

Turner Public Schools
Elementary/Middle School/High School
Handbook



2021-2022

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2021-2022

Board Of Education

Cody Gordon	President
Steve Short	Vice President
Chance Tynes	Clerk
Teresa Whitson	Deputy Clerk
Brandon Baker	Member

Administration

Shari Pillow	Superintendent	580-276-1307	Ext. 201-202
Delbert Rossiter	High School Principal	580-276-3873	Ext. 501
Delbert Rossiter	Middle School Principal	580-276-2200	Ext.401
Miranda Shelton	ElementarySchool Principal	580-276-2707	Ext. 301

FOREWORD

We solicit your cooperation in our efforts to make this year both profitable and happy. Please read your handbook carefully. It has been prepared to better acquaint you with all phases of the schools, and through this knowledge, to better unify our work together. Also, we have attempted to provide information that will help you in planning your work.

Enclosed within this handbook are rules and regulations that have been established to make the school programs as effective as possible. Many of the questions that arise daily can be answered by referring to this handbook.

We are proud of our school and we want you to become a part of it. As years go by, we believe that you will look back on these days as some of the happiest of your life.

BELL SCHEDULE

Students who are transported by bus arrive at 7:55 a.m. Students who do not ride the bus should arrive at school at 8:00 a.m., but not before 8:00 a.m. unless special arrangements have been made with the building principal. Teachers are required to arrive at 7:50 a.m. Students are not allowed in classrooms without adult supervision. The first bell rings at 8:05 a.m.

1 st Period	8:10-8:55
2 nd Period	9:00-9:45
3 rd Period	9:50-10:35
4 th Period	10:40-11:25
5 th period	11:30-12:15
Lunch	12:20-12:50
6 th Period	12:55-1:40
7 th Period	1:45-2:30
8 th Period	2:30-3:20

PARENTS PICKING UP CHILDREN

It is necessary for you to come by the office or call us when you want to pick up your student early. Please do not pick up your child during the school day, except at regular dismissal time, without notifying the office. **In addition, students in grades PK-5 must bring a note from home or we must receive a phone call from the parent/guardian for each of the following circumstances:**

- a. If a student is to ride a bus other than the one he/she normally rides, they should bring a note to his or her teacher. The note will be turned into the office and recorded and they will be given a bus slip to give to the driver.
- b. If the student is to go somewhere other than where he/she normally goes after school he/she should bring a note to his/her teacher stating where he/she should go. This will be turned into office and recorded and student will be given a bus slip to give to driver.

Students are not allowed to stay after school without adult supervision for any reason. The only exceptions are extracurricular activities in which they participate, which begin before 4:00 PM.

THE PLEDGE OF ALLEGIANCE

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

MOMENT OF SILENCE

A moment of silence will be observed each day as specified by state law.

REGULAR SCHOOL PROGRAM

Certain requirements for enrollment into the schools of Oklahoma are set forth by the legislature and recorded in the "Oklahoma School Code."

Those requirements include:

1. All children between the ages of five (5) on or before September 1, and twenty-one (21) on or before September 1, shall be entitled to attend school free of charge in the district in which they reside. Students wishing to make applications for open transfer must do so through the superintendent's office by April 1 each year. Emergency transfers in will be approved at the discretion of the superintendent.
2. The current school schedule is from 8:10 a.m. to 3:20 p.m.
3. The school term consists of at least one thousand one hundred sixty two hours (1168.67), five (5) days of which may be used for attendance of professional meetings.
4. The Board of Education has the authority to extend the school term beyond the minimum time.
5. A record of immunizations must be on file or presented during enrollment.
6. If the certificate indicates that immunization procedures have been started, but not completed, the child must be provisionally admitted, but a completion date must be set.
7. If the child's physician states immunization would be injurious to the child's health, or if a parent objects for religious reasons, a statement in writing must be completed by the physician or parent and placed in the child's permanent record.
8. If an outbreak or contagious epidemic should occur, the student exempted from immunizations will be sent home.

ALTERNATIVE EDUCATION

The alternative school is designed to serve students who are "at risk" of dropping out of school for various reasons. The alternative school is designed to educate students and allow them to achieve their grade level. The high school principal and counselor will determine who qualifies to attend Take Two Academy.

RECORDS

A permanent official school record will be kept of your child's academic progress. We ask that you provide the child's LEGAL NAME when supplying enrollment information, as it must be used on official school records.

CAFETERIA

RULES

1. Keep hands, feet, and objects to yourself.
2. Speak softly.
3. Walk and move in the lunchroom line without distracting others.
4. Eat food, do not throw it.
5. Clean your area before leaving the lunchroom.

The cafeteria is provided for the student's convenience and pleasure, and can be a more

enjoyable and orderly place when the rules are followed.

CHILD NUTRITION POLICY

Turner Public Schools encourages all students to eat breakfast and lunch daily.

FOOD AND DRINK

Students will not be permitted to have chewing gum, candy, snacks, and drinks inside the classrooms (the gym is an exception).

CLOSED CAMPUS

Turner High School has a closed campus policy. Students are not allowed to leave the campus at any time during the school day without proper authorization from the office. Parents must notify the school in advance if their son/daughter needs to leave for an appointment. **Students are not allowed to leave during lunch or have lunch delivered to them from any of the local restaurants.** Students that forget an item at home must have their own transportation and be excused by the parent/guardian in order to leave the campus. Other students will not be allowed to take them home.

SEVERE WEATHER

In case of inclement weather with adequate warning, students will take immediate shelter and will take all necessary precautions to provide safety for all children.

DISMISSAL/CANCELLATION OF SCHOOL

School will be dismissed for certain holidays and teachers' meetings; See calendar. Sometimes, it is necessary to dismiss school early without warning, because of emergency situations. Please make arrangements with your child as to where he/she should go and what he/she should do at those times. It would be helpful if this information was on the child's enrollment sheet.

At times when it is necessary to cancel school due to adverse weather conditions, which will prevent buses from picking up students in the morning, an announcement of cancellation will be made via Turner All Call System, Turner Facebook, and television as soon as the decision is made. The following stations and website will be contacted and updated for school closing by 6:30 a.m. Please do not call the stations. It is imperative that these lines stay open to handle emergency situations.

TV Stations: KXII 12, KTEN 10

VISITORS TO OUR SCHOOL

Students will not be allowed to bring visitors to school with them unless permission is secured from the office prior to the visit. Parents are welcome to visit the school any time provided they check into the office upon arrival. **ALL VISITORS MUST CHECK INTO THE OFFICE.**

Visitors must state the purpose of the visit for the safety of our students. Students will not be called out of class to see a visitor unless it is a parent/guardian or an emergency. **VISITORS SHOULD REMAIN IN THE OFFICE AND THE STUDENT WILL BE BROUGHT IN TO SEE VISITORS.**

SCHOOL FUNCTIONS

Students that attend school functions, whether at night or during school hours, are under the direct supervision of the school.

Students who leave the gymnasium, baseball or softball fields may NOT re-enter and must leave the school grounds

ASSEMBLY BEHAVIOR

Note: This is not a complete list of do's and don'ts. The student conduct rules will also be in effect at all times.

The number of assemblies and the privilege of students to attend are contingent upon the ability of students to conduct themselves properly at all times regardless of the type of assembly being viewed. The following points are emphasized:

- a. Please remain quiet and attentive during all programs.
- b. A courteous reception should be extended to everyone, regardless of the type of program.
- c. Students are to remain in their places until the person in charge of the assembly, or the administration has dismissed them.
- d. Whistling, booing, talking, or other acts of discourtesy show lack of maturity, respect, and consideration. Also, this reflects upon the good name and reputation of the entire student body. Violators will be kept from attending future programs and will be subject to the discipline violation in the handbook.
- e. Class yells are prohibited except during special pep rally assemblies.
- f. At pep rally assemblies, all students are urged to enter into and help with school spirit by participation in school yells, etc. Again, however, whistling, booing or other acts of ill manners have no place in the program.

PROM

The Prom is a junior/senior event. Students must be academically eligible in order to attend school dances including the prom. No students younger than ninth (9th) grade will be permitted to attend as a date of a junior or senior. All outside dates must have a form of recommendation filled out by their home school and the form must be approved by the principals of both schools. Recommendation forms may be picked up in the high school office. Students may only bring one date to prom and accompany them throughout the prom including promenade.

HOMEcoming

All female and male students who participate in any sport shall be eligible to participate as a candidate for homecoming activities held during basketball season. Eligible sports include slow and fast pitch softball, basketball, cheerleading, golf, and basketball. Any students selected to represent their class must be academically eligible at the time of activity and the boys' basketball team shall vote on one female candidate per grade level and the girls' basketball team shall vote on a male student to represent

each grade level. Candidates may only be Homecoming princess once in 7th – 9th grades and Homecoming Queen once in 10th – 12th grades.

DANCES

Several school sponsored dances may be held at the school during the year. Dances are open to students in grade seven through twelve. The dances shall be properly chaperoned. Those in attendance shall follow all regulations. School sponsored dances shall be allowed as long as those in attendance abide by the rules, regulations, and conduct themselves properly. Dates other than Turner students shall be allowed at the discretion of the sponsor and/or principal. Students who attend the dance who are from Turner should be approved in advance. Guests who are the dates of Turner students are the responsibility of their hosts. Prior approval must be given before out of school guests may attend. Students must be academically eligible in order to attend school dances including the prom. The school dance, prom, and royalty have required formal attire as the dress code. Periodically throughout the school year, school sponsored dances are approved for students to attend. The prom is scheduled in the spring of each school year for students to attend. Students who participate in the various school royalties are also subject to dress code. While the school appreciates the changing nature of clothing designs and fads in the style in which clothing is worn, there remains a standard of class for students in terms of how they dress for school functions. Students are warned that any type of dress that is deemed inappropriate, conspicuous, indecent, profane, crude, or unbecoming by the school administration shall be considered in violation of this dress code and shall result in the denial of admission to the dance or prom, prohibition from participating in the royalty activities which could result in further disciplinary action. Students may bring a picture of the clothing to school for approval prior to the event if there is a concern that it may be in violation of this policy.

STUDENT INSURANCE

Students are offered low cost accident insurance as a school service. All athletes must have verification of insurance to participate in school sponsored competitive activities. Neither the school nor anyone associated profits from the insurance plan. Whenever, a student is injured while under the supervision of a member of the school staff, the faculty member will file an accident report. The school will give the student or their designee a copy, which is to be filed with the student's personal insurance agency.

STUDENT TELEPHONE USE

The office telephone is for school business and emergency calls only. Students will not be called to the telephone during class time. Emergency calls will be delivered promptly and discreetly. Messages will be delivered at the end of the period.

Students will not be allowed to use the office telephone to make personal telephone calls or calls to parents unless it is deemed an emergency. Students must have permission from the classroom teacher to be in the office during instruction time. All long distance calls must be made collect by the students. Phone privileges will be revoked for violations of telephone use.

WIRELESS TELECOMMUNICATIONS DEVICES

During the regular school day, students may use cell phones on campus only if such usage is made outside of the high school, middle school, and elementary buildings before school and after school.

Before the students enter the buildings, all phones must be turned off and put away. When classes begin, students will not be allowed to use cell phones until after school. Banned usage includes all verbal and non-verbal functions which can be performed by a cell phone, including, but not limited to, usage of phones to communicate by texts or to take or transmit photographs with a cell phone's camera. After school, students must leave the building(s) before they can use their cell phones.

Although a student has privacy rights in the contents of the student's cell phone, the administration may search text messages or photographs on a student's cell phone if the administrator has reasonable grounds to believe a student used the cell phone to violate a student behavior code provision. An administrator will not take action against a student on the basis that an image amounts to "child pornography" unless the administrator has personally viewed such images on the cell phone.

Any search of text messages and/or photographs based upon reasonable suspicion that the cell phone was used to violate a student code provision will be restricted to only those texts or images reasonably related to the alleged code violation or illegal conduct being investigated.

Wireless communication devices include, but are not limited to:

- Beepers/pagers

- Cellular telephones

- Walkie talkies, either short or long range

- Portable CB radios

- Portable "Ham" radios

- Portable police scanning devices

- Portable games or toys that transmit a signal more than 20 feet or through walls other than emergency electronic devices

- Wireless network cards or wireless modems for pc's or laptops for connecting to the school's network without prior access/permission granted from the superintendent or principal. No wireless cards providing internet from any source other than school is permitted.

TORNADO AND FIRE DRILLS

The signal used to indicate fire will be one (1) continuous blast of the school bell. When this happens, it is very important that you leave the building as quickly and orderly as possible in the direction of the instructor. If the building is filled with smoke, get on your hands and knees and continue to the nearest exit. The signal for all clear will be one continuous fifteen second bell.

The signal for a tornado will be short continuous blasts of the school bell. Students are to follow the direction of the instructor.

In case of tornado all classes will go to the school cellar.

SECURITY DRILL

Law requires four (4) security drills to be conducted annually at each public school site within the district. All students and employees are required to participate in the drill.

BUILDING INSPECTIONS

The Asbestos Hazard Emergency Response Act of 1986 requires the inspection of all buildings in the

school district for asbestos. The district has complied with this act. A management plan documenting these inspections is on file for public review. Upon request, you may view the plan which is located in the superintendent's office.

NONDISCRIMINATION

Turner Public Schools does not discriminate on the basis of race, color, national origin, gender, age, or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or any of their operations. The Turner Public School System also does not discriminate in its hiring or employment practices.

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

Title IX Coordinator: Miranda Shelton
Phone: (580) 276-1307 ext. 300

This notice is available from the compliance coordinator in large print. If needed, it will be furnished in large print, on audio tape, or in Braille.

CHILD FIND

In accordance with Public Law 101-476, Turner Public Schools provides a free appropriate public education for all children with disabilities. Turner Schools has an on-going system for the purpose of identifying, locating, and evaluating any individual suspected of having a disability from three through the age of 21.

If you know or have knowledge on any person suspected of needing services call Kim McGehee at 580-276-1307 ext. 400

NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT

The protection of Pupil Rights Amendment affords parents and students who are 18 or emancipated minors ("eligible students") certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

A. Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education(ED)-

1. Political affiliations;
2. Mental and psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating or demanding behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the students or parents; or
8. Income, other than as required by law to determine eligibility.

B. Receive notice and an opportunity to opt a student out of –

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under state law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

C. Inspect, upon request and before administration or use –

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

The School District will develop and adopt policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The School District will directly notify parents and eligible students of these policies at least annually at the start of each school year and after any substantive changes. The School District will also directly notify parents and eligible students, such as through U.S. Mail or email, at least annually at the start of each school year of the specific or approximate dates of the following activities and provide an opportunity to opt a student out of participating:

1. Collection, disclosure, or use of personal information for marketing, sales, or other distribution.
2. Administration of any protected information survey not funded in whole or in part by ED.
3. Any non-emergency, invasive physical examination or screening as described above.

Parent/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-4605

Reference: Protection of Pupil Rights Amendment (PRPA) – 20 U.S.C. §1232h

“NO CHILD” MILITARY RECRUITMENT PROVISIONS:

This text is from section 9528 on pages 559 and 560 of the 670-page reauthorization of the Elementary and Secondary Education Act (ESEA), commonly known as the No Child Left Behind Act of 2001: Sec. 9528. ARMED FORCES RECRUITER ACCESS TO STUDENTS AND STUDENT RECRUITING INFORMATION.

(a) Policy

ACCESS TO STUDENT RECRUITING INFORMATION-Notwithstanding section 444(A)(5)(B) of the General Education Provisions Act and except as provided in paragraph (2), each local educational agency receiving assistance under this Act shall provide, on a request made by military recruiters or an institution of higher education, access to secondary school students names, addresses, and telephone listings.

(a) CONSENT-A secondary school student or the parent of the student may request that the student's name, address, and telephone listing described in paragraph (1) not be released without prior written

parental consent, and the local educational agency or private school shall notify parents of the option to make request and shall comply with any request.

(b) SAME ACCESS TO STUDENTS-Each local educational agency receiving assistance under this Act shall provide military recruiters the same access to secondary school students as is provided generally to post-secondary educational institutions or to prospective employers of those students.

(c) NOTIFICATION-The Secretary, in consultation with the Secretary of Defense, shall, not later than 120 days after the date of enactment of the No Child Left Behind Act of 2001, notify principals, school administrators, and other educators about the requirements of this section.

(d) EXCEPTION-The requirements of this section do not apply to a private secondary school that maintains a religious objection to service in the Armed Forces if the objection is verifiable through the corporate or other organizational documents or materials of that school.

(e) SPECIAL RULE-A local educational agency prohibited by Connecticut State Law (either explicitly by statute or through statutory interpretation by the State Supreme Court or State Attorney General) from providing military recruiters with information or access as required by this section shall have until May 31, 2002, to comply with the requirement.

SEXUAL HARASSMENT POLICY

State and Federal law specifically prohibits sexual harassment of employees and students in connection with their employment by or enrollment in the Turner Public Schools. This policy will set forth the rules and regulations to be followed by all students, employees and board members of the School District with regard to the issue of sexual harassment:

1. "Employee" means any person who is authorized to act in behalf of the School District, whether that person is acting on a temporary or permanent basis, with or without being compensated, or on a full time or part-time basis and including board members and school volunteers.
2. "Student" means any person who is enrolled in any school or program of the School District.
3. In the case of an employee of the School District, "sexual harassment" is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or/and physical conduct of a sexual nature by one employee towards another employee which (a) is made in explicit or implicit term or conduct of an employee's employment, or (b) is used as a basis for employment decisions effecting that employee, or (c) has the purpose or effect of unreasonably interfering with an employee's work performance, or creating an intimidating, hostile or offensive working environment.
4. In the case of a student of the School District, "sexual harassment" is defined as unwelcome sexual advances, requests for sexual favors and other unwelcome verbal and/or physical conduct of a sexual nature by any person toward a student.

HARASSMENT

It is the policy of this school district that threatening behavior, harassment, intimidation, and bullying of students by other students, personnel, or the public will not be tolerated. This policy is in effect while the students are on school grounds, in school transportation, or attending school-sponsored activities, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district.

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

As used in the School Bullying Prevention Act, “harassment, intimidation, and bullying” means any gesture, written or verbal expression, electronic communication or physical act that a reasonable person should know will harm another student, damage another student’s property, place another student in reasonable fear of harm to the student’s person or damage to the student’s property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school’s educational mission or the education of any student. Harassment, intimidation, and bullying include, but are not limited to, gestures or written, verbal, or physical acts, or electronic communications. Such behavior is specifically prohibited.

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

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

The superintendent shall develop procedures for:

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

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

PROHIBITING HARRASSMENT, INTIMIDATION AND BULLYING **(INVESTIGATION PROCEDURES)**

The following procedures will be used by any person for the filing, processing, and resolution of a reported incident of harassment, intimidation, bullying, or threatening behavior. The procedures are to be followed by the administration of the school district in an effort to determine the severity of the incident and the potential to result in the future violence.

Definitions: “Harassment, intimidation, and bullying” means any gesture, written or verbal expression, electronic communication, or physical act that a reasonable person should know will harm another student, damage another student’s property, place another student in reasonable fear of harm to the student’s person or damage to the student’s property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school’s educational mission or the education of any student. Harassment, intimidation, and bullying include, but are not limited to, gestures, written,

verbal, or physical acts, or electronic communications.

“Electronic communication” means the communication of any written, verbal, or pictorial information by means of an electronic device, including, but not limited to, a telephone, a cellular telephone or other wireless communication device, or a computer.

“Threatening behavior” means any pattern of behavior or isolated actions, whether or not it is directed at another person, that a reasonable person would believe indicates potential for future harm to students, school personnel, or school property.

Procedures: The procedure for investigating reported incidents of harassment, intimidation, and bullying or threatening behavior, is as follows:

1. The matter should immediately be reported to the building principal. If the bullying involved an electronic communication, a printed copy of the communication as well as any identifying information such as email address or web address shall be provided to the building principal. As much detailed information as possible should be provided to the building principal in written form to allow for a thorough investigation of the matter.
2. Upon receipt of a written report, the building principal shall contact the superintendent and begin an investigation to determine the severity of the incident and the potential for future violence.
3. If, during the course of the investigation, it appears that a crime may have been committed the building principal and/or superintendent shall notify local law enforcement and request that the alleged victim also contact law enforcement to report the matter for potential criminal investigation.
4. If it is determined that the school district’s discipline code has been violated, the building principal shall follow district policies regarding the discipline of the student.

Upon completion of the investigation, the principal or superintendent may recommend that available community mental health care options be provided to the student, if appropriate. If such a recommendation is made, the administration shall request disclosure of any information that indicates an explicit threat to the safety of students or school personnel.

STUDENT INFORMATION POLICY

Turner Public Schools will maintain and release “Information” without the parent’s prior written consent, unless the parent or student over 18, informs the district that any or all of the following information should not be released without prior consent:

- Student’s name, address, telephone listing
- Parents or lawful custodian’s name, address, and telephone listing
- Grade level classification (i.e. freshman through senior)
- Student’s participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Dates of attendance, dates of enrollment, withdrawal, and re-entry
- Diplomas, certificates, awards, and honors received
- Picture publications (i.e. newspaper, internet, Turner Facebook, etc.)

Each year the Turner Public School District will give public notice of the categories of information

which it considers information regarding students in the district. The school will allow ten days from the date of such public notice for parents to inform the superintendent in writing of specific information pertaining to such student that should not be released without prior consent of the parent, legal custodian, or the student, if over the age of eighteen. If no objection is received within ten days of the official notification, the information will classify as information until the beginning of the next school year. (Reference: 51 O.S. 24 A 16-17)

FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974 (FERPA)

Introduction

The policy and the procedures included with it are designed to meet the provisions of the Family Educational Rights and Policy Act (FERPA), and the Turner School District is committed to implement the policy and follow the procedures.

The Board of Education authorizes the school superintendent to inform parents, students, and the public of the policy and to exercise his/her administrative resources to implement the policy as well as deal with individuals who violate it.

If the parent of a student, an eligible student, or a citizen of the Turner Public School District believes that the district is violating the FERPA, that person has a right to file a complaint with the Department of Health, Education and Welfare. The address is:

The Family Educational Rights and Privacy Act Office
US Department of Education
Room 4511, Switzer Building
Washington, D. C. 20202
The phone number is: (202) 732-2058.

Annual Notification

The Turner Public School District will prepare a student handbook that will include the rights of students and parents under the FERPA and this policy. That student handbook will be included with a packet of materials provided for the parents or any eligible student when the student enrolls in the Turner Public Schools System.

The notice of the student handbook will include the following:

1. The right of a student's parents and eligible students to inspect and review the student's education records.
2. The intent of the Turner Public School District to limit the disclosure of information contained in a student's education records except: (1) by the prior written consent of the student's parents or the eligible student, (2) as directory information, or, (3) under certain limited circumstances, permitted by the FERPA.
3. The right of a student's parent or an eligible student to seek to correct part of the student's educational record which he or she believes to be inaccurate, misleading, or in violation of student rights. This right includes the right to a hearing to present evidence that the record should be changed if the district decides not to alter it according to the parent or eligible student's request.

CHILD ABUSE AND NEGLECT REPORTING

In accordance with HB 1022.

“Every teacher of any child under the age of eighteen (18) years, and every other person having reason to believe that the child under the age of eighteen (18) years has had physical injury or injuries inflicted upon him/her by other than accidental means where the injury appears to have been caused as a result of physical abuse or neglect, shall report the matter promptly to the county office of the Department of Human Services in county wherein the suspected injury occurred. Provided it shall be a misdemeanor for any person to knowingly or willfully fail to promptly report any incident, as provided above.”

Any employee of Turner Public Schools who has reason to believe that a student under the age of eighteen (18) has had physical abuse or neglect shall use the following procedure in reporting the incident.

1. Report immediately to DHS and law enforcement.
2. Call school counselor at 580-276-1307 ext. 503
3. Report to building principal

WELLNESS POLICY

Purpose:

The link between nutrition, physical activity, and learning is well documented. Healthy eating and activity patterns are essential for students to achieve their full academic potential, full physical and mental growth, and lifelong health and well-being. Healthy eating and physical activity, essential for a healthy weight, are also linked to reduced risk for many chronic diseases. Schools have a responsibility to help students learn, establish, and maintain lifelong healthy eating and activity patterns. Well-planned and effectively implemented school nutrition and fitness programs have been shown to enhance students' overall health, as well as their behavior and academic achievement in school. Staff wellness also is an integral part of a healthy school environment since school staff can be daily role models for healthy behaviors.

Overall Goal:

All students in Turner Public Schools shall possess the knowledge and skills necessary to make nutritious food choices and enjoyable physical activity choices for a lifetime. All staff in Turner Public Schools are encouraged to model healthful eating and physical activity as a valuable part of daily life. To meet this goal, the Turner School District adopts this school wellness policy with the following commitments to nutrition, nutrition education, physical activity, and other school-based activities that support student and staff wellness.

NUTRITION GUIDELINES/STANDARD

Minimum Policy Statements:

- Per USDA Regulations §210.10 and §220.8, school lunches and breakfasts will meet menu-planning system guidelines as required by USDA.

- Per USDA Regulation §210.10, school lunches will provide 1/3 of the recommended dietary allowances (RDA) for calories, protein, calcium, iron, vitamin A, and vitamin C as required by USDA.
- Per USDA Regulation §220.8, school breakfasts will provide ¼ of the RDA for calories, protein, calcium, iron, vitamin A, and vitamin C as required by USDA.
- Per USDA Regulations §210.0 and §220.8, the total calories from fat in school meals will be limited to 30 percent when averaged over one week.
- Per USDA regulations §210.10 and §220.8, the total calories from saturated fat in school meals will be less than 10 percent when averaged over one week.
- Per USDA Regulations §210.10 and §220.8, school meals will meet the Dietary Guidelines for Americans.

Optional Policy Statements:

- Qualifying school sites will participate in USDA's Summer Food Service Program.
 - Healthy food preparation techniques will be implemented. The majority of the food will not be fried.
 - Deep-fat fried potato products served as part of a reimbursable meal will not exceed three ounces per serving and may not be offered more than once a week.
 - Fruits and/or vegetables will be offered daily at all points of service. Fruits and vegetables should be fresh whenever possible. Frozen and canned fruits should be packed in natural juice, water, or light syrup.
 - Schools serving chips will use reduced-fat or baked varieties, rather than the traditional varieties, whenever possible.
- High energy drinks with elevated levels of caffeine will not be available for sale anywhere on school campus.

NUTRITION EDUCATION

Minimum Policy Statements:

- Per USDA regulations §210.12 and §227, nutrition education is offered in the school cafeteria, as well as the classroom.
- Per Oklahoma Senate Bill 1627, the Healthy and Fit School Advisory Committee at each school site will study and make recommendations regarding health education, nutrition, and health services.

Optional Policy Statements:

- The Oklahoma Ag in the classroom curriculum may be implemented in grades K-6.
 - School staff will support and encourage student participation in the USDA school meals programs.

OTHER FOOD ITEMS SOLD ON SCHOOL CAMPUSES

Nutritional snacks, water, and diet soda will only be sold after lunch.

Minimum Policy Statements:

- Per USDA Regulation §210, Appendix B, foods of minimal nutritional value (FMNV) are prohibited from being sold or served during student meal services in the food service area

where USDA reimbursable meals are served or eaten.

- Per the Child Nutrition and WIC Reauthorization Act of 2004, beverage contracts will not restrict the sale of fluid milk products at any time during the school day or at any place on the school premises.
- Per Oklahoma Senate Bill 265 (effective school year 2007-2008), students in elementary schools will not have access to FMNV except on special occasions.
- Per Oklahoma Senate Bill 265 (effective school year 2007-2008), students in middle and junior high schools will not have access to FMNV except after school, at events which take place in the evening, and on special occasions.
- Per Oklahoma Senate Bill 265 (effective school year 2007-2008), diet soda, an FMNV, will be available for sale at the junior high only in vending areas outside of the cafeteria.
- Per Oklahoma Senate Bill 265 (effective school year 2007-2008), healthy food options will be provided at the high school and priced lower than FMNV in order to encourage students and staff to make healthier choices.

Optional Policy Statements:

- School staff will work with local county extension educators to incorporate nutrition education activities in school.

PHYSICAL ACTIVITY *Minimum Policy Statements:*

- Per Oklahoma Senate Bill 1627, the Healthy and Fit School Advisory Committee at each school site will study and make recommendations regarding physical education and physical activity.
- Per Oklahoma Senate Bill 312 (effective school year 2006-2007), students in Grades K through 5 will participate in 60 minutes of physical activity each week.

Optional Policy Statements:

- All playgrounds will meet the recommended safety standards for design, installation, and maintenance.
- School sites will provide adequate equipment (e.g., balls, rackets, and other manipulatives) for every student to be active.

SCHOOL-BASED ACTIVITIES

Minimum Policy Statements:

- Per Oklahoma Senate Bill 1627, each school site will establish a Healthy and Fit School Advisory Committee that meets and makes recommendations to the school principal. The school principal shall give consideration to recommendations made by the Healthy and Fit School Advisory Committee.
- Per the school district's Child Nutrition Programs Agreement, school meals may not be used as a reward or punishment.
- Per USDA Regulations §210.12 and §227, students and parents will be involved in NSLP. Parent and student involvement will include menu-planning suggestions, cafeteria enhancement, program promotion, and other related student-community support activities.

Optional Policy Statements:

- Students will be provided with a clean, safe, enjoyable meal environment.
- The sale of candy as a fundraiser will be discouraged.
- Classroom teachers and administrators will not use candy or sweets as a reward.
- Students will be involved in planning for a healthy school environment. Students will be asked for input and feedback through the use of student surveys, student committees, and school clubs.

NO CHILD LEFT BEHIND ACT OF 2001
HAS BEEN REPLACED BY
EVERY STUDENT SUCCEEDS ACT (ESSA)

HB 3218 repeals the current system of student assessments including the EOIs and OCCTs. It requires the State Department of Education to adopt rules for assessments in compliance with Every Student Succeeds Act (ESSA) by December 31, 2016, creating a transition year for 2016-2017. The Every Student Succeeds Act (ESSA) will be implemented in the 2018-2019 school year.

GENERAL REGULATIONS

Every person who, without justifiable or excusable cause and with intent to do bodily harm, commits an assault, battery, or assault and battery upon the person of a referee, umpire, timekeeper, coach, player, participant, official, sports reporter, or any person having authority in connection with any amateur or professional athletic contest, is punishable by imprisonment in the county jail, and a fine not exceeding Five Hundred Dollars (\$500.00) or by both such fine and imprisonment.

Every person who, without justification or excusable cause, knowingly commits any aggravated assault and battery upon the person of a school employee while such a person is in the performance of his duties, shall, upon conviction, be guilty of a felony. The provisions of this act shall become effective October 1, 1978.

It shall be unlawful for any person in attendance at any athletic or other public entertainment event to project in any manner an object that could cause bodily harm to another person.

Any person violating the provisions of this section shall be subject to ejection from the event by officials supervising the event.

A violation of this section shall be a misdemeanor, punishable by a fine not exceeding \$1,000.00 and one (1) year in the county jail. (Max)

The provision of this section shall not apply to the participants in the athletic or other public entertainment event. This act shall become effective October 1, 1978.

BULLYING PREVENTION POLICY

Bullying can be described as behavior that can include the following: physically assaulting another student by hitting, kicking, pushing, choking, punching, teasing, taunting, threatening, humiliating, stealing, and calling names. Also, damaging property of another student or employee, starting

rumors, exerting an imbalance of power over another student, intentionally harming by verbal comments, creating emotional distress to another student, writing nasty notes to or about another student, and aggressive behavior as perceived by a teacher, employee, or administrator.

Turner Schools will have zero tolerance level for bullying and the activities mentioned in the above named paragraph. Students are encouraged to report directly to an employee, teacher, or administrator any behavior that may be described as bullying. Action will be taken at any school sponsored activity where the activity is under supervision of the staff of Turner Schools. Confidentiality will be recognized in all reporting. The school staff is responsible for reporting any violation and intervention is encouraged at the first sign of bullying. Discipline will be administered according to the policies of the student handbook and extreme incidents will receive consequences that meet the severity of the behavior. All behavior will be documented and the severity will be at the discretion of the administrator.

INTERNET AND OTHER COMPUTER NETWORKS ACCEPTABLE USE AND INTERNET SAFETY POLICY

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

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

Below is the Acceptable Use and Internet Safety Policy (policy) of the Turner School District and the Data Acquisition Site that provides Internet access to the district. Upon reviewing, signing and returning the policy as the students have been directed, each student will be given the opportunity to enjoy Internet

access at school and is agreeing to follow the policy. If a student is under 18 years of age, he or she must have his or her parents or guardians read and sign the policy. The school district cannot provide access to any student who, if 18 or older, fails to sign and submit the policy to the school as directed or, if under 18, does not return the policy as directed with the signatures of the student and his/her parents or guardians.

Listed below are the provisions of your agreement regarding computer network and Internet use. If you have any questions about these provisions, you should contact the person that your school has designated as the one to whom you can direct your questions. If any user violates the policy, the student's access will be denied, if not already provided, or withdrawn and he or she may be subject to additional disciplinary action.

Personal Responsibility

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

Term of the Permitted Use

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

Acceptable Use

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

2. Unacceptable Uses of Network. Among the uses that are considered unacceptable and which constitute a violation of this policy are the following:

A. Uses that violate the law or encourage others to violate the law. Do not transmit offensive or harassing messages; offer for sale or use any substance the possession or use of which is prohibited by the school district's student discipline policy; view, transmit or download pornographic materials or materials that encourage others to violate the law; intrude into the networks or computers of others; and download or transmit confidential, trade secret information, or copyrighted materials. Even if materials on the networks are not marked with the copyright symbol, you should assume that all materials are protected unless there is explicit permission on the materials to use them.

B. Uses that cause harm to others or damage to their property. For example, don't engage in defamation (harming another's reputation by lies); employ another's password or some other user identifier that misleads message recipients into believing that someone other than you is communicating or otherwise using his/her access to the network for the Internet; upload a worm, virus, "Trojan Horse", "Time Bomb", or other harmful form of programming or vandalism; participate in "hacking" activities or any form of unauthorized access to other computers, networks, or information system.

C. Uses that jeopardize the security of student access and of the computer network or other networks on the Internet. For example, do not disclose or share your password with others; do not impersonate another user.

D. Uses that are commercial transactions. Students and other users may not sell or buy anything over the Internet. You should not give others private information about you or others, including credit card numbers and social security numbers.

3. Network Etiquette. All users must abide by rules of network etiquette, which include the following:

A. Be polite. Use appropriate language. No swearing, vulgarities, suggestive, obscene, belligerent or threatening language.

B. Avoid language and uses which may be offensive to other users. Don't use access to make, distribute or redistribute jokes, stories or other material which is based upon slurs or stereotypes relating to race, gender, ethnicity, nationality, religion or sexual orientation.

C. Don't assume that a sender of e-mail is giving his/her permission for you to forward or redistribute the message to third parties or to give his/her e-mail address to third parties. This should only be done with permission or when you know that the individual would have no objection.

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

4. Cyber Bullying

Cyber bullying is when one or more people intentionally harm, harass, intimidate or reject another person using technology. This includes but is not limited to the following:

- a. Sending mean or threatening messages via email, IM (Instant Messaging), or text messages.
- b. Spreading rumors about others through email, IM or text messages.
- c. Creating a web site or MySpace (other social-networking) account that targets another student or other person(s).
- d. Sharing Facebook or embarrassing photos or videos of someone with other via a cell phone or the Web.
- e. Stealing another person's login and password to send mean or embarrassing messages from his or her accounts.

It shall be the policy of Turner Public Schools that cyber bullying will not be tolerated under any circumstances.

A student caught violating this policy may lose computer privileges and these actions may result in further disciplinary actions. Actions taken may be, but not limited to, suspension or expulsion from school. In addition, violators and their parents/guardians may be subject to civil and/or criminal penalties as specified by Oklahoma and or federal laws.

INTERNET SAFETY

1. **General Warning; Individual Responsibility of Parents and Users.** All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged students. Every user must take responsibility for his or her use of the computer network and Internet and stay away from these sites. Parents of minors are the best guides to materials to shun. If a student finds that other users are visiting offensive or harmful sites, he or she should report such use to the person designated by the school.

2. **Personal Safety.** Be safe. In using the computer network or Internet, do not reveal personal information such as your home address or telephone number. Do not use your personal information such as your home address or telephone number. Do not use your real last name or any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you "meet" on the computer network or Internet without your parent's permission (if you are under 18). Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet in a secluded

place or a private meeting.

3. **“Hacking” and Other Illegal Activities.** It is a violation of this policy to use the school’s computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.

4. **Confidentiality of Student Information.** Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian, if the student is 18 or over, the permission of the student himself/herself. Users should never give private or confidential information about themselves or others on the Internet, particularly credit card numbers and Social Security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined by law, for internal administrative purpose or approved educational projects and activities.

5. **Active Restriction Measures.** The school, either by itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or, (3) harmful to minors. The school will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other material which is inappropriate for minors.

Internet Filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 17 and older.

The term “harmful to minors” is defined by the Communications Act of 1934 (47 USC Section 254[h][7]), as meaning 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 contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals;-taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Privacy

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

Failure to Follow Policy

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

user whose access has been denied or terminated. The school district may also take other disciplinary action in such circumstances.

Warranties/Indemnification

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

Updates

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

STUDENT VALUABLES AND LOCKERS

Students should not bring large sums of money or other valuable items to school. The Turner School District will not be accountable for items stolen or damaged. Students who wear glasses, rings, or watches are to keep track of these items at all times. Students are not to bring radios, boom boxes, CD players, headphones, beepers, mp3 players or other electronic items. **STUDENTS ARE RESPONSIBLE FOR THEIR PERSONAL PROPERTY.** Students have the option to place locks on their assigned lockers to prevent loss of items. Each student is assigned a locker for the storage of books and equipment. It is the student's responsibility to see that his/her locker is kept locked and in order at all times.

Students are not to switch or share lockers with another student unless approved by the Principal's Office. All locker combinations or locker keys should be marked and given to the office for keeping. If a locker needs to be checked and there is not an extra key or combination on file, it will be cut off at the student's expense.

School authorities reserve the right to check lockers at any time. Students should not expect any certain privacy. Students are responsible for any damages to their locker.

HALL PASSES

Students will not be allowed in the hall without a hall/paddle pass from their teacher or principal.
HALL PASSES ARE REQUIRED!

STUDENT VEHICLES ON CAMPUS

If any vehicle is driven to school by a student, an adequate place will be provided for parking. Driving a vehicle to school is a PRIVILEGE, not a right. Any damages incurred to vehicles are not the responsibility of the Turner School District. Vehicle tag, driver's license and proof of insurance must be on file at the Principal's Office for the students to operate a vehicle on campus. All student vehicles must be parked in designated location. If the student is not parked in designated spot the officer will be contacted.

When students arrive at school they are to get out of their vehicles upon arrival and are not to return to them until they are ready to leave school at 3:20 P.M.

DRIVERS LICENSE

Students needing to obtain a driver's license will need to come by the high school office to obtain a completed proof of enrollment/form.

CURRICULUM AND GRADING SCALE

It is our intent to offer as broad a program of studies as possible to help students prepare for their future endeavors.

Teachers will report student progress through nine weeks report cards. Parent-Teacher conferences are scheduled during the year. Parents are urged to schedule this time to check on the progress of their students.

The grading scale to be used is as follows:

Regular Grading Scale			Weighted Grading Scale		
90 – 100	A	4.00	90 – 100	A	5.00
80 – 89	B	3.00	80 – 89	B	4.00
70 – 79	C	2.00	70 – 79	C	3.00
60 – 69	D	1.00	60 – 69	D	2.00
59 and below	F		59 down	F	

Grades can be checked online in Gradebook by receiving a student password from the office.

SUPERINTENDENT'S HONOR ROLL

The Superintendent's Honor Roll will be announced at the end of each semester. In order for a student to qualify, he/she must have all "A's", including weighted classes, on semester grades.

PRINCIPAL'S HONOR ROLL

The Principal's Honor Roll will be announced at the end of each semester. In order for a student to qualify, he/she must have no semester grade lower than a "B", including weighted classes.

MIDDLE SCHOOL VALEDICTORIAN /SALUTATORIAN

The middle school principal will select the Valedictorian and Salutatorian from the members of the

graduating eighth grade class. The selection shall be made based upon a cumulative numeric grade point average. Semester grades from subjects taken during the sixth, seventh, and through the first semester of their eighth grade year. The highest grade point average to the hundredth decimal will be named valedictorian and the second highest will be named salutatorian.

HIGH SCHOOL VALEDICTORIAN AND SALUTATORIAN

Selection for valedictorian and salutatorian will be based on the grade point average earned in grades nine through first semester of the senior year. A student must have attended Turner Schools for three semesters prior to tabulation of the grade point average for valedictorian, salutatorian, and top ten percent. Honor student status will be determined at the end of the first semester of the senior year.

Students earning the highest grade point average above 4.0 will be determined to be valedictorian and salutatorian. The grade point average will be ranked on the student's transcript, which will be submitted to colleges and universities, along with scholarship applications. If no student is above 4.0, then the highest grade point average to the hundredth decimal will be named valedictorian and the second highest will be named salutatorian. Students who are not valedictorian or salutatorian and are in the top ten percent of the class will be recognized with the distinction of being ranked in the top ten percent.

For a student to be considered valedictorian or salutatorian, they must have taken a minimum of two units from the following: chemistry, pre-calculus, calculus, statistics and probability, zoology, botany, anatomy and physiology, trigonometry, AP English, Spanish III or concurrent enrollment from a college or university.

Students who are accepted to the Oklahoma School of Math and Science from Turner Public Schools and attend their junior year and voluntarily return to their home school, Turner High School, for their senior year will be eligible for the honor of valedictorian or salutatorian if their grade point average is still within the range of this honor.

The following classes will be given a weight of 5.0. All others will be 4.0:

1. All advanced placement classes (Example, math, science, history, English)
2. Classes taken at the Oklahoma School of Math and Science.

The following classes will be weighted: chemistry, calculus, pre-calculus, statistics and probability, zoology, botany, anatomy and physiology, trigonometry, AP English, Spanish III, or concurrent enrollment core curriculum classes.

Regular Grading Scale

A	90-100	4.00
B	80-89	3.00
C	70-79	2.00
D	60-69	1.00
F	0-59	

Weighted Grading Scale

A	90-100	5.00
B	80-89	4.00
C	70-79	3.00
D	60-69	2.00
F	0-59	

RETENTION POLICY

Students in grades 1-5 must achieve a grade average of 60% or better in 3 major courses (math, language arts, science, reading and social studies) in addition to meeting required benchmark testing to be promoted to next higher grade.

According to the Reading Sufficiency Act students entering 1st grade will be retained at the 3rd grade level if the student scores an unsatisfactory level on the reading portion of the third grade criterion referenced test. A student may be promoted for “good cause” if the student meets one of the following statutory exemptions:

1. Limited English proficient students who have had less than 2 years of instruction in English Language Learner program
2. Students with disabilities whose individualized education plans indicate that participation in statewide Criterion reference tests are not appropriate.
3. Students who demonstrate an acceptable level of performance on an alternative standardized reading assessment approved by State Board of Education.
4. Student who demonstrate through student portfolio that the student is reading on grade level by demonstration of mastery of state standards.
5. Students with disabilities who participate in State test and who have individualized education plans that reflects that the student has received intensive remediation for reading for more than 2 years but still demonstrates deficiency in reading and were previously retained in K-3 grade
6. Student who have received reading remediation through program of intensive reading instruction for 2 or more years but still demonstrate deficiency and who were previously retain in K-3 for total of 2 years.

Retention in pre-Kindergarten and Kindergarten will be based on student performance on benchmark testing, age, and classroom performance.

In elementary school, a placement committee of the principal, counselor, and teacher shall determine if a student is to be assigned to the next higher grade. The committee shall consider standardized test scores and the student’s age.

When a teacher or placement committee recommends that a student be retained at the present grade level, the parent or guardian, if dissatisfied with the recommendation, may appeal the decision by complying with the district’s appeal process. The decision of the board of education shall be final. The parent or guardian may prepare a written statement to be placed in and become part of the permanent record of the student stating their reason for disagreeing with the decision of the board.

Students retained in 3rd grade in accordance with the Reading Sufficiency Act may be eligible for midyear promotion to fourth grade if the student can demonstrate that they are a successful and independent reader, reading at or above grade and are reading to be promoted. Retained students may only be promoted midyear prior to November 1 and only after demonstrating required level of proficiency. This promotion shall only be made upon the agreement of parent or guarding and the school principal.

CLASS OFFICERS

Students who are elected to an officer position will be required to maintain leadership qualities. Any student holding an officer position will be required to do the following:

1. Maintain at least a 3.0 GPA.
2. Have no more than two discipline referrals.
3. Student cannot be suspended.
4. Required to attend officer meetings held the first Tuesday of each month from August through May, unless preapproved by the class sponsor.
5. Must comply with the 90% attendance rule.
6. Mandatory attendance of all major functions of THS, such as prom, homecoming, senior/faculty softball game, etc.

If an officer loses his/her position, the Stucco representative who has the highest GPA will move up. If there is a tie on the GPA, it will go to a coin toss between the two Stucco representatives. The Stucco advisor will replace the class representative if they have to move up to finish the remainder of the school year.

SCHOLASTIC ELIGIBILITY

Semester Grades

- a. A student must have received a passing grade in any five subjects to be counted for graduation that he/she was enrolled in during the last semester he/she attended fifteen or more days. (This requirement would also be five school subjects for the 7th and 8th grade students.) For block schedules that offer 8 or more credits during an 18-week grading period, a student must earn 6 credits counted toward graduation during that 18-week grading period. (1 credit = $\frac{1}{2}$ Carnegie Unit) (Trimester Eligibility-Refer to Board Policy XXXIX)
- b. If a student does not meet the minimum scholastic standard, he/she will not be eligible to participate during the first six weeks of the next 18-week grading period they attend.
- c. A student who does not meet the above minimum scholastic standard may regain his/her eligibility by achieving passing grades in all subjects he/she is enrolled in at the end of a six-week period.
- d. Pupils enrolled for the first time must comply with the same requirements of scholastic eligibility. The passing grades required for the preceding 18-week grading period should be obtained from the records in the school last attended.

Student Eligibility During a Semester

- a. Scholastic eligibility for students will be checked after three weeks (during the fourth week) of a semester and each succeeding week thereafter. School may choose to run eligibility checks on any day of the week. The period of probation and ineligibility will always begin the Monday following the day eligibility is checked. Methods should be devised to check weekly grades of vo-tech students and all concurrently enrolled students. For block scheduling, scholastic eligibility will be checked after two weeks (during third week) of the first and third blocks and each succeeding week thereafter and at the end of the first week of the second and fourth blocks and each succeeding week thereafter. Schools may choose to run eligibility checks on any day of the week. The period of probation and ineligibility will always begin the Monday following the day eligibility is checked.
- b. A student must be passing in all subjects he/she is enrolled in during a semester. If a student is not passing all subjects enrolled in on the day of the grade check, he/she will be placed on probation for the next one-week period. If a student is still failing one or more classes during the next week on the grade check day, he/she will be ineligible to participate during the next one-week period. The ineligibility periods will begin on Monday and end on Sunday.

- c. A student who has lost eligibility under this provision must be passing all subjects in order to regain eligibility. A student regains eligibility under Rule 3 with the first class of the new one-week period. (Monday through Sunday)
- d. "Passing grade" means work of such character that credit would be entered on the records were the semester to close at that time.

Special Provisions

- a. A senior student maintains eligibility by passing the classes required for graduation. The number of classes in which a student is enrolled can be no less than four. (For block and trimester exceptions contact the OSSAA office.) A junior or senior student who is concurrently enrolled in high school and college may use the college courses to meet the minimum number of subjects needed to maintain eligibility. These may be a combination of high school and college subjects equivalent to four high school units which are accepted by the Oklahoma State Department of Education.
- b. An ineligible student who changes schools during a semester will not be eligible at the new school for a minimum period of three weeks. A student may regain his/her eligibility by achieving the scholastic standard in Rule 3, Section 2-bh at the end of a three-week period. (Any part of a week is considered a full week)
- c. Incomplete grades are considered to be the same as failing grades in determining scholastic eligibility. School administrators are authorized to make an exception to this provision if the incomplete grade is caused by an unavoidable hardship. (Examples of such hardship would be illness, injury, death in family and natural disaster.) A maximum of two weeks is allowed for make-up work.
- d. One summer school credit (1/2 unit or one subject) earned in an Oklahoma State Department of Education accredited program may be used to meet the requirements of Rule 3, Section 1-a, for the end of spring semester.

Special Education Students

Special students, who are enrolled in special education classes, have an Individual Educational Plan and have been certified by the principal as doing a quality of work may, with the approval of the Board of Directors, be accepted as eligible under this rule.

OKLAHOMA ACADEMIC STANDARDS

Oklahoma Academic Standards will be implemented in every academic discipline during the 2021-2022 school year.

GRADUATION REQUIREMENTS

The Turner School District requires twenty-four units to graduate.

Incoming freshman, beginning with the 2020-2021 school year, will be required to have 26 units to graduate.

In 2009–2010, parents of incoming freshmen had to choose which graduation tract their child would follow in order to graduate. They could choose either college preparatory/work ready curriculum or core curriculum (state graduation requirements). See in next section.

The Oklahoma School Testing Program for 2021-2022 requires junior students to be assessed on the ACT or SAT, including the writing component, integrated science, and U.S. History.

If a student lacks 1 credit or less, he/she upon agreement between administration and student, would be allowed to walk during graduation ceremony.

OKLAHOMA REQUIREMENTS FOR HIGH SCHOOL GRADUATION

Parents of all students entering 9th grade must choose state (core curriculum) requirements for graduation or college preparatory/work ready curriculum.

State Graduation Requirements (Core Curriculum) 70 O.S. § 111-103.6 Units or sets of competencies

English (4 Units of Sets of Competencies): 1 Grammar and Composition, and 3 which may include, but are not limited to: American Literature, English Literature, World Literature, Advanced English courses, or other English courses with content and/or rigor equal to or above grammar and composition.

Mathematics (3 Units or Sets of Competencies): 1 Algebra I or Algebra I taught in a contextual methodology, and 2 which may include, but are not limited to: Algebra II, Geometry, or geometry taught in a contextual methodology, Trigonometry, Math Analysis or Pre-calculus, Calculus, Statistics and/or Probability, Computer Science, Contextual Mathematics courses which enhances technology preparation, or a science technology, engineering and math (STEM) block course meeting the requirements for course competencies whether taught at a comprehensive high school or technology center school when taken in the eleventh or twelfth grade, taught by a certified teacher, and approved by the State Board of Education and the independent district board of education; mathematics courses taught at a technology center school by a teacher certified in the secondary subject area when taken in the tenth, eleventh or twelfth grade upon approval of the State Board of Education and the independent district board of education; or other mathematics courses with content and/or rigor equal to or above Algebra I.

Science (3 Units or Sets of Competencies): 1 Biology I or Biology I taught in a contextual methodology, and 2 in the area of life, physical or earth science or technology which may include but not limited to the following courses: Chemistry I, Physics, Biology II, Chemistry II, Physical Science, Earth Science, Botany, Zoology, Physiology, Astronomy, Applied Biology/Chemistry, Applied Physics, Principles of Technology, qualified agricultural education courses(including but not limited to Horticulture, Plant and Soil Science, Natural Resources and Environmental Science and Animal Science), contextual science courses which enhance technology preparation whether taught at (1) comprehensive high school or (2) technology center school when taken in the tenth, eleventh or twelfth grade taught by a certified teacher and approved by the State Board of Education and the independent district board of education science courses taught at a technology school by a teacher certified in secondary subject area when taken in the eleventh or twelfth grad upon approval of the State Board of Education and the independent board of education or other science courses with content and/or rigor equal to or above Biology I.

History & Citizenship skills (3 units or Set of Competencies): U. S. History, ½ U. S. Government, ½ Oklahoma History, and selected from the subjects of History, Government, Geography, Economics, Civics or Non-Western culture and approved to meet college admissions

requirements.

The Arts (1 Unit or Set of Competencies): which may include, but are not limited to, courses in Visual Arts and General Music.

Computer Technology/World Language (1 Unit or Set of Competencies): Whether taught at a high school or a technology center school including computer programming, hardware and business computer applications such as word processing, databases, spreadsheets and graphics, excluding keyboarding or typing courses, or 1 unit of set of competencies of world language or non-English language.

8 Electives - Minimum

Personal Financial Literacy Requirement 70 O.S. § 11-103.6H: Students shall complete the requirements for a personal financial literacy passport as set forth in the Passport to Financial Literacy Act and any additional course requirements or recommended elective courses as may be established by the State Board of Education and the district school board. Contact your local school district officials for specific details

CPR/AED Requirements 70 O. S. § 1210.199: Beginning with the 2015-16 school year all students enrolled in public school shall receive instruction in cardiopulmonary resuscitation (CPR) and awareness of the purpose of an automated defibrillator at least once between the 9th grade and graduation.

Your local board's graduation requirements may exceed the state graduation requirement of 23 units. Turner High School requires 24 units for graduation! Incoming freshman, beginning with the 2020-2021 school year, will be required to have 26 units to graduate.

PASSPORT TO FINANCIAL LITERACY

The Oklahoma *Priority Academic Student Skills* (PASS) HB 1476, for Personal Financial Literacy, Grades 7-12, indicate the skills students must have to increase their personal financial literacy knowledge continually as their responsibilities and opportunities change. This course is designed to teach our children to think and behave responsibly with their personal finances now and as they enter the world of adulthood. Real world topics covered by these standards include the following: (1) Earning an income; (2) Understanding state and federal taxes; (3) Banking and financial services; (4) Managing a bank account (5) Savings and investing; (6) Planning for retirement; (7) Understanding loans and borrowing money, including predatory lending and payday loans; (8) Understanding interest, credit card debt, and online commerce; (9) Identity fraud and theft; (10) Rights and responsibilities of renting or buying a home; (11) Understanding insurance; (12) Understanding the financial impact and consequences of gambling; (13) Bankruptcy; and (14) Charitable giving. Effective money management is a disciplined behavior and much easier when learned earlier in life. All Oklahoma students must demonstrate a satisfactory knowledge in each of the 14 areas of instruction in order to receive their diploma.

Must be implemented for freshmen of 2010 – 2011.

COLLEGE PREPARATORY/WORK READY CURRICULUM

70 O.S. § 11-103.6

Beginning with students entering the ninth grade in the 2007-2008 school year, in order to

graduate from a public high school accredited by the State Board of Education with a standard diploma, students shall complete the following college preparatory/work ready curriculum units or sets of competencies at the secondary level:

English (4 units or Sets of Competencies): English I, English II, English III, English IV or other English course approved for college admission requirements.

Mathematics (3 units or Sets of Competencies): Beginning with those entering the 9th grade in the 2008-09 school year all students must take 3 units of Mathematics in grades 9-12 in addition to any of the following courses taken prior to grade 9: Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Stats & Probability, AP Statistics, or other mathematics course approved for college admission requirements.

Laboratory Science (3 units or Sets of Competencies): One unit must be a Life Science meeting the standards for Biology I, one unit must be a Physical Science, Life science or Earth and Space Science with content and rigor above Biology I or Physical Science.

History & Citizenship Skills (3 units or Sets of Competencies): U.S. History, ½ U.S. Government, ½ Oklahoma History or selected from the subjects of History, Government, Geography, Economics, Civics, or Non-Western culture and approved for college admission requirements.

World or Non-English Language or Computer Technology (2 units or Sets of Competencies): (2) units or sets of Competencies- Computer Technology approved for college admission requirements whether taught at high school or a technology center school including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing courses;

1st year of World or non-English language and 2nd year of same World or non-English language
Or

1st year or Computer Technology (excludes Keyboarding or typing courses) and 2nd year of computer technology

1 Additional Unit or Set of competencies: One additional unit selected from above or Career and Technology Education courses, Concurrently Enrolled courses, Advanced Placement Courses or International Baccalaureate Courses approved for college admission can also meet the requirements of one additional unit or set of competences selected from the areas of English, Math, Science, History or Computer Technology.

Fine Arts or Speech (1 units or Sets of Competencies): Music, Art, Drama or Speech

6 Electives Minimum

Personal Financial Literacy Requirement 70 O.S. § 11-103.6H: Students shall complete the requirements for a personal financial literacy passport as set forth in the Passport to Financial Literacy Act and any additional course requirements or recommended elective courses as may be established by the State Board of Education and the district school board. Contact your local school district officials for specific details

CPR/AED Requirements 70 O. S. § 1210.199: Beginning with the 2015-16 school year all

students enrolled in public school shall receive instruction in cardiopulmonary resuscitation (CPR) and awareness of the purpose of an automated defibrillator at least once between the 9th grade and graduation.

Beginning with students entering the ninth grade, in lieu of the requirements of the college preparatory/work ready curriculum, **a student may enroll in the core curriculum upon written approval of the parent or legal guardian of the student.**

School districts may require a parent or legal guardian of the student to meet with a designee of the school prior to enrollment.

For students who entered the ninth grade prior to the 2006-07 school year and for those students subject to the **requirements of the core curriculum**, in order to graduate from a public high school accredited by the State Board of Education with a standard diploma, students shall complete the core curriculum units or sets of competencies at the secondary level. (70 O.S. 11103.6)

For students who enter the ninth grade in or prior to the 2007-08 school year who are enrolled in an **alternative education program** and meet the requirements of their plans leading to high school graduation developed pursuant to 70 O.S. 1210.568 shall be awarded a standard diploma.

STUDENT CPR TRAINING REQUIREMENT

Students must receive one time cardiopulmonary resuscitation (CPR) and automatic external defibrillator (AED) in a class of the district's choosing between 9th grade and graduation.

CPR and AED curriculum must be developed using nationally recognized and evidence based guidelines. Training must include a psychomotor (hands-on) component.

Seniors will be trained during the 2020-2021 school year.

INDIVIDUAL CAREER ACADEMIC PLAN (ICAP)

Students will start the ICAP process in sixth grade and update it every subsequent grade. An ICAP is a multi-year process that guides students as they explore career, academic and postsecondary opportunities.

COLLEGE COURSEWORK DUAL CREDIT STUDENT

CONCURRENT ENROLLMENT

Turner Public Schools encourages eligible juniors and seniors to participate in our concurrent enrollment program by successfully completing coursework from local institutions of higher education for dual transcript credit towards HS graduation requirements as well as college credit. Juniors and seniors may enroll in a combined number of high school and college courses per semester not to exceed a full-time workload of 19 semester credit hours. For purposes of calculating work load, one-half high school unit shall be equivalent to three semester credit hours of college work. Turner Schools will pay fees and books for one concurrent class each semester for juniors. The state regents will pay for senior's tuition, however Turner schools will pay for their fees and books. Turner schools will not pay for travel expenses. If Turner schools receives funding cuts this may not occur. If at any time a concurrent student fails a college course, that student will be responsible for paying for the tuition and fees of that course

and cannot enroll in further courses at the college level. All concurrent enrollments must go through the HS Counselor. Students must have on file an approved and signed contract. High school seniors who meet the eligibility requirements are entitled to receive tuition waivers, depending upon available funds, for up to eighteen hours per year.

ELIGIBILITY FOR CONCURRENT ENROLLMENT:

SENIORS

1. Must participate in the ACT or SAT and meet ONE of the following requirements:
 - a. Achieve a composite score of a 19 or better on the ACT*
 - b. Achieve a combined critical reading and math score of 1020 or better on the SAT*
 - c. Have a 3.0 grade-point average and rank in the top 50% of his/her class. * The minimum scores on the ACT and SAT are based on the 50th percentile using Oklahoma or National norms which are subject to change each year.

JUNIORS

1. Must participate in the ACT or SAT and meet one of the following requirements:
 - a. Achieve a composite score of 21 or better on the ACT*
 - b. Achieve a combined critical reading and math score of 1130 or better on the SAT*
 - c. Have a 3.5 grade-point average. (Class rank is not considered.)
2. Must achieve a 19 or better on the ACT sub-score or equivalent in the areas of English, Reading, or Science reasoning, a 23 or better on the ACT sub-score or equivalent in the area of Math to enroll in coursework in that area. Concurrent students must achieve a 19 or better on the ACT Reading sub-score to be eligible to enroll in courses outside the four areas listed above.
3. Must provide a signed letter of recommendation from their high school counselor confirming their eligibility to satisfy by spring of the senior year the high school graduation requirements including curricular requirements for college admission and permission from their parent/guardian. (Student must be enrolled in an accredited HS.)

All concurrent enrollments must be done in coordination with the Turner High School Counselor and college officials. The following college classes may be taken in lieu of the high school requirements for graduation:

COLLEGE COURSE	HS ACADEMIC CREDIT
General Biology	1 Unit HS Biology II
General Botany	1 Unit HS Botany
English Composition I	½ Unit English IV
English Composition II	½ Unit English IV
Introduction to Chemistry	1 Unit HS Chemistry
Chemistry I	1 Unit HS Chemistry
American History Survey to 1877	½ Unit HS U.S. History
American History Survey from 1877	½ Unit HS U.S. History
American Federal Government	½ Unit HS American Government
Introduction to Geography	½ Unit HS Geography
Introduction to Speech	½ Unit HS Speech
Humanities	1 Unit HS Humanities
Fine Arts	1 Unit HS Fine Arts
Computers	1 Unit HS Computer II
College Algebra *	1 Unit HS Algebra II

*Juniors wanting to enroll in College Algebra must have a math composite score on the ACT of 23 or higher. Seniors must have completed Algebra I, Algebra II, Geometry, and have a math composite score on the ACT of 19 or higher.

Any course not listed above will be at the discretion of the high school counselor and principal.

OKLAHOMA HIGHER LEARNING ACCESS PROGRAM

(Oklahoma's Promise)

Sending your child to college may seem a long way down the road, but planning for his or her future now can help you put your child on a winning track toward a college degree. Even if you think you can't afford a college education for your child, there is still a way you can help your child go to college in Oklahoma.

HOW IT WORKS

The Oklahoma Legislature has set up a fund that will help pay for a student's education if his or her parents' total yearly income is not more than \$55,000 (beginning fall 2021). That program is called the Oklahoma Higher Learning Access Program (OHLAP). There is a special curriculum that must be followed for participation. The high school counselor will make this information available upon request.

- > Students must enroll in the program in 8th, 9th, 10th, or 11th grade. Students start early so that they can get ready for college by taking high school courses that will help them do well.
- > Students must take certain courses and pass those courses with at least a 2.5 cumulative grade average.
- > Students must go to class regularly and do their homework.
- > Students also agree to stay out of serious trouble and away from drugs and alcohol.

WHAT ARE THE BENEFITS

Once a student has completed the program's goals and graduated from an accredited high school OHLAP will help pay the student's tuition at a public two-year college, four-year university or public technology center that offers college credit for certain programs. It will also cover at least a portion of tuition at certain private colleges and universities. The scholarship is good for up to five (5) years or until the student completes a four-year undergraduate degree, whichever comes first.

HOW YOU CAN HELP

Encourage your child to do well in his or her courses and to stay out of trouble. When your child signs up for the program in the eighth, ninth or tenth grade, you'll also sign an agreement and promise to help your child successfully reach the goals of the program.

OKLAHOMA HONOR SOCIETY

All students that are in the top ten percent (10%) of the High School and Junior High student body the

last semester of the preceding year and the first semester of the current year will receive certificates for this honor.

ACADEMIC TEAM

Turner High School has an academic team that competes interscholastically. The academic team was initiated to promote academic excellence. The members of the team shall be chosen by a play-off tournament. From this tournament the top eight scorers shall become the team for the season of competition. The team shall participate in several matches with conference schools during the season. At the end of the season, the team shall play in post-season play-offs that could eventually lead to the state tournament.

All academic team members must abide by eligibility rules of the OSSAA Turner Schools and those set forth in the handbook.

BETA CLUB

Students who record a 3.4 grade point average for one semester and who maintains a 3.0 cumulative GPA may join the BETA Club. Freshmen shall be selected at the end of the 1st semester if they have a qualifying GPA.

COLLEGE VISITS BY SENIORS

All college visitations by seniors must be set up and approved in advance by the principal and /or the Counselor. Parents of seniors must call and request college visits. Seniors are allowed two college visits per school year. You must bring back proof of attendance to the counselor.

DEBTS

Any students that have unpaid debts which include but are not limited to current or previous fund-raising debts, lost books or lunches will not be able to participate in future fund-raising activities.

TEXTBOOKS

Students at Turner Public Schools are provided free textbooks for all classes where required. Once a student is ISSUED a textbook, he/she is expected to keep and care for the book until it is returned. In the event a textbook becomes lost or damaged beyond use, another will not be ISSUED until the first one is paid for. The same is true for books not returned to the library. A student may temporarily lose checkout privileges of library books for failure to return books already checked out and not returned. "Charge" statements will be attached to student transcripts for any legitimate debt owed the school. The school also has the authority to retain a student's school records until all financial obligations are met. The student will purchase certain items, such as gym clothes, shoes, etc.

CALCULATORS

Students who are enrolled in a math class will be issued a calculator for which he/she is expected to keep and care for until it is returned. **If the calculator is returned damaged or lost, the student will**

be responsible for paying for the damaged or lost calculator and will not be allowed to check out another calculator until payment is made.

PROGRESS REPORTS

Progress reports will be sent home to parents through the mail every third (3rd) week of each nine-week period. This report gives you the teacher's evaluation of your child's development in knowledge, skills, and social growth. A numerical average will be included on this report for each solid subject.

If a teacher feels that a student is not achieving his/her fullest potential, a parent/teacher conference will be requested.

SEMESTER TEST/FINAL EXAM

All final exams will count 24%

of the student's semester grade. The two nine weeks grades will count 38% each along with the semester test grade of 24% to calculate their final semester grade. All students will take semester tests. There will not be exemptions.

CLASS SCHEDULE CHANGE

Students will be allowed to change class schedules only during the first week of a semester. Exception: If the administrator feels the change is for the betterment of the student, he/she can make a change when deemed necessary. This would only be under extreme circumstances.

PROFICIENCY BASED PROMOTION/ ACCELERATION AND CREDIT FOR COURSES COMPLETED

Upon the written request of a student, parent, guardian, or educator, a student will be given the opportunity to demonstrate proficiency in one or more areas of the core curriculum as defined in 70 O.S. 11-103.6:

1. Language Arts
2. Mathematics
3. Science
4. Social Studies
5. Languages
6. Fine Arts

- A. The student who can demonstrate proficiency in the absence of instruction may be promoted a grade level in Grades K-8, or accelerated in a subject area in Grades K-8, or earn high school credit for courses in Grades 9-12.
- B. Proficiency for advancing to the next level will be demonstrated by a score of 90 percent or comparable performance on an assessment or demonstration.
- C. In the area of Laboratory Science, students will have to satisfactorily perform relevant laboratory techniques. In the area of arts and foreign language, an interview and a portfolio on performance demonstration will be required and evaluated by the district for proficiency.
- D. Proficiency may be demonstrated by one or more of assessment or evaluation appropriate to the curriculum area. Examples: portfolio, criterion referenced tests, thesis, project, product or

performance.

- E. Parents needing more information on Proficiency Based Testing need to contact the principal. Parents requesting that their child take Proficiency Based Testing must request in writing to the principal within the last seven days of each semester.
- F. Qualifying students are those who are legally enrolled in the local district, Grades K-12.
- G. Students may be allowed to take proficiency assessments in multiple areas.
- H. Students not demonstrating proficiency may be allowed to try again during the next
- I. assessment period or upon request of the principal.
- J. Exceptions to standard assessment may be approved by a local district for those students with disabling conditions.

CLASSIFICATION REQUIREMENTS

To be classified as a freshman, sophomore, junior, or senior, a student must have passed a minimum of one-fourth of the graduation credits required for their graduating class. (For example, if your graduation credit requirement is 24 credits, as a freshman you must pass at least 6 credits to be classified as a sophomore. At the end of your sophomore year, you must have passed 12 credits in order to be classified as a junior. At the end of your junior year, you must have passed 18 credits to be classified as a senior. (If these requirements are not met, you will be classified in the grade for which credits have been met).

2020-2021 incoming freshman, will be required to pass at least 6.5 credits in order to be classified as a sophomore. Sophomores will be required to pass 13 credits in order to be classified as a junior and juniors will have to pass 19.5 credits to be classified as senior.

MAKE UP WORK

It is the student's responsibility to contact his/her teachers and obtain information regarding work missed. Failure to make up work missed within the prescribed time will result in a "0" for the work missed.

One day for each day missed or additional days as allowed by the building principal.

Students suspended for five (5) days or less will not be allowed to make up assignments. By Oklahoma Law, students who are suspended for more than five (5) may make up work through the cooperation of the teacher. The makeup work for long term suspensions is only required for the core courses of Math, Science, Language Arts, and Social Studies.

Regarding school related absences: students are required to ask for missed work ahead of time so they are able to turn it in when they return to school. It is the student's responsibility to ask for the work and inform the teacher why they will be absent. Students are responsible for scheduling additional instructional time with the teacher if needed to complete assignments.

HOMEWORK RECOVERY

If students do not have their homework, the first 15 minutes of their lunch period will be spent in Homework Recovery and will be served with a classroom teacher that will be announced on Monday morning.

If the student fails to report to Homework Recovery, they will serve morning detention the next day. If morning detention is missed the next day, they will serve one day of In School Detention.

If a student is on a school activity or is absent and they have noon Homework Recovery, it will be served the following school day.

Student ID numbers will be posted on the office window for those needing to attend Homework Recovery. **Be responsible and check every day!!**

However, if homework is not turned in, the student automatically knows that they will have to attend Homework Recovery the next day!

TARDINESS

A little late is too late!! Any student entering class after the bell is considered tardy unless that student has a note from the office or staff member. A student who is more than fifteen (15) minutes late for class will receive an absence for that class that day. All work assigned during that period will be due as assigned. Tardiness to class is a disruption of the normal operation of school and must be taken seriously. The following consequences apply per class period.

1st Tardy – Teacher Warning Tardy Slip from office.

2nd Tardy- Teacher contact parent Tardy slip from office.

3rd Tardy – Tardy slip from office and equals to one unexcused absence.

ATTENDANCE POLICY

The board of education believes that attendance in regularly scheduled classes is a key factor in student achievement. However, it is important for those students who are ill to stay home when sick. Students who have a fever or a measured temperature greater than or equal to 99.5 degrees Fahrenheit should not be at school or school activities.

ABSENCES

Excused absence will be granted for the following reasons:

1. Personal or family illnesses
2. Medical appointments
3. Legal matters, including service on a grand, multicounty grand, or petit jury
4. Extenuating circumstances deemed necessary by the principal
5. Observance of holidays required by student's religious affiliation.

It is the responsibility of the parent to notify the school if a child is to be absent for one of the above reasons. The school will contact those students' parents who do not call. If no contact is made, the parent must send a note or call the day the child returns before the students can be excused. The student may promptly make up all work missed without penalty. It is the responsibility of the student, on the day of return, to make arrangements to see that the work is made up.

A student will not be considered absent from school if:

1. They are not physically present at school but are completing work in a distance learning program or virtual online program approved by the school district and are meeting the following attendance requirements:
 - a. The student has completed instructional activities for no less than ninety (90%) of the time

that services were provided in a virtual or distance learning format. Instructional activities may include online logins to curriculum or programs, offline activities, completed assignments, testing, face-to-face communications or meetings with school personnel via teleconference, videoconference, email, text, or phone.

- b. The student is on pace for on-time completion of the course as required by the school district.
 - c. The student has completed instructional activities within the time that services were provided in a virtual or distance learning format during the academic year; or
2. They have a medical condition that incapacitates the student and precludes them from participating in instruction in a traditional school setting and the student is able to progress in instruction via alternative education delivery methods approved by the local board of education.

School Activity

1. The student will be allowed to be absent from the classroom for a maximum of ten days per semester to participate in activities sponsored by the school.
2. The student will be allowed to make up any work missed while participating.

Absence by Arrangement

1. These are absences in which the parents deem it necessary that a child miss school for reasons other than those that fall within an excused absence.
2. A student may take up to 5 days of absences by arrangement per semester.
3. A student may make up all work missed without penalty. It is up to the student, on the day of return, to make arrangements to see that the work is made up.
4. In order to take an absence by arrangement, the parent, or guardian, must submit, at least two days prior to the absence, a written request for the student to be absent. If the request is not made as required, the absence will be treated as an unexcused absence.

Unexcused Absence

This is any absence that does not fall within one of the above categories. Work may be made up. 75% of the grade will be counted. 10 unexcused absences will result in that student not receiving credit in that class for the semester.

Truancy

A student is considered truant when absent from the classroom without the knowledge of either the school or the parent or if the parent does not compel the student to attend school.

Tardies

1. A student is tardy who is not in the student's seat when the bell to begin the period sounds.
2. A student who is more than 15 minutes late is counted absent for the period.
3. Each 3 tardies will constitute an unexcused absence from that class.

Any student who exceeds the 9 day limit from unexcused absences may appeal to the board of education for reinstatement of credit. Consideration will be given as to the reason for the absences as well as the attempts by parents to minimize the absenteeism.

Chronic Absenteeism

Chronic absentee means a student who is absent 10 percent or more of the school days in the school year exclusive of a significant medical condition, when the total number of days the student is absent is divided by the total number of days the student is enrolled, and school was actually taught in the regular schools of the district, exclusive of Saturdays and Sundays. When a student is identified as a chronic

absentee, the Superintendent or designee shall communicate with the student and his/her parents/guardians to determine the reason(s) for the excessive absences, ensure the student and parents/guardians are aware of the adverse consequences of poor attendance, and jointly develop a plan for improving the student's school attendance.

A significant medical condition means a severe, chronic, or life-threatening physical or mental illness, infection, injury, disease, or emotional trauma. Any COVID-19 related absences due to a child's medical needs will be considered a significant medical condition.

Failure to make up work missed within the prescribed time will result in a "0" for the work missed.
One day for each missed or additional days as allowed by the building principal.

Students suspended for five (5) days or less will not be allowed to make up assignments. By Oklahoma Law, students who are suspended for more than five (5) may make up work through the cooperation of the teacher. The make-up work for long term suspensions is only required for the core courses of Math, Science, Language Arts, and Social Studies.

NEGLECT OR REFUSAL TO COMPEL CHILD TO ATTEND SCHOOL – EXCEPTIONS POLICY

It shall be unlawful for a parent, guardian, or other person having custody of a child who is over the age of five (5) years, and under the age of eighteen (18) years, to neglect or refuse to cause or compel such child to attend and comply with the rules of some public, private or other school, unless such child has been screened as provided for in Section 1210-282 of this title and such child is determined not to be ready for kindergarten, or a parent, guardian, or other person having custody of the child, provides by certified mail prior to enrollment or at any time during the first year, notification of election to withhold the child from kindergarten until the next school year after the child is six (6) years of age, or unless other means of education are provided for the full term the schools of the district are in session. One half (1/2) day of kindergarten shall be required of all children five (5) years of age or older as appropriately provided for by Section 1210.282 of this title, or as otherwise excepted from same by this section. A kindergarten program shall be directed toward developmentally appropriate objectives for such children.

ATTENDANCE IS A VITAL RESPONSIBILITY OF A STUDENT'S GROWTH IN HIS/HER LEARNING PROCESS; FURTHERMORE, ATTENDANCE IS VITAL TO SCHOOL REVENUE. BETTER ATTENDANCE MEANS MORE REVENUE FOR THE SCHOOL, AND IN TURN, THAT MONEY IS INVESTED BACK INTO THE EDUCATIONAL SYSTEM TO UPGRADE STUDENT ACHIEVEMENT AND ENVIRONMENT.

IT IS THE SUPERINTENDENT'S DUTY TO REPORT CHILDREN NOT ATTENDING SCHOOL.

It is hereby declared to be the duty of the superintendent of the school district in which the child resides, together with the truant and probation officers, to report to the district court the names of all children who are neglected or dependent and who are not attending school as provided by law, and upon the filing of such report, the judge of the district court shall cause the probation officer to serve notice upon the parents, guardian, or other person having such children in charge.

CODE OF CONDUCT

Students who engage in conduct or activities which are prohibited by this policy may be subjected to disciplinary action up to and including suspension from school. While students are (a) in attendance at school or any function authorized or sponsored by the District; (b) in transit to or from school or any function authorized or sponsored by the District; or (c) on any property subject to the control and authority of the District, students are prohibited from engaging in the following conduct or activities:

1. Smoking, using, and/or possessing tobacco product;
2. Using, consuming, possessing, or being under the influence of, selling, transferring, distributing, or bartering any alcoholic beverage or low-point beer as defined by state law;
3. Using, consuming, possessing, or being under the influence of, selling, transferring, distributing, or bartering any narcotic drug, stimulant, barbiturate, depressant, hallucinogenic, opiate, inhalant, counterfeit drug, or any other controlled dangerous substance;
4. Using, possessing, selling, transferring, distributing, or bartering any drug paraphernalia;
5. Being in possession of any unauthorized wireless telecommunication device;
6. Possessing; using; transferring possession of; or aiding, accompanying, or assisting another student to use any type of weapon, which term includes but is not limited to; guns; rifles; pistols; shotguns; any device which throws, discharges, or fires objects, bullets, or shells; knives, explosive or incendiary devices, including fireworks; hand chains; metal knuckles; or any object that is used as a weapon or dangerous instrument;
7. Disobeying, showing disrespect for, defying the authority of, or being insubordinate to a teacher, administrator, or other District employee, including bus drivers, secretaries, custodians, and cafeteria workers;
8. Leaving school grounds or activities at unauthorized times without permission;
9. Refusing to identify or falsely identifying one's self to District personnel;
10. Entering, without authority, into classrooms or other restricted school premise
11. Violating the District's policies, Administrative Regulations, a school's student handbook provisions, rules, practices, or state law;
12. Engaging in or threatening conduct which endangers or jeopardizes the safety of other persons;
13. Harassing, hazing, threatening, intimidating, bullying, or verbally abusing another person, including any gesture, written or verbal expression, or physical act that a reasonable person should know will harm another person, damage another's property, or insult or demean another in such a way as to disrupt or interfere with the District's educational mission;
14. Using profanity, vulgar language or expressions, or obscene gestures, or any act of immorality;
15. Committing acts of sexual harassment, as defined by District Policy, or sexual assaults;
16. Assaulting, battering, inflicting bodily injury on, or fighting with another person;
17. Creating or attempting to create a classroom disturbance, acting in a disorderly manner, disturbing the peace, or inciting, encouraging, prompting, or participating in attempts to interfere with or disrupt the normal educational process;
18. Showing disrespect, damaging, vandalizing, cutting, defacing, or destroying any real or personal property belonging to the District or any other person;
19. Engaging in extortion, theft, arson, gambling, immoral behavior, forgery, possession of stolen property, and cheating;
20. Being in possession of or using a laser pointing device in any manner other than for classroom presentation.
21. Preparing, publishing or distributing written or verbal statements or plans of a violent or threatening nature, which, if carried out, could result in harm to another person or damage to property.
22. During school hours, school activities, or on school grounds, students will not be allowed to show public display of affection.

Any student conduct or activity which does not occur on school property, while the student is in transit to or from school or a school function, or on any property subject to the control and authority of the District shall be prohibited if such conduct or activity adversely affects or poses a threat to the physical

or emotional safety and well-being of other students, employees, or school property or disrupts school operations.

If a student breaks the Turner Schools' Code of Conduct, they will be subject to the consequences of the 8 Step Discipline Policy.

8-Step Discipline Policy

1st Offense: Unless offense is of a more serious nature, as judged by the teacher or administrator, student will be counseled in hopes of preventing further, more serious offenses.

2nd Offense: Two days of noon detention will be served. Parent notified.

3rd Offense: One day ISD, one day suspension. Parent notified.

4th Offense: Two days ISD, two days suspension. Parent notified.

5th Offense: Three days ISD, three days suspension. Parent notified.

6th Offense: Five days ISD, five days suspension. Parent notified.

7th Offense: Seven days ISD, seven days suspension. Parent notified.

8th Offense: Suspended for 18 weeks. Parent will be notified and they will need to pick up their child's work and turn in the completed work by 3:15 each Friday in the high school office for the remainder of the suspension.

***Students reporting to ISD are required to give their phones to the instructor. The phone will be returned to the student at the end of the day.**

Consequences may be substituted or changed depending on the severity of the student's misbehavior at the administrator's discretion.

DURING THE DAY(S) CONTINUING UNTIL MIDNIGHT OF IN-SCHOOL DETENTION OR OUT-OF-SCHOOL SUSPENSION, STUDENTS ARE NOT ALLOWED TO PARTICIPATE IN ANY SCHOOL ACTIVITIES AND ARE NOT ALLOWED ON SCHOOL GROUNDS. THE PRINCIPAL WILL MAKE THE FINAL DETERMINATION OF THE DISCIPLINE GIVEN TO THE STUDENT. STUDENTS SERVING IN SCHOOL DETENTION WILL HAVE THE OPPORTUNITY TO COMPLETE THEIR ASSIGNMENTS AND BE GIVEN GRADES EARNED.

FIGHTING/BULLYING ON SCHOOL CAMPUS

It shall be unlawful for any student to BULLY another student or member of the school staff. BULLYING shall be defined as: harassment, bullying and intimidation, meaning any gesture, written or verbal expression, or physical act that a reasonable person should know will harm another student, or damage another student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or education of any student. Any student who commits assault and battery on another student (fighting) on campus will be subject to the eight step discipline plan. Fighting shall be defined as: hitting with hands, hitting with an object, or pushing or

any malicious way to cause bodily harm.

TOBACCO

THE USE OR POSSESSION OF TOBACCO, OR TOBACCO PRODUCTS OR E-CIGARETTES/ VAPING DEVICES BY STUDENTS IS PROHIBITED ON THE PREMISES OF TURNER PUBLIC SCHOOLS AT ALL TIME (24 -7).

Students will not be allowed to use tobacco of any form on the school grounds, buildings or at school-sponsored activities.

Suspension from school will result in the use of tobacco, tobacco products, and e-cigarettes/ vaping devices.

UNLAWFUL POSSESSION OF TOBACCO BY PERSON UNDER 18

Title 37 – 600.4A. Of the Oklahoma State Statute

A. It is unlawful for a person who is under 18 years of age to purchase, receive, or have in their possession tobacco product, or to present or offer to any person any purported proof of age which is false or fraudulent, for the purpose of purchasing or receiving any tobacco product. It shall be unlawful for an employee under 18 years of age to handle tobacco products when required in the performance of the employee's duties.

B. When a person violates subsection A of this section, the Alcohol Beverage Laws Enforcement (ABLE) Commission shall impose an administrative fine of:

1. Not to exceed One Hundred Dollars (\$100.00) for a first offense.
2. Not to exceed Two Hundred Dollars (\$200.00) for a second or subsequent offense within a one-year period following the first offense.

VANDALISM

Vandalism or entry to school facilities during or after school hours without authorization will be subject to discipline and reported to the local police department. Student will be responsible for restitution for any damages that occur.

WEAPONS

Students should not bring any type of instrument to school that is likely to be used as a weapon or tool which would deface school property or be disruptive to the education process.

Instruments, such as the following, may be considered weapons or items not to bring to school: **Water guns, water balloons, knives, firearms (pellet guns, BB guns, hand guns, and rifles are included), explosives (fireworks of any kind), smoke devices, stink bombs, mace/pepper spray, metal objects (chains, fingernail files, metal combs, hair picks), clubs, and sharp pointed instruments. This is not an all-inclusive list—if you have any doubt on an item, your best judgment is to not bring it to school. Items may not be in your school vehicle while parked on school property.**

Oklahoma Statutes allow the confiscation of prohibited weapons on school property. The Turner School

District will have a No Tolerance Policy on weapons at school for the safety of students and staff. If a weapon is confiscated while on school property, **no school authority shall return any weapon or firearm removed or otherwise seized from any minor to any person, and shall immediately deliver such weapon or firearm to a law enforcement authority for prosecution and forfeiture.**

Any student who violates this policy will be subject to discipline that will include suspension for one year for firearms. Suspensions for weapons other than firearms will be up to 18 weeks.

STUDENT BEHAVIOR AND DRESS CODE **AT HOME AND AWAY BALL GAMES**

- Proper dress: T-shirts, pants or shorts are required. No sleeveless shirt with arm holes cut out.
- THS Cheer signs have to be in good taste and appropriate; however, when District Playoffs start, OSSAA will not allow cheer signs.
- No Political banners, political statements, flags, etc.
- No organized walking in line around walking gym at games. Cheers must come from the student section.
- We are all about THS School Spirit; however, it needs to be appropriate and in good taste because it is a reflection on our school and community.

DRESS CODE

The Turner School District expects all students to be neatly groomed while in attendance at school, at school-sponsored or authorized functions or in school vehicles. Although it is impossible to identify and label every variation in student attire as acceptable or unacceptable, the District provides the following guidelines

Inappropriate Attire:

1. Skirts, dresses or shorts may be worn if they are of appropriate length. Skirts, shorts and dresses must be no shorter than 2 ½ inches from the top of the knee.
2. Revealing athletic or jogging shorts
3. Bare Skin around the waist
4. Caps, hats, headbands, bandannas, or scarves (head coverings) in the building
5. Sunglasses in the building
6. Inappropriate slogans, pictures, advertisements, etc., on clothing
7. Tank tops or spaghetti straps
8. There should be NO holes in pants above the knees.
9. Sleeveless shirts and sweaters with deeply cut armholes that reveal bare skin or undergarments
10. Clothing and facemasks with lettering and/or pictures depicting drugs, alcohol, sex, nudity, profanity, vulgarity, or the occult
11. Pants and knee shorts shall be worn with the waistband at the waist and not pulled below the waist
12. Chains hanging off clothes or from pockets
13. No sagging pants or shorts
14. Gang-related and/or racial-intolerance clothing, including but not limited to bandannas, gang colors, or sagging
15. Footwear must be worn at all times; house shoes are not permitted

16. Gloves or stockings on hands are not allowed
17. Spiked collars, bracelets, or other spiked bands
18. Pajamas, night clothes, or lounging pants
19. Any clothing that disrupts the educational process
20. Leggings/tights must be worn with a shirt that covers below their buttocks. Designer holes or any slits or sheer openings will not be allowed
21. No trench coats

Students whose extreme appearance create a distraction or interfere with the normal orderly process of the instructional program or the management of any school program will be subject to disciplinary measures until corrections are made.

BUS RIDER RULES

Riding a bus is a privilege and the privilege may be removed for not abiding by the bus rider rules

Previous to loading, students should:

1. Be on time at the designated school bus stops—keep the bus on schedule.
2. Stay off the road at all times while waiting for the bus.
3. Wait until the bus comes to a complete stop before attempting to enter.
4. Be careful in approaching bus stops.
5. Don't move toward the bus at the school loading zone until the bus completely stops.
6. Respect people and their property while waiting on the bus.
7. Receive proper school official authorization to be discharged at places other than the regular bus stop.

While on the bus, students should:

1. Keep all parts of the body inside the bus.
2. Refrain from eating and drinking on the bus.
3. No use of any form of tobacco, alcohol or drugs.
4. Assist in keeping the bus safe and clean at all times.
5. Remember that loud talking and laughing or unnecessary confusion diverts the driver's attention and may result in a serious accident. (The life you save may be your own).
6. Treat bus equipment as you would valuable furniture in your own home. Damage to seats, etc., must be paid for by the offender.
7. Never tamper with the bus or any of its equipment.
8. Help look after the safety and comfort of small children.
9. Do not throw objects in or out of the bus.
10. Remain in your seat while the bus is in motion.
11. No horseplay or fighting on the school bus.
12. Be courteous to fellow pupils, the bus driver, and the patrol officers or driver's assistant.
13. Remain quiet when approaching a railroad crossing stop.
14. Remain in the bus during road emergencies except when it may be hazardous to your safety.

After leaving the bus, students should:

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

Extracurricular Trips

1. The above rules and regulations should apply to all trips under school sponsorship.
2. Sponsors should be appointed by the school officials.

Violators

- 1st Offense: Visit with the principal and parents notified.
- 2nd Offense: Suspension from riding the bus for three (3) days. Parents notified.
- 3rd Offense: Suspension from riding the bus for six (6) days. Parents notified.
- 4th Offense: Suspension from riding the bus for the remainder of the school year. Parents notified.

ELEMENTARY PLAYGROUND RULES

1. SWINGS:
 - a. Pushing will be allowed in seated position. (Do not run all the way under when pushing).
 - b. No Bailing out.
 - c. Only one person in a swing at a time.
 - d. Swing straight back and forth.
 - e. Do not climb support legs.
 - f. No flipping backward out of swing.
2. MERRY-GO-ROUND
 - a. Ride seated or standing on wooden slats only. Do not sit on bars.
3. JUNGLE GYM: (FIRST/SECOND GRADE AREA).
 - a. Go across the top only on all fours. Do not stand or walk on the top.
4. GEODOME:
 - a. Use only as they are intended to be used (Climbing from bar to bar with hands).
5. PLAYGROUND RULES:
 - a. No pushing/shoving
 - b. No throwing sand or rocks.

EXTRACURRICULAR ACTIVITIES PARTICIPATION REQUIREMENTS **(REGULATION)**

Absences

1. All students who are members of school activity groups, including 4-H are limited to ten absences per year per class period. Any deviation from the ten days absence rule shall not exceed five days.
2. It is the responsibility of the student to plan and be responsible for these absences. The student should check with sponsors at the beginning of the school year to aid in selection of events that the student may wish to attend.
3. The principal will keep or cause to be kept a record of those days or class periods missed due to school activities. These records will be open for inspection by the student, parent or guardian of the student, sponsors, and other teachers daily to aid the student in planning absences throughout the year.
4. Any absence over the maximum of ten, without the written permission of the Internal

Activities Review Committee, shall be counted as an unexcused absence in accordance with local board policy.

Sponsor/Teacher Responsibilities

1. It is the responsibility of the sponsor/teacher to prepare a list of activities that the student may attend during the school year and advise students of this list. These activities should be prepared and given to the principal at the beginning (or as soon as possible) of the school year.
2. The sponsor/teacher should help the student select only those activities that will be of benefit to the student and/or the school.
3. Sponsor/teacher should check activity absentee list regularly in order to help students plan for future absences.
4. Sponsor/teacher should strive not to be absent from any class period more than ten times due to attendance at activities.

CRITERIA FOR EARNING THE RIGHT TO REPRESENT THE SCHOOL IN ACTIVITIES OR CONTESTS BEYOND TEN DAYS

Athletics—Guidelines as set forth by Oklahoma Secondary School Activities Association for participation beyond district competition.

1. Fine Arts (Vocal, Instrumental, Speech, Drama & Debate) Guidelines as set forth by Oklahoma Secondary School Activities Association for participation beyond district competition.

2. Vocational and 4-H:

A. Stock Shows—In qualifying to attend state and national shows, the student must meet the following criteria: (Absences due to attendance at state or national stock shows that do not meet these criteria are chargeable to the ten activity absences.)

1. Own animal to be shown no less than 60 days prior to competition.
2. Must show in local or county show to qualify for district.

- B. Speech Contests

1. Contestant must have participated in a chapter contest and placed in the top two in specific speech area.
2. Participant must place in the top two in the Morris Regional speech contest before being eligible to go to district contest and top two in order to qualify for state.
3. To qualify for state speech contests, a student must have placed in the top two in a speech contest at the area level. If a first year student wishes to participate in a state fair contest, the student must challenge other members of local chapters and it will be the responsibility of the local chapter advisor to set up a chapter run-off with qualified judges determining who shall represent the local chapter in state fair contests.

C. Judging Contests:

1. Students must participate in at least five chapter judging workouts before contest and be selected as member of team.
2. Student must have participated in a minimum of two contests that did not require school time before participation in a contest that requires school time (summer field-days, Saturday contest, etc.)
3. Team winning state contest will represent Oklahoma in national contest.

D. State and National Conventions and Conferences:

1. Students eligible to attend shall be officers or elected delegates as specified by chapter regulations.

IN SCHOOL DETENTION

Students may be assigned in-school detention for a disciplinary consequence. Student's assigned in-school detention will report to the principal at 8:00 and will be escorted to the detention area by the principal. Students will stay in the detention area segregated from other students and will only leave the detention area for breakfast, lunch, and restroom breaks under the supervision of the in-school detention monitor. Students will be required to work on school work during in-school detention. At the end of the day, they will go directly to the bus.

SUSPENSION

The principal, upon determining suspension, shall notify the parent immediately. A conference will be set to take place within the school day.

Offenses which would place a student on suspension would be, **but not limited to**, one of the following:

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

Students suspended for five (5) days or less will not be allowed to make up assignments, unless there are on and Individualized Education Plan. By Oklahoma Law, students who are suspended for more than five (5) may make up work through the cooperation of the teacher. The make-up work for long term suspensions is only required for the core courses of Math, Science, Language Arts, and Social Studies.

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

Appeal Procedures

A suspension appeals committee is hereby established which will consist of five (5) administrators or teachers or a combination thereof. The members of the committee shall be appointed by the superintendent. However, any member of the committee who initiated a suspension in a case shall be excused from the committee during any appeal of that particular case.

Only parents or legal guardians of the student may be present during appeal hearing. Questioning will only be done by appeal committee members.

1. Any student who has been suspended for ten (10) days or less under the steps listed above, or the student's parent(s) may appeal the suspension to the suspension appeals committee. The following procedures shall govern the appeal process:

- a. The student or student's parents shall notify the superintendent in writing within three (3) days following the suspension or the notice of the intent to suspend with their intent to appeal.
- b. Upon receiving notice of a student's intent to appeal, the superintendent or his/her designee shall advise the suspension appeals committee. The appeals committee shall hear the appeal in a timely manner not to exceed ten (10) days from the date the notice of appeal is filed with the superintendent. The superintendent at his/her discretion may permit the suspended student to attend classes pending the outcome of the appeal.

2. During the hearing of the appeal before the suspension appeals committee, the student or the student's parents shall have the right to provide evidence as to why the suspension or the duration thereof is inappropriate. The student shall not have the right to be represented by legal counsel, unless the school district is represented by legal counsel.

3. The suspension appeals committee shall determine the guilt or innocence of the student, and the reasonableness of the term of the suspension. The suspension appeals committee may uphold, overrule, or modify the suspension. The student and the student's parents shall be notified within three (3) days of the decision.

Any student who has been suspended for greater than ten (10) days under the steps listed above or the student's parents may request a review of the suspension with the administration. If the administration does not withdraw the suspension, the student shall have the right to appeal the decision to the board of education. The following procedures shall govern the appeal process:

- A. The student, or the student's parents, shall notify the superintendent in writing within five (5) days following the suspension of their intent to appeal the suspension.
- B. Upon receiving notice of a student's intent to appeal, the superintendent shall advise the board of education. The board of education may conduct the hearing or may appoint a hearing officer to conduct the hearing. The board of education or hearing officer shall hear the appeal within ten (10) days from the date the notice of intent is filed with the superintendent. The superintendent at

his/her discretion may permit the suspended student to attend classes pending the outcome of the appeal.

- C. During the hearing of the appeal before the board of education or hearing officer, the student or the student's parents shall have the right to present evidence as to why the suspension, or the duration thereof, is inappropriate. The student shall not have the right to be represented by legal counsel, unless the school district is represented by legal counsel.
- D. The board of education or hearing officer shall determine the guilt or innocence of the student, and the reasonableness of the term of the suspension. The board or hearing officer may uphold, overrule, or modify the suspension. The student and the student's parents shall be notified within five (5) days of the decision. The decision of the board of education or hearing officer shall be final.

INTERNAL ACTIVITIES REVIEW COMMITTEE

The Board of Education shall approve, at the beginning of the school year, an Internal Activities Review Committee. This committee shall be responsible for reviewing and recommending any deviation of the activities policy to the local Board of Education. This same committee will be used to appeal excessive absences.

APPEALS

Any student who exceeds the 9-day limit for unexcused absences may appeal to the board of education for reinstatement of credit. Consideration will be given as to the reason for the absences as well as to the attempts by parents to minimize the absenteeism. Turner Board of Education meets the second Monday of each month.

GRIEVANCE PROCEDURE

GRIEVANCE PROCEDURE FOR FILING, PROCESSING AND RESOLVING COMPLAINTS ALLEGING DISCRIMINATION, HARASSMENT AND RETALIATION

Definitions

Complaint: A verbal or written complaint alleging any action, policy, procedure or practice that discriminates on the basis of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information (including harassment and retaliation).

Grievant: Any person enrolled in or employed by the district or a parent, guardian, or member of the public who submits a complaint alleging discrimination based on race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information (including harassment or retaliation). For purposes of this policy, a parent or guardian's complaint or grievance shall be handled in the same manner as a student's complaint would be.

Coordinator(s): The person(s) designated to coordinate efforts to comply with and carry out responsibilities under Title VI of the Civil Rights Act, Title IX of the Education Amendments of 1972. Title II of the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973,

the Age Discrimination Act and any other state and federal laws addressing equal educational opportunity. The Coordinator under Title VI, IX, Section 504/Title II and the Age Act is responsible for processing complaints and serves as moderator and recorder during hearings. The Coordinator of each statutory scheme may be the same person or different persons, but each coordinator will receive relevant training in order to perform his/her duties.

Section 504/Title II Coordinators (for questions or complaints based on disability)

Name Miranda Shelton
Title Elementary Principal
Turner Public Schools
22069 state Hwy 32
Burneyville, OK 73430

Title VI Coordinators (for questions or complaints based on race, color and national origin)

Name Miranda Shelton
Title Elementary Principal
Turner Public Schools
22069 state Hwy 32
Burneyville, OK 73430

Title IX Coordinators (for questions or complaints based on sex, pregnancy, gender, gender expression or identity)

Name Miranda Shelton
Title Elementary Principal
Turner Public Schools
22069 State Hwy 32
Burneyville, OK 73430

Age Act Coordinators (for questions or complaints based on age)

Name Miranda Shelton
Title Elementary Principal
Turner Public Schools
22069 State Hwy 32
Burneyville, OK 73430

Any individual who has experienced some other form of discrimination, including discrimination not listed above, may contact:

Name Miranda Shelton
Title Elementary Principal
Turner Public Schools
22069 State Hwy 32
Burneyville, OK 73430

Respondent: The person alleged to be responsible for the alleged discrimination contained in a complaint. The term may be used to designate persons with responsibility for a particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the complaint.

Day: Day means a working day when the district's main administrative offices are open. The calculation of days in complaint processing shall exclude Saturdays, Sundays and legal holidays.

Pre-Filing Procedures

Prior to the filing of a written complaint the student or employee is encouraged to visit with the building principal or the District's Title IX, ADA, Title VI and VII or 504 Coordinator; as applicable, and reasonable effort should be made at this level to resolve the problem or complaint.

Informal Resolutions

If the District Coordinator believes informal resolution is appropriate for a disclosed problem or a filed complain, he or she will notify the complaining party of the availability of informal resolution. Participation in informal resolution is not required by the District and informal resolution will not require that the alteration be resolved directly with an alleged harasser without the District Coordinator. Informal resolution will not be permitted in instances where there is an alleged instance of sexual assault. If both the harasser voluntarily agree to informal resolution after allegations are fully disclosed and both parties are informed of their right to proceed with a grievance the district may initiate informal proceedings to resolve the problem or complaint. Either party may terminate informal proceedings at any time in favor of proceeding with a grievance. All time frames under the grievance procedure will toll while the problem or complaint is pending informal resolution.

Filing, Investigation, Hearing and Review Procedures

The Grievant submits a verbal or written complaint to one of the Coordinators as applicable, stating the basis, nature and date of the alleged discrimination, harassment or retaliation, the names of persons responsible (where known) and requested action. If the applicable Coordinator is the person alleged to have committed the discriminatory acts then the complaint should be submitted to the superintendent for assignment. Complaint forms are available from the offices of the district's Coordinators.

The Coordinator conducts a complete and impartial investigation within 10 days of receiving the complaint, to the extent reasonably possible, which shall include but not be limited to, interviewing the Grievant and any witnesses, review of documents and interviewing the Respondent. The Coordinator will ask the Respondent to confirm or deny facts; indicate acceptance or rejection of the Grievant's requested action; and outline alternatives.

The Coordinator will not delay the investigation of the discrimination complaint, even if an outside entity or law enforcement agency is investigating a complaint involving the same facts and allegations, and the Coordinator will not wait for the conclusion or outcome of a criminal investigation or proceeding to begin an investigation required by the district's grievance policy.

As to complaints of discrimination by students, parents or guardians and school employees, the Coordinator will disclose the complaint, the identity of the Grievant and information regarding the person who allegedly committed the discriminatory act only to the extent necessary to fully investigate the complaint and only when the disclosure is required or permitted by law. If a Grievant wishes to remain anonymous, the Coordinator will advise him or her that such confidentiality may limit the district's ability to fully respond to the complaint. If a Grievant asks to remain anonymous, the Coordinator will still proceed with the investigation.

To minimize risks to the integrity of the investigation the District prohibits individuals—including witnesses and/or parents or guardians—from posting sharing or publicizing information regarding the investigation or the underlying events. This prohibition expressly includes releasing information via

social media. Provided however neither the district nor the Coordinator will restrict the ability of either the Grievant or Respondent to discuss the investigation with legal representation law enforcement and/or, if Grievant or Respondent is a student, his or her parents or guardians.

Within 5 days after completing the investigation, the applicable Coordinator will issue a written decision to the Grievant and Respondent. The report will include (a) a summary of facts, (b) an analysis of the appropriate legal standards applied to the facts, and (c) findings regarding whether the alleged discrimination occurred. If a finding is made that discrimination occurred, the Coordinator's report shall also contain (a) recommended interim and permanent steps, including examples of the range of possible disciplinary sanctions and remedies available to address the discriminatory effects on the grievant and other, necessary to eliminate the discrimination, prevent its reoccurrence and remedy its effects, as well as (b) the resources, including medical and counseling resources, that are available to students and witnesses. The decision will be based on a preponderance of evidence standard (i.e., it is more likely than not that the alleged discrimination occurred).

If the Grievant or Respondent is not satisfied with the decision, he or she must notify the applicable Coordinator, in writing, within 5 days and request an appeal to the superintendent. The written appeal shall contain a specific statement explaining the basis for the appeal.

Within 5 days after receiving the appeal request, the applicable Coordinator will refer the matter to the superintendent for a hearing. The Grievant and Respondent will be afforded similar rights (i.e., timely access to information that will be used at the hearing, opportunity to present his or her side of the story, presentation of character witnesses, review of party statements). If the superintendent is the person alleged to have committed the discriminatory act(s), then a different decision maker will be appointed to maintain impartiality. The Coordinator will schedule the hearing with the Grievant, the Respondent and the superintendent. Advanced written notice of the hearing will be provided to both the Grievant and Respondent so as to provide each reasonable time to prepare for such hearing. The hearing will be conducted within 10 days after the Coordinator refers the matter to the superintendent for hearing.

The superintendent will review the information collected through the investigation and may ask for additional oral or written evidence from the parties and any other individual he or she deems relevant. The applicable Coordinator will make arrangements to audiotape any oral evidence presented. In circumstances involving allegations of sexual harassment, the Coordinator may determine that it is appropriate and reasonable to separate the individual who is allegedly being sexually harassed from the alleged harasser in the hearing.

Within 5 days after completing the investigation the superintendent will issue a written decision to the Grievant and Respondent.

If the Grievant or Respondent is not happy with the decision, he or she must notify the superintendent, in writing, within 5 days, and request an appeal. The written appeal shall contain a specific statement explaining the basis of the appeal.

The superintendent will notify the board of education, in writing, within 5 days after receiving the appeal. Within 30 days from the date of notification to the board of education, the board will designate an impartial hearing officer to oversee the appeal. The hearing officer will act as an appellate official by reviewing the decisions and the evidence presented below, holding a hearing within 10 days to consider any additional evidence the parties may wish to present. The hearing officer will make arrangements to audiotape any oral evidence presented. The hearing officer will issue a written decision within 5 days of the hearing to both Grievant and Respondent.

General Provisions

Duty of District Employees to Report Alleged Discrimination: District employees, supervisors and administrators are required to immediately report any complaints, reports, observations, or other alleged information of alleged discrimination, including harassment and retaliation, to the designated coordinator, even if that district employee is investigating the alleged discrimination as part of the district's student or employee disciplinary process, and provide the Complainant with information for filing a complaint form if requested, and contact information for the district's designated coordinator. If the district is using its disciplinary procedures to investigate and resolve an alleged

discrimination complaint, those disciplinary procedures will comply with the district's standards for a prompt and equitable grievance procedure.

Extension of Time: Any time limits set by these procedures may be extended by mutual consent of the parties involved. The total number of days from the date the complaint is filed until the board of education issues a final decision shall be no more than 120 days.

Access to Regulations: Upon request, the Coordinator shall provide copies of any regulations prohibiting discrimination on the basis of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information-

Confidentiality of Records: Complaint records will remain confidential, to the extent allowed by law, unless permission is given by the parties involved to release such information. All complaint records will be kept separate from any other records of the district. No complaint record shall be entered in any personnel file unless adverse employment action is taken against an employee. Complaint records shall be maintained on file for three years after complaint resolution.

Representation: The Grievant and the Respondent may have a representative assist them through the grievance process and accompany them to any hearing.

Corrective Action: After all facts and circumstances are reviewed, the district shall take any and all disciplinary actions to prevent further harassment or discrimination. Possible disciplinary or remedial actions include, but are not limited to: education, training and counseling, transfer, and/or suspension of a student, and education, training, counseling, transfer, suspension and/or termination of an employee.

Retaliation: The district prohibits retaliation, intimidation, threats, or coercion of any person for opposing discrimination or for participating in the district's discrimination complaint process or making a complaint, testifying, assisting, appealing, or participating in any other discrimination complaint proceeding or hearing. The district will take steps to prevent the alleged perpetrator or anyone else at the district from retaliating against the alleged victim or any person who acts to oppose discrimination or participates in the complaint process. These steps include notifying students and employees that they are protected from retaliation, making sure that victims know how to report future problems and making follow-up inquiries to see if there have been any new incidents. If retaliation occurs, the district will take strong responsive action.

Basis of Decision: At each step in the grievance procedure, the decision maker will take or recommend the taking of appropriate measures based on the facts, as revealed by the investigation and hearing, taken as a whole, and the totality of the circumstances, such as the nature, extent, context and gravity of the activities or incidents. Any disciplinary decision will be made as a proportional response to the violation.

Section 504 Due Process Procedures: For information concerning the impartial hearing and review procedures under Section 504, the Grievant should contact:

Name Miranda Shelton
Title Elementary Principal
Turner Public Schools
22069 state Hwy 32
Burneyville, OK 73430

Notice: The district will notify all students, parents or guardians, members of the public and employees of the name, office and telephone number of each Coordinator and this Grievance Procedure in writing via school publications and/or postings at each school site to which employees or students are assigned.

Outside Assistance: Individuals may also file complaints alleging discrimination, harassment or retaliation with the Office of Civil Rights. The OCR may be contacted at:

U.S. Department of Education
Office for Civil Rights
One Petticoat Lane
1010 Walnut Street, Suite 320
Kansas City, MO 64106
(816) 268-0550
(816) 268-0599 (Fax)
(877) 521-2172 (TTY)
E-mail: OCR.KansasCity@ed.gov

MEDICATION

Parents are encouraged to give medications at home and on a schedule other than during school hours. Medication prescribed three times a day can be given at home in the morning, after school and at bedtime. Certain circumstances require medication to be given at school. The following specific guidelines and forms must be followed and in place before ANY medication will be given at school.

1. A parental/guardian authorization form.
2. A physician's written request for any medication requiring administration longer than a two-week period.
3. Prescription medication (controlled substances), Ritalin, Adderall, Dexedrine, etc., must be brought in by the parent/guardian and retrieved in the same manner. All prescription medications are counted by the school nurse and locked in a secure cabinet.
4. Prescription medication must have the pharmacy label intact bearing name of student, name of medication, directions for administration, prescription number, name and address of pharmacy, and date of filling. The pharmacist can provide two bottles- one for home and one for school.
5. The most current prescription bottle must remain at school for students who take routine daily medication.

6. A new authorization form must be filled out for each change in dosage of medication.
7. The first dose of any new medication must be given at home by the parent/guardian.
8. Non-prescription medication (over-the counter) supplied by parent/guardian, must be in original container, labeled with student's name and teacher, unopened, not expired, and age appropriate along with the required parent/guardian authorization form.
9. Aspirin products, decongestants, and cold medications will not be administered without written physician approval.
10. Asthma inhalers may be carried by the student provided that the physician and parent deem students competent and can self-administer such medication. Required forms may be obtained from School Nurses and completed by physician and parent.
11. A back-up inhaler should be kept in the Nurse's office for emergencies.
12. For students with asthma, bee sting allergies, diabetes or epilepsy, additional forms are necessary and can be obtained from the Nurse.

HEAD LICE

Turner Public Schools will adhere to a "No Nit Policy" which constitutes the most objective means of head lice control. It eliminates time spent trying to determine whether nits are viable. Any student found to have head lice/nits upon examination will be sent home. Any siblings at that time will also be checked. The parents will be notified to pick student(s) up and begin treatment immediately. Educational material on lice/nit removal will be provided. The parent should understand that the student(s) is expected to return to school the following day after treatment and nit removal accomplished. For re-admission to school, student(s) must be brought in by Parent and remain until reexamination performed and student(s) cleared to reenter school. If student(s) remains with lice and/or nits and significant improvements are not made, the student(s) will not be allowed to re-enter school and will return home. If this is the case, the parent must continue daily combing until all nits have been removed. For cases of severe infestation, inability of the family to rid the child of infestation, chronic infestation, repeated infestation, or possibly secondary bacterial infection of sores and scratches on the child's head, the parent will be referred to the county health department or to the family's physician/medical care provider for treatment. In such cases, the student(s) will be excluded from attending school until the child is no longer infested. In cases of exclusion, a note from a representative of the county health department or the child's medical provider, which declares the child to be lice and nit free, is necessary to allow reentry into school.

ACQUIRED IMMUNE DEFICIENCY SYNDROME

The following procedures and guidelines apply to students:

Human Immunodeficiency Virus (HIV) is the infectious agent of Acquired Immune Deficiency Syndrome (AIDS). AIDS represents the late clinical stage of HIV infection. It is a severe, life-threatening clinical condition that most often results in progressive damage to the immune and other organ systems, including the central nervous system.

The Oklahoma State Department of Education and Turner Public Schools is guided in the development of policies by current scientific and medical information. OSDE subscribed to the position that education will be the primary institutional response to HIV infection and commits itself to ongoing HIV/AIDS education and awareness with all members of the educational community.

The Oklahoma State Department of Education and Turner Public Schools is committed to programs and policies that protect individual's confidentiality and right to further their personal goals and objectives regardless of disease or disabling conditions. Oklahoma State Department of Education also recognizes that HIV infected students are entitled to all rights, privileges, and services. Accordingly, the following procedures and guidelines should be carefully implemented in accordance with state and federal regulations.

Access to Facilities

There is no justification (medical or otherwise) to deny or restrict access of persons with HIV infection or AIDS to classrooms, office buildings, theaters, eating and recreational facilities, or other such common areas within the school setting.

Attendance

Mandatory or random testing for the HIV antibody cannot be required by the school district as a condition for school entry or attendance.

Athletic and Recreational Programs

Students with HIV/AIDS who are capable of vigorous sports activity will not be restricted from recreational sports, intramural, or interscholastic athletic participation. Students and their parents are encouraged to consult with their health care provider for advice in regard to the student's health-related limitations to participate in recreational, intramural, or interscholastic athletic events. Sports participation does not present sufficiently clear danger to another individual to warrant unauthorized disclosure of confidential information by a health care provider to a coach or athletic trainer.

Confidentiality

Due to the gravity of the HIV/AIDS epidemic and the potential for discriminatory abuse targeted against those who are thought to be HIV positive, maintenance of an individual's right to privacy is of utmost importance. All matters regarding a student's health and medical information, including HIV-related, are to be managed in a strict confidential manner. HIV related information means any information that is likely to identify, directly or indirectly, someone suspected of, or actually having, HIV infection or AIDS.

Legal Liability

The Family Educational Rights and Privacy Act of 1974 (FERPA) and other laws (63 O.S.1.502.2 (G) & (H) protect individuals from unauthorized disclosure of confidential information. More specifically, this means that no medical information will be released unless there is prior specific written consent of the students (if he/she is eighteen or older), his/her parents or his/her legal guardians. It also means that no specific or detailed information concerning complaints or diagnosis will be provided to faculty, and/or, administrators without written consent of the student (if he/she is eighteen or older), his/her parent, or his/her legal guardians. Further, no information about a student will be entered into non-medical or educational records without the knowledge and written consent of the student (if he/she is eighteen or older), his/her parent, or his/her legal guardian.

STUDENT DRUG TESTING

The Turner Board of Education, in an effort to protect the health and safety of its extra-curricular

activities students from illegal and/or performance-enhancing drug use and abuse, thereby setting an example for all other students of the Turner Public School District, has adopted the following policy for drug testing of activity students.

Statement of Purpose and Intent

Although the Board of Education, administration, and staff desire that every student in the Turner Public School District refrain from using or possessing illegal drugs, district officials realize that their power to restrict the possession or use of illegal and performance-enhancing drugs is limited. Therefore, this policy governs only performance-enhancing and illegal drug use by students participating in all extra-curricular activities and those driving to school. The sanctions imposed for violations of this policy will be limitations solely upon limiting the opportunity of any student determined to be in violation of this policy to a student's privilege to participate in extra-curricular activities. No suspensions from school or academic sanctions will be imposed for violations of this policy. This policy supplements and complements all other policies, rules, and regulations of the Turner Public School District regarding possession or use of illegal drugs.

Participation in school-sponsored interscholastic extra-curricular activities at the Turner Public School District is a privilege. Students who participate in these activities are respected by the student body and are representing the school district and the community. Accordingly, students in extra-curricular activities carry a responsibility to themselves, their fellow students, their parents and their school to set the highest possible examples of conduct, sportsmanship, and training, which includes avoiding the use or possession of illegal drugs.

The purposes of this policy are five-fold:

1. To educate students of the serious physical, mental and emotional harm caused by illegal drug use.
2. To alert students with possible substance abuse problems to the potential harms that drug use poses for their physical, mental, and emotional well-being and offer them the privilege of competition as an incentive to stop using such substances.
3. Ensure that students adhere to a training program that bars the intake of illegal and performance-enhancing drugs.
4. To prevent injury, illness, and harm for students that may arise as a result from illegal and performance enhancing drug use. To offer students practices, competition and school activities free of the effects of illegal and performance-enhancing drug use.
5. Illegal and performance-enhancing drug use of any kind is incompatible with the physical, mental, and emotional demands placed upon participants in extra-curricular activities and upon the positive image these students project to other students and to the community on behalf of the Turner Public School District. For the safety, health and wellbeing of students in extra-curricular activities, the Turner Public School District has adopted this policy for use by all participants in interscholastic extra-curricular activities in grades 7-12. The administration may adopt additional regulations to implement this policy.

I. Definitions:

"Activity Student" means a member of any middle school or high school Turner Public School District sponsored extra-curricular organization which participates in interscholastic competition. This includes any student that represents Turner Schools in any extra-curricular activity in interscholastic competition, such as Academic Team, Art Club, Athletics, Band, Beta Club, BPA, Cheerleaders, Chorus, 4-H, FCCLA, Flags, FFA, FHA, Mock Trail, VICA, Yearbook and any student who drives a vehicle to school

(auto or cycle). Each vehicle must be registered in the High School Principal's office and a parking sticker will be issued to put on each vehicle.

"Drug use test" means a scientifically substantiated method to test for the presence of illegal or performance-enhancing drugs or the metabolites thereof in a person's urine.

"Random Selection Basis" means a mechanism for selecting activity students for drug testing that:

A. results in an equal probability that any activity student from a group of activity students subject to the selection mechanism will be selected, and

B. does not give the School District discretion to waive the selection of any activity student selected under the mechanism.

C. Students of Turner Public Schools (grades 7-12) participating in any/or all extra-curricular activities will be subject to testing for any/or all of the substances listed below at any time during the school year.

"Illegal drugs" means any substance which an individual may not sell, possess, use, distribute or purchase under either Federal or Oklahoma law. "Illegal drugs" include, but is not limited to, all scheduled drugs as defined by the Oklahoma Uniform Controlled Dangerous Substance Act, all prescription drugs obtained without authorization, and all prescribed and over-the-counter drugs being used for an abusive purpose. "Illegal drugs" shall also include alcohol.

"Performance-enhancing drugs" include anabolic steroids and any other natural or synthetic substance used to increase muscle mass, strength, endurance, speed or other athletic ability. The term "performance-enhancing drugs" does not include dietary or nutritional supplements such as vitamins, minerals and proteins which can be lawfully purchased in over-the-counter transactions.

"Positive" when referring to a drug use test administered under this policy means a toxicological test result which is considered to demonstrate the presence of an illegal or a performance-enhancing drug or the metabolites thereof using the standards customarily established by the testing laboratory administering the drug use test.

"Reasonable suspicion" means a suspicion of illegal or performance-enhancing drug use based on specific observations made by coaches/administrators/sponsors of the appearance, speech, or behavior of an activity student; the reasonable inferences that are drawn from those observations; and/or information of illegal or performance-enhancing drug use by an activity student supplied to school officials by other students, staff members, or patrons.

II. Procedures

Each activity student shall be provided with a copy of the "Student Drug Testing Consent Form" which shall be read, signed and dated by the student, parent or custodial guardian and coach/sponsor before such student shall be eligible to practice or participate in any extra-curricular activities. The consent requires the activity student to provide a urine sample: (a) as part of the student's annual physical or for eligibility for participation; (b) when the activity student is selected by the random selection basis to provide a urine sample; and (c) at any time when there is reasonable suspicion to test for illegal or performance-enhancing drugs. No student shall be allowed to practice or participate in any extra-curricular activities involving interscholastic competition unless the student has returned the properly signed "Student Drug Testing Consent Form."

Prior to the commencement of drug testing each year an orientation session will be held with each

Activity Student to educate them of the sample collection process, privacy arrangements, drug testing procedures and other areas which may help to reassure the activity student and help avoid embarrassment or uncomfortable feelings about the drug testing process.

Each Activity Student shall receive a copy of the Activity Student Drug Testing Policy. The head coach or sponsor shall be responsible for explaining the Policy to all prospective students, and for preparing an educational presentation to acquaint the student with the harmful consequences of drug and alcohol use and abuse.

All Activity Students will be required to provide a urine sample before the student may participate in an extra-curricular activity covered under this policy. A student who moves into the district after the school year begins will have to undergo a drug test before they will be eligible for participation.

Drug use testing for Activity Students will also be chosen on a random selection basis monthly from a list of all Activity Students who are involved in off-season or in-season activities. The Turner Public School District will determine a monthly number of student names to be drawn at random to provide a urine sample for drug use testing for illegal drugs or performance-enhancing drugs.

In addition to the drug tests required above, any Activity Student may be required at any time to submit to a test for illegal or performance-enhancing drugs, or the metabolites thereof when an administrator, coach, or sponsor has reasonable suspicion of illegal or performance-enhancing drug use by that particular student.

Any drug use test will be administered by or at the direction of a professional laboratory chosen by the Turner Public School District. The professional laboratory shall be required to use scientifically validated toxicological testing methods, have detailed written specifications to assure chain of custody of the specimens, and proper laboratory control and scientific testing.

All aspects of the drug use testing program, including the taking of specimens, will be conducted so as to safeguard the personal and privacy rights of the student to the maximum degree possible. The test specimen shall be obtained in a manner designed to minimize intrusiveness of the procedure. In particular, the specimen must be collected in a restroom or other private facility behind a closed stall. The principal/athletic director shall designate a coach, sponsor, or school employee of the same sex as the student to accompany the student to a restroom or other private facility behind a closed stall. The monitor shall not observe the student while the specimen is being produced, but the monitor shall be present outside the stall to listen for the normal sounds of urination in order to guard against tampered specimens and to insure an accurate chain of custody. The monitor shall verify the normal warmth and appearance of the specimen. If at any time during the testing procedure the monitor has reason to believe or suspect that a student is tampering with the specimen, the monitor may stop the procedure and inform the principal/athletic director who will then determine if a new sample should be obtained. The monitor shall give each student a form on which the student may list any medications legally prescribed for the student he or she has taken in the preceding thirty (30) days. The parent or legal guardian shall be able to confirm the medication list submitted by their child during the twenty-four (24) hours following any drug test. The medication list shall be submitted to the lab in a sealed and confidential envelope and shall not be viewed by district employees.

An initial positive test result will be subject to confirmation by a second and different test of the same specimen. The second test will use the gas chromatography/mass spectrometry technique. A specimen shall not be reported positive unless the second test utilizing the gas chromatography/mass spectrometry procedure is positive for the presence of an illegal drug or the metabolites thereof. The unused portion of a specimen that tested positive shall be preserved by the laboratory for a period of six (6) months or the end of the school year, whichever is shorter. Student records will be retained until the end of the school year.

III. Confidentiality

The laboratory will notify the principal/athletic director or designee of any positive test. To keep the

positive test results confidential, the principal/athletic director or designee will only notify the student, the head coach/sponsor, and the parent or custodial guardian of the student of the results. The principal/athletic director or designee will schedule a conference with the student and parent or guardian and explain the student's opportunity to submit additional information to the principal/athletic director or to the lab. The Turner Public School District will rely on the opinion of the laboratory which performed the test in determining whether the positive test result was produced by something other than consumption of an illegal or performance-enhancing drug. Test results will be kept in files separate from the student's other educational records, shall be disclosed only to those school personnel who have a need to know, and will not be turned over to any law enforcement authorities.

IV. Appeal

An Activity Student who has been determined by the principal/athletic director to be in violation of this policy shall have the right to appeal the decision to the Superintendent or his/her designee(s). Such request for a review must be submitted to the Superintendent in writing within five (5) calendar days of notice of the positive test. A student requesting a review will remain eligible to participate in any extra-curricular activities until the review is completed. The Superintendent or his/her designee(s) shall then determine whether the original finding was justified. No further review of the Superintendent's decision will be provided and his/her decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be the sole and exclusive judgment and discretion of the Superintendent which shall be final and non-appealable.

V. Consequences

Any Activity Student who tests positive in a drug test under this policy shall be subject to the following restrictions:

A. For the First Offense: The parent/guardian will be contacted immediately and a private conference will be scheduled to present the test results to the parent/guardian. A meeting will then be set up with the student, parent/guardian, athletic director, and principal concerning the positive drug test. In order to continue participation in the activity the student and parent/guardian must, within five (5) days of the joint meeting, show proof that the student has received drug counseling. Drug counseling may be provided by the school or from a qualified drug treatment program or counseling entity.

Additionally, the student must voluntarily submit to a second drug test to be administered within two (2) weeks in accordance with the testing provisions of this policy.

If parent/guardian and student agree to these provisions, the student will continue to participate in the activity. Should the parent/student not agree to these provisions the consequences listed in this policy for the second offense will be imposed.

B. For the Second Offense: Suspension from participation in all activities covered under this policy for fourteen (14) calendar days, and successful completion of four (4) hours of substance abuse education/counseling provided by the school. The student may not participate in any meetings, practices, scrimmages or competitions during this period. The student will be randomly tested monthly for the remainder of the school year. The time and date will be unknown to the student and determined by the principal/athletic director or designee. The school will pay for the initial drug test and if found positive will pay for the second drug test. If second drug test is found positive, it will be the parent's responsibility to pay for any drug testing thereafter until a negative test is achieved.

These restrictions and requirements shall begin immediately, consecutive in nature, unless a review appeal is filed following receipt of a positive test. Provided, however, a student who on his or her own

volition informs (self-refers) the athletic director, principal, or coach/sponsor of usage before being notified to submit to a drug use test will be allowed to remain active in all activities covered under this policy. Such student will however, be considered to have committed his/her first offense under the policy, and will be required to re-test as would a student who has tested positive.

C. *For the Third Offense (in the same school year):* Complete suspension from participation in all extra-curricular activities including all meetings, practices, performances, and competition for the remainder of the school year, or eighty-eight school days (1 semester) whichever is the longer.

VI. Refusal to Submit to Drug Use Test

A participating student, who refuses to submit to a drug test authorized under this policy, shall not be eligible to participate in any activities covered under this policy including all meetings, practices, performance and competitions or drive a vehicle to school or school activities for the remainder of the school year. Additionally, such student shall not be considered for any interscholastic activity honors or awards given by the school.

Turner Public Schools is committed to cooperating with parents/guardians in an effort to help students avoid illegal drug use. The Turner Public School District believes accountability is a powerful tool to help some students avoid using drugs and that early detection and intervention can save lives.

CHROMEBOOKS

Each student will be assigned a Chromebook for the school year. The Chromebooks will be required at school and can be taken home daily. Parents are required to read and sign a Chromebook Policy before the device can be issued to a student.

LEARNING PLANS AVAILABLE FOR THE 2020-2021 SCHOOL YEAR

Turner Public Schools will offer the potential for two different learning plans in order to meet the educational needs of our students. We strongly encourage students to follow the Traditional Learning Plan for the best possible learning experience.

1. Traditional Learning Plan
 - School starts in a traditional manner on August 11th
 - All courses/classes taken at regularly assigned school site
 - In-person instruction with a traditional academic school day
 - Multiple health and safety measures implemented at each site
 - Increased utilization of technology in order to be flexible and retain the ability to adapt should state officials determine there is a need to do so
 - Attendance will be taken daily per district policy
 - Students enrolled in traditional learning the first semester have until August 18th to switch to virtual learning. After this date, student will be required to remain in traditional learning until the end of the first semester. Students enrolled in traditional learning the second semester have until January 10th to switch to virtual learning. After this date, student will be required to remain in traditional learning until the end of the second semester.
2. Virtual Learning Plan
 - Offsite/Virtual Learning will start on August 11th.

- 100% online learning
- Participation in extra-curricular activities will not be allowed
- Attendance will be taken daily per district policy.
- Students enrolled in virtually learning the first semester have until August 18th to switch to traditional learning. After this date, student will be required to remain in virtual learning until the end of the first semester. Students enrolled in virtual learning the second semester have until January 10th to switch to traditional learning. After this date, student will be required to remain in virtual learning until the end of the second semester.

Approved by Board of Education on 07-13-2021