

Welcome  
To  
Hobart High School  
Home of the Bearcats

**SCHOOL COLORS:**

ROYAL BLUE, LIGHT OLD GOLD & WHITE

**H.H.S FIGHT SONG**

WE'RE LOYAL TO YOU H.H.S.

WE'RE STAUNCH AND WE'RE TRUE H.H.S.

WE'LL BACK YOU TO STAND

AS THE BEST IN THE LAND

FOR WE KNOW YOU HAVE SAND.

H.H.S RAH! RAH! RAH!

GO CRASHING AHEAD H.H.S.

GO SMASHING AHEAD H.H.S.

OUR TEAM IS OUR FAME PROTECTOR

OH BOYS WE ALL EXPECT

A VICTORY FROM YOU,

H.H.S CHEE, CHEE HAW, HAW

HOBART, HOBART, RAH, RAH, RAH.

**SCHOOL SONG**

SING THE PRAISE OF HOBART HIGH SCHOOL WE WILL HONOR THEE

WE YOUR LOYAL SONS AND DAUGHTERS PLEDGE OUR LOYALTY

TREASURED MOMENTS PRECIOUS HOURS FOR ETERNITY

LOCKED WITHIN OUR HEARTS FOREVER IS YOUR MEMORY

(REPEAT THREE TIMES)

## 2024-2025

### Hobart Public Schools Calendar

August 8	First Day of School
September 2	Labor Day
October 8	Parent Teacher Conferences
October 9	Parent Teacher Conferences
October 10 & 11	Fall Break – No School
November 25-29	Thanksgiving Vacation
December 23 – January 6	Christmas Vacation
January 7	School Resumes
January 20	Professional Day – No School
February 17	No School
March 13	Parent Teacher Conferences
March 14	Parent Teacher Conferences
March 17 - 21	Spring Break
March 28	No School
April 4,11,18,21,25	No School
May 15	Students Last Day
May 16	Professional Day

### **THE ACTIVITY CALENDAR:**

To eliminate conflicts, an official calendar is maintained by the counselor and the principal. All school activities are to be scheduled on this calendar. Sponsors and students are urged to schedule all activities as early in the year as possible. All activities must be scheduled one (1) week in advance of the activity.

## **BELL SCHEDULE**

First Period	8:00 - 8:55
Second Period	9:00 - 9:50
Third Period	9:55 - 10:45
Fourth Period	10:50 - 11:40
Lunch	11:40 - 12:25
Fifth Period	12:30 - 1:20
Sixth Period	1:25 - 2:10
Seventh Period	2:15 - 3:10

## **LUNCH AND BREAKFAST PRICES**

ADULT BREAKFAST	\$ 2.20
ADULT LUNCH	\$ 5.00
STUDENT BREAKFAST	FREE
STUDENT LUNCH	FREE
EXTRA MILK	\$.50

Replacement lunch cards cost \$1.00 for lost/damaged cards. It is the students' responsibility to keep up with their lunch cards.

\*Due to CEP approval, our students will eat breakfast and lunch free for the next four years. 2024-2028

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# **Hobart Public School**

## **Mission Statement**

Empowering all students with the necessary competencies to be successful in a changing world.

## **Vision Statement**

Building Learners for Life

## **PRINCIPAL'S WELCOME**

“As we begin this new school year. I want to express how excited I am to see the incredible things that our students will accomplish. Our school is a place where students can grow academically, socially, and emotionally, and I am proud of the community that has been built here. This student handbook outlines our expectations for students’ behavior and conduct, as well as our policies and procedures for a variety of situations. I encourage you to read it carefully and familiarize yourself with our rules and regulations. But more importantly, I want you to know that the entire HHS Staff is committed to supporting you every step of the way. If you need help or have questions, please do not hesitate to reach out to us. We are here for you.”

It’s a Great Day to be a Bearcat!

Benny Barnett

High School Principal



## **SUPERINTENDENT'S WELCOME**

Welcome to another exciting school year!

As your superintendent, I am thrilled to embark on this journey of learning and growth with each of you.

Our commitment at Hobart Public School is to provide a safe and nurturing environment where every student can thrive academically, socially, and emotionally. We believe in the power of education to transform lives and communities, and we are dedicated to ensuring that every student receives a high-quality education that prepares them for success in an ever-changing world.

In this handbook, you will find essential information about our school policies, procedures, and resources. It serves as a guide to help us maintain a positive and productive learning environment for all. Together, we can make this year a remarkable and fulfilling experience for everyone!

Thank you for your partnership and support. Here's to a fantastic year ahead!

GO Bearcats!!!

Natika Peterson  
Superintendent

### Administration

**Superintendent**  
**Principal**  
**Alternative Education**

**Natika Peterson**  
**Benny Barnett**  
**Joy Porter**

### Faculty

**Counselor**  
**Administrative Assistant**  
**Attendance Secretary**  
**Lunch Kim Lee**  
**Custodian**

**Joy Porter**  
**Briana Allison**  
**Alicia Ray**  
  
**Zachary McGregor**

### Teachers

**Colt Allison**  
**Vanessa Baker**  
**Bryne Bingham**  
**Christel Funkhouser**  
**Karen Hampton**  
**Brad Henson**  
**Shanda Jackson**  
**Jaylen Johnson**  
**Angel Mahoney**  
**Summer Middick**  
**Cason Montgomery**  
**Silvia Murley**  
**Eric Norton**  
**Sandra Quintero**  
**Sadie Raasch**  
**Kenda Reeves**  
**Penny Salazar**  
**Heather Sims**  
**Karrin Sims**  
**Travis Sims**

### Subjects

**History/Athletic Director & Coach**  
**Vocal Music**  
**Health & Coach**  
**FACS**  
**Library**  
**Computers**  
**Mathematics**  
**History & Coach**  
**Special Ed Director**  
**English**  
**Weights & Coach**  
**Band**  
**KOMS Principal & Coach**  
**English**  
**Vocational Agriculture**  
**Coach**  
**Science**  
**Science**  
**Mathematics**  
**History & Coach**

## **ACADEMICS**

### **CLASSIFICATION**

Your classification in school will be directly related to the number of credits you have successfully completed. To be a sophomore, you must have a minimum of (11.5) credits. To be classified as a junior, you must have a minimum of (23) credits, and for classification for a senior you must have a minimum of (34.5) credits. You must have (46) credits to graduate.

### **CLASS AND SCHEDULE CHANGES**

Classes may be dropped and schedules may be changed only during the first full week of each semester, except at the discretion of the principal. All class changes must be cleared by the principal.

### **DISTANCE LEARNING**

If a circumstance arises, where Hobart public schools must close its doors to the public, a distance learning plan will be provided for all students. Hobart Public Schools will follow distance learning guidelines provided by the Oklahoma State Department of Education.

### **TEXTBOOKS:**

Most of the textbooks you will be using will be furnished by the state. They must be kept in good condition and turned in at the end of the year or upon withdrawal from school. The student must pay for lost or damaged books. The cost of student's books that have been destroyed or lost will be reimbursable to the school at the following rate:

New books are the cost of the book. All other books depreciate 20% per year. Over five (5) years old \$ 8.00.

**Beginning with the students entering in the 9th grade in the 2006-2007 school year, 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 or 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 2006-2007 school year and for those students subject to the **requirements of core curriculum** in order to graduate from a public high school accredited by the State Department of Education with a standard diploma, students shall complete the core curriculum units or sets of competencies at the secondary level. (70 O.S. 11-103.6)

For students who enter the ninth grade in or prior to the 2007-2008 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.

### **Reporting students performance level on OSTP State Assessments**

Beginning with students who entered the ninth grade in 2008-2009, school districts shall report the student's performance levels of satisfactory and above on the end-of-instruction tests on the student's high school transcript.

## **GRADUATION REQUIREMENTS**

The Hobart School District offers a standard diploma to graduating seniors who have completed the following minimum core curriculum units or sets of competencies as per state law. Twenty-three (23) of regularly organized classroom instruction shall be required for a local high school diploma.

Assessments: In order to comply with the state law (House Bill 3218), all Juniors will be required to take the ACT and state testing for US History and Science.

*\*All high school students must be enrolled in 7 periods of classes:*

*Exception: Seniors/Juniors who qualify for concurrent enrollment may enroll in college courses.*

## **COLLEGE PREPARATORY/WORK READY GRADUATION REQUIREMENTS**

	<u>UNITS</u>
<b>ENGLISH</b>	<b>4</b>
<b>SCIENCE</b>	<b>3</b>
•BIOLOGY I	
•PHYSICAL SCIENCE/CHEMISTRY	
•ANOTHER LAB SCIENCE	
<b>MATHEMATICS</b>	<b>3</b>
•ALGEBRA I	
•GEOMETRY	
•ALGEBRA II	
<b>HISTORY</b>	<b>3</b>
•OKLAHOMA HISTORY (1/2)	
•GOVERNMENT (1/2)	
•AMERICAN HISTORY	
•ANOTHER HISTORY such as World History, AP Gov't, etc.	
<b>FOREIGN LANGUAGE or COMPUTER SCIENCE</b>	<b>2</b>
<b>ADDITIONAL UNIT SELECTED FROM ABOVE</b>	<b>1</b>
<b>FINE ARTS/SPEECH OR COMPETENCIES</b>	<b>1</b>
<b>PERSONAL FINANCIAL LITERACY imbedded in World History class</b>	
<b>CPR/AED</b>	
<b>ELECTIVES</b>	<b>Minimum 6</b>
<b>*TOTAL UNITS</b>	<b>23</b>

**CORE CURRICULUM GRADUATION REQUIREMENTS**

	<u>UNITS</u>
<b>ENGLISH</b>	<b>4</b>
<b>SCIENCE</b>	<b>3</b>
•BIOLOGY I	
•PHYSICAL SCIENCE/CHEMISTRY	
•ANOTHER LAB SCIENCE	
<b>MATHEMATICS</b>	<b>3</b>
•ALGEBRA I	
•GEOMETRY	
•ALGEBRA II or ANOTHER MATH THAT MEETS THE OK STATE ED. DEPT. MATH STANDARDS	
<b>HISTORY</b>	<b>3</b>
•OKLAHOMA HISTORY (1/2)	
•GOVERNMENT (1/2)	
•AMERICAN HISTORY	
•ANOTHER HISTORY such as World History, etc.	
<b>FOREIGN LANGUAGE or COMPUTER SCIENCE</b>	<b>1</b>
<b>FINE ARTS/SPEECH OR COMPETENCIES</b>	<b>1</b>
<b>PERSONAL FINANCIAL LITERACY imbedded in World History class</b>	
<b>CPR/AED</b>	
<b>ELECTIVES</b>	Minimum <b>8</b>
<hr/>	
<b>*TOTAL UNITS</b>	<b>23</b>

**DIPLOMA OF DISTINCTION**

The Hobart School District offers a diploma of distinction to graduating seniors who have completed the following minimum core curriculum units or sets of competencies at the secondary and passed all OSTP state assessments.

- 1) 4 units in English
- 2) 4 units in Mathematics
- 3) 4 units in Science
- 4) 4 units in Social Studies
- 5) 2 units in the area of technology, humanities, or the arts
- 6) 2 units in Foreign Language
- 7) Achieved a satisfactory score, or its equivalent, on all (OSTP) OK State Assessments in English/Language Arts, Mathematics, Science, and US History prior to graduating from high school.

Applicable vocational-technical classes offered by comprehensive high school vocational-technical programs shall qualify for technology, science, and mathematics units. Students may use one unit of their six concentrated vocational-technical curriculum units for one unit of science required by this section.

Advanced Placement classes and College Concurrent classes in the subject area listed in 1, 2, 3, 4, & 5 may be substituted on a course-by-course basis to satisfy the academic units required for a diploma of distinction.

### **PROFICIENCY BASED PROMOTION**

In an effort to provide maximum opportunities for students individual learning needs to be met, the Hobart Public School District is initiating an option for students to be promoted in grades one through eight, or earn high school credit in grades nine through twelve upon sufficient demonstrated proficiency.

A student may request to demonstrate such proficiency by filling out an application and taking the test within the first two weeks of school. Please feel free to contact the building principal if you have any questions regarding this process. We are ready to assist you in any way we can.

### **THE COMMENCEMENT**

Commencement is a solemn occasion. It is there for all parents and relatives to enjoy. It is not a showcase for some individuals to show off for the last time. The graduates will not wear shorts, make any gestures on stage, or do anything that takes away from the ceremony. Any display that takes away from the ceremony will result in forty (40) hours of community service before the graduate receives their diploma. If any senior owes for anything, or still has school equipment, they will not receive their diploma.

### **HONORS CLASSES**

In order to encourage students to enroll in academically challenging courses and at the same time reward students for completing advanced courses in the core curriculum, Hobart High School has adopted a Honor's Grade Point (GPA) system. An extra grade point will be added to the grade scale for each semester completed in the AP courses. A half point will be added to Honor's courses. This list will be subject to change with board approval each year as courses and curriculum change.

## HONOR'S COURSES

### **Additional GPA POINTS/SEMESTER**

AP CALCULUS	1
AP ENGLISH (LITERATURE)	1
AP GOVERNMENT	1
AP COURSES TAUGHT AT THE CAREER TECH	1
HONOR'S CHEMISTRY	½
HONOR'S PHYSICS	½
HONOR'S SPANISH 2	½
HONOR'S MULTI MEDIA I	½
HONOR'S TRIGONOMETRY/MATH ANALYSIS	½

### GRADING SCALE:

90-100	A = 4 point GPA
80-89	B = 3 point GPA
70-79	C = 2 point GPA
60-69	D = 1 point GPA
59 & Below	F = 0 point GPA

### CONCURRENT ENROLLMENT

Hobart High School will follow the rules and regulations set forth by the OSRHE for concurrent enrollment. Students wishing to exceed the limits set forth by the SDE may petition the higher education institution. College courses will be transcribed as an elective on the high school transcript. The grade will be listed, but not included in the GPA.

### INDIVIDUAL CAREER ACADEMIC PLAN

Beginning with students entering the ninth grade in the 2019-2020 school year (Class of 2023), each student is required to complete the process of an Individual Career Academic Plan (ICAP) in order to graduate from a public high school with a standard diploma. 70 O.S. § 2320.508-4 The ICAP Career Assessment, Career Goal, and Coursework are to be reviewed annually. Students are also required to participate in Service Learning and/or Work-Based Learning Activities at least once in the grades 9-12. Student Internships are reserved for 11<sup>th</sup> and 12<sup>th</sup> grade.

### **What is ICAP?**

An ICAP (Individual Career Academic Plan) is a multi-year process that guides students as they explore career, academic, and post-secondary opportunities. Family, student, and



educators collaborate to develop the ICAP, which equips students with awareness, knowledge, and skills to create their own exploration of college and career opportunities. The ICAP is an evolving document that will reflect students' changing aptitudes, career interests, and growth.

## **HOBART FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)** **NOTIFICATION TO PARENTS**

As required by the Federal Family Education Rights and Privacy Act (FERPA), the Hobart Board of Education has adopted a student records policy and procedure. Parents and eligible students should be advised of their rights under the FERPA and this policy.

1. Student's parents and eligible students have the right to inspect and review the student's education record.
2. Hobart School District shall limit the disclosure of information contained in a student's educational record except; (a) by the written consent of the student's parent or the eligible student; (b) as directory information, or; (c) under certain limited circumstances, a permitted by the FERPA Directory information has been identified as the following:
  - 1) The student's name and address.
  - 2) The name of the student's parents.
  - 3) The student's date of birth.
  - 4) The student's class designation (example: first/tenth/etc.)
  - 5) The student's extra-curricular participation.
  - 6) The student's achievement awards or honors.
  - 7) The student's weight and height if a member of an athletic team.
  - 8) The student's photograph
  - 9) The school or school district the student attended before he/she enrolled in the Hobart School District.
  - 10) The student's dates or attendance.
3. In addition, federal laws require that the District provide the name, address and telephone number of secondary students to military recruiters upon request, unless the parents have notified the school district that they do not want information provided to military recruiters.
4. A student's parent, or an eligible student, has the right to seek to correct parts of the student's educational record which he/she believes to be inaccurate, misleading, or in violation of student rights.
5. 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 of the eligible student's request.
6. A person has the right to file a complaint with the Department of Health, Education, and Welfare if the Hobart School District violates the FERPA,

The address is:

The Family Educational Rights and Privacy Act Office  
United State Department of Education  
Room 4511, Switzer Building  
Washington, D. C. 20202  
Telephone: 202-732-2058

7. The right to be informed about FERPA rights.

8. A student's parent or an eligible student can request in person or writing a copy of this policy from the Superintendent of Schools in the administration offices. Copies of this may be obtained, the address is:

Hobart Public Schools  
Box 899  
321 North Jefferson  
Hobart, OK 73651  
Telephone: 580-726-5691

The district will arrange to provide translation of this notice to non-English speaking parents in their native language.

All rights and protection given to parents under the FERPA and this policy transfer to the student when he/she is eighteen (18) or enrolls in a post-secondary school. The student then becomes an "eligible" student".

### **PROCEDURE TO INSPECT EDUCATION RECORDS:**

The parent of an eligible student may inspect the student's educational records upon request. In some circumstances it may be mutually more convenient for the record custodian to provide copies of records.

Since a student's records may be maintained in several locations, the school principals will offer to collect copies of records or the records themselves from locations other than a student's school so they may be inspected at one site. However, if a parent or eligible student wishes to inspect records where they are maintained, school principals will make every effort to accommodate their wishes.

The parent or eligible student should submit to the student's school principal a written request which identifies, as precisely as possible, the record or records he/she wishes to inspect.

The principal (or other record custodian) will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be inspected. This procedure must be completed in forty-five (45) days or less from the receipt of the request for access.

If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's educational record. The school district will arrange for the parent or eligible student to obtain copies of the records.

### **PROTECTION OF PUPIL RIGHTS AMENDMENT**

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, requires Hobart Schools to notify parents and obtain consent to exempt their child from participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas (“protected information surveys”): 33

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning 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 student or parents;
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of student information for marketing purposes (“marketing surveys”), and certain physical exams and screenings.

### **ALTERNATIVE SCHOOL:**

Hobart High School has added to the regular school day an alternative education program. Students may apply and enroll in the program after being accepted. The program is Monday thru Friday from 8:00 a.m. to 12:00 p.m. The students are enrolled in Hobart High School and must follow the policies of Hobart Public Schools. Check with the principal or counselor for more information.

### **PASSPORT TO FINANCIAL LITERACY:**

#### **HOUSE BILL 1476**

House Bill 1476 that created *The Passport to Financial Literacy Act of 2007* became effective July 1, 2007. The law requires that Oklahoma students, beginning with the seventh grade, in 2008-2009 shall fulfill the requirements for a Personal Financial Passport in order to graduate from a public high school with a standard diploma.

Requirements for a Personal Financial Literacy Passport, “shall be satisfactory completion in all areas of instruction,” during grades 7 through 12.

Requirements for a Personal Financial Literacy Passport shall be the completion and demonstration of knowledge of the following 14 areas of instruction:

1. Earning an income.
2. Understanding state and federal taxes.
3. Banking and financial services.
4. Balancing a checkbook.
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 and buying a home.
11. Understanding insurance.
12. Understanding the financial impact and consequences of gambling.
13. Bankruptcy.
14. Charitable giving.

Hobart Public Schools will teach Personal Financial Literacy/ World History in the 11<sup>th</sup> grade, as each junior will be required to complete a Financial Literacy requirement. The 14 objectives for Financial Literacy Passport will be taught.

To fulfill the requirements for graduation concerning the three credits for Social Sciences, the students will take American History their sophomore year and will take World History/Economics during their junior year. They would then have a choice of AP Government or Geography to obtain 4 years of History.

Each student will receive a grade and a half unit for taking Financial Literacy. The 14 skills will be taught and the student will receive satisfactory/unsatisfactory mark which will be placed on their transcript according to law.

### **PARENT RIGHT TO KNOW**

If the school receives Title I funds, the district is required to provide parents with notice that they may request information about the professional qualifications of classroom teachers. The notice to parents must include the following:

1. Whether the teacher has met state qualifications for the grade levels and subject areas taught.

2. Whether the teacher is teaching under emergency or other provisional status.
3. The baccalaureate degree of the teacher and any other graduate certification or degree held by the teacher, and the subject area(s) of the certifications or degrees.
4. Whether the child is provided services by paraprofessionals, and if so, their qualifications.

If a parent requests the above-listed information, the district is required to provide the information in a timely manner. If the district has hired a teacher who is not highly qualified and the teacher has taught a child for four or more weeks, the district is required to provide the parents notice that their child has been taught by a teacher who is not highly qualified.

**House Bill 2030-** Beginning with 9<sup>th</sup> graders, in 2021-2022 school year, students are required to pass the US citizenship test in order to graduate. Students may retake the test, upon request, as often as desired until earning a passing score of 60 out of 100 questions. School districts shall exempt students with disabilities whose IEP states the student is to be assessed with alternate achievement standards.

**House Bill 2750 -** Hobart High school Oklahoma History classes shall incorporate information about the April 19, 1995 bombing of the Alfred P. Murrah Federal Building in Oklahoma City and the role it played in the history and the nation from April 19, 1995 to present.

**SB 783-** Emergency transfers are eliminated. Beginning January 1, 2022 data on the number of transfers, by grade level and site, will be reported to the State Department of Education and on the school website. Transfers can be denied, however, parents and guardians will have 10 days to appeal the denial to the local board of education. Transfers given are for one year.

### **FAST FRIDAYS:**

Fast Fridays is designed to help students who need intervention or remediation. Students will be required to attend if ...

1. They have a grade below a 75.
2. They fail to turn in any homework throughout the week.
3. Remediation.

We will have two periods in the afternoons on Fridays.

1. If a student has only 1 grade below a 75, then he or she only has to attend one period.
2. If a student has two grades below a 75, their first period will be their lowest grade and the second period will be the next lowest grade.

3. If the student has more than two classes below a 75, then periods will be rotated on a weekly basis.

Grades will be run Monday mornings of each week. If a student has below a 75, they will be notified during the week and will be given a schedule for their Friday.

Students that are not in Fast Friday will be given the opportunity to go to an elective class of their choice.

#### Class Schedule on Fast Friday

1 <sup>st</sup> Hour	8:00	8:35
2 <sup>nd</sup> Hour	8:40	9:10
3 <sup>rd</sup> Hour	9:15	9:45
4 <sup>th</sup> Hour	9:50	10:20
5 <sup>th</sup> Hour	10:25	10:55
6 <sup>th</sup> Hour	11:00	11:30
7 <sup>th</sup> Hour	11:35	12:05
Lunch Students	12:05	1:00
Lunch Teacher	12:05	12:45
8 <sup>th</sup> Hour	1:05	2:05
9 <sup>th</sup> Hour	2:10	3:10

#### **REMEDIATION:**

Remediation may be provided by means which may include, but are not limited to, Fast Fridays, extended time during the school day, a summer academy, tutoring online coursework or other supplementary service.

#### **ATHLETICS**

Any student that wishes to participate in athletics must have prior written consent from the head coach of that sport. . A form will be provided by the school. Any student that quits two (2) sports **MUST** enroll in a 7<sup>th</sup> hour academic class.

#### **ATHLETIC PASSES**

Athletic passes (cards) will be issued to students when they enroll in athletics. If a student quits or is removed from a sport, the card is to be returned. We will issue one card for the year. It will not be replaced if lost or destroyed. Athletes must show card or pay.

### **STUDENT ACTIVITIES ELIGIBILITY**

1. Participation in extracurricular activities is considered a privilege and requires a higher level of academic and behavior performances be maintained by students of Hobart Schools and serve as representatives for their fellow students.
2. Any student who is under discipline or whose conduct or character is such as to reflect discredit upon the school is not eligible. A student will not be allowed to participate in any school-related extracurricular activities (athletics, band, stock shows, academic bowls, dances, proms, activity trips, assemblies, etc.) during any week (Monday through Sunday) in which the student has served out-of-school suspension as a form of disciplinary action.
3. In School Detention Alternative Classroom students are not allowed to participate in any school sponsored or extra- assemblies and programs, during the day or evening hours while students are assigned to In-School Detention.
4. Any student that owes money, lost equipment or material to the school, club or organization will not be allowed to participate in extracurricular activities.
5. Any student who may drop a class because of a failing grade and/or picks up the credit in alternative school shall remain ineligible for the remainder of the semester. They will not be allowed to participate in any extra- curricular activity.
6. Any student who fails a class because of absences will remain ineligible from extra-curricular activities during school hours or evening hours.

### **HONOR(S) SOCIETIES**

Hobart High School Honor Roll: The Hobart High School Honor Roll is selected each nine weeks and semester. Seniors must be enrolled in no less than four courses for credit to be eligible. NATIONAL HONOR SOCIETY: The National Honor Society (NHS) is represented by sophomores, juniors, and seniors. Students attaining a 3.5 cumulative honors grade point average will be asked to complete a survey sheet listing the student's activities, honors, and services. The Hobart Chapter of the NHS will be consistent with the constitution of the NHS Handbook, copyright 1983.

### **OKLAHOMA HONOR SOCIETY**

The Oklahoma Honor Society will consist of the top ten percent (10%) of the freshman, sophomore, junior and senior class.

### **STUDENT COUNCIL**

The student body of Hobart High School shall be represented by a student council. The criteria for selection of the Student Council will be given to students prior to election.

### **CHEERLEADING**

Refer to the Hobart High School Cheerleading Constitution.

### **CLUBS**

Following is a list of clubs and organizations provided at Hobart High School. Please be advised that parents need to notify the school office if they choose to withhold permission to allow their child to participate in any club or organization.

The mission and purpose of each club or organization is to provide activities for students to gain greater knowledge in that particular area.

### **CLUB SPONSORS**

FCA Eric Norton and Colt Allison

CHEER Traci Rayner

F.F.A. Sadie Raasch

F.T.A. Brad Henson

N.H.S. Karrin Sims

YEARBOOK.

Brad Henson

FCCLA Christel Funkhouser

MATH CLUB

Karrin Sims

JR. MAIN STREET

Karrin Sims

ART Kim Lee

STUDENT COUNCIL

Joy Porter

ACADEMIC TEAM

Shanda Jackson



## **ATTENDANCE**

### **SPRING SEMESTER TEST EXEMPTIONS**

Test exemptions will be for the spring semester only and all exempt students will be required to remain on campus. All students will be required to take a comprehensive semester test in the fall. Students who have demonstrated punctuality, a desire to be present each day, and have maintained a high level of academic achievement. In order to be exempted from a semester test you must abide by the following:

- 3 excused absences or less with an A average
- 2 excused absences with a B average
- 1 excused absence with a C average.

These absences do not include student activities. Any student who receives 3 tardies in the same hour will be given 1 absence toward their exemption status. Any student with suspensions, ISD, or unexcused absences must take the semester test. Any student that has been exempted from a semester test may take their test to improve grade only. Tests cannot lower their grade. All students will be required to take a comprehensive nine weeks test. We want you in class! Research, overwhelming shows, those students who are in attendance on a regular basis, will perform at a higher level. Be on time, be present, and learn!!

### **COLLEGE DAYS**

(Applies to seniors only during the school year in which the senior will graduate).

A senior student will be allowed a reasonable number of days (limit 2 days) to visit post-high school institutions at which the student is interested in attending after graduation

The college Day visitation must be pre-approved by the Principal / Counselor to be excused. This will allow the student to makeup all their work and not have the day count against semester exemption. Student must pick up a form from the counselor for a representative of the college they visit to sign, to confirm the student's presence at the university.

Students who visit a post- high school institution without receiving prior permission from the Principal or Counselor will receive a school day absence.

**\*\*Note\*\*** To be eligible for a college day, students must meet eligibility requirements for participating in Hobart Public Schools activities and have or are taking the necessary coursework for college admission upon graduation

## **ATTENDANCE**

### **A. CLASS ATTENDANCE**

It is the duty of the parent to notify the school concerning the cause of any absences of their child. Each student in Hobart High School is required to attend each class a minimum of ninety percent (90%) of the time in order to receive credit for that class. A maximum of ten (10) days a semester may be missed for excused absences, absence by arrangement, unexcused absences, or truancy in any one class. Three (3) unexcused tardies in the same class will count as an unexcused absence. The principal has the authority to rule in extenuating circumstances. **ACTION BY THE SCHOOL**

1. Notify parent(s) of the absence of the student for any part of the school day. Unless, the parent notifies the school of causes for the student to be absent.
2. If the student is absent from school for five days or parts of days within a four (4) week period without valid excuse, the principal may report such absences to the District Attorney.
3. A student that is late to class 15 minutes or more will be marked as absent.

### **B. ABSENCES (Excused)**

**Excused absences will be granted for the following reasons:**

1. Personal or family illnesses or death in the immediate family.
2. Medical problems
3. Legal matters
4. Extenuating circumstances deemed necessary by the principal.

### **ACTION BY THE SCHOOL**

1. A student will be allowed one (1) day to make up work for each day missed from school.
2. Students will not be penalized for excused absences if they make up all of their work.

### **C. UNEXCUSED ABSENCES**

This is being absent for reasons other than illness or death in the immediate family and arrangements for being absent were not made in advance. Also, on unexcused absences the student will be allowed two (2) days to bring a signed note from the parent to excuse that absence. After two days, if a note is not received in the office, the unexcused absence will stand as an unexcused absence. However, 50% of the grade may be given, at the teacher's discretion, for unexcused absences.

**D. ABSENCES (Truant)**

Assignment areas for students during the school day are established by the schedule and other directives of the principal or teacher. Failure to report to the assigned area or being located out of the assigned area constitutes truancy.

**IT IS ESSENTIAL THAT STUDENTS COMPLETE WORK MISSED IN CLASS.**

Work assignments would be reasonably equivalent in the time lost and time allowed to complete work is at least twice the number of classes of days missed.

**E. ABSENCES (School Activity)**

The student is entitled to make up work. It is the responsibility of the student and either parent or guardian to initiate requests for make up work. Students shall not be penalized for absences which occur when participating in school district sponsored extracurricular activity.

**F. EXTRACURRICULAR ACTIVITIES POLICY**

The maximum number of absences for activities, which remove a student from the classroom, shall not exceed ten (10) for any one class period. Excludes from this number are state and national levels of school sponsored events.

- a) State and national levels of contests are those for which a student must earn the right to participate.
- b) The criteria of what activity is considered a state or national competition must be submitted in writing by the school sponsor and be approved by the building administrator and the Hobart Board of Education.
- c) An Internal Activities Review Committee will be organized at the beginning of each school year.
  1. The committee will consist of five (5) members: Administrator, Regular Education Teacher, Counselor, Coach and Athletic Director.
  2. The Internal Review Committee is responsible for reviewing and recommending any deviation of the activities attendance policy.
    - a) Any deviation from the ten day (class period) absence rule shall not exceed five days (class periods).
    - b) After all school activity absences have been used the student will not be counted as in attendance for that day.

Written and oral consent must be given by parents before a student in any activity is allowed to ride back with someone other than the group. This must be taken care of in advance.

### **G. ATTENDANCE (Records)**

Principal's office will keep individual records on each student. Upon returning to school, students should check through the office for an admit slip to enter class before the tardy bell. Failure to do this will also result in a tardy.

If it is necessary to leave school, students are to check out through the office. Leaving school without going through the office will be an "UNEXCUSED" absence. All tardy students will report through the office for an admit slip to class and make up time.

If for any reason a student is detained by a faculty member a pass should be sent with that student to the next hour class.

### **H. PRE-PLANNED ABSENCES**

When it is absolutely necessary for a student to be out of school, a special excuse will be granted. The most important factor in granting this type of excuse is that arrangements be made "IN ADVANCE" of the absence and that the student be in good academic standing. Arrangements for this type of excuse may be made through the principal's office by a request prior to the student's absence.

**Students who leave school grounds without permission from parents and principal will serve the following disciplinary action:**

1<sup>st</sup> offense: one (1) day of ISD or one swat

2<sup>nd</sup> offense: two (2) days if ISD or two swats

3<sup>rd</sup> District Attorney will be notified and principal will determine consequences

Parent notification will occur on every offense.

### **I. FAILING**

Students who are failing 2 or more classes will be required to attend Wednesday School for remediation until they are passing.

## **AWARDS AND HONORS**

### **TOP TEN PERCENT**

Top 10% students are selected at the end of 1<sup>st</sup> semester of their senior year. They are selected by their weighted high school cumulative grade point average.

Top 10% students are expected to attend the Top Ten Percent in the spring and deliver the commencement speech at graduation.

## **CONDUCT**

### **PUBLIC DISPLAY OF AFFECTION**

Public display of affection is not appropriate school behavior and will not be tolerated. Offenders will be subject to disciplinary action.

### **HAZING** (Effective date: July 1, 1990/HB1906)

Prohibits "HAZING" by any student or any person associated with any organization.

### **DRESS CODE**

There exists a correlation between the quality of a student's performance, conduct, and appearance. Therefore, all students are expected to be groomed and dressed appropriately. Clothing and grooming must be such that they do not constitute a health or safety hazard. Grooming and dress must not constitute a distraction or interfere with educational opportunities of other students.

The following standards of dress are required of all students while attending school or participating in school activities.

- Bare midriffs, halter-tops, and spaghetti straps are prohibited. All shirts and blouses must fit properly with shoulder straps a minimum of a dollar bill width over the shoulders. Tops must touch the lower garment (pants, skirts, or shorts) at all times. Headgear (examples: hats, caps, bandanas, sunglasses, stocking caps) is not to be worn in the building Exceptions: (1) Wearing apparel that is part of a regulation school uniform and worn with the uniform while participating in any extracurricular activity.
- No pajamas or nightgowns
- No gang related clothing of any kind
- Profane, offensive, or defamatory writing or pictures on clothing or jewelry is not acceptable. Clothing with obscene language or symbols of drugs, sex, tobacco, or alcohol is prohibited.
- Pants, trousers, jeans, and shorts are to be worn at the waistline and belts, if worn, are to be buckled.
- Shorts, skirts and dresses will not be shorter than fingertip length.
- No undergarments should be exposed.
- Jeans with holes above fingertip length, are not acceptable.
- Purposely torn clothing, cut-offs are not permitted.
- Trench coats are not allowed to be worn inside the school building.
- Chains worn by students attached to clothing and large chains around the neck that could be used as a weapon are not allowed.
- Clothing normally worn when participating in a school-sponsored extracurricular or sports activity may be worn to school when approved by the sponsor or coach.

- Hoods or hoodies must remain off the head while in the school building at all times.
- There will be no physical body piercing allowed other than ears.
- The Principal for special occasions may adjust the dress code.
- Leggings, Jeggings or tights are not permitted unless loose shirts completely cover the frontside and backside.

Any student deemed in violation of the dress code will be required to find clothing that meets code or will be sent home to correct the situation and will be considered absent. Failure to comply will be grounds for disciplinary actions.

### **ELECTRONICS**

No radios, headphones, cassettes, video games, or any electronic entertainment will be brought into the school facility. All electronic entertainment devices will be taken and given to the principal. Violation of this rule is subject to disciplinary action.

**FOOD AND DRINKS** All food and drinks must be disposed of before entering the building. Bottled water purchased inside the building is allowed.

### **WIRELESS TELECOMMUNICATION DEVICES/CELL PHONES:**

Cell phones are not to be seen or heard at school except before school, during lunch break and after school. Students may have their cell phones at school, but when they enter a teacher's classroom, they will be required to put them in a protective sleeve. This sleeve will be monitored by the teacher. The students' cell phone will need to be off. The student will retrieve their phone at the end of the class period as they exit the classroom. there will be no recording/videoing while on school property or at school events. Breaking this cell phone policy will result in the proper discipline procedures. Those in violation of this policy will be subject to **(but not limited to)** the following disciplinary actions:

1<sup>st</sup> offense: Warning

2<sup>nd</sup> offense: Confiscation, parent must pick up phone

3<sup>rd</sup> & etc. offense: Wednesday School or ISD

Other wireless devices are not permitted at school.

### **GUIDELINES FOR WEDNESDAY SCHOOL**

Wednesday School will begin at 3:15 p.m. and end at 5:15 p.m. The doors will close at 3:25 p.m. and no one will be allowed in after that time. If a student does not show or refuses to attend Wednesday School, the student will be disciplined at the discretion of the principal. This discipline could include suspension or I.S.D. Only the High School Principal can assign Wednesday School.

### **REFERRAL TO WEDNESDAY SCHOOL:**

1. Excessive Tardies
2. Truancy ( Cutting Class)
3. Excessive Detentions (Discipline)
4. Failing 2 or more classes
5. Cell phone violation
6. Excessive absences
7. Discipline

### **GUIDELINES FOR DETENTION**

#### **REFERRAL TO DETENTION**

1. Detention may be assigned before school, lunch or after school.
2. A teacher may place a student in their own detention.
3. Failure to attend detention will result in Wednesday School or ISD.

### **DISCIPLINE FOR TARDIES**

1. Each student will receive 3 free tardy passes for emergencies.
2. Discipline due to tardiness needs no referral from the teacher. It will be handled through the office.
3. Each time the student is tardy, he/she must come to the office for an admit slip. (tardy slip).
4. Each time the student receives a tardy slip, that name is placed on the tardy record. Upon receipt of the third tardy, the office will inform the student that they will have 1 hour of Wednesday School. The office will place that student's name on the discipline list.

Tardy # 4 - 1 hour of Wednesday School or 2 noon detentions

Tardy # 5 - 2 hours of Wednesday school or 4 noon detentions

Tardy # 6 - student receives ISD or OSS as determined by the principal

**\*\*\*Please note that 3 tardies in one class equals an absence.**

### **PLAGARISM**

Students that are caught cheating, whether it is on homework or on tests, will be dealt with in a severe manner. Students can receive detention and a zero on the assignment for the first offense. Second offense can be three (3) days I.S.D.

## **OFFENSES FOR WHICH PUNISHMENT IS SUSPENSION**

The principal shall have the authority to suspend any pupil who is guilty of any of the following acts while in attendance at such school or in transit by school transportation or under school supervision to or from school or at any school function authorized by the school district or when present at any facility under the control of the school district or when the student is not on District property but the student's actions are either a continuation of activity that was initiated under school conditions, or adversely affect or pose a threat to the physical or emotional safety and well-being of other students, employees, or District property, or disrupt school operations.

1. Immorality or profanity.
2. Violation of written school rules, regulations or policies.
3. Possession, threat, or use of a dangerous weapon, as defined by the State Statues.
4. Assault and battery.
5. Possession of any narcotic drug, stimulant, barbiturate alcohol.
6. Conduct which jeopardizes the safety of others.
7. Conduct calculated to disrupt the operation of the school.
8. Truancy

When the principal has determined that a pupil is guilty, he may suspend said pupil from school for a period of not to exceed ten (10) days if the violation constitutes the pupil's first violation thereof. When any pupil is determined to have threatened or attempted to use a dangerous weapon or to have used a dangerous weapon, the principal shall for the tranquility of the school and the safety of others suspend the pupil for the balance of the current school year. A principal may suspend for repeated violations, which suspension shall not exceed beyond the current year. Such pupil suspended shall have the right to appeal the decision of such principal to an appeals committee which will be set up by the superintendent. Such pupil shall give notice within ten (10) days or more of his appeal to the superintendent. If the suspension is ten (10) days or more, such pupil may set up a meeting with the Board of Education. Notification of this appeal must be given to the superintendent within ten (10) days. The superintendent shall notify the Board of Education immediately which shall as soon possible conduct a full investigation of the matter and determine the guilt or innocence of the pupil. The decision of the Board of Education shall be final.



## **STUDENT DISCIPLINARY PROCEDURES**

All disciplinary referrals will be made on misconduct forms by teachers concerning disciplinary problems with students. All offenses will be dealt with fair, firm, and with consistent standards for the benefit of the student and the school. Disciplinary action shall be based on an assessment of the circumstances surrounding each infraction and may take into consideration the following criteria:

1. The student's attitude;
2. The seriousness of the offense;
3. The effect of the offense on other students;
4. Whether the offense is physically or mentally injurious to other people;
5. Whether the incident is isolated or repeated behavior; and
6. Any other circumstances which may be appropriately considered.

**Although disciplinary action will be imposed for any offense taking the forgoing into consideration in each matter, the following disciplinary actions and consequences are guidelines that will be considered:**

## **SCHOOL DECORUM (OK 706-114)**

### **GENERAL TEACHER AUTHORITY TO HANDLE SCHOOL DECORUM**

The teacher of a child attending public school shall have the same right as a parent or guardian to control and discipline such child according to local policies during the time the child is in attendance or in transit to or from the school district or classroom presided by the teacher.

#### **A. ACTION BY THE SCHOOL**

1. Immediate action by teacher may include verbal or written reprimand, detention, restricted privileges, and probationary attendance; recommend suspension other reasonable measures commensurable with the offense imposed by teacher rules and administrative or school district policy.
2. Referred to the principal or counselor.
3. Repeated behavior referred to parent conference or corporal punishment. Letter of suspension from school sent to parent(s).

#### **B. Stealing, destroying or defacing school property or personal property at school.**

##### **(OK 23-10)ACTION BY THE SCHOOL**

1. Referred to principal; and parent conference, discipline is at the discretion of the principal, may include ISD, suspension, or both.
2. Suspension from school on repeated offense.

## **OFF CAMPUS SCHOOL SPONSORED EVENTS**

A. Students who represent the school or who accompany school groups to other schools or other towns are subject to the authority of Hobart Faculty members just as in Hobart High School.

### **ACTION BY THE SCHOOL**

1. Immediate action by teacher may include verbal or written reprimand, detention, restricted privileges, probationary attendance, recommended suspension, or other reasonable measures commensurate with the offense imposed by teacher rules and administrators or school district policy.

2. Referred to the principal.

3. Repeated behavior inferred to parent conference or corporal punishment.

4. Letter of suspension from school sent to parents.

5. Suspended the remainder of the semester.

B. Physical threats, extortion, or violence in persons in school or at school sponsored functions.

### **ACTION BY THE SCHOOL:**

1. Emergency suspension

2. Repeated violation will be a suspension for the remainder of the semester.

C. Any student that commits a felony will not be allowed to participate in extracurricular activities during their high school years.

## **FIGHTING**

**The first (1st) offense:** Three (3) days suspension.

The suspension will be for those that initiated the fight, on the first offense.

Any student that videos a fight is subject to disciplinary action.

A student does have the right to defend themselves should they be attacked.

**The second offense:** Ten (10) days of suspension.

**The third (3rd) offense:** may be suspended for the remainder of the school year.

A student that does not walk away from a fight is also guilty. When both students have used verbal assault towards each other, and a fight ensues: both are guilty.

## **FIREARMS /WEAPONS**

In as much as the Hobart Board of Education, Administration, and Faculty of Hobart School District believe schools should be a safe and secure place of learning, free from violence or the threat of violence; and in support of the students who attend Hobart Schools, a policy regarding weapons was adopted. The purpose of the new policy is to **clearly define dangerous instruments or weapons and make notification of the intent to enforce severe disciplinary action against violators. Possession of a knife with a blade less than 2 ½ inches long can be a suspension for no longer than a semester.**

Please notice that the policy states: "**Dangerous instruments or weapons include, but not limited to, firearms (including BB guns, pellet guns, revolvers, loaded canes), fireworks, explosives, knives (including daggers, bowie knives, swords, cane knives with a blade which opens automatically by hand pressure applied to a button, spring or other device in the handle of the cane), razors, clubs (blackjack), chains, metal knuckles, glass containers, or other instruments used for assault or injury. No one may use any article as a weapon to threaten or injure another person."**

The policy further states: "**Students found to be in violation of this policy will be suspended and the police will be notified. Individuals in possession of the weapons and those having brought such weapons onto school premises will be disciplined in the same manner. Bringing a weapon to school and the possession of weapons at school, except as specifically authorized by law, constitutes grounds for long-term suspension.**

## **BULLYING**

### **SB 992: School Bullying Protection Act**

Threatening behavior is defined as an activity which portrays that another person, persons, or property may or will be harmed or killed. As used in the School Bullying Prevention Act, “harassment, intimidation, and bullying” means any gesture, written or verbal expression, 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, a gesture or written, verbal, or verbal or physical act. Such behavior is specifically prohibited by board policy.

Any student exhibiting threatening behavior either verbally, in written form, or by gesture toward another student or school personnel or others while under school supervision shall be subject to the following:

1. The student will be referred immediately to a site administrator or his/her designee for intervention.
2. The administrator will gather and evaluate incident information and either:
  - A. Document the incident and place the student on a five-day probationary period, or
  - B. Implement the following intervention procedure. The student will be subject to an immediate suspension from school for a minimum of three days.
  - C. The student’s parents(s)/guardian will be notified.
  - D. The Hobart Police Department shall be notified.
  - E. A mandatory conference will be held with the parent(s)/guardian, student, school officials, and others as deemed necessary. (“Others” may include, but not limited to, the following: police, Multi-County Youth Services, Office of Juvenile Affairs, Department of Human Services, and Child Welfare.) The conference shall take place as soon as possible.
  - F. The student must attend mandatory counseling with an appropriate counseling agency as determined by the school. The counseling agency will make recommendations to the school concerning the student’s re-entry to school. A conference shall be held with the site school counselor, an administrator, and the student prior to the student’s re-entry to school.

**If it is determined that the student may not return to school, further counseling and /or alternative placement will be implemented. The student will be re-evaluated at a later date as determined by the school.**

Any student who has been previously disciplined for threatening behavior is subject to alternative placement or suspension if the offense is repeated. The alternative placement or suspension shall not exceed the remainder of the current semester and the succeeding semester. A site administrator shall file a report on any student disciplined under this policy and send the report to the superintendent.

### **GUN FREE SCHOOL**

Those students threatening the safe environment with the presence of guns and weapons face up to one year suspension from school. Guns may not be on person or in a vehicle except as specifically authorized by law.

### **ARSON**

#### **ACTION BY THE SCHOOL:**

1. Emergency suspension, conference with parents and notification of police.
2. Repeated violation will be a suspension for the remainder of the semester.

### **BUS BEHAVIOR AND DISCIPLINE PLAN**

The school bus driver is the authority of the passengers on the bus. All students in our school system who ride a bus are subject to the following regulations:

1. Leave school early enough to arrive at your bus stop on time.
2. Wait for your bus in a safe place--well off the roadway.
3. Enter your bus in an orderly manner, and take your seat.
4. Follow the instructions of your school bus driver or bus patrol.
5. Remain in your seat while your bus is in motion.
6. Keep your head and arms inside the bus at all times.
7. Keep aisles clear at all times.
8. Remain quiet and orderly.
9. Be courteous to your school bus driver and fellow passengers.
10. Be alert to traffic when leaving the bus.

It is the responsibility of the bus driver to report violators of the above safety regulations to the appropriate principal. The following action will be taken by the principal:

**FIRST OFFENSE:** A conference with the student and possible swat or detention.

**SECOND OFFENSE:** A conference with the student, possible swat or detention, and a report to the parents by telephone or in writing.

**THIRD OFFENSE:** Automatic suspension of riding privilege. The length of time depends on the seriousness of the offense, and a report to the parent.

We hope that you will see this system as a reflection of our interest in the safety and well being of your children.

**THE FOLLOWING ARE HOBART BOARD OF EDUCATION POLICIES AS RELATED TO STUDENT CONDUCT BEFORE, DURING, AND AFTER SCHOOL HOURS AT SCHOOL OR IN ANY SCHOOL BUILDING AND ON ANY SCHOOL PREMISES: IN ANY SCHOOL OWNED VEHICLE OR IN ANY OTHER SCHOOL APPROVED VEHICLE USED TO TRANSPORT STUDENTS TO AND FROM SCHOOL OR SCHOOL ACTIVITIES, OFF SCHOOL PROPERTY AND ANY SCHOOL-SPONSORED OR SCHOOL-APPROVED ACTIVITY, EVENT OR FUNCTION, OR DURING ANY PERIOD OF TIME WHEN STUDENTS ARE SUBJECT TO THE AUTHORITY OF SCHOOL PERSONNEL.**

SECTION 8--DISCIPLINARY MEASURES: General disciplinary measures shall be left to the judgment of the principal and teachers in each school. Corporal punishment may be used when necessary and shall be done in the presence of a witness. Parents will have the option to sign their student(s) out if they do not wish for them to have corporal punishment.

**REPORTING STUDENTS UNDER THE INFLUENCE OF OR POSSESSING NON-INTOXICATING BEVERAGES, ALCOHOLIC BEVERAGES, OR CONTROLLED DANGEROUS SUBSTANCES:**

**It shall be the policy of the Hobart Board of Education that any teacher who has reasonable cause to suspect that a student may be under the influence of or said student has in his or her possession.**

- 1) **Non-intoxicating Beverages.**
- 2) **Alcoholic Beverages.**
- 3) **Controlled Dangerous Substance.**

As the above are now defined by state law, shall immediately notify the principal at his or her designee of such suspicions. The principal shall immediately notify the superintendent of schools and a parent or legal guardian of said student of the matter. Reference: O.S. Title 70, Section 133.

Any suspension and/or search of said student shall be subject to any applicable school policy, state law, or student handbook regulation. Every teacher employed by the Hobart Board of Education, who has reasonable cause to suspect that a student is under the influence of or has in his or her possession non-intoxicating beverages, alcoholic beverages, or a controlled dangerous substance and who reports such information to the appropriate school official, shall be immune from all civil liability. Reference: O.S. Title 70, Section 24-132.

## **CODE OF CONDUCT FOR INTERNET AND OTHER COMPUTER NETWORK ACCESS**

The purpose of providing Internet and other computer network access in this district is to promote the exchange of information and ideas with the global community. Hobart's Policy EFBCA-R represents a guide to the acceptable use of the technology provided by this district. All network use must be consistent with the policies and goals of this school district. Inappropriate use of district technology will result in the loss of technology use, disciplinary action, and/or referral to legal authorities.

## **SEXUAL HARASSMENT OF STUDENTS**

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

## **ALCOHOL AND DRUGS**

It is the policy of this school district that no student shall possess, use, transmit or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, or any other controlled substance\*, or any alcoholic beverage, malt beverage or fortified wine or other intoxicating liquor, or possess, uses or transmit drug paraphernalia or counterfeit drugs, or possess, use, transmit or be under the influence of any other chemicals or products with the intention of bringing about a state of exhilaration or euphoria or of otherwise altering the student's mood or behavior.

This policy shall apply to all students before, during and after school hours at school, in any school building and on any school premises; in any school owned vehicle or in any other school approved vehicle used to transport students to and from school or school activities; off school property at any school sponsored or school approved activity, event or function; or during any period of time when students are subject to the authority of school personnel.

This policy shall not apply to the proper possession and use of prescription medication or to the legal possession of any of the above listed substances in connection with an approved school project when such possession has been approved by the school official in charge of the project. (\*Tobacco in any form is considered a controlled substance by Oklahoma Statute for persons under the age of eighteen (18). In Hobart Public Schools it is considered a controlled substance for ALL STUDENTS, including possession and/or use.) Tobacco includes electronic cigarettes and vapor devices.

### TEACHING ABOUT DRUGS, ALCOHOL, AND TOBACCO:

It is the goal of the Hobart Board of Education to develop a program of instruction concerning drugs, alcohol, and tobacco so that students will be better able to make intelligent choices based on facts.

The objectives of the program are: To create an awareness of the drug problem including prevention, education, treatment, rehabilitation, and law enforcement on the local, state, national, and international levels. To inform students of the effect of narcotics, sedatives, hallucinogens, and other drugs. To relate the use of drugs and alcohol, to physical, mental, social, and emotional consequences. To encourage students to adopt appropriate attitudes toward pain, stress, and discomfort. To understand the need for seeking professional advice in dealing with programs related to physical and mental needs. To understand the personal, social, and economic problems, causing the misuse of drugs and alcohol.

### DRUG FREE SCHOOLS

It is the policy of the Hobart Board of Education that all students and employees of this school district be made aware of the board's intention to maintain a drug-free environment. Students and employees who possess, use, or distribute illicit drugs, including anabolic steroids or alcohol shall be subject to disciplinary action. Such disciplinary action may include long term suspension for students and employment termination for employees. In addition to suspension and /or termination, students and employees are subject to referral for prosecution under applicable laws.

Various state and federal laws impose severe penalties for the use, possession, or sale of illicit drugs. The Federal Controlled Substance Act 21, United States Codes Annotated (U.S.C.A.) and the comprehensive Drug Abuse and Control Act of 1970 21 U.S.C.A., Section 848, provides federal sanctions and the Uniform Controlled Dangerous Substance Act, Oklahoma Statutes, Title 63, Section 2-101, and other plus various criminal statutes provide state sanctions. Chemical dependence is a contagious, progressive disease that does not appear on its own accord. Because drugs have a destructive impact on the brain, regular users lose control over their behavior, and most of them find it extremely difficult to stop using drugs without outside intervention.

Using a drug just "one time" predisposes a person to try it again because that person has apparently violated a taboo with impunity. For additional health hazards associated with drug or alcohol use, please refer to the school district's drug education curriculum and to district policy FFB, TEACHING ABOUT DRUGS, ALCOHOL, AND TOBACCO.

Any student or employee of this school district who believes that he/she has a problem with drug abuse may be referred to appropriate local agencies for counseling, treatment, or rehabilitation. For additional information concerning assistance, please contact the school district's principals or counselors.

Public Law 101-70 O.S. 51210-221 et seq.



## **STANDARD OF CONDUCT**

Conduct by a student which is disruptive or harmful to him/herself and/or others will not be tolerated. Schools and/or related activity sites (as described above) are expected to be positive, safe environments for all students. Acceptable standards of conduct prohibit the unlawful possession, use of distribution of illicit drugs, (including tobacco, and alcohol) by 29 students on school premises or as part of any of its activities. Compliance with the standard of conduct is mandatory.

## **DISCIPLINE SANCTIONS**

If a student is found violating the standard of conduct as it relates to tobacco, alcohol, and drugs, the following steps outline the usual disciplinary action which will occur. Building principals have the inherent responsibility to use discernment based on the circumstances and severity of the incident.

Students are not to use tobacco or have it in their possession while on school premises. This includes all school activities at all times.

### **Tobacco, Electronic Cigarette, and Vapor Devices Products:**

1ST OFFENSE: 5 days ISD

2ND OFFENSE: 3 days out of school suspension

3RD OFFENSE: Minimum of 10 days suspension or remainder of semester.

## **CONTROLLED USAGE SUBSTANCES**

(Illicit drugs and controlled usage substances include but are not limited to abuse of prescription drugs, over-the-counter drugs, inhalants, etc.)

1ST OFFENSE: Warning, parent notification, detention.

2ND OFFENSE: Out of school suspension (3 days)

3RD OFFENSE: Out of school suspension for the remainder of the semester.

### **COUNSELING RECOMMENDED BEGINNING WITH 1ST OFFENSE:**

NOTE: If substance is not found nor ingestion observed, but the student is suspected to be under the influence of a controlled usage substance, parents will be notified to pick up the student immediately.

## **ALCOHOL AND ILLEGAL DRUGS**

**1ST OFFENSE:** Immediate notification of parents and local law enforcement, 30 days out of school suspension.

**2ND OFFENSE:** Immediate notification of parents and local law enforcement. Suspended for the remainder of the school year.

NOTE: If substance is not found nor ingestion observed, but the student is suspected to be under the influence, parents will be notified to pick up the student immediately.

CLARIFICATION WHERE ACTION IS "SUSPENSION FOR THE REMAINDER OF THE SEMESTER:

If the remainder of the semester is ten (10) days or less, suspension for the remainder of the year shall be imposed.

## **INFRACTION IN CONJUNCTION WITH SCHOOL RELATED ACTIVITY**

If the infraction is in conjunction with a school sponsored activity and/or organization's event, the student shall not be allowed to participate during the term of time in which the disciplinary action is occurring.

## **COUNSELING SERVICES**

School counselors shall maintain a list of available counseling services and make such lists available to students, parents, and employees. In addition, school counseling shall maintain and make available the school's curriculum plan for the teaching of the legal, social, and health consequences of tobacco, drug, and alcohol use; as well as information about effective techniques for resisting peer pressure to use illicit drugs or alcohol.

## **DRUG DOG**

As an additional deterrent to the use and possession of illegal drugs and alcohol, Hobart Public School through the approval of the Hobart Board of Education has acquired the services of a drug dog which makes unscheduled periodic visits to our school building and its grounds. The EBS (Extra-biosensory) handler and the dog have access to all buildings, vehicles, and lockers located on school property.

The following policies and procedures reflect the normal response when drugs or alcohol are detected on students at Hobart Schools.

The dog alerts on a student or item belonging to the student (i.e. clothing, books, purse, etc.): The student is asked to get all belongings and he/she is escorted to the principal's office by the principal. Students are detained until parents/guardians are located and report to school. With parent supervision and the student's permission, all items are checked to include pockets of all clothing. The dog alerts on a student's locker; the Principal or designated representative is notified, who locates and escorts the students to the locker. The student observes as all items are removed from the locker and contents are spread on the floor. The dog is then allowed to re-check the locker and all items from the locker.

The dog alerts on a student's vehicle. Principal or designated representative is notified. Students are detained until the parent/guardian is located and reports to school. With parent supervision, the student is asked to sign an authorization 'to inspect' form, after which the interior of the vehicle is checked by the dog. The dog handler and school official, with the student and parent observing. A local law official may be present in all above incidents.

## **SUBSTANCE FOUND**

1st Offense: Immediate notification of parents and local law officials. Eight (8) days out-of- school suspension. Three (3) days out-of-school suspension with proof of approved counseling.

2nd Offense: Immediate notification of parents and local law officials. Suspended for the remainder of the school year.

## **NO SUBSTANCE FOUND:**

Warning to parent and student.

In all cases, the parents are notified as soon as possible as to the facts surrounding the dog's alert. If the student refuses to be checked or vehicle examined after the dog has alerted them, the situation and consequences will be treated the same as substance found.

We, at Hobart Schools, believe that there is an obligation to the students to provide to them, in as much as possible, a drug free environment in which to study and learn. It is also the belief of Hobart Schools that students who are using drugs should be afforded all the help possible to stop the use and/or abuse of drugs and alcohol, more so than to punish them.

### **ASSAULT ON EMPLOYEE BY PARENT OF STUDENT**

A. As used herein, school employee shall mean any duly appointed person employed by, or employees of a firm contracting with a school system for any purpose, including such personnel not directly related to the teaching process and school board members during school board meetings.

B. Every person who, without justifiable or excusable cause, knowingly commits any assault, battery, or assault and battery upon the person of a school employee of a school district or threatens and places such employee in immediate fear of bodily harm while such employee is in the performance of his duties as a school employee, is punishable by imprisonment in the county jail for a period not exceeding six (6) months, or by a fine not exceeding five hundred dollars (\$500.00) or by both such fine and imprisonment.

C. Every person who, without justification or excusable cause, knowingly commits any aggravated assault and battery upon the person of a school employee while such person is in the performance of his duties shall upon conviction be guilty of a felony.

Assaults/battery upon school district personnel and/or students will not be tolerated. Appropriate action must be taken immediately. Procedures to be followed by the building administrator when an assault/battery has occurred are:

1. Restore order and contact proper law enforcement authorities, If necessary
2. Secure medical assistance, if necessary;
3. Conduct a preliminary investigation;
4. Submit a written report to the superintendent.

After reviewing the written report of the incident, the superintendent may refer the matter to the district attorney. Board policy CKHA-R

The following statement will be posted in at least one prominent location at each school site:

**FELONY CHARGES MAY BE FILED AGAINST ANY PERSON(S)  
COMMITTING AN AGGRAVATED ASSAULT OR BATTERY UPON ANY  
SCHOOL EMPLOYEE.**

### **ANNOUNCEMENTS**

Announcements request should be turned into the office by 8:00 each day.

### **FIRE DRILLS/BOMB ALERT**

All students clear the building. The first student to arrive at a door should hold the door open until the remaining students have cleared the building and join his/her class. Classes should congregate in a group at least 20 yards from the building as quickly as possible without running. Students should not stop to get anything.

NORTH EXIT - ROOMS 103, 104, 105, AND 106

WEST EXIT - ROOMS 101, 102, 115, AND 116

LIBRARY EXIT - ROOMS 107, 108, 109, AND THE LIBRARY

SOUTH EXIT - ROOMS 110, 111, 112, 113, AND 114

In case the west exit is blocked, rooms 101 and 102 would leave by the North exit and rooms 115 and 116 leave by the South exit. If the North, East, and South exits are blocked, the classrooms that are supposed to leave by those designated exits should leave from the west exit.

There will be at least two (2) fire drills per semester.

### **TORNADO ALERT**

The following procedures will be used whenever the tornado whistle blows:

1. Each classroom would be cleared.
2. Teachers will take students to a pre-assigned area inside the building.
3. There will be at least one (1) storm drill each semester.

### **INTRUDER ALERT**

1. Drill procedures will be given by way of written or verbal instructions from the office.
2. Teachers will have the students remain in their respective rooms, unless assigned elsewhere due to safety precautions.
3. No student will be permitted to use the telephone or leave school without permission during an alert.
4. Teachers should strive to maintain an atmosphere of orderliness and calmness.
5. There will be at least one (1) lock down each semester.

### **TELEPHONE CALLS**

A telephone for student use is provided for you in the office. **This telephone is not to be used for social calls, ordering lunch or calling for materials, IT IS FOR EMERGENCY SITUATIONS ONLY.** You may use the phone before school, during your lunch period, and after school. Students will not be called out of class to the telephone except for emergency calls. Violation of this rule is subject to disciplinary action.

### **LOCKERS AND SCHOOL PROPERTY**

Lockers will be available for all students. The student will provide their own lock. Lockers will be assigned during enrollment, and you will keep that same locker all year long. There are only enough lockers for one per student, so do not use another locker near yours. Items found in unassigned lockers will be confiscated by school officials.

Lockers can be checked at any time during the school year by certified personnel.

This is to notify the student that lockers, desks, books, etc., are the property of the Hobart Public School District and are made available to the student for use. Because they are the property of the Hobart Public School District, they are subject to inspection at any time by school officials. Additionally, no student shall have any expectation of privacy in any usage of school computers.

### **HOMECOMING PROCEDURES**

Queen candidates will be determined by the senior class. A Homecoming candidate must have attended Hobart High School for the preceding two semesters. A class meeting will be held to nominate no more than three (3) senior girls. On the Friday preceding homecoming the entire student body will vote on the nominees to determine the queen. The announcement of the winner will be made prior to the start of the homecoming football game.

The highest ranking senior male student council officer will crown the homecoming queen. Rank is determined as president, vice-president, secretary, and reporter. The other two (2) escorts will be elected from the male senior, student council representatives. If the student council does not have three senior boys, the remaining escorts will be chosen from the senior class officers in descending order of rank. If escorts are still needed, they will be elected from the senior boys by the senior class. The queen may not be kissed on the mouth during the crowning. Violation will be disciplined by the principal.

**Students will follow the school dress code for parade and homecoming ceremony.**

### **PROM**

### **Rules regulating attendance at the Junior Senior Prom.**

1. Junior and Senior dates should be students who are attending a public school as 9<sup>th</sup> through 12<sup>th</sup> grades. Dates from other schools, or dates that are out of school must be approved by the principal, and must be under the age of 21.
2. Names of the dates are to be turned in two (2) weeks before Junior/Senior prom time.
3. Invitations are to be mailed or handed out and admission will be presentation of the invitation only.
4. Any student serving suspension or ISD during the day of prom will not be allowed to attend.
5. Students attending any school function, such as dances, proms, graduations, etc. are expected to dress appropriately for the occasion. Students wearing attire that is either inappropriate or too risqué will not be admitted, or may be asked to leave or change. Dresses must be school appropriate with very little “skin” showing. No plunging in the front or back and no cut -out stomach or sides. If you have questions concerning your daughter's dress, call Mr. Barnett or Mrs. Porter at 580-726-5611. It is better to check about the dress before the event than to find out that night that is not appropriate

### **OPEN CAMPUS**

**Students having arrived at school may not leave the school premises at any time during the day without first receiving permission from the principal's office. For special occasions to school, students will not be allowed to leave campus to dress or undress unless extenuating circumstances exist.** Before permission can be granted for a student to leave at any time other than at noon:

1. The principal's office must have received a note or a phone call from the student's parents /guardian stating the reason why the student needs to leave school (a note must be brought in soon enough to be verified).
2. The principal or office personnel must talk personally with the parent/guardian.
3. The principal will then issue a slip which verifies the student's right to leave campus.
4. The student must then sign the sign-out sheet (and must sign back in if returning before school is out.)
5. Open Campus for grades 9-12

### **POLICY NOTIFICATION**

Hobart 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 in any aspect of their operations. The Hobart Public Schools 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.

Hobart High School  
400 North Jefferson  
Hobart, OK 73651  
580-726-5611

### **FLAGS**

It is the policy of the Hobart board of Education that the American flag and the Oklahoma flag will be flown at the school during hours except in bad weather. An assigned custodian will be responsible for raising and lowering the flags. The school day will begin with a flag salute. However, foreign exchange students, students formally associated with a religious group whose tenets are not in accord with this practice, and any other students not wishing to recite the pledge will not be requested to salute the flag. A notice to this effect will be posted in a conspicuous place in each school building and/or classroom. Board policy EMDB

### **MOMENT OF SILENCE**

It shall be the policy of this Hobart Board of Education that no sectarian or religious doctrine shall be taught or inculcated into the classroom or activities of the school. However, those students who wish to do so may participate in voluntary prayer so long as it is during non-instructional time and does not interfere with the rights of other students.

Each school site within the district shall observe one minute of silence each day for the purpose of allowing each student to meditate, pray or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their choice.



All school personnel are to afford these options to all students, who will individually make the selection as to which of these behaviors they will engage in during the moment of silence. The minute of silence will be held at the start of the school day.

### **VETERANS DAY**

The legislature of the state of Oklahoma has designated the date of November 11 as “Veterans Day” for the public schools of Oklahoma. If the date of November 11 falls on a Saturday or Sunday or if classes are not in regular session, Veterans Day will be observed on the preceding day.

The Hobart Board of Education shall ensure that on Veterans Day each school in this district will conduct and observe an appropriate program of at least one class period to remember and honor American veterans. If scheduling allows, the school may choose to have a moment of silence beginning at 11:00 a.m. on November 11 of each year. This activity is intended to serve to educate students about the termination of World War I at 11:00 a.m. on November 11, 1918. Board policy EMD

### **SB 17 EFFECTIVE JULY 1, 2007**

The bill states that in order to educate students about the sacrifices made for freedom on behalf of this country and the values on which this country was founded, the date November 11th is hereby designated “Veterans Day,” and the week in which November 11th falls is designated “Celebrate Freedom Week” in and for the public schools of this state. **For the 2007-2008 school year, Celebrate Freedom Week will begin Monday, November 12, 2007.**

### **VIDEO POLICY**

All non-instructional videos must be approved by the building principal with written consent from the parent or guardian prior to being shown to the students. All instructional videos will be approved by the building principal prior to being shown to the students.

### **AHERA**

In accordance with the Federal Hazard Emergency Response Act (AHERA), Hobart Public Schools has had qualified personnel inspect our schools for the presence of asbestos. Sample analyses have been performed, a public hearing announced and held

with the results being published. A Management Plan for Hobart Public Schools has been filed with the Oklahoma Department of Health.

This is to officially notify you the complete Management Plan is now available for review in the Hobart Board of Education Office, 321 North Jefferson, Hobart, Oklahoma. The Management Plan for three major buildings may be viewed in the office of the principal at the respective buildings: Hobart Elementary School, 115 West Iris; Hobart Middle School, 119 East Iris; and Hobart High School, 400 North Jefferson, all of Hobart, Oklahoma

## **VEHICLES**

### **DRIVER EDUCATION**

HB 2889/8th Grade Reading Test/Driver License: Requires all students under the age of 18 to pass the 8th grade reading CRT or an alternative reading test before being eligible for a driver license. SB 1429/Driver Education: Driver's Education will be offered each summer for a tuition fee.

### **USE OF AUTOMOBILES**

#### **A. Student Vehicle Use and Parking**

The Board of Education will permit student use and parking of motor vehicles on the high school campus only. Students driving a motor vehicle to the high school campus may park the vehicle in the parking lot designated for student parking. Students will not park vehicles in driveways, on private property, or in the parking lot located in front of the school. Students may use their vehicles during the lunch hour, but not between classes. In the event of an emergency, permission may be granted for a student's use of a vehicle.

Students are permitted to park on school premises as a matter of privilege, not of right. School personnel will conduct routine patrols of student parking lots and inspections of student automobiles when on school property.

The interior and exterior of a student automobile may be searched when a school authority has reason to believe that illegal or unauthorized drugs, weapons, or other contraband is within or upon the vehicle.

If a student refuses to allow the search of the interior or the trunk, then the student will be advised that it is mandatory suspension from school. Such searches may be conducted without notice, without consent, and without a search warrant.

Students driving to school will observe the following rules:

1. Must have a driver's license and have parental permission.

2. Must have proof of insurance.
3. Must show a license in order to receive a parking permit for any vehicle to be parked in our parking lot.
4. All students will park correctly and abide by all traffic laws.

**In the interest of safety for the large number of students walking to and from the building during class changes and lunch time, the block in which the gym, cafeteria, Agriculture Education, Technology Education, and the bus barn are located is "OFF LIMITS" to student vehicles for driving in, through, or parking, Monday through Friday, 7:45 a.m. to 3:10 p.m.**

The high school student parking lots located south and north of the high school are designated areas for student vehicles during the entire school day 7:45 a.m. to 3:10 p.m. Movement of the vehicles shall be allowed only during the lunch break from 11:50 a.m. to 12:25 p.m. and 7<sup>th</sup> hour or special permission is given by the principal.

Students that walk to lunch should not walk down Main Street just west of the elementary school. This area is parking and bus transportation only.

The gate located at the west end of the student parking lot will be locked at 8:10 a.m. until 4:00 p.m. each day. The students will leave for lunch and return by the east entrance.

Student motorized vehicles are not to be moved when a student is changing classes during the school day. Students will be expected to walk to classes located outside the main high school building such as band, vocal music, baseball field, gymnasium, agriculture education unless special permission is given by the principal.

Exceptions for emergency situations (e.g. physical handicap) may be granted on an individual basis upon presentation of a written request stating the emergency situation, signed by both the student and parent/guardian, to the principal. The Principal shall be the final authority in granting any exception.

Failure to comply WITH ANY PORTION OF THE ABOVE POLICY may lead to denial of student parking privileges on school property.

1st Offense: Warning, PARENT/GUARDIAN AND STUDENT notified in writing of future denial of parking privileges at school or detention.

2nd Offense: Three (3) or more days of denial of parking privileges and detention.

3rd Offense: Denial of parking privileges for the remainder of the school year.

**BE SURE THAT YOU READ THE 2024-2025 STUDENT HANDBOOK. YOU WILL BE RESPONSIBLE TO KNOW THE CONTENTS AND TO FOLLOW INSTRUCTIONS.**

**ATTENTION ALL STUDENTS:**

**"IGNORANCE OF THE HANDBOOK CONTENTS IS NO EXCUSE"**

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THE ABOVE DOES NOT INCLUDE ALL POSSIBLE VIOLATIONS. RULE VIOLATIONS NOT LISTED WILL BE DEALT WITH IN THE APPROPRIATE MANNER. The above are examples of discipline that will be considered for the listed infraction. Administration may impose greater, or lesser, discipline, after taking all factors of the situation into consideration.