigator that notification is prohibited because a parent, guardian, custodian, or person standing in loco parentis is named as an alleged offender of the suspected child maltreatment. This exception applies only to interview requests made by a law enforcement officer, an investigator of the Crimes Against Children Division of the Department of Arkansas State Police, or an investigator or employee of the Department of Human Services.

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

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

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 14, 2011 REVISED MAY 11, 2015

<b>STUDENT VISITORS - Policy 4.16</b>
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- A. The board strongly believes that the purpose of school is for learning. Social visitors, generally, disrupt the classroom and interfere with learning that should be taking place. Therefore, visiting with students at school is strongly discouraged, unless approved by the principal and scheduled in advance. This includes visits made by



former students, friends, and/or relatives of teachers or students. Any visitation to the classroom shall be allowed only with the permission of the school principal and all visitors must first register at the office.

*Legal Reference: A.C.A. § 6-21-606, A.C.A. §6-21-607*

HISTORY BOE: ADOPTED JUNE 10, 2008

### **VISITORS TO THE SCHOOLS – Policy 6.5**

- A. Parents, grandparents, legal guardians, business, and community members are welcome and encouraged to visit district schools. To minimize the potential for disruption of the learning environment, visitors, for a purpose other than to attend an activity open to the general public, are required to first report to the school's main office. No one shall be exempt from this requirement. Visitors who are Level 3 or Level 4 sex offenders may only enter a school campus under the provisions listed in Policy 6.10.
- B. Parents and legal guardians are encouraged to participate in regularly scheduled visitation events such as school open houses and parent/teacher conferences. Additional conferences are best when scheduled in advance. Conferences shall be scheduled at a time and place to accommodate those participating in the conference. Visits to individual classrooms during class time are permitted on a limited basis with the principal's prior approval and the teacher's knowledge.
- C. Visitors, including parents wishing to speak with students during the school day shall register first with the office.
- D. The district has the right to ask disruptive visitors to leave its school campuses. Principals are authorized to seek the assistance of law enforcement officers in removing any disruptive visitors who refuse to leave school property when requested to do so.

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 14, 2011 REVISED MAY 11, 2015

### **EXTRACURRICULAR ACTIVITIES – SECONDARY – Policy 4.56**

- A. The board believes in providing opportunities for students to participate in extracurricular activities that can help enrich the student's educational experience. At the same time, the board believes that a student's participation in extracurricular activities cannot come at the expense of his/her classroom academic achievement. Interruptions of instructional time in the classroom will be minimal and absences from class to participate in extracurricular activities will be monitored. Additionally,

a student's participation in, and the district's operation of, extracurricular activities shall be subject to the following policy. All students meeting this policy's criteria are eligible for extracurricular activities.

- B. Extracurricular activities are defined as: any school sponsored program where students from one or more schools meet, work, perform, practice under supervision outside of regular class time, or are competing for the purpose of receiving an award, rating, recognition, or criticism, or qualification for additional competition. Examples include, but are not limited to, interscholastic athletics, cheerleading, band, choral, math, or science competitions, and club activities. No student will be allowed at Fall Dances (1<sup>st</sup> Semester) or Spring Dances (2<sup>nd</sup> Semester) if they have received more than one ISS or any OSS assignment during the semester.
1. Club/Organization/Class Officer Candidate/Positions of Honor (Homecoming Queen/King, Pageant Participant, etc..) Qualifications:  
In order for any student to run or be nominated as an officer in any club, organization or class he/she must meet the following requirements:
- (a) Student shall initiate candidacy with a class officer petition.
  - (b) Student must have a GPA of 2.0 or better.
  - (c) Perspective candidate must not have more than one assignment in in-school suspension and or any single out-of-school suspension.
  - (d) Prospective candidate must not have had a pattern of absenteeism during the present or previous school year..
- C. Academic Courses are those courses for which class time is scheduled, which can be credited to meet the minimum requirements for graduation, which is taught by a teacher required to have State certification in the course, and has a course content guide which has been approved by the Arkansas Department of Education. Any of the courses for which concurrent high school credit is earned may be from an institution of higher education recognized by the Arkansas Department of Education.
- D. Supplemental Improvement Program is an additional instructional opportunity for identified students outside of their regular classroom and meets the criteria outlined in the current Arkansas Activities Association Handbook.
- E. **ACADEMIC REQUIREMENTS: Junior High**  
A student promoted from the sixth to the seventh grade automatically meets scholarship requirements. A student promoted from the seventh to the eighth grade automatically meets scholarship requirements for the first semester. The second semester eighth-grade student meets the scholarship requirements for junior high if he/she has successfully passed four (4) academic courses the previous semester, three (3) of which shall be in the core curriculum areas specified by the Arkansas Department of Education's Standards of Accreditation of Arkansas Public Schools.

- F. The first semester ninth-grade student meets the scholarship requirements for junior high if he/she has successfully passed four (4) academic courses the previous semester, three (3) of which shall be in the core curriculum areas specified by the Arkansas Department of Education's Standards of Accreditation of Arkansas Public Schools.
- G. The second semester ninth-grade student meets the scholarship requirements for junior high if he/she has successfully passed (4) academic courses the previous semester which count toward his/her graduation requirements.
- H. Ninth-grade students must meet the requirements of the senior high scholarship rule by the end of the second semester in the ninth grade in order to be eligible to participate the fall semester of their tenth-grade year.
- I. **ACADEMIC REQUIREMENTS: Senior High**  
In order to remain eligible for competitive interscholastic activity, a student must have passed (4) academic courses the previous semester and either:
1. Have earned a minimum Grade Point Average of 2.0 from all academic courses the previous semester; or
  2. If the student has passed four (4) academic courses the previous semester but does not have a 2.0 GPA the student must be enrolled and successfully participating in a supplemental instruction program to maintain their competitive interscholastic extracurricular eligibility.
- J. **STUDENTS WITH AN INDIVIDUAL EDUCATION PROGRAM**  
In order to be considered eligible to participate in competitive interscholastic activities, students with disabilities must pass at least four (4) courses per semester as required by their individual education program (IEP).
- K. **ARKANSAS ACTIVITIES ASSOCIATION**  
In addition to the foregoing rules, the district shall abide by the rules and regulations of the Arkansas Activities Association (AAA) governing interscholastic activities. AAA provides catastrophic insurance coverage for students participating in AAA governed extracurricular activities who are enrolled in school. As a matter of district policy, no student may participate in an AAA governed extracurricular activity unless he or she is enrolled in a district school, to ensure all students are eligible for AAA catastrophic insurance.

<p><b>EXTRACURRICULAR ACTIVITY ELIGIBILITY FOR HOME SCHOOLED STUDENTS – Policy 4.56.2</b></p>
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Home-schooled students whose parents or guardians are legal residents of the school district will be permitted to pursue participation in an interscholastic activity in the

student's resident school zone as permitted by this policy. Although not guaranteed participation in an interscholastic activity, home schooled students who meet the provisions of this policy, AAA rules, and applicable Arkansas statutes shall have an equal opportunity to try out and participate in an interscholastic activity without discrimination.

The district shall abide by this policy and by the rules contained in the Arkansas Activities Association (AAA) Handbook governing interscholastic activity participation of students who are home-schooled. Areas of eligibility criteria, such as a student's age and semesters of eligibility, are the same for home-schooled and traditional students and are governed by the current AAA handbook.

\*Refer to JPS District Policy 4.56.1 Extracurricular Activity Eligibility for Home Schooled Students

*Legal Reference: A.C.A. § 6-15-509, Arkansas Activities Association Handbook*

HISTORY BOE: ADOPTED JULY 9, 2013 REVISED: JUNE 10, 2014

## **EXTRACURRICULAR ACTIVITIES – ELEMENTARY – Policy 4.56.1**

- A. The board believes in providing opportunities for students to participate in extracurricular activities that can help enrich the student's educational experience. At the same time, the board believes that a student's participation in extracurricular activities cannot come at the expense of his/her classroom academic achievement. Interruptions of instructional time in the classroom are to be minimal and absences from class to participate in extracurricular activities shall not exceed one per week per extracurricular activity (tournaments or other similar events excepted with approval of the principal). All students are eligible for extracurricular activities unless specifically denied eligibility on the basis of criteria outlined in this policy.
- B. A student may lose his/her eligibility to participate in extracurricular activities when, in the opinion of the school's administration, the student's participation in such an activity may adversely jeopardize his/her academic achievement. Students may also be denied permission to participate in extracurricular activities as a consequence of disciplinary action taken by the administration for inappropriate behavior.
- C. For the purposes of this policy, extracurricular activities are defined as: any school sponsored program where students from one or more schools meet, work, perform, practice under supervision outside of regular class-time, or are competing for the purpose of receiving an award, rating, recognition, or criticism, or qualification for additional competition. Examples include, but are not limited to, interscholastic athletics, cheerleading, band, choral, math, or science competitions, and club activities.

**Legal References:** State Board of Education Standards for Accreditation 10.5 and 10.6

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISIED JUNE 11, 2013 REVISIED JULY 9, 2013  
REVISIED JUNE 10, 2014

## **PARTICIPATION IN SCHOOL ACTIVITIES**

- A. Students that miss any part of the regular school day are ineligible to participate in games, practices, performances, contests, or credited work programs unless the absence is cleared by the building principal.

HISTORY BOE: ADOPTED JUNE 10, 2008

## **WEB SITE PRIVACY POLICY – Policy 5.20.1**

- A. The Jonesboro School District operates and maintains a web site for the purpose of informing the citizens of the district about its activities. The web site does not use “cookies” or ISP addresses to collect or retain personally identifying information about visitors nor is any such information given to “third parties.” Any data collected is used solely for the purpose of monitoring site activity to help the district improve the usefulness of the site to its visitors.
- B. The site serves no commercial purpose and does not collect any information from individuals for such purpose.
- C. Photographs of students shall not be displayed on any page of the district’s web site without the prior written consent of the parent (or the student if 18 or older).
- D. The site provides for email communication between the district and individuals for the purpose of exchanging information regarding the district and its activities or between teachers and their students. The site may also provide for password protected communication between the district and its staff.

**Legal References:** 15 U.S.C. § 6501 (COPPA) History BOE: Adopted June 10, 2008

## **STUDENT PARTICIPATION IN SURVEYS– Policy 5.24**

- A. No student shall be required to submit to a survey, analysis, or evaluation which is administered or distributed by a school, and is funded in whole or in part by any program administered by the U.S. Department of Education without the prior written consent of the parent/guardian. Parents or guardians wishing to inspect a survey, analysis, or evaluation shall be able to do so in the administrative office of the administering school. Prior written parental permission is required before any

survey or questionnaire (not including tests mandated by state or Federal law or regulation and standardized scholastic achievement tests) is administered to a student. A complete set of guidelines is available in the Jonesboro Public School Policy Manual.

**Legal Reference:** 20 USC § 1232h (a), (b), (c) [NCLB Act of 2001, Part F, Section 1061 (c) (1)(A)(i)(ii)(B), (2)(A)(i)(ii)(B)(C)(ii), (5)(A)(ii)(B), (6)(C)(F)(G)], ACA § 6-18-1301 et seq.

HISTORY BOE: ADOPTED JUNE 10, 2008

## **FIELD TRIPS AND EXCURSIONS**

- A. Field trips can be defined as a teaching technique involving any organized travel made primarily with an educational motive in mind. Such a journey grows out of the student's need for first-hand data to assist in solving problems.
  - 1. Educational trips must be approved by the central office and must be a part of a unit being taught.
  - 2. Matters pertaining to the mode of transportation, finances and safety precautions shall be clearly understood before such a trip is undertaken.
  - 3. Field trips shall be cleared by the building principal and assistant superintendent.

HISTORY BOE: ADOPTED JUNE 10, 2008

## **SCHOOL SPONSORED TRIPS**

- A. The Jonesboro School District desires that students travel to and from school competitions as well as on school trips via transportation provided by the district. Students shall be permitted to return from school-sponsored events with parents upon written request of the parents, provided that the school principal (administrator) grant that permission. The parental request must be approved prior to the trip. The parent will sign out the student at the school event.

HISTORY BOE: ADOPTED JUNE 10, 2008

## **FUND RAISING– Policy 6.6**

- A. All fund raising activities held in the district or in the name of the district must be pre-approved in writing by the affected school principal and the superintendent's office should be notified of each activity. Approval will be predicated on the potential for return relative to the time and energy to be invested in the fund raising activity. Fund raising that conflicts excessively with and/or detracts from student or

teacher instructional time in either the planning or the execution of the activity will not be approved.

- B. Neither an individual school nor the district shall be liable for any contract between clubs or organizations and third parties.
- C. Student participation in any fund raising activity shall:
  - 1. Be voluntary. Students who choose not to participate shall not forfeit any school privileges. It shall not be considered discriminatory to reward those who participate; and
  - 2. Not influence or affect the student's grade.

For the purposes of this policy, "Door-to-door sales" means the selling of merchandise outside of the child's home and off the school grounds.

### **Secondary Schools (7-12)**

- D. Fund raising in the secondary schools may only be done by officially sanctioned student clubs, spirit groups, school PTAs, or parent booster clubs. Student clubs and spirit groups must submit a written proposal to the school principal for approval.
- E. Door to door fundraising activities are generally discouraged. If approved, students wishing to participate who are under the age of eighteen (18) must return to their sponsor a signed parental notification and permission form.

### **Elementary Schools (K-6)**

- F. Fund raising in the elementary schools may only be done by the school or a school sponsored organization. Door to door fundraising activities are discouraged.
- G. Schools must provide written notification of the following to parents or legal guardians of elementary students who participate in fund raising programs.
  - 1. Student participation in fund raising programs is voluntary;
  - 2. Students who do not participate will not forfeit any school privileges;
  - 3. Students may not participate in fund raising programs without written parental permission returned to school authorities;
  - 4. An elementary student who sells fund raising merchandise door to door must be accompanied by a parent or an adult; and
  - 5. Unless the school provides supervision, parents must accept responsibility for appropriate adult supervision.

**Legal Reference:** A.C.A. § 6-18-1102; A.C.A. § 6-18-1104

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED MAY 11, 2015

## **DISTRIBUTION OF PRINTED MATERIALS– Policy 6.8**

- A. The district shall devise and maintain a system for distributing district communications and other printed materials between the administration and the schools. Use of the system by employees or employee organizations shall be with prior approval of the superintendent or his/her designee.
- B. Distribution of printed materials, flyers, photographs, or other visual or auditory materials not originating within district schools to students or staff shall have prior approval of the superintendent or his/her designee.

HISTORY BOE: ADOPTED JUNE 10, 2008

## **SOLICITATIONS - STUDENTS**

- A. Outside organizations shall not be permitted to solicit, advertise, or sell goods or services through the schools of the district unless authorized by the superintendent.
- B. Participation in any fund raising or charity drive sponsored by the school or outside agency shall be entirely voluntary as far as each student is concerned. There shall be no cause for embarrassment to those who do not or cannot participate or contribute.
- C. All fund raising and charity drives sponsored by a school must receive the approval of the principal and the superintendent. In no case will approval be given for such activities during the regular school day.
- D. A complete set of guidelines is available in the Jonesboro Public School Policy Manual.

HISTORY BOE: ADOPTED JUNE 10, 2008

## **SECTION 2: ATTENDANCE**

### **ABSENCES - Policy 4.7**

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

Education is more than the grades students receive in their courses. Important as that is, students' regular attendance at school is essential to their social and cultural development and helps prepare them to accept responsibilities they will face as an adult. Interactions with other students and participation in the instruction within the classroom enrich the



learning environment and promote a continuity of instruction which results in higher student achievement.

Students shall not be absent, as defined in this policy more than six (6) days in a semester. When a student has three (3) absences, his/her guardian, or person in loco parentis shall be notified that the student has missed half the allowable days for the semester. Notification shall be by telephone by the end of the school day in which such absence occurred or by regular mail with a return address sent no later than the following school day. Upon his/her return to school, the student will provide documentation regarding the absence.

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

Students with six (6) absences in a course in a semester shall not receive credit for that course. If the student fails to receive credit for a sufficient number of courses and at the discretion of the principal after consultation with persons having knowledge of the circumstances of the absences, the student may be denied promotion or graduation. Excessive absences, however, shall not be a reason for expulsion or dismissal of a student.

It is the Arkansas General Assembly's intention that students having excessive absences due to illness, accident, or otherwise unavoidable reason be given assistance in obtaining credit for their courses. Therefore, any time prior to when a student exceeds the number of allowable absences (unless unable to do so due to unforeseen circumstances), the student, or his/her parent, guardian, or person in loco parentis may petition the school or district's administration for special arrangements to address the student's absences. If formal arrangements are granted, they shall be formalized into a written agreement which will include the conditions of the agreement and the consequences for failing to fulfill the agreement's requirements. The agreement shall be signed by the student, the student's parent, guardian, or person in loco parentis, and the school or district administrator or designee. If a student's excessive absence is due to an unforeseen circumstance, the district may accept a doctor's note for a student's excessive absence.

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

### **Excused Absences**

Excused absences are those where the student was on official school business or when the absence was due to one of the following reasons and the student brings

a written statement upon his/her return to school from the parent, guardian, person in loco parentis, or appropriate government agency stating such reason:

1. The student's illness or when attendance could jeopardize the health of other students;
2. Death or serious illness in their immediate family;
3. Observance of recognized holidays observed by the student's faith;
4. Attendance at an appointment with a government agency;
5. Exceptional circumstances with prior approval of the principal;
6. To participate in an FFA, FHA, or 4-H sanctioned activity;
7. To participate in the election poll workers program for high school students;
8. To serve as a page for a member of the General Assembly;
9. To visit his/her parent or legal guardian who is a member of the military and has been called to active duty, is on leave from active duty, or has returned from deployment to a combat zone or combat support posting. The number of additional excused absences shall be at the discretion of the superintendent or designee.
10. For purposes pre-approved by the school administration such as visiting prospective colleges, to obey a subpoena, or to attend at an appointment with a government agency.
11. Absences granted, at the superintendent's discretion, to seventeen (17) year-old students who join the Arkansas National Guard while in the eleventh grade to complete basic training between grades eleven (11) and twelve (12).
12. Absences for students excluded from school by the Arkansas Department of Health during a disease outbreak because the student has an immunization waiver or whose immunizations are not up to date.

### **Unexcused Absences**

Absences not defined above or not having an accompanying written statement from the parent, guardian, person in loco parentis, or appropriate government agency stating such reason presented upon the student's return to school, may be considered as unexcused absences. At the discretion of the principal after consultation with persons having knowledge of the circumstances of the unexcused absences, the student may be denied promotion or graduation. Excessive absences shall not be a reason for expulsion or dismissal of a student.

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

Applicants for an instruction permit or for a driver's license by persons less than eighteen (18) years old on October 1 of any year are required to provide proof of a high school

diploma or enrollment and regular attendance in an adult education program or a public, private, or parochial school prior to receiving an instruction permit. To be issued a driver's license, a student enrolled in school shall present proof of a "C" average for the previous semester or similar equivalent grading period for which grades are reported as part of the student's permanent record.

\*Refer to JPS District Policy 4.7 Absences

*Legal References:* A.C.A. § 6-18-229, A.C.A. § 6-18-209, A.C.A. § 6-18-220, A.C.A. § 6-18-222, A.C.A. § 6-27113, A.C.A. § 7-4-116, A.C.A. § 27-16-701

HISTORY BOE: ADOPTED JUNE 10, 2008      REVISED JUNE 11, 2013, REVISED MAY 11, 2015

<b>MAKE-UP WORK - Policy 4.8</b>
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- A. Students who miss school due to an excused absence shall be allowed to make up the work they missed during their absence under the following rules.
  - 1. Students are responsible for asking the teachers of the classes they missed what assignments they need to make up.
  - 2. Teachers are responsible for providing the missed assignments when asked by a returning student.
  - 3. Students are required to ask for their assignments on their first day back at school or their first class day after their return.
  - 4. Make up tests are to be rescheduled at the discretion of the teacher, but must be aligned with the schedule of the missed work to be made up.
  - 5. Students shall have five class days to make up their work
  - 6. Make up work which is not turned in within the make up schedule for that assignment shall receive a zero.
  - 7. Students are responsible for turning in their make up work without the teacher having to ask for it.
  - 8. Students who are absent on the day their make up work is due must turn in their work the day they return to school.
  - 9. Students who miss school due to excessive absences are not allowed to make up work.
  - 10. As required/permitted by the student's Individual Education Program or 504 Plan.
  
- B. Students who miss school due to an unexcused absence are not allowed to make up work unless the unexcused absences are part of a signed agreement as permitted by policy 4.7. Out of school suspensions are unexcused absences. Work missed while a student is expelled from school may not be made up for credit and students shall receive a zero for missed assignments.

- C. In lieu of the timeline above, assignments for students who are excluded from school by the Arkansas Department of Health during a disease outbreak are to be made up as set forth in Policy 4.57 – Immunizations.

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012 REVISED MAY 11, 2015

## EXEMPTION POLICY

- A. The purpose of the Spring Semester Test Exemption Policy is to encourage good class attendance, not to punish poor attendance. Although there is value in preparing for and taking comprehensive test, there is no substitute for students being present for classroom instruction and activities. Semester exams are a part of every class. The reward for good class attendance gives some students the option of test exemption.
- B. The secondary schools allow students to claim exemptions from spring semester examinations. In order to be eligible for an exemption, the student must meet the guidelines based on the number of absences a student accrues during the semester, the course average, and conduct in school. To claim an exemption the student must meet the following guidelines:
- C. Junior High
- \* A student must take all PBA(Project-Based Assessments) in math and literacy and all EOY (End of Year Assessments) in math and literacy, in order to be considered for exemption.
  - 1. Students will be exempt from the spring semester examinations only.
  - 2. Attendance/Grades:
    - a. “A” average in class – no more than four (4) absences.
    - b. “B” average in class – no more than three (3) absences.
    - c. “C” average in class – no more than two (2) absences.
  - 3. Conduct:

Students will be exempt on a class-by-class basis with the following exception(s):

    - a. A student who has been suspended out of school or who has served 3 or more In-school suspensions will not be exempt from any semester tests.
  - 4. Absences:
    - a. Absences will be determined as set forth in the student policy book.
    - b. Absences will be determined by the by individual teacher gradebook.
  - 5. Students may elect to take semester exams. For those students who are exempt but choose to take an exam, or those that are exempt and at school on semester exam days are required to take the exams, a lower score will not count toward the student’s grade; a higher score will count toward the student’s grade.

6. All teachers will participate in the exemption program.
7. The student's teacher shall be responsible for determining whether the student is eligible to claim an exemption based on the average and attendance in class and office generated conduct list.

All students will follow the above guidelines. Absences are accumulated per class.

#### D. Senior High

\* A student must take all PBA(Project-Based Assessments) in math and literacy and all EOY (End of Year Assessments) in math and literacy, in order to be considered for exemption.

1. Students will be exempt from the spring semester examinations only.
2. Attendance/Grades:
  - a. "A" average in class – no more than four (4) absences.
  - b. "B" average in class – no more than three (3) absences.
  - c. "C" average in class – no more than two (2) absences.
3. Conduct:

Students will be exempt on a class-by-class basis with the following exception(s):

  - a. A student who has been suspended out of school or who has served more than One (1) In-School suspension will not be exempt from any semester tests.
4. Absences:
  - a. Absences will be determined as set forth in the student policy book.
  - b. Absences will only refer to allowable absences (as determined by the policy book).
  - c. Any student that has an excessive absence in any class will not be eligible for exemption in that class.
5. Students may elect to take semester exams. For those students who are exempt but choose to take an exam, an exam grade that will lower the student's overall average will not count toward the student's grade; an exam grade that will raise the student's overall average will count toward the student's grade. Those students who are exempt and choose to attend school on semester exam days will be required to take all exams for which they are present.
6. All teachers will participate in the exemption program.
7. Students will not be exempt if they have outstanding fines or fees.
8. The student's teacher shall be responsible for determining whether the student is eligible to claim an exemption based on the average in class and office generated attendance/conduct list.

All students will follow the above guidelines. Absences are accumulated per class.

## **TARDIES - Policy 4.9**

- A. Promptness is an important character trait that district staff is encouraged to model and help develop in our schools' students. At the same time, promptness is the responsibility of each student. Students who are late to class show a disregard for both the teacher and their classmates which compromises potential student achievement.
- B. Each school shall establish a uniform procedure in which to discipline students with respect to tardiness. Information related to each school can be found in the School Procedure and Guidelines Manual.
- C. Tardiness to school in the morning is disruptive, and repeated tardiness cannot be tolerated. When excessive tardiness is a problem, a team of school officials and the student and parent will meet to develop a plan to alleviate the problem.
- D. Arkansas Department of Education attendance guidelines require that students be present six (6) instructional hours per day. Students checking in thirty (30) minutes late, leaving thirty (30) minutes early in the afternoon, or missing thirty (30) minutes of instructional time during the day will be counted ½ day absent. Any student missing 3 ½ hours or more of instructional time during a day will be counted absent for the day.

HISTORY BOE: ADOPTED JUNE 10, 2008

## **SECTION 3: ACADEMICS**

### **GRADING– Policy 5.15**

- A. Parents or guardians shall be kept informed concerning the progress of their student. Parent-teacher conferences are encouraged and may be requested by parents, guardians, or teachers. If the progress of a student is unsatisfactory in a subject, the teacher shall attempt to schedule a parent-teacher conference. In the conference, the teacher shall explain the reasons for difficulties and shall develop, cooperatively with the parents, a plan for remediation which may enhance the probability of the student succeeding. The school shall also send timely progress reports and issue grades for each nine-week grading period to keep parents/guardians informed of their student's progress. Parent-teacher conferences will be scheduled two times per year.
- B. The evaluation of each student's performance on a regular basis serves to give the parents/guardians, students, and the school necessary information to help effect

academic improvement. Students' grades shall reflect only the extent to which a student has achieved the expressed educational objectives of the course.

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

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

D. The grading scale for all schools in the district shall be as follows.

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

Elementary buildings K - 6, may incorporate a standards based reporting system in addition to or in place of the numeric grading scale.

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

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

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

G. The final grades of students who transfer in for part of a semester will be determined by blending the grades earned in the district with those earned outside the district. A complete set of guidelines is available in the Jonesboro Public School Policy Manual.

H. Report cards will be sent home at the end of each nine-week grading period. Progress reports will be sent home at the mid-point of each grading period.

I. Early Graduation

The Jonesboro School District does not encourage attempts to complete a course of study for high school graduation in less than four full academic years. However, the Board will accept modification of the four-year attendance requirement for high school graduation provided the student has satisfactorily completed the requirements for graduation as set forth by the State Board of Education and the Jonesboro School District. Students

planning to graduate early must notify the district of their decision in a timely manner. In order to graduate early, a student must complete six (6) semesters or three years of high school attendance and have successfully completed the terms of the Jonesboro School District Graduation Requirements.

The following procedures must be followed when a student requests early graduation:

1. It is recommended that students indicate their intentions to a counselor any time during their sophomore year.
  - a. A cumulative grade point average of 3.0 is recommended to apply for early graduation.
2. The student and parents/guardians will set up a conference with the counselor to complete the following:
  - a. Academic credit check
  - b. Document reasons for early graduation that align with post-high school plans
  - c. Set up a tentative final schedule
  - d. Give parental/guardian permission form for early graduation, which must be completed and returned to the principal
  - e. Instruct student to have parent/guardian and student request conference with counselor, principal, student and parent/guardian after the permission form is completed
3. A conference with the principal is mandatory. The principal will approve or disapprove the student request for early graduation. If the student disagrees with the recommendation of the principal, the request may be appealed to the superintendent.

#### J. Repeating a Class to Improve Grades

Any student in grades 10-12 who makes an unsatisfactory grade in an academic course may retake the course one time to improve the grade under the following stipulations:

1. The enrollment in the classroom does not exceed twenty-five students.
2. The course title or the course content has not changed significantly since the course was taken by the student.
3. The student must retake the course within one calendar year after receiving the unsatisfactory grade.
4. Students will not be allowed to retake a course after they have progressed to a higher level course in the same area.
5. Students will not be allowed to take higher level and lower level courses in the same subject area simultaneously.
6. Students with a grade of "B" are not allowed to repeat a class for a higher grade.



Exceptions: Students needing a course to meet minimum graduation standards will be allowed to take or retake a course with the approval of the principal.

*Legal References:* A.C.A. § 6-15-902, A.C.A. § 9-28113 (f), *State Board of Education: Standards of Accreditation 12.02, Arkansas Department of Education Rules and Regulations Governing Uniform Grading Scales for Public Secondary Schools*

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012

<p><b>ATTENDANCE REQUIREMENTS FOR STUDENTS IN GRADES 9 - 12– Policy 4.44</b></p>
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- A. Students in grades nine through twelve (9-12) are required to schedule and attend at least 360 minutes of regularly scheduled class time daily. Part of this requirement may be met by students taking post-secondary courses. Eligible students' enrollment and attendance at a post-secondary institution shall count toward the required weekly time of school attendance. Each credit hour shall count as three (3) hours of attendance time. This means a three (3) hour course shall count as nine (9) hours of the weekly required time of attendance.
- B. Students may be assigned to no more than one (1) class period each day for a study hall that the student shall be required to attend and participate in for the full period. Such study halls are to be used for the purposes of self-study or for organized tutoring which is to take place in the school building.
- C. Students may be assigned to no more than one (1) class period each day for organized and scheduled student extracurricular classes that the student shall be required to attend and participate in for the full class period. Extracurricular classes related to a seasonal activity shall meet for an entire semester whether or not the season ends prior to the end of the semester. Students must attend and participate in the class for the entire semester in order to receive credit for the course. For the purpose of this policy, extracurricular classes is defined as school sponsored activities which are not an Arkansas Department of Education approved course counting toward graduation requirements or classes that have not been approved by the Arkansas Department of Education for academic credit. Such classes may include special interest, fine arts, technical, scholastic, intramural, and interscholastic opportunities.
- D. Enrollment and attendance in vocational-educational training courses, college courses, school work programs, and other department-sanctioned educational programs may be used to satisfy the student attendance requirement even if the programs are not located at the public schools. Attendance in such alternative programs must be pre-approved by the school's administration. The district shall

strive to assign students who have been dropped from a course of study or removed from a school work program job during the semester into another placement or course of study. In the instances where a subsequent placement is unable to be made, the district may grant a waiver for the student for the duration of the semester in which the placement is unable to be made.

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

HISTORY BOE: ADOPTED JUNE 10, 2008

<p><b>SMART CORE CURRICULUM AND GRADUATION REQUIREMENTS FOR THE CLASS OF 2016 AND 2017 – Policy 4.45</b></p>
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- A. All students are required to participate in the Smart Core curriculum unless their parents or guardians, or the students if they are 18 years of age or older, sign a Smart Core Waiver Form to not participate. While Smart Core is the default option, both a Smart Core Informed Consent Form and a Smart Core Waiver Form will be sent home with students prior to their enrolling in the seventh grade, or when a 7-12 grade student enrolls in the district for the first time and there is not a signed form in the student's permanent record. Parents must sign one of the forms and return it to the school so it can be placed in the students' permanent records. This policy is to be included in student handbooks for grades 6-12 and both students and parents must sign an acknowledgement they have received the policy. Those students not participating in the Smart Core curriculum will be required to fulfill the Core curriculum or the requirements of their IEP (when applicable) to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians prior to the time they are required to sign the consent forms.
- B. While there are similarities between the two curriculums, following the Core curriculum may not qualify students for some scholarships and admission to certain colleges could be jeopardized. Students initially choosing the Core curriculum may subsequently change to the Smart Core curriculum providing they would be able to complete the required course of study by the end of their senior year. Students

wishing to change their choice of curriculums must consult with their counselor to determine the feasibility of changing paths.

- C. This policy, the Smart Core curriculum, and the courses necessary for graduation shall be reviewed by staff, students, and parents at least every other year to determine if changes need to be made to better serve the needs of the district's students. The superintendent, or his/her designee, shall select the composition of the review panel.
- D. Sufficient information relating to Smart Core and the district's graduation requirements shall be communicated to parents and students to ensure their informed understanding of each. This may be accomplished through any or all of the following means.
  - 1. Inclusion in the student handbook of the Smart Core curriculum and graduation requirements;
  - 2. Discussion of the Smart Core curriculum and graduation requirements at the school's annual public meeting, PTA meetings, or a meeting held specifically for the purpose of informing the public on this matter;
  - 3. Discussions held by the school's counselors with students and their parents; and/or
  - 4. Distribution of a newsletter(s) to parents or guardians of the district's students.
- E. Administrators, or their designees, shall train newly hired employees, required to be licensed as a condition of their employment, regarding this policy. The district's annual professional development shall include the training required by this paragraph.
- F. **GRADUATION REQUIREMENTS-** The number of units students must earn to be eligible for high school graduation are to be earned from the following categories. **The Jonesboro School District requires a minimum of 23 units for Jonesboro High School Graduation** for students participating in either the Smart Core or Core curriculum. There are some distinctions made between Smart Core units and Graduation units. Not all units earned toward graduation necessarily apply to Smart Core requirements. The provisions of a student's Individualized Education Plan (IEP) serve as his/her graduation plan.

Note: A minimum of 22 units is required for graduation for students participating in either the Smart Core or Core curriculum by the Arkansas Department of Education. In addition to the 22 units required for graduation by the Arkansas Department of Education, the Jonesboro District requires an additional one (1) unit to graduate for a total of 23 units. The additional required units may be taken from electives offered by the district.

- F. SMART CORE: Sixteen (16) units
1. English: four (4) units – 9th, 10th, 11th, and 12th
  2. Oral Communications: one-half (1/2) unit (1/2 year) (\*JHS Charter School waiver)
  3. Mathematics: four (4) units (all students under Smart Core must take a mathematics course in grade 11 or 12 and complete Algebra II.
  4. Algebra I or Algebra I-A & I-B\* which may be taken in grades 7-8 or 8-9
  5. Geometry or Investigating Geometry or Geometry A & B\* which may be taken in grades 8-9 or 9-10
    - a. A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four-unit requirement for the purpose of meeting the graduation requirement, but only serve as one unit each toward fulfilling the Smart Core requirement.
    - b. Algebra II; and
    - c. The fourth unit may be either: A math unit beyond Algebra II: this can include Pre-Calculus, Calculus, Statistics, Algebra III, Advanced Topic and Modeling in Mathematics, Mathematical Applications and Algorithms, Linear Systems and Statistics, or any of several IB or Advanced Placement math courses
    - d. Comparable concurrent credit college courses may be substituted where applicable or  
One unit of computer science chosen from ADE Essentials of Computer Programming, ADE Computer Science and Mathematics, AP Computer Science, IB Computer Science, or other options approved by ADE.
  6. Natural Science: three (3) units with lab experience chosen from
    - a. One unit of Biology; and either  
Two units chosen from the following three categories (there are acceptable options listed by the ADE for each);
    - b. Physical Science
    - c. Chemistry
    - d. Physics or Principles of Technology I & II or PIC Physics; or  
One unit from the three categories above and one unit of computer science chosen from ADE Essentials of Computer Programming, ADE Computer Science and Mathematics, AP Computer Science, IB Computer Science, or other options approved by ADE.
  7. Social Studies: three (3) units
    - a. Civics: one-half (1/2) unit
    - b. World History: one unit
    - c. American History: one unit
  8. Physical Education: one-half (1/2) unit
    - a. Note: While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.

9. Health and Safety: one-half (1/2) unit (Includes CPR & AED Training)
10. Fine Arts: one-half (1/2) unit
11. Economics: one-half (1/2) unit
12. CAREER FOCUS: - Six (6) units – at least two of the Career Focus units must be of the same foreign language.
  - a. All career focus unit requirements shall be established through guidance and counseling based on the student’s contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.

Note: A minimum of 22 units is required for graduation for students participating in either the Smart Core or Core curriculum by the Arkansas Department of Education. In addition to the 22 units required for graduation by the Arkansas Department of Education, the Jonesboro District requires an additional one (1) unit to graduate for a total of 23 units. The additional required units may be taken from electives offered by the district.

H. CORE: Sixteen (16) units

1. English: four (4) units – 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup>
2. Oral Communications: one-half (1/2) unit (\*JHS Charter School waiver)
3. Mathematics: four (4) units (years)
  - a. Algebra or its equivalent\* - 1 unit
  - b. Geometry or its equivalent\* - 1 unit
  - c. All math units must build on the base of algebra and geometry knowledge and skills.
  - d. Comparable concurrent credit college courses may be substituted where applicable.  
One unit of computer science chosen from ADE Essentials of Computer Programming, ADE Computer Science and Mathematics, AP Computer Science, IB Computer Science, or other options approved by ADE may be substituted for a math credit beyond Algebra I and Geometry.
  - e. A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four (4) unit requirement.
4. Science: three (3) units (years)
  - a. at least one (1) unit of Biology or its equivalent; and
  - b. Two units chosen from the following three categories:
    - Physical Science;
    - Chemistry;
    - Physics; or

One unit from the three categories above and one unit of computer science chosen from ADE Essentials of Computer Programming, ADE Computer

- Science and Mathematics, AP Computer Science, IB Computer Science, or other options approved by ADE.
5. Social Studies: three (3) units
    - a. Civics: one-half (1/2) unit
    - b. World History, one (1) unit
    - c. American History one (1) unit
  6. Physical Education: one-half (1/2) unit
    - a. Note: While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.
  7. Health and Safety: one-half (1/2) unit (Includes CPR & AED Training)
  8. Fine Arts: one-half (1/2) unit
  9. Economics: one-half (1/2) unit
  10. CAREER FOCUS: - Six (6) units
    - a. All career focus unit requirements shall be established through guidance and counseling based on the student's contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.
    - b. The Core and career focus units must total at least twenty-three (23) units to graduate. The Jonesboro School District requires a minimum of 23 units for Jonesboro High School Graduation for students participating in either the Smart Core or Core curriculum.
    - c. At least two of the Career Focus units must be of the same foreign language.

Note: A minimum of 22 units is required for graduation for students participating in either the Smart Core or Core curriculum by the Arkansas Department of Education. In addition to the 22 units required for graduation by the Arkansas Department of Education, the Jonesboro District requires an additional one (1) unit to graduate for a total of 23 units. The additional required units may be taken from electives offered by the district.

**Legal References:** *Standards For Accreditation 9.03 – 9.03.1.9, 14.02, ADE Guidelines for the Development of Smart Core Curriculum Policy, A.C.A. . § 6-16-143, A.C.A. . § 6-16-1406, Smart Core Informed Consent Form 2014, Smart Core Waiver Form 2014*

**HISTORY BOE: ADOPTED JUNE 10, 2008    REVISED JUNE 12, 2012, JUNE 11 , 2013, JULY 9, 2013, JUNE 10, 2014,    REVISED JUNE 9, 2015**

**SMART CORE CURRICULUM AND GRADUATION  
REQUIREMENTS FOR THE CLASS OF 2018 AND THEREAFTER  
Policy 4.45.1**

- A. All students are required to participate in the Smart Core curriculum unless their parents or guardians, or the students if they are 18 years of age or older, sign a Smart Core Waiver Form to not participate. While Smart Core is the default option, both a Smart Core Informed Consent Form and a Smart Core Waiver Form will be sent home with students prior to their enrolling in the seventh grade, or when a 7-12 grade student enrolls in the district for the first time and there is not a signed form in the student's permanent record. Parents must sign one of the forms and return it to the school so it can be placed in the students' permanent records. This policy is to be included in student handbooks for grades 6-12 and both students and parents must sign an acknowledgement they have received the policy. Those students not participating in the Smart Core curriculum will be required to fulfill the Core curriculum or the requirements of their IEP (when applicable) to be eligible for graduation. Counseling by trained personnel shall be available to students and their parents or legal guardians prior to the time they are required to sign the consent forms.
  
- B. While there are similarities between the two curriculums, following the Core curriculum may not qualify students for some scholarships and admission to certain colleges could be jeopardized. Students initially choosing the Core curriculum may subsequently change to the Smart Core curriculum providing they would be able to complete the required course of study by the end of their senior year. Students wishing to change their choice of curriculums must consult with their counselor to determine the feasibility of changing paths.
  
- C. This policy, the Smart Core curriculum, and the courses necessary for graduation shall be reviewed by staff, students, and parents at least every other year to determine if changes need to be made to better serve the needs of the district's students. The superintendent, or his/her designee, shall select the composition of the review panel.
  
- D. Sufficient information relating to Smart Core and the district's graduation requirements shall be communicated to parents and students to ensure their informed understanding of each. This may be accomplished through any or all of the following means.
  - 1. Inclusion in the student handbook of the Smart Core curriculum and graduation requirements;
  - 2. Discussion of the Smart Core curriculum and graduation requirements at the school's annual public meeting, PTA meetings, or a meeting held specifically for the purpose of informing the public on this matter;

3. Discussions held by the school's counselors with students and their parents; and/or
  4. Distribution of a newsletter(s) to parents or guardians of the district's students.
- E. Administrators, or their designees, shall train newly hired employees, required to be licensed as a condition of their employment, regarding this policy. The district's annual professional development shall include the training required by this paragraph.
- F. **GRADUATION REQUIREMENTS-** The number of units students must earn to be eligible for high school graduation are to be earned from the following categories. **The Jonesboro School District requires a minimum of 23 units for Jonesboro High School Graduation** for students participating in either the Smart Core or Core curriculum. There are some distinctions made between Smart Core units and Graduation units. Not all units earned toward graduation necessarily apply to Smart Core requirements. The provisions of a student's Individualized Education Plan (IEP) serve as his/her graduation plan.

Note: A minimum of 22 units is required for graduation for students participating in either the Smart Core or Core curriculum by the Arkansas Department of Education. In addition to the 22 units required for graduation by the Arkansas Department of Education, the Jonesboro District requires an additional one (1) unit to graduate for a total of 23 units. The additional required units may be taken from electives offered by the district.

### **Digital Learning Courses**

The District shall offer one or more digital learning course(s) through one or more District approved provider(s) as either a primary or supplementary method of instruction. The course(s) may be in a blended learning, online-based, or other technology-based format. In addition to the other graduation requirements contained in this policy, students are required to take at least one (1) digital learning course for credit while in high school.

- F. **SMART CORE:** Sixteen (16) units
1. English: four (4) units – 9th, 10th, 11th, and 12th
  2. Oral Communications: one-half (1/2) unit (1/2 year) (\*JHS Charter School waiver)
  3. Mathematics: four (4) units (all students under Smart Core must take a mathematics course in grade 11 or 12 and complete Algebra II.
  4. Algebra I or Algebra I-A & I-B\* which may be taken in grades 7-8 or 8-9
  5. Geometry or Investigating Geometry or Geometry A & B\* which may be taken in grades 8-9 or 9-10



- a. A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four-unit requirement for the purpose of meeting the graduation requirement, but only serve as one unit each toward fulfilling the Smart Core requirement.
  - b. Algebra II; and
  - c. The fourth unit may be either: A math unit beyond Algebra II: this can include Pre-Calculus, Calculus, Statistics, Algebra III, Advanced Topic and Modeling in Mathematics, Mathematical Applications and Algorithms, Linear Systems and Statistics, or any of several IB or Advanced Placement math courses.
  - d. Comparable concurrent credit college courses may be substituted where applicable; or  
One unit of computer science chosen from ADE Essentials of Computer Programming, ADE Computer Science and Mathematics, AP Computer Science, IB Computer Science, or other options approved by ADE.
6. Natural Science: three (3) units with lab experience chosen from
- a. One unit of Biology; and either:  
Two units chosen from the following three categories (there are acceptable options listed by the ADE for each);
  - b. Physical Science
  - c. Chemistry
  - d. Physics or Principles of Technology I & II or PIC Physics ; or  
One unit from the three categories above and one unit of computer science chosen from ADE Essentials of Computer Programming, ADE Computer Science and Mathematics, AP Computer Science, IB Computer Science, or other options approved by ADE.
7. Social Studies: three (3) units
- a. Civics: one-half (1/2) unit
  - b. World History: one unit
  - c. American History: one unit
8. Physical Education: one-half (1/2) unit
- a. Note: While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.
9. Health and Safety: one-half (1/2) unit (Includes CPR & AED Training)
10. Fine Arts: one-half (1/2) unit
11. Economics: one-half (1/2) unit
12. CAREER FOCUS: - Six (6) units – at least two of the Career Focus units must be of the same foreign language.
- a. All career focus unit requirements shall be established through guidance and counseling based on the student's contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.

Note: A minimum of 22 units is required for graduation for students participating in either the Smart Core or Core curriculum by the Arkansas Department of Education. In addition to the 22 units required for graduation by the Arkansas Department of Education, the Jonesboro District requires an additional one (1) unit to graduate for a total of 23 units. The additional required units may be taken from electives offered by the district.

H. CORE: Sixteen (16) units

1. English: four (4) units – 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup>
2. Oral Communications: one-half (1/2) unit (\*JHS Charter School waiver)
3. Mathematics: four (4) units (years)
  - a. Algebra or its equivalent\* - 1 unit
  - b. Geometry or its equivalent\* - 1 unit
  - c. All math units must build on the base of algebra and geometry knowledge and skills.
  - d. Comparable concurrent credit college courses may be substituted where applicable  
One unit of computer science chosen from ADE Essentials of Computer Programming, ADE Computer Science and Mathematics, AP Computer Science, IB Computer Science, or other options approved by ADE may be substituted for a math credit beyond Algebra I and Geometry.
  - e. A two-year algebra equivalent or a two-year geometry equivalent may each be counted as two units of the four (4) unit requirement.
4. Science: three (3) units (years)
  - a. at least one (1) unit of Biology or its equivalent; and
  - b. Two units chosen from the following three categories:
    - Physical Science;
    - Chemistry;
    - Physics; orOne unit from the three categories above and one unit of computer science chosen from ADE Essentials of Computer Programming, ADE Computer Science and Mathematics, AP Computer Science; IB Computer Science, or other options approved by ADE.
5. Social Studies: three (3) units
  - a. Civics: one-half (1/2) unit
  - b. World History, one (1) unit
  - c. American History one (1) unit
6. Physical Education: one-half (1/2) unit
  - a. Note: While one-half (1/2) unit is required for graduation, no more than one (1) unit may be applied toward fulfilling the necessary units to graduate.
7. Health and Safety: one-half (1/2) unit (Includes CPR & AED Training)

8. Fine Arts: one-half (1/2) unit
9. Economics: one-half (1/2) unit
10. CAREER FOCUS: - Six (6) units
  - a. All career focus unit requirements shall be established through guidance and counseling based on the student's contemplated work aspirations. Career focus courses shall conform to the curriculum policy of the district and reflect state curriculum frameworks through course sequencing and career course concentrations where appropriate.

Note: A minimum of 22 units is required for graduation for students participating in either the Smart Core or Core curriculum by the Arkansas Department of Education. In addition to the 22 units required for graduation by the Arkansas Department of Education, the Jonesboro District requires an additional one (1) unit to graduate for a total of 23 units. The additional required units may be taken from electives offered by the district.

***Legal References:*** *Standards For Accreditation 9.03 – 9.03.1.9, 14.02, ADE Guidelines for the Development of Smart Core Curriculum Policy, A.C.A. . § 6-16-143, A.C.A. . § 6-16-1406, Smart Core Informed Consent Form 2016, Smart Core Waiver Form 2016,*

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012, JUNE 11 , 2013, JULY 9, 2013, REVISED: JUNE 10, 2014, REVISED JUNE 9, 2015

<p><b>PROMOTION/RETENTION/COURSE CREDIT FOR 7-12 SCHOOLS Policy 4.55</b></p>
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- A. A disservice is done to students through social promotion and is prohibited by state law. The district shall, at a minimum, evaluate each student annually in an effort to help each student who is not performing at grade level. Parents or guardians shall be kept informed concerning the progress of their student(s). Notice of a student's possible retention or required retaking of a course shall be included with the student's grades sent home to each parent/guardian or the student if 18 or older. Parent-teacher conferences are encouraged and may be held as necessary in an effort to improve a student's academic success.

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

- B. Promotion or retention of students, or their required retaking of a course shall be primarily based on the following criteria.

1. Grade 7 – 8 – To be promoted, students must pass at least three core courses (mathematics, English, science and social studies) including both mathematics and English. Students failing English or mathematics must attend summer school for promotion. Students who fail science or social studies are recommended for summer school, but must pass at least one of these subjects to promote.
2. Grade 9 and 10– Students must earn a total of four credits in order to be promoted. This must include one credit in English and one credit in math. If these requirements are not met, attendance at summer school is required.

Regardless of the student having earned passing grades, a student who falls under one of the following categories shall be considered for retention or shall not receive credit for the course associated with the applicable assessment. The student does not take the State mandated assessment for the student's grade level or course within the time frame specified by the State. The Superintendent or designee may wave this provision when the student's failure was due to exceptional or extraordinary circumstances.

- C. If there is doubt concerning the promotion or retention of a student, or their required retaking of a course, a conference between the parents/guardians, teacher(s), other pertinent personnel, and principal shall be held before a final decision is made. The conference shall be held at a time and place that best accommodates those participating in the conference. The school shall document participation or non-participation in required conferences. If the conference attendees fail to agree concerning the student's placement, the final decision to promote or retain shall rest with the principal or his/her designee.
- D. Students who do not score proficient or above on their grade level State assessments shall be required to participate in an Academic Improvement Plan (AIP). Each AIP shall be developed by school personnel and the student's parents and shall be designed to assist the student in attaining the expected achievement level. The AIP shall also state the parent's role as well as the consequences for the student's failure to participate in the plan, which shall include the student's retention in their present grade.
- E. All students, unless exempted by the student's Individualized Education Program (IEP), must successfully pass all End-of-Course (EOC) assessments they are required to take. To receive academic credit on his/her transcript in a course requiring a student to take an EOC assessment, the student must either receive a passing score on the initial assessment or successfully participate in the remediation program identified in his/her Individualized Academic Improvement Plan (IAIP) which shall focus on the areas in which the student failed to meet the necessary

passing score. Additionally, the lack of credit could jeopardize the student's grade promotion or classification.

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

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

*Legal References: A.C.A. § 6-15-433 , A.C.A. § 6-15-2001 , A.C.A. § 6-15-2005, A.C.A. § 6-15-2009, A.C.A. § 9-28-205, State Board of Education: Standards of Accreditation 12.04.3, ADE Rules Governing the ACTAAP and the Academic Distress Program, Arkansas Department of Education Rules Governing Public School End-Of-Course Assessments and Remediation, Murphy v. State of Ark., 852 F.2d 1039 (8<sup>th</sup> Cir. 1998)*

**HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012 REVISED JULY 9, 2013 REVISED JUNE 10, 2014, REVISED JUNE 9, 2015**

<p><b>PROMOTION/RETENTION/COURSE CREDIT FOR K-6 SCHOOLS– Policy 4.55.1</b></p>
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- A. A disservice is done to students through social promotion and is prohibited by state law. The district shall, at a minimum, evaluate each student annually in an effort to help each student who is not performing at grade level. Each school in the Jonesboro Public School District shall include in the student handbook, the criteria for promotion of students to the next grade. Parents or guardians shall be kept informed concerning the progress of their student(s). Notice of a student's possible retention shall be included with the student's grades sent home to each parent/guardian. Parent-teacher conferences are encouraged and may be held as necessary in an effort to improve a student's academic success.
- B. Promotion or retention of students shall be primarily based on the following criteria. If there is doubt concerning the promotion or retention of a student, before a final decision is made, a conference between the parents/guardians, teacher(s), other pertinent personnel, and principal shall be held. The conference shall be held at a time and place that best accommodates those participating in the conference. The school shall document participation or non-participation in required conferences. If the conference attendees fail to agree concerning the student's placement, the final decision to promote or retain shall rest with the principal.

- C. Students who do not score proficient or above on their grade level Benchmark Exams shall be required to participate in an Academic Improvement Plan (AIP). Each AIP shall be developed by school personnel and the student’s parents and shall be designed to assist the student in attaining the expected achievement level. The AIP shall also state the parent’s role as well as the consequences for the student’s failure to participate in the plan, which shall include the student’s retention in their present grade.
- D. Promotion/retention or graduation of students with an Individual Educational Plan (IEP) shall be based on their successful attainment of the goals set forth in their IEP.

**Legal References:** A.C.A. § 6-15-433, A.C.A. § 6-15-2001, A.C.A. § 6-15-2005, A.C.A. § 6-15-2009, State Board of Education: Standards of Accreditation 12.04.3, ADE Rules Governing the ACTAAP and the Academic Distress Program 7.02-7.02.9, 7.03-7.03.7.3, Arkansas Department of Education Rules Governing Public School End-Of-Course Assessments and Remediation 4.0 and 5.0, *Murphy v. State of AR., F.2d 1039 (8<sup>th</sup> Cir. 1988)*

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012 REVISED JUNE 10, 2014

**PARTICIPATION IN GRADUATION CEREMONIES**

- A. Students not completing graduation requirements will not be allowed to participate in graduation ceremonies.

HISTORY BOE: ADOPTED JUNE 10, 2008

**HONOR ROLL/HONOR GRADUATES – Policy 5.17**

- A. Students in grades K-6 who maintain all A’s and B’s for the grading period will be recognized for their academic achievement.
- B. Students in grades 7-12 who maintain a 3.0 or higher and have all A’s and B’s for the grading period will be recognized for their academic achievement.
- C. Students who have successfully completed the Smart Core curriculum and two years of the same foreign language and have a cumulative GPA of 3.5 or higher will be designated as honor students. The GPA shall be derived from courses taken in public schools in grades nine (9) through twelve (12). An Honor Graduate candidate must have exhibited appropriate student conduct (alternative school placement or receive suspensions longer than 5 days).

**Effective for the Graduating Class of 2015-2016**

An honor graduate from Jonesboro High School will have a cumulative GPA of 3.5 or higher and successfully complete the following over the course of eight (8) semesters (grades 9-12):

- The Smart Core curriculum
- Two (2) years of the same foreign language
- Three (3) Advanced Placement courses  
(Pre AP courses will not fulfill this requirement).

An honor graduate candidate must have exhibited appropriate student conduct and must meet the following guidelines:

- No placement at the alternative school (grades 9-12)
  - No more than 5 total days of OSS (grades 9-12).
- D. Parents or guardians of a student, or a student eighteen (18) years of age or older, who choose to not have the student publicly identified as an honor roll or honor graduate student must submit a written request that the student not be so identified.
- E. The honor student with the highest GPA and who has been enrolled in an accredited school in grades 9 through 12 and in Jonesboro High School for his/her entire senior year shall serve as the valedictorian of his/her graduating class.
- F. The honor student with the second highest GPA and who has been enrolled in an accredited school in grades 9 through 12 and in Jonesboro High School for his/her entire senior year shall serve as the salutatorian of his/her graduating class.
- G. Designations will be as follows:
- |     |             |                 |
|-----|-------------|-----------------|
| GPA | 3.50 – 3.74 | cum laude       |
| GPA | 3.75 – 4.00 | magna cum laude |
| GPA | above 4.00  | summa cum laude |

History BOE: **ADOPTED JUNE 10, 2008 REVISED JUNE 14, 2011**

**FOREIGN EXCHANGE STUDENTS**

- A. To ensure a smooth transition and an equally rewarding education experience, the following guidelines will be followed:
1. The student must live with a family who resides within the district boundaries.
  2. The student must possess a J-1 visa.
  3. Only those students experiencing a foreign exchange program for the first time in the United States will be eligible for acceptance.
  4. The student must be able to speak and write English.
  5. The student must have a minimum “B” average in his/her home country.
  6. The student must be accepted by the principal by July 1 of the year the student plans to attend.
  7. The student must present to the principal, at the time of registration, a copy of his/her health record, translated into the English language.

8. Students must follow the same rules and regulations and meet the same expectations as all other Jonesboro students.
9. No more than (4) foreign exchange students with no more than two from the same geographic area will be accepted.

HISTORY BOE: ADOPTED JUNE 10, 2008

### **GIFTED/TALENTED EDUCATION: IDENTIFICATION AND PROGRAMMING**

It shall be the policy of the Board of Education that:

- A. The school district shall develop procedures to identify gifted and talented students in accordance with guidelines established by the State Department of Education.
- B. The school district shall provide educational opportunities for students identified as gifted and talented appropriate to their ability.
- C. Each school shall use procedures to evaluate the effectiveness of the provisions of these educational opportunities.
- D. Criteria used includes teacher (or other) recommendation, grades, task commitment, creativity, and scores on standardized tests. When all subjective data is equal, in order to assure the most deserving students the opportunity to participate in the program and to eliminate the appearance of tracking, the criterion for the selection of students placed in the Gifted/Talented classrooms is as follows: objective data and committee recommendation.

***Legal References:*** *Standards for Accreditation of Arkansas Public Schools, (XIII)*

HISTORY BOE: ADOPTED JUNE 10, 2008

### **ADVANCED PLACEMENT COURSES – Policy 5.21**

- A. Advanced Placement Classes are those courses sponsored by the College Board based on the principles of excellence, equality and commitment. All students who are willing to accept the challenge of a rigorous academic curriculum will be considered for admission to AP courses in English Literature, English Language, Spanish, US Government, US History, World History, Studio Art, Art History, Music Theory, Chemistry, Biology, Calculus, and Statistics.
- B. All students taking AP Classes are required to take the corresponding AP Exams. Weighted credit is available for these classes. To receive weighted credit for an AP class, a student must be enrolled in an AP course for the entire year and take the AP



Exam in May. A return fee will be charged to students who fail to take an exam ordered for them and the counselor will be notified that weighted credit cannot be given for the class. Failure to pay this fee will result in the withholding of grades or a diploma.

- C. The State of Arkansas pays the AP Exam fee for each test taken. A local testing fee of ten dollars per student is collected. Late testing fees are the responsibility of the student unless the need for late testing is due to school related activities. If a student cannot take the regularly scheduled test because of a school related function (i.e. State Tournament), the district will be responsible for these exam fees.
- D. Students failing (F) an AP class may sign up to take the AP Exam for that course, but the student will be responsible for paying the testing fee.
- E. Pre-AP courses are offered in English 10, Spanish, Geometry, Pre-Calculus/Trig, Chemistry, and Biology. These courses are designed to prepare students for the rigor of AP classes. Pre-AP students will not take the AP exam and no weighted credit is given for the classes.

*Legal References: Arkansas Department of Education Rules and Regulations Governing Uniform Grading Scales for Public Secondary Schools*

HISTORY BOE: ADOPTED JUNE 10, 2008    REVISED JUNE 8, 2010

<b>CONCURRENT CREDIT – Policy 5.22</b>
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- A. A ninth through twelfth grade student who successfully completes a college course(s) from an institution approved by the Arkansas Department of Education shall be given credit toward high school grades and graduation at the rate of one (1) high school credit for each three (3) semester hours of college credit.
- B. Students are responsible for having the transcript for the concurrent credit course(s) they've taken sent to their school in order to receive credit for the course(s). Students will retain credit applied toward a course required for high school graduation from a previously attended, accredited, public school.
- C. Any and all costs of higher education courses taken for concurrent credit are the student's responsibility.

**The Academies At Jonesboro High School Concurrent Credit Requirements**

- Before a student is allowed to enroll in a concurrent course, he/she must meet all of ASU's admission requirements and must have a qualifying test score submitted to ASU no later than May 15

- The student will be responsible for the costs of taking the qualifying test as stated in the RULES GOVERNING CONCURRENT COLLEGE AND HIGH SCHOOL CREDIT
- US History I is a prerequisite for US History II and must be taken in consecutive semesters
- If a student drops concurrent US History I at semester, he/she will be required to take regular US History II semester two
- If a student drops concurrent AP World History at semester, he/she will be required to take regular World History semester two
- Composition I is a prerequisite for Composition II and must be taken in consecutive semesters
- Comp I will replace English 11 credit and Comp II will count as an elective
- If a student drops concurrent English at semester, he/she will be required to take regular English 11 semester two
- Biology I is a prerequisite for Biology II and must be taken in consecutive semesters
- College Algebra must be taken in conjunction with PreCal/Trig or College Trigonometry to meet graduation requirements

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JULY 9, 2013

### **HOMEBOUND INSTRUCTION – SPECIAL INSTRUCTIONAL PROGRAM**

- A. The district may provide homebound instruction for those students who are unable to attend regular school instruction. Need for such programs shall be based on individual student needs and shall be provided in accordance with appropriate rules and regulations.

HISTORY BOE: ADOPTED JUNE 10, 2008

### **SPECIAL INSTRUCTIONAL PROGRAMS**

- A. Adapted programs are provided for students identified meeting eligibility requirements:
1. Special Education – A full continuum of services including but not limited to speech therapy, indirect services, resource, and self-contained programs are available to all qualifying students in the Jonesboro District. Prior to the evaluation of students regarding special education services, a pre-referral procedure will be implemented. Data will be gathered on a student, reviewed by a committee and a plan for success will be implemented. State Department of Education guidelines will be followed in all situations related to special education

services. For additional information related to special education contact the Jonesboro Central Office.

2. Section 504 of the Rehabilitation Act of 1973 prohibits discrimination and assures that disabled students are provided equal benefits and educational opportunities as non-disabled students. It provides reasonable accommodations for students with instructional classroom needs and physical or mental impairments that substantially limits one or more major life activities. For additional information related to 504 Services contact the Jonesboro Central Office.

HISTORY BOE: ADOPTED JUNE 10, 2008

### **HOMEWORK – Policy 5.14**

- A. Homework is considered to be part of the educational program of the District. Assignments shall be an extension of the teaching/learning experience that promotes the student’s educational development. As an extension of the classroom, homework must be planned and organized and should be viewed by the students as purposeful.
- B. Teachers should be aware of the potential problem students may have completing assignments from multiple teachers and vary the amount of homework they give from day to day.
- C. Homework assignments shall not be excessive (approximately 30 – 40 minutes per subject daily).
- D. Homework assignments may represent 10% but no more than 20% of the student’s 9-week grade.

**Legal Reference:** *State Board of Education Rules & Regulations: Accreditation Standards 10.07*

HISTORY BOE: ADOPTED JUNE 10, 2008

### **ALTERNATIVE LEARNING ENVIRONMENTS – Policy 5.26**

- A. The district shall have an alternative learning environment (ALE) which shall be part of an intervention program designed to provide guidance, counseling, and academic support to students who are experiencing emotional, social, or academic problems.
- B. The superintendent or his/her designee shall appoint an Alternative Education Placement Team which shall have the responsibility of determining student

placement in the ALE. The team should consist of at least a school counselor, the ALE director or principal, the building principal or assistant principal, a parent or legal guardian, LEA special education/504 representative if applicable, and a regular classroom teacher.

- C. Students who are placed in the ALE shall generally exhibit at least two of the following characteristics:
1. Disruptive behavior
  2. Drop out from school
  3. Personal or family problems or situations
  4. Recurring absenteeism
  5. Transition to or from residential programs
  6. Transition to or from incarceration
- In some circumstances, a single incident may result in an ALE placement. These situations must have approval from the central office.
- D. For the purposes of the ALE, personal or family problems or situations are conditions that negatively affect the student's academic and social progress. These may include, but are not limited to:
1. Ongoing, persistent lack of attaining proficiency levels in literacy and mathematics
  2. Abuse: physical, mental, or sexual
  3. Frequent relocation of residency
  4. Homelessness
  5. Inadequate emotional support
  6. Mental/physical health problem
  7. Pregnancy
  8. Single parenting
- E. Prior to a long term assignment to the ALE, intervention activities encouraged. These interventions include but are not limited to: parent conference, behavior modification plans, counseling, school based mental health, classroom interventions, etc.
- F. The teachers and administrator of the ALE shall determine exit criteria for students assigned to the district's ALE on which to base the student's return to the regular school program of instruction.
- G. The district's ALE program shall follow class size, staffing, curriculum, and expenditure requirements identified in the ADE Rules Governing the Distribution of Student Special Needs Funding and the Determination of Allowable Expenditure of These Funds.

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED: JUNE 10, 2014

## **SECTION 4: RESIDENCY/ENROLLMENT/RECORDS**

### **RESIDENCE REQUIREMENTS – Policy 4.1**

**Definitions:**

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

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

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

- A. The schools of the district shall be open and free through the completion of the secondary program to all persons between the ages of five (5) and twenty one (21) years whose parents, legal guardians, or other persons having lawful control of the person under an order of a court reside within the district and to all persons between those ages who have been legally transferred to the district for educational purposes.
- B. Any person eighteen (18) years of age or older may establish a residence separate and apart from his or her parents or guardians for school attendance purposes.
- C. In order for a person under the age of eighteen (18) years to establish a residence for the purpose of attending the district’s schools separate and apart from his or her parents, guardians, or other persons having lawful control of him or her under an order of a court, the person must actually reside in the district for a primary purpose other than that of school attendance. However, a student previously enrolled in the district who is placed under the legal guardianship of a noncustodial parent living outside the district by a custodial parent on active military duty may continue to attend district schools. A foster child who was previously enrolled in a district school and who has had a change in placement to a residence

outside the district, may continue to remain enrolled in his/her current school unless the presiding court rules otherwise.

- D. Under instances prescribed in A.C.A. 6-18-203, a child or ward of an employee of the district or of the education coop to which the district belongs may enroll in the district even though the employee and his/her child or ward reside outside the district.
- E. Act 1255 of 2005 gives the Department of Human Services the authority to require a school district to waive the residency requirement for foster children unless a court determines it is not in the child's best interest for the child to remain in his/her current school. The Act further provides that districts are "encouraged to work out a plan for transportation for the child to remain in the child's current school."

**Legal References:** A.C.A. § 6-4-302, A.C.A. § 6-18-202, A.C.A. § 6-18-203, A.C.A. § 9-28-113,

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 14, 2011 REVISED JULY 8, 2013

## **ENTRANCE REQUIREMENTS - Policy 4.2**

- A. To enroll in a school in the district, the child must be a resident of the district as defined in district policy (4.1—RESIDENCE REQUIREMENTS) meet the criteria outlined in policy (4.40—HOMELESS STUDENTS), or in policy (4.52 – STUDENTS WHO ARE HOMELESS CHILDREN), be accepted as a transfer student under the provisions of policy 4.4, or participate under a school choice option and submit the required paperwork as required by the choice option.
- B. Students may enter kindergarten if they will attain the age of five (5) on or before August 1 of the year in which they are seeking initial enrollment. Any student who has been enrolled in a state-accredited or state-approved kindergarten program in another state, or in a kindergarten program equivalent in another country for at least sixty (60) days, who will become five (5) years old during the year in which he/she is enrolled in kindergarten, and who meets the basic residency requirement for school attendance may be enrolled in kindergarten upon written request to the district.
- C. Any child who will be six (6) years of age on or before October 1 of the school year of enrollment and who has not completed a state-accredited kindergarten program shall be evaluated by the district and may be placed in the first grade if the results of the evaluation justify placement in the first grade and the child's parent or legal guardian agrees with placement in the first grade; otherwise the child shall be placed in kindergarten.

- D. Any child may enter first grade in a district school if the child will attain the age of six (6) years during the school year in which the child is seeking enrollment and the child has successfully completed a kindergarten program in a public school in Arkansas.
- E. Any child who has been enrolled in the first grade in a state-accredited or state-approved elementary school in another state for a period of at least sixty (60) days, who will become age six (6) years during the school year in which he/she is enrolled in grade one (1), and who meets the basic residency requirements for school attendance may be enrolled in the first grade.
- F. Students who move into the district from an accredited school shall be assigned to the same grade as they were attending in their previous school (mid-year transfers) or as they would have been assigned in their previous school. Home-schooled and private school students shall be evaluated by the district to determine their appropriate grade placement.
- G. Prior to the child's admission to a district school:
1. The parent, guardian, or other responsible person shall furnish the child's Social Security number, or if they request, the district will assign the child a nine (9) digit number designated by the department of education.
  2. The parent, guardian, or other responsible person shall provide the district with one (1) of the following documents indicating the child's age:
    - a. A birth certificate;
    - b. A statement by the local registrar or a county recorder certifying the child's date of birth;
    - c. An attested baptismal certificate;
    - d. A passport;
    - e. An affidavit of the date and place of birth by the child's parent or guardian;
    - f. United States military identification; or
    - g. Previous school records.
  3. The parent, guardian, or other responsible person shall indicate on school registration forms whether the child has been expelled from school in any other school district or is a party to an expulsion proceeding. The Board of Education reserves the right, after a hearing before the Board, not to allow any person who has been expelled from another school district to enroll as a student until the time of the person's expulsion has expired.
  4. In accordance with Policy 4.57 – Immunizations, the child shall be age appropriately immunized or have an exemption issued by the Arkansas Department of Health.

- H. Act 1255 of 2005 requires schools to “immediately” enroll foster children whether or not they can produce “required clothing or required records.”
- I. The district shall make no attempt to ascertain the immigration status, legal or illegal, of any student or his/her parent or legal guardian presenting for enrollment.
- J. Uniformed Services Member’s Children (Refer to JPS District Policy 4.2)  
An eligible child as defined in this policy shall:
1. be allowed to continue his/her enrollment at the grade level commensurate with his/her grade level he/she was in at the time of transition from his/her previous school, regardless of age;
  2. be eligible for enrollment in the next highest grade level, regardless of age if the student has satisfactorily completed the prerequisite grade level in his/her previous school;
  3. enter the district’s school on the validated level from his/her previous accredited school when transferring into the district after the start of the school year;
  4. be enrolled in courses and programs the same as or similar to the ones the student was enrolled in his/her previous school to extent that space is available. This does not prohibit the district from performing subsequent evaluations to ensure the appropriate placement and continued enrollment of the student in the courses/and/or programs;
  5. be provided services comparable to those the student with disabilities received in his/her previous school based on his/her previous Individualized Education Program (IEP). This does not preclude the district school from performing subsequent evaluations to ensure appropriate placement of the student;
  6. make reasonable accommodations and modifications to address the needs of an incoming student with disabilities, subject to an existing 504 or title II Plan, necessary to provide the student with equal access to education. This does not preclude the district school from performing subsequent evaluations to ensure appropriate placement of the student;
  7. be enrolled by an individual who has been given the special power of attorney for the student’s guardianship. The individual shall have the power to take all other actions requiring parental participation and/or consent;
  8. be eligible to continue attending district schools if he/she has been placed under the legal guardianship of a noncustodial parent living outside the district by a a custodial parent on active military duty.

\*Refer to JPS District Policy 4.2 Entrance Requirements

**Legal References:** A.C.A. § 6-18-201 (c), A.C.A. § 6-18-207, A.C.A. § 6-18-208, A.C.A. § 6-18-702, A.C.A. § 6-15-504 (f), A.C.A. § 9-28-113, A.C.A. § 6-4-302, A.C.A. § 6-18-510

**HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012 REVISED: JUNE 9, 2015**



### **COMPULSORY ATTENDANCE REQUIREMENTS - Policy 4.3**

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

*Legal Reference:* A.C.A. § 6-18-201

*History BOE:* Adopted June 10, 2008 Revised JUNE 14, 2011

### **STUDENT TRANSFERS- Policy 4.4**

- A. The Jonesboro School District shall review and accept or reject requests for transfers, both into and out of the district, on a case by case basis.
- B. The district may reject a nonresident's application for admission if its acceptance would necessitate the addition of staff or class rooms, exceed the capacity of a program, class, grade level, or school building, or cause the district to provide educational services not currently provided in the affected school. The district shall reject applications that would cause it to be out of compliance with applicable laws and regulations regarding desegregation.
- C. Any student transferring from a school accredited by the Arkansas Department of Education to a school in this district shall be placed into the same grade the student would have been in had the student remained at the former school. Any grades, course credits, and/or promotions received by a student while enrolled in the Division of Youth Services system of education shall be considered transferable in

the same manner as those grades, course credits, and promotions from other accredited Arkansas public educational entities.

- D. Any student transferring from home school or a school that is not accredited by the Department of Education to a district school shall be evaluated by district staff to determine the student's appropriate grade placement. The district specifically reserves the right to utilize various assessment techniques to determine appropriate grade placement.
- E. The Board of Education reserves the right, after a hearing before the board, not to allow any person who has been expelled from another district to enroll as a student until the time of the person's expulsion has expired.
- F. Except as otherwise required or permitted by law, the responsibility for transportation of any nonresident student admitted to a school in this district shall be borne by the student or the student's parents. The district and the resident district may enter into a written agreement with the student or student's parents to provide transportation to or from the district, or both.

**Legal References:** A.C.A. § 6-18-316, A.C.A. § 6-18-510, A.C.A. § 6-15-504 (f), A.C.A. § 9-28-113 (b)(4), State Board of Education Standards of Accreditation 12.05

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 14, 2011 REVISED MAY 11, 2015

### **SCHOOL CHOICE - Policy 4.5**

- A. The student's parent shall submit a school choice application to the non-resident district which must be postmarked or hand delivered on or before May 1 preceding the fall semester the applicant would begin school in the district.
- B. The district shall date and time stamp all applications as they are received in the district's Central Office.
- C. Applications received after May 1 will not be accepted.
- D. The superintendent will consider all properly submitted applications for School Choice and by July 1, the Superintendent shall notify the parent and the student's resident district, in writing, of the decision to accept or reject the application.

\*Refer to JPS District Policy 4.5 School Choice

**Legal References:** A.C.A. § 6-1-106, A.C.A. § 6-13-113, A.C.A. § 6-15-430(b), A.C.A. § 6-18-227, A.C.A. § 6-18-510, A.C.A. § 6-18-1901 et. seq., A.C.A. § 6-21-812, ADE Rules Governing Guidelines, Procedures and Enforcement of the Arkansas Opportunity Public School Choice Act

HISTORY BOE: ADOPTED JUNE 10, 2008 JULY 9, 2013, REVISED MAY 11, 2015

## **HOME SCHOOLING - Policy 4.6**

- A. Parents or legal guardians desiring to provide a home school for their children must give written notice to the superintendent of their intent to do so and sign a waiver acknowledging that the State of Arkansas is not liable for the education of their children during the time the parents choose to home school. Notice shall be given:
  - 1. At the beginning of each school year, but no later than August 15;
  - 2. By December 15 for parents who decide to start home schooling at the beginning of the spring semester; or
  - 3. Fourteen (14) calendar days prior to withdrawing the child (provided the student is not currently under disciplinary action for violation of any written school policy, including, but not limited to, excessive absences and at the beginning of each school year thereafter.
  
- B. The parents or legal guardians shall deliver written notice in person to the superintendent the first time such notice is given and the notice must include:
  - 1. The name, date of birth, grade level, and the name and address of the school last attended, if any;
  - 2. The location of the home school;
  - 3. The basic core curriculum to be offered;
  - 4. The proposed schedule of instruction; and
  - 5. The qualifications of the parent-teacher.
  
- C. To aid the district in providing a free and appropriate public education to students in need of special education services, the parents or legal guardians home-schooling their children shall provide information which might indicate the need for special education services.
  
- D. Any student transferring from home school to a district school shall be evaluated by district staff to determine the student's appropriate grade placement. The district specifically reserves the right to utilize various assessment techniques to determine appropriate grade placement.

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

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012

## **HOMELESS STUDENTS – Policy 4.40**

- A. The Jonesboro School District will afford the same services and educational opportunities to homeless children as are afforded to non-homeless children. The superintendent or his/her designee shall appoint an appropriate staff person to be the local educational liaison for homeless children and youth whose responsibilities shall include coordinating with the state educational liaison for homeless children

and youth to ensure that homeless children are not stigmatized or segregated on the basis of their status as homeless and such other duties as are prescribed by law and this policy.

- B. Notwithstanding Policy 4.1, homeless students living in the district are entitled to enroll in the district's school that non-homeless students who live in the same attendance area are eligible to attend. If there is a question concerning the enrollment of a homeless child due to a conflict with Policy 4.1 or 4.2, the child shall be immediately admitted to the school in which enrollment is sought pending resolution of the dispute. It is the responsibility of the district's local educational liaison for homeless children and youth to carry out the dispute resolution process.
- C. To the extent feasible, the district shall do one of the following according to what is in the best interest of a homeless child. For the purposes of this policy "school of origin" means the school the child attended when permanently housed or the school in which the child was last enrolled.)
  - 1. continue educating the child who becomes homeless between academic years or during an academic year in their school of origin for the duration of their homelessness;
  - 2. continue educating the child in his/her school of origin who becomes permanently housed during an academic year for the remainder of the academic year; or
  - 3. enroll the homeless child in the school appropriate for the attendance zone where the child lives.
- D. If the district elects to enroll a homeless child in a school other than their school of origin and such action is against the wishes of the child's parent or guardian, the district shall provide the parent or guardian with a written explanation of their reason for so doing which shall include a statement of the parent/guardian's right to appeal.
- E. In any instance where the child is unaccompanied by a parent or guardian, the district's local educational liaison for homeless children and youth shall assist the child in determining his/her place of enrollment. The liaison shall provide the child with a notice of his/her right to appeal the enrollment decision.
- F. The district shall be responsible for providing transportation for a homeless child, at the request of the parent or guardian (or in the case of an unaccompanied youth, the liaison), to and from the child's school.
- G. For the purposes of this policy, students shall be considered homeless if they lack a fixed, regular, and adequate nighttime residence and
  - 1. are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate

- accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement;
2. have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
  3. are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and includes
  4. are migratory children who are living in circumstances described in clauses (a) - (c).

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

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012

## STUDENTS WHO ARE FOSTER CHILDREN – Policy 4.52

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

\*Refer to JPS District Policy 4.52 Students Who Are Foster Children

**Legal Reference:** A.C.A. § 9-28-113

HISTORY BOE: ADOPTED MAY 11, 2015

## SECTION 5: STUDENT BEHAVIOR

### STUDENT DISCIPLINE - Policy 4.17

- A. The Jonesboro School Board of Education has a responsibility to protect the health, safety, and welfare of the district’s students and employees. To help maintain a safe environment conducive to high student achievement, the board establishes policies necessary to regulate student behavior to promote an orderly school environment that is respectful of the rights of others and ensures the uniform enforcement of student discipline. Students are responsible for their conduct that occurs:

1. at any time on the school grounds;
  2. off school grounds at a school sponsored function, activity, or event;
  3. going to and from school or a school activity.
- B. The district's administrators may also take disciplinary action against a student for off-campus conduct occurring at any time that would have a detrimental impact on school discipline, the educational environment, or the welfare of the students and/or staff. A student who has committed a criminal act while off campus and whose presence on campus could cause a substantial disruption to school or endanger the welfare of other students or staff is subject to disciplinary action up to and including expulsion. Such acts could include, but are not limited to a felony or an act that would be considered a felony if committed by an adult, an assault or battery, drug law violations, or sexual misconduct of a serious nature. Any disciplinary action pursued by the district shall be in accordance with the student's appropriate due process rights.
- C. The district's policy committee shall review the student discipline policies annually and may recommend changes in the policies to the Jonesboro School Board of Education. The board shall approve any changes to student discipline policies.
- D. The district's student discipline policies shall be distributed to each student during the first week of school each year and to new students upon their enrollment. Each student's parent or legal guardian shall sign and return to the school an acknowledgement form documenting that they have received the policies.
- E. It is required by law that the principal or the person in charge, report to the police any incidents the person has personal knowledge of or has received information leading to a reasonable belief that a person has committed or threatened to commit an act of violence or any crime involving a deadly weapon on school property or while under school supervision. If the person making the report is not the superintendent, that person shall also inform the superintendent of the incident. Additionally, the principal shall inform any school employee or other person who initially reported the incident that a report has been made to the appropriate law enforcement agency. The superintendent or designee shall inform the Board of Directors of any such report made to law enforcement.
- F. The **minimum penalty** for student misconduct will be a **verbal warning** and the **maximum penalty** will be **expulsion** by the board or legal action dependent upon the severity and frequency of the misconduct.

**Legal Reference:** A.C.A. § 6-18-502, A.C.A. § 6-17-113  
HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012

## PROHIBITED CONDUCT- Policy 4.18

A. Students and staff require a safe and orderly learning environment that is conducive to high student achievement. JPS personnel recognize that each student discipline case must be handled on its own merits. While it is important that parents be notified about the behavior of student's, it is also recognized that not every case of discipline needs to be reported to parents at the time of the offense. The circumstances of each may dictate a different approach. On offenses that result in either an in-school or out of school suspension, an effort will be made to notify parents immediately. Prohibited behaviors include, but shall not be limited to the following.

1. **Insubordination** - Disrespect for school employees and failing to comply with their reasonable directions or otherwise demonstrating insubordination;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Expulsion*
2. **Disorderly Conduct** - Disruptive behavior that interferes with orderly school operations;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Expulsion*
3. **Physical Abuse, Threat or Assault on a Student** - Willfully and intentionally assaulting or threatening to assault or physically abusing any student;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Expulsion*
4. **Verbal Abuse of a School Employee** – Harassing, threatening or inappropriate behavior directed toward any school employee;  
*Minimum - Suspension*  
*Maximum - Expulsion*
5. **Physical Abuse, Threat or Assault on a School Employee** - Willfully and intentionally assaulting or threatening to assault or physically abusing any school employee;  
*Minimum - Suspension*  
*Maximum - Expulsion*
6. **Weapons** - Possession of any weapon or object that can reasonably be considered capable of causing bodily harm to another individual;  
*Recommended Expulsion – See Policy 4.22*
7. **Tobacco** - Possession or use of tobacco or any tobacco related paraphernalia in any form on any property owned or leased by any public school;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Suspension*
8. **Vandalism/Theft** - Willfully or intentionally damaging, destroying, or stealing school property;

- Minimum - Conference/Parent Notification/Restitution*  
*Maximum – Expulsion/Restitution*
9. **Electronic Communication Devices** - Misuse of any electronic devices on the school campus during normal school hours;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum – Suspension, Restitution*
  10. **Drug/Alcohol** - Possession, attempting to possess, selling, attempting to sell, buying, attempting to buy, distributing, or being under the influence of an alcoholic beverage, any illegal drug, unauthorized inhalants, any ingestible matter, or the inappropriate use or sharing of prescription or over the counter drugs, or other intoxicants, or anything represented to be a drug;  
*Minimum – Suspension*  
*Maximum – Expulsion*
  11. **Misuse of Medication/Medical Supplies**  
 Sharing, diverting, transferring, applying to others (such as needles or lancets), or in any way misusing medication or any medical supplies in their possession;  
*Minimum – Suspension*  
*Maximum – Expulsion*
  12. **Public Display or Affection** - Inappropriate public displays of affection;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Suspension*
  13. **Cheating** - Cheating, copying, forging, or claiming another person's work to be his/her own;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Suspension*
  14. **Gambling** – Participation in any game of chance;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Suspension*
  15. **Dress Code** - Inappropriate student dress;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Suspension*
  16. **Profanity** - Use of vulgar, profane, or obscene language or gestures;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Suspension*
  17. **Truancy** – Absence from school or a class without parent and/or school authorities prior knowledge or consent;  
*Minimum - Conference/Warning/Parent Notification*  
 \*A court referral will be submitted after 6 truancies.  
*Maximum - Suspension*
  18. **Tardiness** - Excessive tardiness;  
*Minimum - Conference/Warning/Parent Notification*



*Maximum – Suspension*

*\*NOTE: Secondary*

*Tardies 1-4 No punishment; Tardies 5-8 Lunch Detention;*

*Tardies 9 or more will result in Out-of-School Suspension*

19. **Discrimination** - Engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, or disability;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Suspension*
20. **Hazing** - Hazing, or aiding in the hazing of another student;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Suspension*
21. **Gangs or Gang-Related Activities**- Activities including belonging to secret societies of any kind, are forbidden on school property. Gang insignias, clothing, “throwing signs” or other gestures associated with gangs are prohibited;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Expulsion*
22. **Sexual Activity** - Sexual harassment or other sexual activity;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Expulsion*
23. **Harassment or Bullying** – Harassing, verbally assaulting or inappropriately threatening another student;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Expulsion*
24. **Disrupting the Learning Environment** – Any behavior that disrupts or threatens the learning environment including bomb threats, false alarms, inciting a riot, etc.  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Expulsion*
25. **Loitering** – Inappropriate entry or assembly on a school campus;  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum - Expulsion*
26. **Behavior that is subversive to good order and discipline even though such behavior is not explicitly listed in the above rules.**  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum – Expulsion*
27. **Possess, view, distribute or electrically transmit sexually explicit or vulgar images or representations, whether electronically, on a data storage device, or in hard copy form**  
*Minimum - Conference/Warning/Parent Notification*  
*Maximum – Expulsion*
28. **Defacing ID, Mutilation, destroying, damaging, misusing, reproducing, altering or defacing any student identification card**

*Minimum – Warning*  
*Maximum – Suspension*

29. **Failure to Identify, refusing to give one’s name or using a false name when asked by a school employee to identify one’s self. This includes failure to wear or properly display Student ID.**

*Minimum – Warning*  
*Maximum – Suspension*

30. **Operating a vehicle on school grounds while using a wireless communication device.**

*Minimum – Warning*  
*Maximum – Suspension*

- B. The Board directs each school in the district to develop implementation regulations for prohibited student conduct consistent with applicable Board policy, State and Federal laws, and judicial decisions.
- C. The Jonesboro School District reserves the right to pursue disciplinary, legal action or contact juvenile authorities for behaviors that justify such actions.
- D. In extreme circumstances where law enforcement must be contacted immediately, every effort will be made to contact parents before students are removed from the campus by authorities.

**Legal References:** A.C.A. § 6-18-502, A.C.A. § 6-18-707, A.C.A. § 6-15-1005, A.C.A. § 6-21-609, A.C.A. § 6-18-506, A.C.A. § 6-18-222, A.C.A. § 6-5-201, A.C.A. § 6-18-514, A.C.A. § 27-51-1602, A.C.A. § 27-51-1603, A.C.A. § 27-51-1609

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012, REVISED MAY 11, 2015

## **USE OF ELECTRONIC DEVICES – Policy 4.47**

Students are responsible for conducting themselves in a manner that respects the rights of others. Misuse of any electronic device, whether district or student owned, that interferes with a positive, orderly, classroom environment does not respect the rights of others and is expressly forbidden. To protect the security of state originated test that are administered part of the Arkansas Comprehensive, Testing Assessment and Accountability Program (ACTAAP), no electronic device as defined in this policy shall be accessible by a student’s IEP or individual health plan. This means that when a student is taking an ACTAAP assessment, the student shall not have his/her electronic device in his/her possession. Any student violating this provision shall be subject to this policy’s disciplinary provisions. As used in this policy, “electronic devices” means anything that can be used to transmit capture images, sound or data.

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

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

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

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

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

Students who use electronic devices for non-school purposes, except as permitted by the district's Internet/computer use policy, shall be subject to discipline, up to and including suspension or expulsion.

No student shall use any wireless communications device for the purposes of browsing the internet; composing or reading emails and text messages; or making or answering phone calls while driving a motor vehicle which is in motion and on school property. Violation may result in disciplinary action up to and including suspension.

***Legal Reference:*** A.C.A. § 6-18-515 ADE Test Administration Manual; A.C.A. § 27-51-1602; A.C.A. § 27-51-1603; A.C.A. § 27-51-1609

**HISTORY BOE: ADOPTED JUNE 10, 2008    REVISED JUNE 12, 2012    REVISED JULY 9, 2013  
REVISED MAY 11, 2015**

## **DISRUPTION OF SCHOOL – Policy 4.20**

- A. No student shall by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause the disruption of any lawful mission, process, or function of the school, or engage in any such conduct for the purpose of causing disruption or obstruction of any lawful mission, process, or function. Nor shall any student encourage any other student to engage in such activities.
- B. Disorderly activities by any student or group of students that adversely affect the school's orderly educational environment shall not be tolerated at any time on school grounds. Teachers may remove from class and send to the principal or principal's designee office a student whose behavior is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to teach the students, the class, or with the ability of the student's classmates to learn. Students who refuse to leave the classroom voluntarily will be escorted from the classroom by the school administration. Local law enforcement will be contacted in the event that the student refuses to leave the classroom voluntarily with the school administrator.

**Legal Reference:** A.C.A. § 6-18-511

HISTORY BOE: ADOPTED JUNE 10, 2008

## **BULLYING – Policy 4.43**

- A. Respect for the dignity of others is a cornerstone of civil society. Bullying creates an atmosphere of fear and intimidation, robs a person of his/her dignity, detracts from the safe environment necessary to promote student learning, and will not be tolerated by the Board of Education. Students who bully another person shall be held accountable for their actions whether they occur on school equipment or property; off school property at a school sponsored or approved function, activity, or event; or going to and from school or a school activity in a school vehicle or school bus; or at designated school bus stops.
- A school principal or his/her designee who receives a credible report or complaint of bullying shall promptly investigate the complaint or report and make a record of the investigation and any action taken as a result of the investigation.

**B. Definitions:**

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

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

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

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

**Electronic Acts of Bullying** are prohibited whether or not the electronic act originated on school property or with school equipment, if the electronic act is directed specifically at students or school personnel and maliciously intended for the purpose of disrupting school, and has a high likelihood of succeeding in that purpose;

**Harassment** means a pattern of unwelcome verbal or physical conduct relating to another person's constitutionally or statutorily protected status that causes, or reasonably should be expected to cause, substantial interference with the other's performance in the school environment;

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

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

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

- Building a fake profile or website of the employee;

- Posting or encouraging others to post on the Internet private, personal, or sexual information pertaining to a school employee;
- Posting an original or edited image of the school employee on the Internet;
- Accessing, altering, or erasing any computer network, computer data program, or computer software, including breaking into a password-protected account or stealing or otherwise accessing passwords of a school employee; making repeated, continuing, or sustained electronic communications, including electronic mail or transmission, to a school employee;
- Making, or causing to be made, and disseminating an unauthorized copy of data pertaining to a school employee in any form, including without limitation the printed or electronic form of computer data, computer programs, or computer software residing in , communicated by, or produced by a computer or computer network;
- Signing up a school employee for a pornographic Internet site; or
- Without authorization of the school employee, signing up a school employee for electronic mailing lists or to receive junk electronic messages and instant messages. Examples of "Bullying" may also include but are not limited to a pattern of behavior involving one or more of the following::
  - Sarcastic comments "compliments" about another student's personal appearance actual or perceived attributes,
  - Pointed questions intended to embarrass or humiliate,
  - Mocking, taunting or belittling,
  - Non-verbal threats and/or intimidation such as "fronting" or "chesting" a person,
  - Demeaning humor relating to a student's race, gender, ethnicity or actual or perceived personal attributes,
  - Blackmail, extortion, demands for protection money or other involuntary donations or loans,
  - Blocking access to school property or facilities,
  - Deliberate physical contact or injury to person or property,
  - Stealing or hiding books or belongings, and/or
  - Threats of harm to student(s), possessions, or others,
  - Sexual harassment, as governed by Policy 4.27, is also a form of bullying,
  - Derogatory comments or name-calling based upon allegations referring to a person's sexual orientation of gender identification.

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

feel constitute bullying, or if allowed to continue would constitute bullying, to the principal. The principal shall be responsible for investigating the incident(s) to determine if disciplinary action is warranted. The person or persons reporting behavior they consider to be bullying shall not be subject to retaliation or reprisal in any form.

- D. Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion. In determining the appropriate disciplinary action, consideration may be given to other violations of the student handbook which may have simultaneously occurred.
- E. Notice of what constitutes bullying, the district's prohibition against bullying, and the consequences for students who bully shall be conspicuously posted in every classroom, cafeteria, restroom, gymnasium, auditorium, and school bus. Parents, students, school volunteers, and employees shall be given copies of the notice.

**Legal Reference:** A.C.A. § 6-18-514; A.C.A. § 5-71-217

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 14, 2011 JULY 9, 2013

<b>STUDENT ASSAULT OR BATTERY - Policy 4.21</b>
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- A. A student shall not threaten, physically abuse, or attempt to physically abuse, or behave in such a way as to be perceived to threaten bodily harm to any other person (student, school employee, or school visitor). Any gestures, vulgar, abusive or insulting language, taunting, threatening, harassing, or intimidating remarks by a student toward another person that threatens their well-being is strictly forbidden. This includes, but is not limited to, fighting, racial, ethnic, religious, or sexual slurs.
- B. Furthermore, it is unlawful, during regular school hours, and in a place where a public school employee is required to be in the course of his or her duties, for any person to address a public school employee using language which, in its common understanding, is calculated to: a) cause a breach of the peace; b) materially and substantially interfere with the operation of the school; c) arouse the person to whom it is addressed to anger, to the extent likely to cause imminent retaliation. Students guilty of such an offense may be subject to legal proceedings in addition to student disciplinary measures.

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

HISTORY BOE: ADOPTED JUNE 10, 2008

## **LASER POINTERS - Policy 4.28**

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

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

HISTORY BOE: ADOPTED JUNE 10, 2008

## **WEAPONS AND DANGEROUS INSTRUMENTS - Policy 4.22**

- A. No student shall possess a weapon, display what appears to be a weapon, or threaten to use a weapon while in school, on or about school property, before or after school, in attendance at school or any school sponsored activity, en route to or from school or any school sponsored activity, off the school grounds at any school bus stop, or at any school sponsored activity or event. Military personnel, such as ROTC cadets, acting in the course of their official duties are accepted.
- B. A weapon is defined as any firearm, knife, gun, pistol, revolver, shotgun, BB gun, rifle, pellet gun, razor, ice pick, dirk, box cutter, num-chucks, pepper spray, mace, or other noxious spray, explosive, Taser or other instrument that uses electrical current to cause neuromuscular incapacitation, or any other instrument or substance capable of causing bodily harm. For the purpose of this policy, “firearm” means any device designed, made, or adapted to expel a projectile by the action of an explosive or any device readily convertible to that use.
- C. Possession means having a weapon, as defined in this policy, on the student’s body or in an area under his/her control. If, a student discovers prior to any questioning or search by any school personnel, that he/she has accidentally brought a weapon, other than a firearm, to school on his/her person, in a book bag/purse, or in his/her vehicle on school grounds, and the student informs the principal or a staff person immediately, the student will not be considered to be in possession of a weapon unless it is a firearm. The weapon shall be confiscated and held in the office until such time as the student’s parent/legal guardian shall pick up the weapon from the school’s office. Repeated offenses are unacceptable and shall be grounds for disciplinary action against the student as otherwise provided for in this policy.



- D. Except as permitted in this policy, students found to be in possession on the school campus of a weapon shall be recommended for expulsion for a period of not less than one year. The superintendent shall have the discretion to modify such expulsion recommendation for a student on a case-by-case basis. Parents or legal guardians of students expelled under this policy shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property. Parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to readmitting the student. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a weapon policy violation shall also be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.
- E. The mandatory expulsion requirement for possession of a firearm does not apply to a firearm brought to school for the purpose of participating in activities approved and authorized by the district that include the use of firearms. Such activities may include ROTC programs, hunting safety or military education, or before- or after-school hunting or rifle clubs. Firearms brought to school for such purposes shall be brought to the school employee designated to receive such firearms. The designated employee shall store the firearms in a secure location until they are removed for use in the approved activity.
- F. The district shall report any student who brings a firearm or weapon to school to the criminal justice system or juvenile delinquency system by notifying local law enforcement.

**Legal References:** A.C.A. § 6-18-502 (c) (2) (A) (B), A.C.A. § 6-18-507 (e) (1) (2), 20 USCS §7151 A.C.A. § 5-27-206, A.C.A. §6-21-608, A.C.A. §5-73-119(b) €(8)(9)(10), 20 USCS. §7151

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 8, 2010, JULY 9, 2013, JULY 10, 2014, REVISED MAY 11, 2015

### **TOBACCO AND TOBACCO PRODUCTS - Policy 4.23**

- A. Smoking, possession, or use of tobacco or products containing tobacco in any form (including, but not limited to, cigarettes, cigars, chewing tobacco, and snuff) in or on any real property owned or leased by a district school, including school buses owned or leased by the district,, is prohibited. Students who violate this policy may be subject to legal proceedings in addition to student disciplinary measures.
- B. With the exception of recognized tobacco cessation products, this policy's prohibition includes any tobacco or nicotine delivery system or product. Specifically, the prohibition includes any product that is manufactured, distributed,

marketed, or sold as e-cigarettes, e-cigars, e-pipes, or under any other name or descriptor..

**Legal Reference:** A.C.A. § 6-21-609

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED: JULY 9, 2013

**DRUGS AND ALCOHOL  
EFFECTIVE: 2008**

- A. No student in the Jonesboro School District shall possess, attempt to possess, consume, use, distribute, sell, buy, attempt to sell, attempt to buy, give to any person, or be under the influence of any substance as defined in this policy, or what the student represents or believes to be any substance as defined in this policy. This policy applies to any student who; is on or about school property; is in attendance at school or any school sponsored activity; has left the school campus for any reason and returns to the campus; is en route to or from school or any school sponsored activity.
- B. Prohibited substances shall include, but are not limited to, alcohol, or any alcoholic beverage, inhalants or any ingestible matter that alter a student’s ability to act, think, or respond, LSD, or any other hallucinogen, marijuana, cocaine, heroin, or any other narcotic drug, PCP, amphetamines, steroids, “designer drugs,” look-alike drugs, or any controlled substance.
- C. Selling, distributing, or attempting to sell or distribute, or using over-the-counter or prescription drugs not in accordance with the recommended dosage is prohibited.
- D. The district shall report criminal activity to the justice system or juvenile delinquency system by notifying local law enforcement.

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012

**DRUGS AND ALCOHOL TESTING - Policy 4.24  
EFFECTIVE: 2008**

- A. The Jonesboro School District recognizes the use of mood-altering chemicals as a significant health problem for many students, resulting in negative effects on behavior, learning, and the total development of each individual. The misuse and abuse of mood-altering chemicals for some students affect academic growth, achievement, activities, participation and development of related skills, and relationships with significant people in their lives.
- B. The purposes of chemical screenings by the Jonesboro School District are:

1. To emphasize concerns for the health of students in areas of safety while participating in activities, and the long-term physical and emotional effects of chemical use on their health.
2. To work with parents to assist in keeping their children free of mood-altering chemicals.
3. To promote a sense of order and discipline among students.
4. To confirm and support the existing state laws which restrain the use of such mood-altering chemicals.
5. To establish standards of conduct for those students who are leaders.
6. To assist students who desire to resist peer pressure directing them toward the use of mood-altering chemicals.
7. To assist students in securing assistance or evaluation regarding their use of mood-altering chemicals.
8. Drugs which may be screened include, but are not limited to, the following:
9. Amphetamines, Barbiturates, Benzodiazepines, Cocaine, Methaqualone, Opiates, PCP, THC (Cannabinoids)

#### C. SUPERVISED URINE COLLECTION AND CHAIN OF PROCEDURE FOR SUBSTANCE ABUSE SCREENING

"Testing," as referred to throughout this policy, encompasses all scientifically-valid analyses procedures used by certified medical facilities which test for the presence of drugs. Such tests include, but are not limited to, urinalysis and blood testing. All testing will be performed in compliance with National Institute on Drug Abuse and College of American Pathologists criteria.

The following precautions should be taken, as appropriate, at the collection site:

1. Positively identify the examinee.
2. Use a dedicated washroom and process only one person at any given time.
3. Blue or green toilet bowl cleaner will be used to prevent dilution of sample with toilet water and water faucet will be turned off.
4. Freshly voided specimen temperature will be checked by temperature gauge on container.
5. Examinee will remove outer garments (jackets, coats) and pocket items before entering the washroom. This will prevent examinee from carrying in a substitute specimen or other chemicals and solutions used to adulterate specimens. However, the examinee may retain his/her wallet. Any garments removed should not be searched.
6. The labels for specimen bottles must have all information completed before testing.
7. Extra specimen containers are not to be left in the washroom.
8. Place the tamper-evident tape over the bottle cap and label in the presence of the examinee.

9. Have the examinee and witness sign the chain-of-custody form and have the examinee initial the specimen label.
10. All collected specimens must be delivered at once to the person assigned to deliver specimen to the laboratory.

Note: Any medication or prescribed drugs should be brought to the attention of the testing agent.

#### D. METHOD

1. Coaches and sponsors shall survey participants for all activities at the beginning of the fall semester. These students will be placed in the drug bank/pool for random testing throughout the year. Therefore, members from all activities may be equally tested at any point during the school year.
2. Any student who wishes to participate in an activity but was not entered into the original pool for the first fall testing must be entered into the pool and screened before participation in his/her respective activity.
3. All students interested in any sport/activity during the school year must sign a consent form for drug screening before participating.
4. Screening will be done on a random basis.

#### E. CONSEQUENCES OF A POSITIVE TEST

First Violation: The principal, athletic director, head coach of the sport in which the athlete is competing, and the team physician or family doctor, whichever is applicable, shall be notified each time a student athlete receives a positive drug screen. The head coach will then communicate to the parents of the student athlete that a positive screen has been obtained.

The student athlete shall be suspended from athletic contests for a period of ten (10) school days. Five (5) days of the suspension will be forgiven if parent provides documentation that the student is receiving appropriate counseling from a licensed professional drug rehabilitation counselor at parents' expense. The student will not be allowed to resume athletic participation until a medical release is supplied to the head coach. After a positive screen, the student will be screened each time a screening is administered until athletic eligibility has expired.

Note: Refusal by an athlete to take a drug test may constitute a positive screen.

Second Violation: After confirmation of the second violation, the athlete shall lose eligibility for a period of thirty percent (30%) of the contests of the season in which he/she is participating. The student athlete will not be allowed to practice or participate in any athletic contest during this period. If the season in which the athlete is participating at the time lasts less than 30% of the scheduled contests, the athlete will be required to continue to lose eligibility for the next sport in which he/she participates, until the full 30% of the scheduled contests has been attained. If the athlete participates in only one sport, the suspension will carry over until the next school year, provided he/she is an underclassman. The student shall be

recommended to receive counseling at his/her own expense from a licensed professional drug rehabilitation counselor.

**Third Violation:** After confirmation of the third violation, the athlete shall lose eligibility for one calendar year from the date of the third violation. The student shall be recommended to receive counseling at his/her own expense from a licensed professional drug rehabilitation counselor.

**Subsequent Violations:** Any subsequent positive screening after the third violation will result in permanent expulsion from any sports program of the Jonesboro Public Schools. Screening will begin at the seventh (7th) grade level and sanctions shall be accumulated through the twelfth (12th) grade.

**Note:** Positive test results shall not be provided to the police or any other law enforcement agency.

**Exceptions:** A single test may be requested by a coach, the athletic director, or an administrator for reasonable suspicion.

Steroids or similar chemicals could take more than twenty (20) days to leave a student's system. In this case, a doctor's written opinion is requested and is at the student's expense.

If, prior to the first offense, an athlete voluntarily acknowledges he/she has a chemical problem, such athlete will not be held in violation if he/she completes a successful drug rehabilitation program. At this point, the student will be subject to screening each time a test is administered until athletic eligibility has expired

**Range:** All athletes, grades 7 through 12, may be tested.

**Drug Counseling:** Should counseling be attained, it will be the responsibility of the parent(s) to acquire professional help from an appropriate agency. The Jonesboro Public Schools will not assume any financial responsibility for rehabilitation.

#### F. Students Who Operate Motor Vehicles and Maintain Parking Privileges on JHS Campus

Students who operate motor vehicles and maintain parking privileges on the JHS campus will be required to sign a Drug Testing Policy General Authorization Form before obtaining parking privileges on the JHS campus. The method of collection, chain of procedure for substance abuse screening, method of placing participants in the pool for random drug testing, and recommendation for professional drug counseling will be identical to the current method used for testing of athletes. The consequences of a positive

test(s) for students who operate motor vehicles and maintain parking privileges on the JHS Campus will differ.

#### CONSEQUENCES OF A POSITIVE TEST

First Violation: The principal shall immediately communicate to the parents or legal guardians of the student that a positive screen has been obtained. A meeting will be held with the student, parent or guardian, and the principal. The student will be recommended for counseling; any charges incurred will be the responsibility of the parents. After a positive screen, the student will be screened each time a screening is administered.

Second Violation: After the confirmation of the second violation, the student will be suspended from operating a vehicle on campus for the remainder of the school year. The student will be recommended for counseling; any charges incurred will be the responsibility of the parents.

Third Violation: After confirmation of the third violation, the student will be suspended from operating a vehicle on campus for the remainder of his/her enrollment with the school.

HISTORY BOE: ADOPTED JUNE 10, 2008    REVISED JUNE 14, 2011

### **STUDENT DRESS AND GROOMING - Policy 4.25**

- A. The Jonesboro School Board of Education recognizes that dress can be a matter of personal taste and preference. At the same time, the district has a responsibility to promote an environment conducive to student learning. This requires limitations to student dress and grooming that could be disruptive to the educational process because the dress and grooming are immodest, disruptive, unsanitary, and unsafe, could cause property damage, or are offensive to common standards of decency.
  
- B. The following dress code shall be observed by all students:
  - 1. All clothing will be of appropriate size.
  - 2. Pants and skirts will be worn at the waistline.
  - 3. Belts are recommended if pants/skirts have belt loops.
  - 4. Female blouses/shirts must be long enough to completely cover the midriff when arms are raised straight over the head.
  - 5. Female blouses/shirts will not show cleavage.
  - 6. No lunge wear or house shoes are permitted.
  - 7. No hats, hoods, bandanas, or any other type of headgear is permitted.
  - 8. No spandex shorts or shirts. No spandex leggings, or jeggings under an additional garment that is no less than four inches above the knee.
  - 9. No shorts shorter than four inches above the knee (secondary only).

10. No shirts, dresses or dresses/skirts with slits more than four inches above the knee.
11. No bare back or bare midriff showing in shirts or dresses.
12. No wearing of the clothing that exposes underwear, buttocks, or the female breast while on the grounds of a public school during the regular school day and at school-sponsored activities and events.
13. No inappropriate slogans on clothing or attire.

**Legal Reference:** A.C.A. § 6-18-502( c) (1), A.C.A. § 6-18-503( c)

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 14, 2011, JULY 9, 2013

### **GANGS AND GANG ACTIVITY - Policy 4.26**

- A. The board is committed to ensuring a safe school environment conducive to promoting a learning environment where students and staff can excel. An orderly environment cannot exist where unlawful acts occur, causing fear, intimidation, or physical harm to students or school staff. Gangs and their activities create such an atmosphere and shall not be allowed on school grounds or at school functions.
- B. The following actions are prohibited by students on school property or at school functions:
  1. Wearing or possessing any clothing, bandanas, jewelry, symbol, or other sign associated with membership in, or representative of, any gang;
  2. Engaging in any verbal or nonverbal act such as throwing signs, gestures, or handshakes representative of membership in any gang;
  3. Recruiting, soliciting, or encouraging any person through duress or intimidation to become or remain a member of any gang; and/or
  - A. Extorting payment from any individual in return for protection from harm from any gang.
- C. Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion.
- D. Students arrested for gang related activities occurring off school grounds shall be subject to the same disciplinary actions as if they had occurred on school grounds.

HISTORY BOE: ADOPTED JUNE 10, 2008

### **STUDENT SEXUAL HARASSMENT - Policy 4.27**

- A. The Jonesboro School District is committed to having an academic environment in which all students are treated with respect and dignity. Student achievement is best

attained in an atmosphere of equal educational opportunity that is free of discrimination. Sexual harassment is a form of discrimination that undermines the integrity of the educational environment and will not be tolerated.

- B. Believing that prevention is the best policy, the district will periodically inform students and employees about the nature of sexual harassment, the procedures for registering a complaint, and the possible redress that is available. The information will stress that the district does not tolerate sexual harassment and that students can report inappropriate behavior of a sexual nature without fear of adverse consequences. The information will take into account and be appropriate to the age of the students.
- C. It shall be a violation of this policy for any student to be subjected to, or to subject another person to, sexual harassment as defined in this policy. Any student found, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action up to, and including, expulsion.
- D. Sexual harassment refers to unwelcome sexual advances, requests for sexual favors, or other personally offensive verbal, visual, or physical conduct of a sexual nature made by someone under any of the following conditions:
  - 1. Submission to the conduct is made, either explicitly or implicitly, a term or condition of an individual's education;
  - 2. Submission to, or rejection of, such conduct by an individual is used as the basis for academic decisions affecting that individual; and/or
  - 3. Such conduct has the purpose or effect of substantially interfering with an individual's academic performance or creates an intimidating, hostile, or offensive academic environment.
- E. The terms "intimidating," "hostile," and "offensive" include conduct of a sexual nature which has the effect of humiliation or embarrassment and is sufficiently severe, persistent, or pervasive that it limits the student's ability to participate in, or benefit from, an educational program or activity.
- F. Actionable sexual harassment is generally established when an individual is exposed to a pattern of objectionable behaviors or when a single, serious act is committed. What is, or is not, sexual harassment will depend upon all of the surrounding circumstances. Depending upon such circumstances, examples of sexual harassment include, but are not limited to: unwelcome touching; crude jokes or pictures; discussion of sexual experiences; pressure for sexual activity; intimidation by words, actions, insults, or name calling; teasing related to sexual characteristics; or derogatory comments or name-calling based upon allegations referring to a person's sexual orientation or gender identification; and spreading rumors related to a person's alleged sexual activities.



- G. Students who believe they have been subjected to sexual harassment, or parents of a student who believes their child has been subjected to sexual harassment, are encouraged to file a complaint by contacting a counselor, teacher, Title IX coordinator, or administrator who will assist them in the complaint process. Under no circumstances shall a student be required to first report allegations of sexual harassment to a school contact person if that person is the individual who is accused of the harassment.
- H. To the extent possible, complaints will be treated in a confidential manner. Limited disclosure may be necessary in order to complete a thorough investigation. Students who file a complaint of sexual harassment will not be subject to retaliation or reprisal in any form.
- I. Students who knowingly fabricate allegations of sexual harassment shall be subject to disciplinary action up to and including expulsion.
- J. Individuals who withhold information, who purposely provide inaccurate facts, or otherwise hinder an investigation of sexual harassment shall be subject to disciplinary action up to and including expulsion.

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

HISTORY BOE: **ADOPTED JUNE 10, 2008    REVISED JUNE 14, 2011**

<b>VIDEO SURVEILLANCE – Policy 4.48</b>
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- A. The board has a responsibility to maintain discipline and protect the safety, security, and welfare of its students, staff, and visitors while at the same time safeguarding district facilities, vehicles, and equipment. As part of fulfilling this responsibility, the board authorizes the use of video/audio surveillance cameras. A complete set of guidelines related to the use of video surveillance equipment is available in the Jonesboro Public School Policy Manual.

**Legal References:** *20 USC 1232(g), 34 CFR 99.3, 4, 5, 7, 8, 10, 12, 31, 20 USC 7115*

HISTORY BOE: **ADOPTED JUNE 10, 2008    REVISED JUNE 14, 2011**

<b>SEARCH, SEIZURE, AND INTERROGATIONS– Policy 4.32</b>
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- A. The district respects the rights of its students against arbitrary intrusion of their person and property. At the same time, it is the responsibility of school officials to protect the health, safety, and welfare of all students enrolled in the district in order to promote an environment conducive to student learning. The superintendent,

principals, and their designees have the right to inspect and search school property and equipment. They may also search students and their personal property in which the student has a reasonable expectation of privacy, when there is reasonable and individualized suspicion to believe such student or property contains illegal items or other items in violation of board policy or dangerous to the school community. School authorities may seize evidence found in the search and disciplinary action may be taken. Evidence found which appears to be in violation of the law shall be reported to the appropriate authority.

- B. School property shall include, but not be limited to, lockers, desks, and parking lots, as well as personal effects left there by students. When possible, prior notice will be given and the student will be allowed to be present along with an adult witness, however, searches may be done at any time with or without notice or the student's consent. A personal search must not be excessively intrusive in light of the age and sex of the student and the nature of the infraction.
- C. The superintendent, principals, and their designees may request the assistance of law enforcement officials to help conduct searches. Such searches may include the use of specially trained dogs.
- D. A school official of the same sex shall conduct personal searches with an adult witness of the same sex present.
- E. State Law requires that Department of Human Services employees, local law enforcement, or agents of the Crimes against Children Division of the Department of Arkansas State Police, may interview students without a court order for the purpose of investigating suspected child abuse. In instances where the interviewers deem it necessary, they may exercise a "72-hour hold" without first obtaining a court order. Other questioning of students by non-school personnel shall be granted only with a court order directing such questioning, with permission of the parents of a student (or the student if above eighteen [18] years of age), or in response to a subpoena or arrest warrant.
- F. If the district makes a report to any law enforcement agency concerning student misconduct or if access to a student is granted to a law enforcement agency due to a court order, the principal or the principal's designee shall make a good faith effort to contact the student's parent, legal guardian, or other person having lawful control by court order, or person acting in *loco parentis* on student enrollment forms.
- G. In instances other than those related to cases of suspected child abuse, principals must release a student to either a police officer who presents a subpoena for the student, or a warrant for arrest, or to an agent of state social services or an agent of a court with jurisdiction over a child with a court order signed by a judge. Upon release of the student, the principal or designee shall give the student's parent, legal

guardian, or other person having lawful control by court order, or person acting in *loco parentis* notice that the student has been taken into custody by law enforcement personnel or a state's social services agency. If the principal or designee is unable to reach the parent, he/she shall make a reasonable, good faith effort to get a message to the parent to call the principal or designee, and leave both a day and an after-hours telephone number.

Legal Reference: A.C.A. § 6-18-513, A.C.A. § 12-12-509, 510 and 516, A.C.A. § 9-13-104

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 9, 2015

## CONDUCT TO AND FROM SCHOOL AND TRANSPORTATION ELIGIBILITY - Policy 4.19

- A. Students are subject to the same rules of conduct while traveling to and from school as they are while on school grounds. Violation of bus rules will result in disciplinary action ranging from a minimum of a warning to a maximum of loss of the privilege of riding a school bus. Transporting students to and from school who have lost their bus transportation privileges shall become the responsibility of the student's parent or legal guardian.
- B. Consequences of inappropriate behavior will be handled in the following manner:
- First Offense: Warning (note mailed to parent)
  - Second Offense: 1 to 5 day suspension from the bus (call parent)
  - Third Offense: 5 to 10 day suspension from the bus (parent conference)
  - Fourth Offense: Suspension for remainder of the year (parent conference)

In the event of a major infraction, the behavior may result in a more severe level of punishment.

- C. Kindergarten students riding Jonesboro Public School buses must be accompanied to the bus stop each morning by a parent, guardian, or designated adult. Students are not to be left at the bus stop unattended. In the afternoon, students will not be allowed to exit the bus unless a parent, guardian, or designated adult is present to get the child. Students whose parents are **not** present will be returned to the school. The repeated return of students to the school will result in the loss of bus riding privileges. On the third (3<sup>rd</sup>) return, the student will be suspended off the bus for the five (5) days. On the fourth (4<sup>th</sup>) return, the student will be suspended off the bus for ten (10) days. On the fifth (5<sup>th</sup>) return, the student will be suspended off the bus indefinitely.

- D. Students who live within one (1) mile of the campus they attend are not eligible for transportation. In extreme circumstances you may contact your student's building administration to see if any options are available.

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

HISTORY BOE: ADOPTED JUNE 10, 2008    REVISED JUNE 12, 2012    REVISED JUNE 9, 2015

### **CORPORAL PUNISHMENT – Policy 4.39**

- A. The Jonesboro School Board authorizes the use of corporal punishment to be administered in accordance with this policy by the superintendent or his/her designated staff members who are required to have a state-issued license as a condition of their employment.
- B. Prior to the administration of corporal punishment, the student receiving the corporal punishment shall be given an explanation of the reasons for the punishment and be given an opportunity to refute the charges.
- C. All corporal punishment shall be administered privately, i.e. out of the sight and hearing of other students, shall not be excessive, or administered with malice, and shall be administered in the presence of another school administrator or designee who shall be a licensed staff member employed by the district.
- D. Refusal of corporal punishment subjects the student to alternative forms of discipline including suspension.

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

HISTORY BOE: ADOPTED: 2008    REVISED JUNE 12, 2012

### **SUSPENSION FROM SCHOOL – Policy 4.30**

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

school grounds; off school grounds at a school-sponsored function, activity, or event; going to and from school or a school activity. A student may be suspended for behavior including, but not limited to that which:

1. Is in violation of school policies, rules, or regulations;
  2. Substantially interferes with the safe and orderly educational environment;
  3. School administrators believe will result in the substantial interference with the safe and orderly educational environment; and/or
  4. Is insubordinate, incorrigible, violent, or involves moral turpitude.
- B. The school principal or designee shall proceed as follows in deciding whether or not to suspend a student.
1. The student shall be given written notice or advised orally of the charges against him/her.
  2. If the student denies the charges, he/she shall be given an explanation of the evidence against him/her and be allowed to present his/her version of the facts;
  3. If the principal finds the student guilty of the misconduct, he/she may be suspended.
- C. When possible, notice of the suspension, its duration, and any stipulations for the student's re-admittance to class will be given to the parent(s), legal guardian(s), or to the student if age 18 or older, prior to the suspension. Such notice shall be handed to the parent(s) legal guardian(s), or to the student if age 18 or older or mailed to the last address reflected in the records of the school district.
- D. Generally, notice and hearing should precede the student's removal from school, but if prior notice and hearing are not feasible, as where the student's presence endangers persons or property or threatens disruption of the academic process, thus justifying immediate removal from school, the necessary notice and hearing should follow as soon as possible.
- E. It is the parents' or legal guardians' responsibility to provide current contact information to the district which the school shall use to immediately notify the parent or legal guardian upon the suspension of a student. The notification shall be by one of the following means, listed in order of priority:
1. A primary call number
  2. The contact may be by voice, voice mail, or text message
  3. An email address
  4. A regular first class letter to the last known mailing address
- F. The district shall keep a log of contacts attempted and made to the parent or legal guardian.

- G. During the period of their suspension, students serving out-of-school suspensions shall not be permitted on campus except to attend a student/parent/administrator conference.
- H. During the period of their suspension, students serving in-school suspension shall not attend any school-sponsored activities during the imposed suspension nor shall the student participate in any school-sponsored activities.
- I. Students recommended for in-school suspension may be assigned to SUCCESS Achievement Academy for no more than 10 days.
- J. Students assigned to in-school suspension, out-of-school suspension or to SUCCESS Achievement Academy for either short- or long-term assignments will not be eligible to attend any school functions.
- K. Out-of-School suspensions initiated by the principal or his/her designee may be appealed to the Superintendent, but not to the Board of Education.
- L. Out-of-School suspensions initiated by the superintendent may be appealed to the Board.

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

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012

<b>EXPULSION – Policy 4.31</b>
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- A. The Board of Education may expel a student for a period longer than ten (10) school days for violation of the district's written discipline policies. The superintendent may make a recommendation of expulsion to the Board of Education for student conduct deemed to be of such gravity that suspension would be inappropriate, or where the student's continued attendance at school would disrupt the orderly learning environment or would pose an unreasonable danger to the welfare of other students or staff.
- B. The superintendent or his/her designee shall give written notice to the parents or legal guardians (mailed to the address reflected on the district's records) that he/she will recommend to the Board of Education that the student be expelled for the specified length of time and state the reasons for the recommendation to expel. The notice shall give the date, hour, and place where the Board of Education will consider and dispose of the recommendation.

- C. The hearing shall be conducted not later than ten (10) school days following the date of the notice, except that representatives of the board and student may agree in writing to a date not conforming to this limitation.
- D. The President of the Board, Hearing Officer, or other designated board member shall preside at the hearing. The student may choose to be represented by legal counsel. The hearing shall be conducted in open session of the board unless the parent or student if age 18 or older, requests that the hearing be conducted in executive session. Any action taken by the Board shall be in open session.
- E. During the hearing, the superintendent will present evidence, including the calling of witnesses that gave rise to the recommendation of expulsion. The student, or his/her representative, may then present evidence including statements from persons with personal knowledge of the events or circumstances relevant to the charges against the student. Formal cross-examination will not be permitted. However, any member of the board, the superintendent, or designee, the student, or his/her representative may question anyone making a statement and/or the student. The presiding officer shall decide questions concerning the appropriateness or relevance of any questions asked during the hearing.
- F. The superintendent shall recommend the expulsion of any student for a period of not less than one (1) year for possession of any firearm or other weapon prohibited on school campus by law. The superintendent shall, however, have the discretion to modify the expulsion recommendation for a student on a case-by-case basis. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a weapons policy violation shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.
- G. The superintendent and the Board of Education shall complete the expulsion process of any student that was initiated because the student possessed a firearm or other prohibited weapon on school property regardless of the enrollment status of the student.

**Legal Reference:** A.C.A. § 6-18-507

**HISTORY BOE: ADOPTED JUNE 10, 2008**

## **COMPLAINTS AND GRIEVANCES – Policy 6.7**

- A. Individuals with complaints concerning personnel, curriculum, discipline, (including specific discipline policies), coaching, or the day to day management of the schools need to address those complaints according to the following sequence:
  - 1. Teacher, coach, or other staff member against whom the complaint is directed.
  - 2. Principal
  - 3. Assistant Superintendent
  - 4. Superintendent
- B. Other than in the few instances where statutorily allowed or required, student discipline and personnel matters may not be discussed in board meetings. Individuals with complaints regarding such matters need to follow the sequence outlined above.
- C. Unless authorized by the board as a whole for a specific purpose, no individual board member has any authority when acting alone. District constituents are reminded that the Board serves as jury in matters regarding student suspensions initiated by the Superintendent, expulsions, and personnel discipline.

HISTORY BOE: ADOPTED JUNE 10, 2008

## **INTERNET SAFETY AND ELECTRONIC DEVICE USE 4.29**

The Jonesboro School District makes electronic devices and/or Internet access available to students, to permit students to perform research and to allow students to learn how to use electronic device technology. Use of district devices are for educational and/or instructional purposes only. It is the policy of this school district to use an Internet filtering software designed to prevent users from accessing material that is harmful to minors.

For the purpose of this policy “harmful to minors” is defined as any picture, image, graphic image file, or other visual depiction that taken as a 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 simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and taken as a whole, lacks serious literary, artistic, political, or scientific value to minors.

No student will be granted Internet access until and unless Internet and Electronic Device Use Agreement, is signed by both the student and the parent or legal guardian (if the student is under the age of eighteen [18]) is on file. The



current version of the Internet and Electronic Device Use Agreement is incorporated by reference into board policy and is considered part of the student handbook.

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

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

Students found guilty of plagiarizing another student's computer assignment, or plagiarizing by downloading from the internet, are subject to academic penalties, up to and including loss of course credit; and loss of computer use privileges.

*Legal References: 20 USC 6801 et seq. (Children's Internet Protection Act; PL 106-554), A.C.A. § FCC Final rules 11-125 August 11, 2011, 20 USC 6777, 47 USC 254(h), 47 CFR 520 (C) (4), 6-21-107, A.C.A. § 6-21-111, FCC Final rules 11-125 august 11, 2011,*

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012 REVISED JUNE 10, 2014

<p><b>STUDENT ELECTRONIC DEVICE AND INTERNET USE AGREEMENT – Policy 4.29F</b></p>
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The Jonesboro School District agrees to allow the student to use the district's technology to access the Internet under the following terms and conditions which apply whether the access is through a district or student owned electronic device:

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

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

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

Minimum Consequence: Conference/Warning/Parent Notification/;

Maximum Consequence: Suspension/Restitution/Expulsion

4. "Misuse of the district's access to the Internet" includes, but is not limited to, the following:

- a. using the Internet for other than educational purposes unless authorized by the instructor;
- b. gaining intentional access or maintaining access to materials which are "harmful to minors" as defined by Arkansas law;
- c. using the Internet for any illegal activity, including computer hacking and copyright or intellectual property law violations;
- d. making unauthorized copies of computer software;
- e. accessing sites/programs unless authorized by the instructor for a class activity directly supervised by a staff member;
- f. using abusive or profane language in private messages on the system; or using the system to harass, insult, or verbally attack others;
- g. posting anonymous messages on the system;
- h. using proxy sites or other methods of bypassing district security or filtering components;
- i. wasteful use of limited resources provided by the school including paper;
- j. causing congestion of the network through lengthy downloads of files;
- k. vandalizing data of another user;
- l. obtaining or sending information which could be used to make destructive devices such as guns, weapons, bombs, explosives, or fireworks;
- m. gaining or attempting to gain unauthorized access to resources or files;
- n. identifying oneself with another person's name or password or using an account or password of another user without proper authorization;
- o. invading the privacy of individuals;
- p. divulging personally identifying information about himself/herself or anyone else either on the Internet or in an email unless it is a necessary and integral part of the student's academic endeavor. Personally identifying information includes full names, address, and phone number;

- q. using the network for financial or commercial gain without district permission;
- r. theft or vandalism of data, equipment, or intellectual property;
- s. attempting to gain access or gaining access to student records, grades, or files;
- t. introducing a virus to, or otherwise improperly tampering with the system;
- u. degrading or disrupting equipment or system performance;
- v. creating a web page or associating a web page with the school or school district without proper authorization;
- w. providing access to the district's Internet Access to unauthorized individuals;
- x. failing to obey school or classroom Internet use rules; or
- y. taking part in any activity related to Internet use which creates a clear and present danger of the substantial disruption of the orderly operation of the district or any of its schools.
- z. installing or downloading software on district computers without prior approval of technology director or his/her designee.

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

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

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

Note: The Neighborhood Children's Internet Protection Act (PL 106-554, 47 USC 254 (h) (1)) requires districts to hold at least one public hearing on its proposed Internet safety policy. The regulations do not require this to be a special meeting and it is allowable for it to be part of a regular school board meeting.

**BICYCLE POLICY**

- A. Jonesboro Public School District prohibits bicycle, scooters, and skateboards on all elementary campuses from 7:00 am to 4:00 pm. These forms of transportation shall not be used to ride to and from school.

HISTORY BOE: ADOPTED JUNE 10, 2008

**STUDENTS' VEHICLES – Policy 4.33**

- A. Students will not be allowed to drive vehicles to school except at the high school level. A student who has presented a valid driver's license and proof of insurance to the appropriate office personnel, may drive his/her vehicle to school. Vehicles driven to school shall be parked in the area designated for student parking. Parking on school property is a privilege which may be denied to a student for any disciplinary violation, at the discretion of the student's building principal.
- B. Students are not permitted to loiter in parking areas and are not to return to their vehicles for any reason unless given permission to do so by school personnel.
- C. It is understood that there is no expectation of privacy in vehicles in parking areas. Drivers of vehicles parked on a school campus will be held accountable for illegal substances or any other item prohibited by district policy found in their vehicle. The act of a student parking a vehicle on campus is a grant of permission for school or law enforcement authorities to search that vehicle.

HISTORY BOE: ADOPTED JUNE 10, 2008    REVISED JUNE 12, 2012

**SECTION 6: STUDENT HEALTH AND RELATED SERVICES**

**SCHOOL WELLNESS POLICY – Policy 5.29**

The health and physical well-being of our students directly affects their ability to learn. Childhood obesity increase the incidence of adult diseases occurring in children and adolescents such as heart disease, high blood pressure and diabetes. The increased risk carries forward into their adulthood. Research indicates that a healthy and regular physical activity can help prevent obesity and the diseases resulting from it. It is understood that the eating habits and exercise patterns of students cannot be magically

changed overnight, but at the same time, the board of directors believes it is necessary to strive to create a culture in our schools that consistently promotes good nutrition and physical activity.

The problem of obesity and inactivity is a public health issue. The board of directors is keenly aware that it has taken years for this problem to reach its present level and will similarly take years to correct. The responsibility for addressing the problem lies not only with the schools and the Arkansas Department of Education, but with the community and its residents, organizations and agencies. Therefore, the district shall enlist the support of the larger community to find solutions which improve the health and physical activity of our students.

### Goals

In its efforts to improve the school nutrition environment, promote student health, and reduce childhood obesity, the district will adhere to the Arkansas Rules Governing Nutrition and Physical Activity Standards in Arkansas Public Schools. To promote nutrition, physical activity, and other school based activities that will improve student wellness, the district has established the following goals:

1. Appoint a district school health coordinator, designated district official, who shall be responsible for ensuring that each school fulfills the requirements of this policy;
2. Implement a grade appropriate nutrition education program that will develop an awareness of and appreciation for nutrition and physical activity throughout the curriculum;
3. Enforce existing physical education requirements and engage students in healthy levels of vigorous physical activity;
4. Strive to improve the quality of physical education curricula and increase the training of physical education teachers;
5. Follow the Arkansas Physical Education and Health Education Frameworks in grades K-12;
6. Not use food or beverages as rewards for academic, classroom, or sports performances.
7. Ensure that drinking water is available without charge to all students;
8. Establish class schedules, and bus routes that don't directly or indirectly restrict meal access;
9. Provide Students with ample time to eat their meals in pleasant cafeteria and dining areas;
10. Establish no more than nine (9) school wide events which permit exceptions to the food and beverage limitations established by rule. The schedule of the events shall be by annual school calendar;
11. Abide by the current allowable food and beverage portion standards;

12. Meet or exceed the more stringent of Arkansas' or the U.S. Department of Agriculture's Nutrition Standards for reimbursable meals and a la' carte foods served in the cafeteria;
13. Restrict access to vended foods, competitive foods, and foods of minimal nutritional value (FMNV) as required by law and Rule;
14. Conform new and /or renewed vending contracts to the content restrictions contained in the Rules and reduce district dependence on profits from the sale of FMNV.
15. Provide professional development to all district staff on the topics of nutrition and/or physical activity;
16. Utilize the School Health Index available from the Center for Disease Control (CDC) to assess how well the district is doing at implementing this wellness policy and at promoting a healthy environment for its students.

### Advisory Committee

To enhance the district's efforts to improve the health of our students, a School Nutrition and Physical Activity Advisory Committee (SNPAAC) shall be formed. It shall be structured in a way that ensures age-appropriate recommendations are made which correlate to our district's grade configurations. The SNPAAC shall have the powers and responsibilities delegated to it by statute and rule and are incorporated into this policy by reference. The overarching goal of the committee shall be to promote student wellness by monitoring how well the district is doing at implementing this policy. The SNPAAC shall use modules 1, 2, 3, 4, and 8 of the CDC's School Health Index as a basis for assessing each school's progress toward meeting the requirements of this policy. The results of the annual assessment shall be included in each school's ACSIP, provided to each school's principal, and reported to the board. Goals and objectives for nutrition and physical activity shall also be included in the ACSIP.

Parents, students, the district's teachers of physical education, school health professionals, the district school board of directors, the district's school administrators, members of the community, and representatives of the district's food authority shall be included in the development, implementation, and periodic review of the district's wellness policy to the extent interested persons from each group desire to be included.

The SNPAAC shall provide recommendations to the school district concerning menus and other foods sold in the school cafeteria. Such recommendations shall be based, at least in part, on the information the committee receives from the district on the requirements and standards of the National School Lunch Program and information and from menus for the National School Lunch Program and other food sold in the school cafeteria on a quarterly basis.

The district shall periodically assess, with input from the SNPAAC, the district and the individual school's status regarding implementing this policy. The assessment shall be based, at least in part, on:

1. the extent to which district schools are in compliance with this policy;
2. the extent to which this policy compares to other model local school wellness policies; and
3. a description of the progress made in attaining the goals of this policy.

The assessment results along with the content of this policy shall be periodically reported to the public, including parents, students, and other members of the community.

**Legal References:** *Richard B. Russell National School Lunch Act 42 U.S.C. § 1751 et seq as amended by PL 111-296 (Section 204) of 2010. (Section 204 is codified at 42 U.S.C. .§ 1758 (b), Child Nutrition Act of 1966 42 U.S.C.§ 1771 et seq., A.C.A. §§ 20-7-133, 134, and 135, ADE Rules Governing Nutrition and Physical Activity Standards in Arkansas Public Schools, Allowable Competitive, Foods/Beverages - Maximum Portion Size List for Middle, Junior High, and High School, Nutrition Standards for Arkansas Public Schools (Commissioner's Memo FIN-06-106)*

HISTORY BOE: ADOPTED JUNE 10, 2008    REVISED: JUNE 12, 2012

## IMMUNIZATIONS – POLICY 4.57

The district administration has the responsibility to evaluate the immunization status of district students. The district shall maintain a list of all students who are not fully age appropriately immunized or who have an exemption provided by ADH to the immunization requirements based on medical, religious, or philosophical grounds.

\*Refer to District Policy 4.57 Student Immunizations; Complete Policy

**Legal References:** *A.C.A. § 6-18-702; ADE Rules Governing Kindergarten through 12<sup>th</sup> Grade Immunization requirements in Arkansas Public Schools; ADH Rules and Regulations Pertaining to Immunization Requirements*

HISTORY BOE: ADOPTED MAY 11, 2015

## STUDENT HEALTH SERVICES – POLICY 5.18

- A. The district shall provide a health service program under the direction of a licensed nurse. The program shall include screening, referral, and follow-up procedures for all students. Facilities, equipment and materials necessary for the operation of the program shall be provided at each school. Current health appraisal records for all students will be maintained in accordance with guidelines provided by the Arkansas Department of Education.

**Legal References:** *Standards for Accreditation of Arkansas Public Schools, (XI)*

## **SCHOOL BASED MENTAL HEALTH SERVICES**

- A. School-based mental health services are provided in the Jonesboro School District. A licensed therapist and case manager are on-site at each campus. For information about these services, contact your child's school.

HISTORY BOE: ADOPTED JUNE 10, 2008

## **FOOD SERVICES**

It shall be the policy of the Board of Education that:

- A. Free or reduced price lunches shall be provided for children whose parents meet eligibility requirements as set by the Arkansas Department of Education and the U.S. Department of Agriculture. Parents must fill out forms provided by the school to determine eligibility before free and reduced lunches can be served.
- B. Students will not be allowed to charge more than three meals for any reason. Students will be offered an alternative lunch. No charges will be allowed at the end of the school year.
- C. School Lunch Substitutions

The district provides substitute meal components on menus to accommodate students with handicapping conditions meeting the definition of a disability as defined in USDA regulations. A parent/guardian wishing to request such a dietary accommodation must submit a Certification of Disability for Special Dietary Needs Form signed by a licensed physician to the director of food service to request such an accommodation. The district will not prepare meals outside the normal menu to accommodate a family's religious or personal health beliefs.

*Legal References: Act 826 of 1991.*

HISTORY BOE: ADOPTED JUNE 10, 2008    REVISED: JUNE 11, 2009

## **COMMUNICABLE DISEASES AND PARASITES – Policy 4.34**

- A. Students with communicable diseases or with human host parasites that are transmittable in a school environment shall demonstrate respect for other students by not attending school while they are capable of transmitting their condition to others. Students whom the school nurse determines are unwell or unfit for school attendance or who are believed to have a communicable disease or condition will be required to be picked up by their parent or guardian. A student who has been sent home by the school nurse will be subsequently readmitted, at the discretion of the school nurse, when the student is no longer a transmission risk. In some instances, a letter from a health care provider may be required prior to the student being readmitted to the school.



- B. The parents or legal guardians of students found to have live human host parasites that are transmittable in a school environment will be asked to pick up their child at school. The parents or legal guardians will be given information concerning the eradication and control of human host parasites. A student may be readmitted after the school nurse or designee has determined the student no longer has live human host parasites that are transmittable in a school environment.
- C. Each school may conduct screenings of students for human host parasites that are transmittable in a school environment as needed. The screenings shall be conducted in a manner that respects the privacy and confidentiality of each student.

\*Refer to JPS District Policy 4.34 Communicable Diseases and Parasites

***Legal Reference:** A.C.A. §6-18-702; Arkansas State Board of Health Rules & Regulations Pertaining To Immunization Requirements*

HISTORY BOE: ADOPTED JUNE 10, 2008    REVISED JUNE 12, 2012

<b>STUDENT MEDICATIONS– Policy 4.35</b>
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- A. Prior to the administration of any medication to any student under the age of eighteen (18), written parental consent is required. The consent form shall include authorization to administer the medication and relieve the Board and its employees of civil liability for damages or injuries resulting from the administration of medication to students in accordance with this policy.
- B. Unless authorized to self-administer, students are not allowed to carry any medications, including over-the-counter medications or any perceived health remedy not regulated by the US Food and Drug Administration while at school. The parent or legal guardian shall bring the student’s medication to the school nurse, The student may bring the medication if accompanied by a written authorization from the parent or legal guardian. When medications are brought to the school nurse, the nurse shall document, in the presence of the parent, the quantity and the type of the medication(s). If the medications are brought by a student, the school nurse shall ask another school employee to verify, in the presence of the student the quantity of the medication(s). Each person present shall sign a form verifying the quantity and type of the medications(s).

Medications, including those for self-administration, must be in the original container and be properly labeled with the student’s name, the ordering health care provider’s name, the name of the medication, the dosage, frequency, and instructions for the administration of the medication (including times). Additional information accompanying the medication shall state the purpose for the medication,

its possible side effects, and any other pertinent instructions (such as special storage requirements) or warnings.

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

The only Schedule II medications that shall be brought to the school are methylphenidate (Ritalin) or closely related medications as determined by the school nurse, dextroamphetamine (Dexedrine), and amphetamine sulfate (Adderall) or closely related medications as determined by the school nurse.

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

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

- C. Students who have written permission from their parent or guardian and a licensed health care practitioner on file with the district may self-administer either a rescue inhaler or auto-injectable epinephrine; perform his/her own blood glucose checks; administer insulin through the insulin delivery system the student uses; treat the student's own hypoglycemia and hyperglycemia; or possess on his/her person a rescue inhaler or auto-injectable epinephrine; or the necessary supplies and equipment to perform his/her own diabetes monitoring and treatment functions.

Students who have a current consent form on file shall be allowed to carry and self-administer such medication while in school; at an on-site school sponsored activity; while traveling to or from school; or at an off-site school sponsored activity.

A student is prohibited from sharing, transferring, or in any way diverting his/her medications to any other person. The fact that a student with a completed consent form on file is allowed to carry a rescue inhaler, auto-injectable epinephrine, diabetes medication, or combination does not require him/her to have such on his/her person. The parent or guardian of a student who qualifies under this policy to carry a rescue inhaler, auto-injectable epinephrine, diabetes medication, or any combination on his/her person shall provide the school with the appropriate medication, which shall be immediately available to the student in any emergency.

- D. Students may be administered Glucagon, insulin, or both in emergency situations by the school nurse or, in the absence of the school nurse, a trained volunteer school employee designated as a care provider, provided the student has: an IHP that

provides for the administration of Glucagon, insulin, or both in emergency situations; and a current, valid consent form on file from their parent or guardian.

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

E. Emergency Administration of Epinephrine

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

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

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

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

**Legal Reference:** Ark. State Board of Nursing: School Nurse Roles and Responsibilities; Arkansas Department of Education and Arkansas state Board of Nursing rules Governing the Administration of Glucagon to Arkansas Public School Students Suffering from type I Diabetes; A.C.A. §6-18-707; A.C.A. §6-1005(a)(6); A.C.A. §17-87-103 (11); A.C.A. § 6-18-711

HISTORY BOE: ADOPTED JUNE 10, 2008 REVISED JUNE 12, 2012 REVISED JULY 9, 2013  
REVISED MAY 11, 2015

## **STUDENT ILLNESS/ACCIDENT – Policy 4.36**

- A. If a student becomes too ill to remain in class and/or could be contagious to other students, the principal or designee will attempt to notify the student's parent or legal guardian. The student will remain in the school's health room or a place where he/she can be supervised until the end of the school day or until the parent/legal guardian can check the student out of school.
- B. If a student becomes seriously ill or is injured while at school and the parent/legal guardian cannot be contacted, the failure to make such contact shall not unreasonably delay the school's expeditious transport of the student to an appropriate medical care facility. The school assumes no responsibility for treatment of the student. When available, current, and applicable, the student's emergency contact numbers and medical information will be utilized. Parents are strongly encouraged to keep this information up to date.

HISTORY BOE: ADOPTED JUNE 10, 2008

## **PHYSICAL EXAMINATIONS OR SCREENINGS – Policy 4.41**

- A. The Jonesboro School District may provide from time to time for the administration of physical exams or screenings of its students. The intent of the exams or screenings shall be to detect contagious or infectious diseases or defects in hearing, vision, or other elements of health that would adversely affect the student's ability to achieve to their full potential.
- B. The district shall notify parents, at least annually, of the specific or approximate dates of any non-emergency, invasive physical examination or screening that is:
  - 1. required as a condition of attendance;
  - 3. administered by the school and scheduled by the school in advance;
  - 4. not necessary to protect the immediate health and safety of the student, or of other students.
- C. For the purposes of this policy, "Invasive Physical Examination" is defined as any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.
- D. Except in instances where a student is suspected of having a contagious or infectious disease, parents shall have the right to opt their student out of the exams or screenings by using form 4.41F or by providing certification from a physician that he/she has recently examined the student.

- E. A student may be required to pass a physical exam before being allowed to participate in certain extracurricular activities to help ensure they are physically capable of withstanding the rigors of the activity. It is understood that students who refuse to take such an exam will not be allowed to participate in the desired activity.
- F. The rights provided to parents under this policy transfer to the student when he/she turns 18 years old.

**Legal Reference:** A.C.A. § 6-18-701 (b), (c), (f), 20 USC § 1232h (c) [NCLB Act of 2001, Part F, Section 1061 (c) (1)(D), (2)(A)(i)(ii)(B)(C)(iii)(I)(II)(III), (4)(B)(ii), (5)(B), (6)(B)(C)]

HISTORY BOE: ADOPTED JUNE 10, 2008

### **BODY MASS INDEX**

- A. Beginning with kindergarten and then in even number grades, schools must include as part of a student health report to parents a body mass index percentile by age for each student.
- B. Any parent may refuse to have their child's body mass index percentile for age assessed and reported, by providing a written refusal to the school.
- C. Students in grades 11 – 12 are exempt from any policy or requirement of a public school or the state for measuring or reporting body mass index.

**Legal Reference:** Act 201 of 2007      **History BOE: Adopted June 10, 2008**

### **EMERGENCY DRILLS– Policy 4.37**

- A. All schools in the district shall conduct fire drills at least monthly. Tornado drills shall also be conducted not fewer than three (3) times per year with at least one each in the months of September, January, and February. Students, who ride school buses, shall also participate in emergency evacuation drills at least twice each school year.
- B. The District shall annually conduct an active shooter drill and school safety assessment for all district schools in collaboration, with local law enforcement and emergency management personnel. Students will be included in the drills to the extent that is appropriate to the age of the student and grade configuration of the school and the drills may be conducted during the instructional day or during non-instructional time periods.
- C. Other types of emergency drills may also be conducted to test the implementation of the district's emergency plans in the event of violence, terrorist attack, natural

disaster, other emergency. Students shall be included in the drills to the extent possible.

**Legal Reference:** A.C.A. § 12-13-109, A.C.A. § 6-10-110, A.C.A. §6-10-121, A.C.A. §6-15-1302, A.C.A. §6-15-1303, Ark. Division of Academic Facilities and Transportation Rules Governing Maintenance and Operations of Ark. Public School Buses and Physical Examinations of School Bus Drivers 4.03.1

**HISTORY BOE: ADOPTED 2008 REVISED: JULY 9, 2013, JUNE 10, 2014 REVISED JUNE 9, 2015**

Portions of the JPS K-12 Handbook are directly referenced to the JPS Policy Manual, adopted by the JPS School Board. Individuals may access the Policy Manual via the JPS website for a complete description of those policies.

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## **EQUAL EDUCATION OPPORTUNITY - POLICY 4.11**

The Board is committed to the policy that no otherwise qualified person shall be excluded from participation in, be denied the benefits of or be subject to discrimination under any district program or activity on the basis of race, color, religion, national origin, ancestry, sex, sexual orientation, age, or disability.

Further, the Board affirms the rights of all students to be treated with respect and to be protected from intimidation, discrimination, physical harm, and/or harassment. The Board affirms this right regardless of race, color, religion, national origin, ancestry, sex, sexual orientation, age, or disability.

Inquiries on non-discrimination may be directed to the Assistant Superintendent, who may be reached at 2506 Southwest Square, Jonesboro, AR 72401 (870) 933-5800.

For further information on notice of non-discrimination or to file a complaint, visit <http://wdcrobcopol01.ed.gov/CFAPPS/OCR/contactus.cfm>; for the address and phone number of the office that serves your area, or call 1-800-421-3481.

History BOE: **Adopted 2008**      **REVISED MAY 11, 2015**

## **STUDENT HANDBOOK - POLICY 4.42**

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

\*Refer to JPS District Policy 4.42

History BOE: **Adopted 2008**      **Revised June 12, 2012**

