

**SALLISAW PUBLIC SCHOOLS  
2019- 2020  
SCHOOL CALENDAR**

August 12.....	District Professional Day
August 13-14.....	Teacher Work Day
August 15.....	Classes Begin, Students Report
September 2.....	Labor Day, No School
September 11.....	Pictures
September 13.....	Grade Check
October 10-11.....	Nine Weeks Test
October 11.....	End of 1 <sup>st</sup> Quarter
October 14 P.M.....	Parent/Teacher Conference
October 15 P.M.....	Parent/Teacher Conference
October 17.....	Professional Day
October 18 & 21.....	Fall Break
October 23.....	School Picture Retakes
October 23.....	Cheer, FFA, Band, Softball, & Football Pictures
October 25.....	Report Cards Will Be Sent Home
November 20.....	Basketball, Choir,, STUCO, AVID, Cross Country, Wrestling & Class Group Pictures
November 21.....	Grade Check
November 25-29.....	Thanksgiving Break
December 19-20.....	Semester Exams
December 20.....	End of 2 <sup>nd</sup> Quarter
December 23-January 3.....	Christmas Break
January 6.....	School Resumes
January 13.....	Report Cards Will Be Sent Home
January 20.....	Professional Day
February 11.....	Grade Check
February 13 P.M.....	Parent/Teacher Conference/PickUp Report Cards
February 14.....	Snow Day/No School
February 19.....	Spring/Buddy Portraits
March 5-6.....	3 <sup>rd</sup> Nine Weeks Test
March 6.....	End of 3 <sup>rd</sup> Quarter
March 16-20.....	Spring Break
April 9.....	Grade Check
April 10.....	Snow Day/No School
May 13-14.....	Semester Tests
May 14.....	Graduation/Last Day of Classes
May 14.....	End of 4 <sup>th</sup> Quarter
May 15.....	Teacher Work Day
May 27.....	Pick Up Report Cards

**MISSION STATEMENT**

The mission of Sallisaw Middle School is to empower all students to make educated choices and to meet

challenges of the future as productive citizens.

## **NOTICE FAMILY RIGHTS AND PRIVACY ACT**

(Section 24-102 of Title 70)

Parents and eligible students of the Sallisaw School District I-001 have the following rights under the Family Educational Rights and Privacy Act and the FERPA Policy approved by the Sallisaw Board of Education.

1. The right to inspect and review the student's education records.
2. The right to exercise a limited control over other people's access to the student's education records.
3. The right to seek to correct the student's education record; in a hearing if necessary
4. The right to report violations of the FERPA to the U.S. Department of Education.
5. The right to be informed about FERPA rights.

Parents or an eligible student may request a copy of this FERPA policy in writing or in person from the Superintendent's Office, Sallisaw Public School, 701 South J.T. Stites Blvd, Sallisaw, OK. 74955. Copies of education records may be obtained from each student's Principal's Office. If needed, the district will arrange to provide translation/interpretations to non-English speaking parents in their native language or to the visually impaired in their mode of communication.

All rights and protections given parents under the FERPA and Sallisaw Public Schools policy transfer to the student when he or she reaches age 18 or enrolls in a postsecondary school. At that time, the student becomes an "eligible student".

## **POLICY NOTIFICATION**

It is the policy of the Sallisaw Public Schools to provide equal opportunities without regard to race, color, national origin, sex, age, qualified handicap or veteran and provides equal access to youth groups in its educational programs and activities. This includes, but is not limited to admissions, educational services, financial aid, and unemployment. Inquiries concerning applications of this policy may be referred to Steve Merrill, Coordinator of Title IX, and Section 504 responsibilities.

Anyone in Sallisaw School District with English as a second language or is visually or hearing impaired, can contact the school district for assistance as needed in regard to school and/or employment.

Sallisaw Public Schools  
701 South J.T. Stites Blvd.  
Sallisaw, OK 74955

## **CHILDREN IN NEED OF SPECIAL HELP**

We are looking for children and young people, from 3-21, who may be in need of special education services which they are not receiving at this time. Those special education services may include the following handicaps, speech or language disabilities, learning disabilities, or emotional disturbances. Please contact Erika Dickerson, Director of Special Programs, at (918) 775-7761.

## **McKinney-Vento Education Homeless Assistance Act**

Anyone who lacks a fixed, regular and adequate nighttime residence may be considered homeless. If a student is found eligible for services under the McKinney-Vento Act, the school district may be able to assist in removing barriers that hinder a student's opportunity to receive a free and appropriate education. Parent/Guardians who think their student may qualify for service under McKinney-Vento Education Assistance Act should contact Steve Merrill, Assistant Superintendent at 918-775-5544.

## **GRIEVANCE PROCEDURE**

The following steps will be used in any complaint or grievance:

GRIEVANCE OFFICER: Chad Jasna

Eastside Elementary School  
1206 E. Creek  
Sallisaw, Ok. 74955  
Phone: 775-9491

- Step #1:** The complainant must present in written form within ten days (**two working weeks**) the complaint to the responsible person designated as the grievance officer.
- Step #2:** The responsible person has a working week (**five days**) in which to investigate and respond.
- Step #3:** If not satisfied, the complainant may appeal within ten days (**two working weeks**) to the superintendent or his designated officer.
- Step #4:** Response by the district officers and Field Specialist be given within five days (**one working week**).
- Step #5:** If the complaint is not satisfied at this level, an appeal may be made within ten days (**two working weeks**) to the local Board of Education which will hear the complaint at the next regular meeting or within thirty (**30**) calendar days. Local board hearings shall be conducted so as to accord due process to all parties involved in the complaint such as written notice of hearing dates and specific charge, right to counsel, right to present witnesses, right to cross examine and to present written statements. The decision of the board shall be by a majority of the members at a meeting which shall be public.
- Step #6:** The local Board of Education will respond to the complainant within 30 calendar days.

### DAILY SCHEDULE

7:30 a.m	Office Open
7:45-8:00 a.m.	Opportunity Period
8:00 a.m.	First Bell
8:05-8:55 a.m.	First Period
9:00-9:50 a.m.	Second Period
9:55-10:45 a.m.	Third Period
10:45-11:15 a.m.	6 <sup>th</sup> Grade Lunch
10:50-11:40 a.m.	7 <sup>th</sup> & 8 <sup>th</sup> Grade Fourth Period
11:40-12:10 p.m.	7 <sup>th</sup> & 8 <sup>th</sup> Grade Lunch
11:20-12:10 p.m.	6 <sup>th</sup> Grade Fourth Period
12:15-1:06 p.m.	Fifth Period
1:11-2:02 p.m.	Sixth Period
2:07-2:58 p.m.	Seventh Period
3:00 p.m.	Last Bell

### School Closing

If school is to be closed, due to severe weather conditions or any other unpredictable reason, the following radio and television stations will be notified. Sallisaw School closing will be broadcast on:

**Local radio and TV stations:**

**School Messenger:** School Messenger is a patented school notification and alerts platform that enables administrators to communicate with an entire community within minutes, sending messages about school emergencies or closures. These messages are sent directly to parent/guardian's phone through the school student information system.

**Website:** [www.sallisawps.org](http://www.sallisawps.org)

### Legal Custody

A parent or guardian who has legal custody of a child and does not wish the other parents, or any other persons, to have access to the child should present the proper legal documents to the principal to establish custody rights.

### STUDENT RECORDS

This school district will maintain and release "directory information" without the parent's prior written consent, unless the parent-or student if over 18 informs the district that any or all of the following information should not be released without prior consent.

The following information is designed as "directory information";

- o Student's name, address, telephone listing, and date and place of birth;
- o Parent or lawful custodian's name, address, and telephone listing;
- o Major field of study and grade level classification, (Example: elementary, 7<sup>th</sup> grade, sophomore);
- o Student's participation in officially recognized activities and sports;
- o Weight and height of member of athletic teams;
- o Dates of attendance, dates of enrollment, withdrawal, re-entry;
- o Diplomas, certificates, grades, awards and honors received;
- o Most recent previous educational agency or institution attended by the student.

Each year this school district will give public notice of the categories of information which it considers directory information regarding students in the district. The school will allow ten days from date of such public notice for parents to inform the superintendent in writing of specific directory 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 be classified as directory information until the beginning of the next school year.

### **PROFICIENCY BASED PROMOTION**

1. Upon the request of a student, parent, guardian, or educator, a student will be given the opportunity to demonstrate proficiency in one or more areas of core curriculum.
  - A. Proficiency will be demonstrated by assessment or evaluation appropriate to the curriculum area, for example: portfolio, criterion-referenced test, thesis, project, product or performance. Proficiency in all laboratory sciences will require students to perform relevant laboratory techniques.
  - B. Students shall have the opportunity to demonstrate proficiency in the core areas twice each year: once before the beginning of the school term and at the end of the school term as identified in 70 O.S. §11-103.6:
    1. Social Studies
    2. Language Arts
    3. The Arts
    4. Languages
    5. Mathematics
    6. Science
  - C. Students may obtain credit by examination in lieu of Carnegie Units for courses, but subject to compliance with the Oklahoma School Testing Program.
    1. Courses not tested under the Oklahoma School Testing Program.

The school district will make available assessment tools to determine proficiency for credit by examination for courses without corresponding Oklahoma School Testing Program assessments. The assessment tools will be aligned to the school district's curriculum and will accurately measure the student's demonstration of sets of competencies in standards adopted by the State Board of Education.
    2. Courses tested under the Oklahoma School Testing Program.

If a student seeks to "test out" of a course under the Oklahoma School Testing Program, a student must obtain a score of at least "Proficient" on the Oklahoma School Testing Program assessment corresponding to the course.
  - D. Qualifying students are those who are legally enrolled in the local school district.
  - E. The district will not require registration for the proficiency assessment more than one month in advance of the assessment date.
  - F. Students will be allowed to take proficiency assessments in multiple subject areas.
  - G. Students not demonstrating proficiency will be allowed to try again during the next assessment period. Failure to demonstrate proficiency will NOT be noted on the student transcript.
  - H. Exceptions to standard assessment may be approved for those students with disabling conditions.
2. Students demonstrating proficiency in a core curriculum area will be given credit for their learning and will be given the opportunity to advance to the next level of study in the appropriate curriculum

area.

- A. The school will confer with parents in making such promotion/acceleration decisions. Such factors as social, emotional, and intellectual needs of the student will be used in the consideration of the promotion/acceleration decision
  - B. If the parent or guardian requests promotion/acceleration contrary to the recommendation of school personnel, the parent or guardian shall sign a written statement to that effect. The statement shall be included in the permanent record of the student.
  - C. Failure to demonstrate proficiency will not be noted on the transcript.
  - D. Students must progress through a curriculum area in a sequential manner. Elementary, middle level, or high school students may demonstrate proficiency and advance to the next level in a curriculum area.
  - E. If proficiency is demonstrated in a 9-12 curriculum area, appropriate notation will be placed on the high school transcript. The unit shall count toward meeting the requirement for the high school diploma.
  - F. Units earned through proficiency assessment will be transferable with students among school districts within the state of Oklahoma.
3. Proficiency assessment will measure mastery of the priority academic student skills in the same way that curriculum and instruction are focused on the priority academic student skills. In other words, assessment will be aligned with curriculum and instruction.
  4. Options for accommodating student needs for advancement after demonstrating proficiency may include, but are not limited to, the following:
    - A. Individualized instruction;
    - B. Correspondence courses;
    - C. Independent study;
    - D. Concurrent enrollment;
    - E. Cross-grade grouping;
    - F. Cluster grouping;
    - G. Grade/course advancement;
    - H. Individualized education programs.
  5. Each year the school district will disseminate materials explaining the opportunities of proficiency based promotion to students and parents in the district. Priority Academic Student Skills and type of assessment or evaluation for each core curriculum area will be made available upon request.

Appropriate notation will be made for elementary, middle level or high school level students satisfactorily completing a 9-12 high school curriculum area. Completion will be noted with a "P" for passing. This unit will count toward meeting the requirements for the high school diploma.

### **ARRIVALS/DEPARTURES/DELIVERIES**

Students are encouraged to arrive at school no earlier than 7:40 a.m., unless arriving by bus or to attend opportunity period and no later than 8:00 a.m. Classes start promptly at 8:05 a.m. and all students are expected to be in their first period class at that time. Students arriving after 8:05 a.m. must sign-in at the office. Parents are urged to make after school arrangements with their child before the students arrive at school. In the event of an emergency, the office personnel will make every effort to locate students and deliver last minute instructions; however, the school office is an extremely busy area and messages do occasionally get misplaced. We do not guarantee deliveries; therefore, if a student must receive a delivery it should be sent to the student's home.

Parents taking their children from class must come to the office and have the student called from class. All students leaving the school grounds for any reason **must clear through the office**. If sick the student must first go through the health aid or get permission from the principal before calling home. If students return to school on the same day they left they must sign in through the office before returning to class. Students will not be permitted to leave school with anyone other than their parents or legal guardians unless permission is granted by parents or guardians.

**NOTE:** Sallisaw Middle School is a closed campus and students may not leave the school ground during the school day without approval of the principal and after consultation with the parents.

### **CAMPUS**

There are certain areas of the campus that are off limits to students during the normal school day. The areas west of the gym, west of cafeteria and the south side of building are off limits to students unless

permission is given by a staff member. The gymnasium lobby and cafeteria will be used during inclement weather.

### **CLOSED CAMPUS**

As students arrive on campus they will be required to remain on campus until they are dismissed at the end of the school day. **Any student leaving campus during the school day must have parent/guardian permission and permission from the principal.**

### **TORNADO DRILLS**

Tornado drills will be scheduled by the principal at least two times per school year in order to ensure that all students and personnel know what they are to do when a signal for a tornado drill is given. Tornado drills will be conducted in September and March of each school year.

## **STUDENT ATTENDANCE POLICY**

### **PHILOSOPHY**

The Sallisaw Board of Education encourages students to be in attendance in their regularly scheduled classes so that maximum learning can take place. Realizing that educational programs are built on the foundation of continuity and participation in the classroom setting, Sallisaw Schools believe in consistent classroom attendance. In order to facilitate a balance between attendance in regularly scheduled classes and absences for activities the following guides are established:

1. The maximum number of absences for activities, whether sponsored by school or an outside organization, which removes the student from the classroom, shall be five (5) for any one class period of each school semester.
2. School sponsored activities to be included in the five (5) days are: All sports, music, and 4H.

### **GENERAL ATTENDANCE**

Only necessary and legitimate reasons for being out of school are considered excused. These reasons could be illness of the student, serious illness in his/her family, funeral of a close friend or relative, or some other pressing emergency. When a student is absent from school, the principal's office must be notified before the student will be granted an excused absence. Parents may notify the school by a phone call or by a note sent to the office on the day the student returns to school. Failure to call or send a note may result in the student not being allowed to make up work.

More than 10 days absences (excused or unexcused) in a semester may result in withholding class credit unless the principal decides that there are circumstances, such as hospitalization, car accident, or some other extreme situation, which would justify the waving of this regulation. This regulation excludes school-sponsored activities, which are addressed by a separate policy.

***Any student not in compliance with the compulsory school attendance laws of the State of Oklahoma, Title 70 SS 10; 105-106, will be reported to the Sequoyah County District Attorney.***

### **TEXTBOOKS**

Students will be issued a textbook in all core curriculum classes. The textbooks are to be taken home and kept there for the student to use throughout the school year. All textbooks are to be turned in at the end of the school term or when the student withdraws from the class. No textbooks will be issued to students who owe for damaged or lost textbooks. Since student textbooks are to be left at home **backpacks and book bags are not to be used to carry books to class after the first two days of the school term. Athletic clothing may be brought to school in a bag or backpack that will fit in the student's locker.**

### **MAKE-UP WORK**

Students will be given one (1) day after returning to school to make arrangements with the teacher for make-up assignments. The teacher will allow one (1) day for each day missed to make-up work. Regardless of the reason for the absence it will be the responsibility of the student to make up any work missed. The student must contact the teacher concerning missed assignments. Students with an excusable absence are to make up their work; all other absences are considered unexcused unless valid reasons were supplied by the student's parents.

It is the student's responsibility to obtain missed assignments from the teachers upon their return to school. Information about missing assignments can also be collected through the front office at 918-775-6561.

### **GRADE CHECKS**

Grade checks will be given to each student at the end of the fifth week of each nine week period. Grades are to be recorded in the *STUDENT PLANNER* by the student each time they receive a grade. Parents can determine the performance of their student by referring to the *STUDENT PLANNER*. Information about their student's progress can also be accessed on the Sallisaw School District website at [www.sallisawps.org](http://www.sallisawps.org) using the **Your Gradebook** link.

### **UNEXCUSED ABSENCES**

Unexcused absences are given when there is no satisfactory or legitimate reason for being absent. Visiting, hunting, fishing, attending out-of-town games or events, shopping, and going to the barber shop or hairdresser are examples of unexcused absences even though the parent may consent. If the parent does not give permission, this type of absence is classified as truancy and is dealt with as such. *The student will not be allowed to make up work for unexcused absences.*

### **TARDIES**

It is important that students be in their classroom each period before the tardy bell rings. Students are allowed 4 tardies per semester before disciplinary action is taken.

1. The fifth tardy students will be assigned one day of lunch detention.
2. The sixth and all additional tardies students will be assigned lunch detention for that day.

**\* Any missed detentions must be pre-approved or may result in ISS or being suspended from school.**

### **TRUANCY**

A student is considered truant when he or she: (1) leaves school without the permission of the principal; (2) leaves home to attend school but fails to arrive on time; (3) leaves class and fails to return; (4) fails to go to class. Students will receive zeros for work missed as a result of truancy.

1. The first occurrence of truancy will result in three days ISS, plus a parent conference.
2. The second occurrence of truancy will result in five days ISS, plus a parent conference.
3. The third occurrence of truancy may result in suspension.

### **BICYCLES, SKATEBOARDS AND SCOOTERS**

In the interest of safety, bicycle, scooter, and skateboard riding on the school grounds is not permitted. Bicycles must be kept in the racks provided and skateboards and scooters are to be turned in at the office. During lunch and between classes students are to stay away from the bicycle racks. It is the responsibility of the students to secure their bicycles to the rack with the proper security devices.

### **DRESS**

Students are expected to dress in a manner appropriate for school. In order to establish high standards for our school, we must maintain neatness, cleanliness, and decency in the dress of all of our students.

- Hats, hoodies, or sock hats are not to be worn indoors.
- Shorts must be mid to lower thigh length.
- Jeans and shorts must have no tears or holes above the knee.
- Pajamas or house shoes are not permitted..
- Spaghetti straps, tops with exposed midriff, or tank tops may not be worn.
- No gang paraphernalia such as doo-rags, sagging pants; affiliated t-shirts etc. may be worn.
- Clothing with straps (such as overalls) should be worn with both straps up at all times.
- Dusters and trench coats are not to be worn by students.
- Items of clothing which advertise alcoholic beverages, tobacco products, drugs, or have vulgar, obscene, or offensive messages will not be allowed. Messages on shirts that contain innuendos are not allowed.

- Yoga pants, leggings, jeggings, spandex and all other form fitting clothing of stretch material must have an outer garment worn over them that meets the fingertip rule.
- Any item of clothing or lack of clothing that causes disruption in the classroom is considered inappropriate attire.

### **BAGS AT SCHOOL**

No backpacks, gym bags or book bags of any kind will be allowed in class. If a student is sent back to his/her locker to put a bag away and does not make it back to class before the bell rings, he/she may receive a tardy at the teacher's discretion.

### **ENROLLMENT**

All students are required to enroll according to dates published in the news media. Pre-enrollment will be held each spring for the following year. All students not previously enrolled in Sallisaw Schools **must have an UP TO DATE, OFFICIAL IMMUNIZATION RECORD** on file with the school before they can attend any classes. Indian students are requested to bring tribal membership cards and **CDIB** cards to the counselor upon enrollment.

### **INSURANCE**

Accident insurance is not provided by the school; however, student insurance is available at minimum cost through an insurance company approved by the school district. Parents are urged to obtain adequate coverage, either through the school approved policy of their own insurance company.

### **SCHEDULE CHANGES**

Schedule changes are rarely needed. If a schedule change becomes necessary, students must complete a request form from the counseling office and have it signed by the parent and all teachers involved. When the signed form is returned to the counselor's office, the counselor will evaluate the request and make the change, if possible. Other than administrative changes, schedule changes are limited to the beginning of a semester only.

### **MEALS**

Breakfast and lunch is served daily and is free to every Middle School student. Our cafeteria serves a nutritious, hot lunch and breakfast each day that is free to the students. A self-serve salad bar is a part of the daily lunch menu. Students are not to take food items from the cafeteria. Students **ARE NOT ALLOWED TO LEAVE THE GROUNDS FOR LUNCH UNLESS PICKED UP BY A PARENT**. No student will be allowed to leave with the parent of a fellow classmate without permission from the Principal.

### **MEDICATION**

Any necessary medication required by the student is the responsibility of the student and parent. Our school policy states that school personnel will not give medication (prescription or non-prescription) to students during school hours. We encourage you to discuss with your physician the possibility of scheduling your child's medication so that it can be given at home. However, if your physician feels that it is necessary for the medication to be given during school hours, you will need to follow these steps:

1. Pick up "medication" form from the Principal's Office. Complete the form and return it to the Principal's Secretary. No medication will be given unless accompanied by this form.
2. Send medication(s) in sealed container(s).
3. Label medication container(s) with your child's name, the doctor's name, and the name of the medication. If you have any questions concerning our medication policy or the use of the forms, please feel free to contact the school nurse at 775-6561. We sincerely appreciate your cooperation in this matter

### **HEAD LICE POLICY**

When a student has head lice, he/she will be sent home until he/she is treated with a head lice shampoo. When the student is sent home, he/she will receive a letter outlining required treatment. The student must be accompanied to school by a parent/guardian and examined by the school nurse before returning to classes

### **MENINGOCOCCAL DISEASE**



According to Oklahoma School Law, we are required to provide parents with information about Meningococcal Disease. You may obtain an English or Spanish version of this information from your child's building nurse or counselor at any time. This information is also published on the Sallisaw School District website which is [www.sallisawps.org](http://www.sallisawps.org). If you have questions, please contact the Sallisaw School Nurse at 775-6561.

## **ASBESTOS**

In response to the Asbestos Hazard Emergency Response Act, P.L. 99-519 and EPA Regulations, we have completed a survey of our buildings for asbestos containing building materials.

As a result of our recent building survey concerning asbestos, we are pleased to announce that areas that contain asbestos pose no health problem.

The management plan (results of the survey) will be available for your viewing during office hours in the office of the Principal. Please call for an appointment.

## **STATEMENT OF POLICY DRUG-FREE SALLISAW PUBLIC SCHOOL**

- A.** In recognition of the clear danger resulting from illicit drug and alcohol abuse and in good faith effort to promote the health, safety, and well being of students, employees, and community as a whole, the Sallisaw Board of Education has implemented a developmentally based drug and alcohol education and prevention program for grades K-12.
- B.** Students are hereby notified that the use, possession, or distribution of illicit drugs, and alcohol is wrong and harmful. Drug paraphernalia is not to be brought to school. Prescription as well as across the counter medications are not to be in the possession of students without proper permission from the school having been granted.
- C.** It shall be the policy of Sallisaw Public Schools, that any teacher who has reasonable cause to suspect that a student may be under the influence of alcohol or a controlled substance or said student has in his/her possession alcohol or a controlled dangerous substance while in school or while attending school sponsored events, shall immediately notify the principal or his designee of such suspicions. The principal or his designee shall make a determination as to the validity of the suspicion. If it is determined that the student is in violation of this policy, the principal shall immediately notify the superintendent of schools and a parent or legal guardian of said student in this matter.
- D.** The student, upon the first offense shall be suspended from school for a period of five (5) days or longer. During that period the student must enter a counsel or treatment program. The student will remain suspended until verification or confirmation is received by the school from the person or persons administering the program that the student has entered. Failure to abide by this procedure will result in the immediate suspension for the current semester and possibly the next semester. A second offense will result in the immediate suspension of the student for the current semester. If the school official in charge cannot contact the parents or legal guardian, he will take whatever action he deems necessary in the interest and welfare of the student and student body, e.g. calling the physician listed by the parents or the emergency ward of the local hospital. In all cases, law enforcement officials will be advised (Federal, State, and Local). Thereupon every attempt will be made to notify the parents or legal guardian so they may be present at the law enforcement interview or might give permission for an interview without their presence. If the school suspects the use, sale, or possession of illegal drugs or alcoholic beverages by students but does not have hard evidence to support the suspicion, the school may suspend the student and contact the parents of the student relative to the school's suspension.
- E.** Administrative personnel will be familiar with counseling and rehab services available to students in the local district.
- F.** Standards of conduct as outlined in Paragraph "C" and disciplinary sanctions in Paragraph "D" will be a part of Notification to parents and students:  
"The Drug Free Schools and Communities Act Amendments, P.L. 101226 requires that State, as well as local educational agencies, must certify that it has adopted and implemented a program to prevent the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees. (Federal Regulations can be examined through the school office).
- G.** Notification is hereby given to parents and students that compliance with the standards of conduct

- as related to the Drug and Alcohol Policy is mandatory.
- H. Effectiveness of this program will be evaluated by:
1. Daily Records
  2. Attendance Records
  3. Grades
  4. Teacher Documentation

### **24/7 SMOKE FREE/TOBACCO FREE ENVIRONMENT POLICY**

The use or possession of tobacco in any form is not permitted in the school building, on school grounds, on school buses, or at school activities. Students found in possession of or using any tobacco product or vapor cigarettes will be placed in ISS or may be suspended from school. Tobacco is defined as cigarettes, cigars, pipe tobacco, snuff, chewing tobacco and all other kinds and forms of tobacco prepared in such a manner suitable for chewing, smoking, or both. Simulated tobacco products are defined as products that imitate tobacco products, including, but not limited to cloves, bidis, kreteks, and vapor smoking with or without nicotine. This policy also applies to those items commonly called electronic cigarettes. Lighters or matches are not allowed at school.

Board Policy CKDA(24)

### **ZERO TOLERANCE FOR FIGHTING**

Fighting is a socially unacceptable behavior that will not be tolerated at school. In order to maintain positive student interaction and to ensure the safety of all students at school anyone who is involved in a physical fight will be placed in ISS or suspended from school. A student who is the victim of physical aggression from another student and does not retaliate will not be punished. If the principal deems it necessary the local law enforcement will be informed and all students involved shall be removed from the premises.

**Inciting violent behavior**, such as carrying stories about fighting or encouraging others to fight, will not be tolerated. Two or more students confronting another student are intimidating and a form of harassment. Both inciting and harassment are ISS or suspension offenses.

### **BULLYING**

The Sallisaw Public Schools' student conduct code prohibits harassment, intimidation, and bullying. 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, written, verbal, or physical acts, or electronic communications.

Bullying is defined as a pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic, directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student.

Bullying is a form of aggressive behavior that is intentional, hurtful, (physical or psychological), and/or threatening and persistent (repeated). There is an imbalance of strength (power and dominance). The mistreatment must be intentional, harmful, threatening, and occur more than once or is a disruption to the educational process. Students are encouraged to inform school personnel if they are the victim of or a witness to acts of harassment, intimidation, or bullying. The matter should be reported to the building principal who will investigate the report and determine if the school discipline code was violated. 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.

The bullying policy is found at FNCD, FNCD-R, FNCD-P, and FNCD-E in the school district's policy manual. If you would like to receive a copy of the policy, please contact Greg Cast at Sallisaw Middle School.

## **VIOLENCE**

Every student has a right to attend school without having a fear of violence. Violence will not be tolerated. Threatening to perform a violent or destructive act is considered a serious matter and will be dealt with accordingly. Anyone threatening to perform a violent or destructive act may be suspended from school for the remainder of the current semester and the succeeding semester. The police may be asked to investigate the incident. Self-defense sprays are not allowed at school.

## **STUDENT CRISIS INTERVENTION PLAN**

Oklahoma Mental Health Laws require school personnel to notify parents/guardians of incidences of suicidal intent of a child. Sallisaw Public Schools supports this legislation and has identified the following reporting procedures to ensure the safety of children and to maintain compliance. These procedures are supplemental to the district's Emergency Procedures Manual and specify the required documentation.

- A. Any school personnel who has reason to believe, by direct or indirect knowledge, that a student is at-risk for suicide must immediately refer the student to the school counselor for intervention.
- B. After the counselor has conferred with the student and other pertinent faculty members judgment will be made on the lethality of the situation, the counselor must notify the parent/guardian.
  1. If the situation is judged to be of moderate or high lethality, the student may not leave the school grounds until a conference is held with the parent/guardian.
  2. The parents will be apprised of the seriousness of the situation and be referred to a mental health provider.
  3. The parents will be requested to sign a statement that they have been notified of the situation and of the school's recommendations.
- C. In serious cases, if the parent refuses to seek an emergency evaluation, the school shall notify the Department of Human Services of parent neglect.
- D. If the parent seeks an emergency assessment from one of the mental health providers, the agency will return to the school a document confirming their assessment and recommendations.
- E. When necessary, the school counselor will provide follow-up monitoring.

## **WEAPONS FREE POLICY**

It is the policy of this school district to comply fully with the Gun-Free Schools Act.

1. Any student in this school district who uses or possesses a firearm at school, at any school-sponsored event, or in or upon any school property including school transportation or school-sponsored transportation will be removed from school for not less than one full calendar year.

Firearms are defined in Title 18 of the United States Code, Section 921, as: (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; (D) any destructive device including any explosive, incendiary or poison gas, bomb, grenade rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine or any device similar to the above. Such a firearm or weapon will be confiscated and released only to proper legal authorities.

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

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

Any student who violates Section 2 of this policy will be subject discipline which may include suspension up to one calendar year (for firearms) or for any term less than one calendar year (for weapons other

than firearms) as determined by the superintendent or the superintendent's designee.

Students with disabilities are subject to this policy and will be disciplined in accordance with the Individuals with Disabilities Act and Section 504 of the Rehabilitation Act if any such students are determined to be in violation of this policy.

### **SEXUAL HARASSMENT**

It is the policy of the Sallisaw School District to maintain a school environment that is free from sexual harassment. Sexual harassment is against the law, deemed unacceptable conduct in the school environment and will not be tolerated.

“Sexual Harassment” is defined as any unwelcome sexual advances, request for sexual advances, request for sexual favors, and/or other inappropriate verbal, visual, written, or physical conduct of a physical nature, whenever such harassment occurs on School District property or at school-sponsored events. Examples include verbal abuse, pressure for sexual activity, repeated remarks to a person with sexual or demeaning implications, unwelcome touching, and non-verbal harassment (gifts, pictures, drawings, cartoons). Any student that feels that they are being sexually harassed is to report the incident to a faculty member, counselor, or administrator.

### **CLASSROOM BEHAVIOR**

Students are expected to follow all classroom rules and be respectful of their teachers. Any student who is disrespectful to a substitute teacher will be assigned Lunch Detention and/or lose privileges.

### **PARENT CONFERENCE**

Conferences with teachers are encouraged. Teachers are provided a conference period each day, and this is the ideal time for teacher/parent conferences to be scheduled. Parents should contact the school counselor (775-9482) or the office (775-6561) in order to schedule a conference with a teacher(s). We ask that all visitors report to the office when they arrive in the school building.

### **REPORT CARDS/GRADE CHECKS**

Report cards are issued quarterly. Grade checks are issued during the fifth week of each nine week period. Parents may check their student’s planner or use the online gradebook available at the link **Your Gradebook** link to determine current grades.

### **GRADING SCALE**

A	90-100
B	80-89
C	70-79
D	60-69
I	INCOMPLETE
F	0-59

### **EIGHTH GRADE ALGEBRA I**

Students in the Eighth grade may enroll in Algebra I upon recommendation from their teacher.

### **READING CLASSES AND MATH LABS**

Our goal is that all SMS students become proficient in math and reading. To meet this goal we have implemented required reading classes for every student in sixth and seventh grade. If students aren’t reading proficient by the end of seventh grade, they are required to take a reading lab in eighth grade. For students who aren’t proficient in math we have implemented math labs. Math labs are supplemental math classes for students who need extra time to catch-up on basic math skills.

## **SPECIAL CLASSES**

Learning Disabilities, Educable Mentally Handicapped, Enrichment/Gifted, Speech Therapy, and Remedial Reading are provided to address student's needs.

## **OPPORTUNITY PERIOD**

Each morning from 7:45 to 8:00 a.m., except when teachers have duty or a teachers' meeting, faculty members will be available in their classrooms to assist students with their academics or to discuss other concerns.

## **SUPPLIES**

Students must provide their own pencils, paper, and notebooks. Supplies may be purchased in our library.

## **CELL PHONES**

Cell phone use is permitted at school during limited times of the school day. Students may use their phones prior to the start of school, during their lunch and after the last bell rings. During instruction times and passing periods the phones are to be out of sight and turned off. Violation of this rule will be reason for disciplinary action. First offense, the student will be assigned noon detention and cell phone will be kept in the office until the end of the day. Second offense, student will be sent to detention, cell phone will be kept in the office until the student's parent picks it up. Continued disregard for the rules concerning cell phones may result in ISS or suspension. Parents are asked not to call or text their child during school hours.

## **TELEPHONE**

The telephones in the school offices are **business phones**; therefore, students are not allowed to use them **except in emergencies**. Students will not be called from class to the telephone. The office staff is unable to act as an answering service for students. Only emergency messages will be delivered to students.

## **VENDING MACHINES**

Students may use the vending machines before school, during the first 25 minutes of the lunch period and after school. If students use the vending machines at any other time, disciplinary action will be taken. Chewing gum and sunflower seeds will not be sold in the vending machines and are not to be at school. Students should provide their own change for the vending machines.

## **TOYS**

If students bring electronic devices to school it is the responsibility of each student to keep these devices in a secure place. Students should not bring laser pointers, paint balls, dice, sports celebrity cards, pokemon cards, game cards, pocket knives or chemical substances (nail polish, nail polish remover, perfume, etc.) to school. The school will not be responsible for lost or stolen items.

## **VISITORS**

Students may not bring visitors to school. All visitors are required to check in at the office upon their arrival.

## **STATE HONOR SOCIETY**

Qualifications for the Middle School State Honor Society are as follows:

1. The students are in the top ten percent (10%) of their class.
2. Sixth graders will be selected on the basis of grade average for the first semester of their sixth grade Year.
3. Seventh and eighth graders will be selected on the basis of grade average from the previous two semesters.

## **PRESIDENT'S AWARD FOR EDUCATIONAL EXCELLENCE**

To receive the President's Award for Educational Excellence students must: Be in the eighth grade, have an accumulative grade point average of 3.5 or more, and achieve Advanced on the OCCT in math or reading.

## STUDENT COUNCIL

### Officers

President	must be in the eighth grade
Vice President	any grade
Secretary	any grade

### Representatives

Three are to be elected from each grade.

### Qualifications

- No grades, at the nine weeks of less than a "C".
- Must have approval of all current teachers.
- Must obtain the signatures of 25 classmates (same grade).
- Must have permission of parent or legal guardian.
- Must turn everything in on or before deadline in order to be eligible to run.

## GUIDANCE AND COUNSELING SERVICES

The school counselor is available for every student in the school. Guidance services include assistance with educational planning, interpretation of test scores, occupational information, study helps, help with home, school, and social concerns, or any questions students may feel they would like to discuss with the counselor. Throughout the year, students will be given opportunities to participate in various group guidance activities as well as individual counseling. When students wish to see the counselor, they should first obtain permission from their teacher to do so. The counselor will set up appointments with students. If the counselor is not available at the desired time, students should leave their name and class locations on the slips provided outside the office door.

## LOCKERS

The school is **not responsible for articles taken from lockers.** A locker, with a lock, will be provided for each student free of charge. Lockers should be locked except when being used by the student. Students should not give their combinations to any student.

**Students are not to share lockers at any time or for any reason unless cleared through the office.**

Periodic locker checks will be made throughout the school year. Each locker is school property and may be inspected by school officials at anytime without notice to the students. Students are not to store soft drinks in their locker. Abuse of the locker may result in loss of locker assignment.

## MONEY

Please do not allow your child to bring large amounts of money to school. (Students frequently lose money and occasionally it is stolen). The student should bring only what is needed for that particular day. Students usually only need money for:

- \*Lunch (we prefer payment by check)
- \*Paper and/or pencils
- \*Snacks from vending machines

## SALLISAW PUBLIC SCHOOLS BUS RIDER RULES

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

### PREVIOUS TO LOADING STUDENT SHOULD:

1. Be on time at the designated school bus stop--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 approaching the bus stop.
5. Do not move toward the bus at the school loading zone until the bus has been brought to a complete stop.
6. Respect people and their property while waiting on the bus.
7. Receive proper school authorization to be discharged at places other than regular bus stop.
8. Bring a note of permission from parents and receive a note from the front office before riding a bus other than the student's regular route.

## **WHILE ON THE BUS:**

1. Keep all parts of the body inside the bus.
2. Refrain from eating and drinking on the bus.
3. Refrain from the use or possession 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 its equipment.
8. Maintain possession of books, lunches, or other articles and keep the aisle clear.
9. Help look after the safety and comfort of smaller children.
10. Do not throw objects in or out of the bus.
11. Remain in your seat while the bus is in motion.
12. Refrain from horse play and fighting on the school bus.
13. Be courteous to fellow pupils, the bus driver and the patrol officers or driver's assistants.
14. Remain quiet when approaching a railroad crossing stop.
15. Remain in the bus during road emergencies except when it may be hazardous to your safety.

## **AFTER LEAVING THE BUS STUDENTS SHOULD:**

1. When crossing the road, go at least ten feet in front of the bus, stop, check the traffic, and watch for the bus driver's signal, then cross the road.
2. Go immediately, staying clear of traffic.
3. Help look after the safety and comfort of smaller children.

## **EXTRA-CURRICULAR TRIPS:**

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

Parents should not hold up the bus at their child's bus stop. If there is a problem the parent should contact the driver's supervisor and set up a meeting if necessary. You may call 775-4848 or 775-5544 to do so. Students who are unable to comply with these rules will lose bus riding privileges.

## **REGULATIONS REGARDING STUDENT INITIATIONS**

It is the policy of the Sallisaw Board of Education that all administrators and teachers of Sallisaw Public Schools enforce the following regulations regarding the initiation of students by other students or teachers as defined in the following statements.

No student or employee of Sallisaw Public Schools is to take part in, encourage, or approve of any student participation in the illicit act of "initiating" any student of Sallisaw Public Schools. **Initiation** is to be defined as any rite, ceremony, or ordeal as pertains to "hazing" or physical or mental harm. The term **hazing** is to be defined as harassment by exacting unnecessary work or as harassment by banter, ridicule, or criticism, or by threat or act of physical harm.

Furthermore, **initiation** as defined here is to be distinguished from the act of **installation** which shall be an approved function of faculty or students of Sallisaw Public Schools, as defined here. **Installation** is defined as the socially endorsed induction of students, by teachers, sponsors, or other students, into an office, rank, dignity, or membership of any school sanctioned organization.

Additionally, **installation** will carry the connotation of being an activity of benevolence to those involved.

## **DISPLAY OF AFFECTION**

Display of affection is not acceptable behavior while at school or school-sponsored activities.

## **CODE OF STUDENT CONDUCT**

### **What is Expected of Me?**

It is very important for parents, students, teachers, and principals to work cooperatively to ensure that each student receives a high quality education free from disruption.

### **What is a Code of Student Conduct?**

- Describes behavior that builds a positive environment for learning.
- Describes specific examples of student misbehavior.
- Defines penalties that will be imposed for student misbehavior.
- Provides for district-wide uniformity in dealing with student discipline.

### **When is this Code in Effect?**

- During regular school hours (including from the time students leave home until they return home).
- While waiting for the school bus, being transported on the school bus, or leaving the bus.
- At school related functions when school personnel have responsibility for students.

### **PARENTS SHOULD:**

- Assume major responsibility for helping their children develop good habits of behavior.
- Recognize and help their children understand that the teacher assumes the role of the parent while their children are at school.
- Teach their children respect for property and rights of others.
- Speak positively about the school and education in front of their children.
- Assist their children to come to school well-groomed and appropriately dressed.
- Explain any necessary absences or tardies promptly to the appropriate school office.
- Provide necessary school supplies for their children to be able to perform classroom work.
- Discuss daily work assignments and report cards with their children in a constructive manner.
- Keep in close contact with the school to ensure good communication.
- Attend requested parent conferences.

### **PRINCIPALS SHOULD:**

- Establish a school climate for learning which is conducive to good teacher performance and maximum student growth.
- Implement a positive discipline framework for all students using the Code of Student Conduct as a reference point.
- Strive to assist students to perform in a socially acceptable manner.
- Serve as a leader for the instructional program.
- Work to assure that physical surroundings are conducive to a learning environment.
- Manage human and physical resources in a manner that supports the overall goals of the educational program.
- Appear at school in a well-groomed and appropriately dressed manner.

### **TEACHERS SHOULD:**

- Provide an effective program of instruction.
- Maintain an atmosphere conducive to learning.
- Serve as a model for students by showing respect for themselves, their students, parents, and other school personnel.
- Be in regular attendance and on time.
- Maintain a close contact with parents regarding their children's progress.
- Maintain a well-groomed appearance and dress appropriately to serve as a role model for students.
- Indicate a genuine interest and concern for the welfare of the students.
- Assist students in every possible way to follow the rules of expected behavior.
- Teach students responsibility for their actions by enforcing the rules of conduct and disciplining fairly and appropriately those students who violate these rules.
- Recognize the growth, success, and achievement of students.

### **STUDENTS SHOULD:**

- Attend school daily and arrive on time.
- Respect the authority of the teachers and school administrators.
- Cooperate in the development of good habits of behavior.
- Assume responsibility for their actions.
- Come to school well-groomed and dressed appropriately.
- Help to keep all school property clean and free from unnecessary destruction.



-Respect the rights of others.

-Keep parents informed regarding school assemblies, supplies needed and written information sent from the school to the home.

**What are the penalties if I violate the Code?**

The examples of violation to the Code of Student Conduct are listed in three specific groups depending on the seriousness of the offense; below each group is a list if penalties from which the teacher or principal will determine appropriate action. The penalty for the offense will be assessed depending on the seriousness of the violation and the frequency of misbehavior. The groups are not intended to be inclusive of all possible action of misbehavior or penalties for those actions.

<b>LEVEL II DISRUPTIVE AND DISORDERLY BEHAVIOR</b>	
<b>INFRACTIONS</b>	<b>POSSIBLE PENALTIES</b>
Cutting class	Student/Parent/Principal Conference/ ISS
Leaving school without permission	ISS
Lunchroom misconduct	Detention
Bus misconduct	Bus Suspension
Profanity	ISS or Suspension
Altering or disrupting school records	ISS or Suspension
Defiance of authority or school personnel	Detention, ISS or Suspension
Defacing school property	ISS or Suspension/Financial restitution
Harassment of students or school personnel	ISS or Suspension
Immoral conduct	ISS or Suspension
Use or possession of tobacco on school grounds	ISS or Suspension

<b>LEVEL III Illegal Behavior</b>	
<b>INFRACTIONS</b>	<b>POSSIBLE PENALTIES</b>
Theft	Detention/ISS
Assault (verbal or physical)	ISS/ Suspension
Fighting	ISS/Suspension
Vandalism	ISS or Suspension
Use or possession of drugs or alcohol	Refer to court related services/Suspension
Possession, threat, or use of deadly weapon	Involve law enforcement
Conduct that jeopardize the safety of others	Detention, ISS, or Suspension
Fireworks	Detention, ISS, or Suspension

Nothing in this Code of Conduct shall be construed to deny the student's right to fair and orderly hearings, appeals, counsel, and due process in cases which may end in suspension or expulsion.

This Code shall be interpreted by the principals in a manner which they deem just, given the circumstances of the individual case. Additionally, administrators shall have the authority to enforce other reasonable disciplinary action which the find warranted by situations not covered in the Code of Student Conduct.

**DETENTION**

Students may be assigned detention by the administration for the following offenses: excessive tardies, improper behavior in the classroom or on campus, cutting class and other misbehavior that may be corrected by separation from their peers.

Detention will be held from 10:45 A.M. until 11:15 A.M. for sixth grade and 11:40 A.M. until 12:10 P.M. for seventh and eighth grade. Teacher held detention will be done in their rooms and will be coordinated with the administration. Teacher detention may be held for extra time for incomplete assignments etc. Detention

lunches will be provided by the cafeteria. Outside lunches cannot be brought to detention. In no instance should students in detention be unsupervised. Students missing detention will have additional days added or ISS or suspension from school.

### **IN-SCHOOL SUSPENSION RULES**

- Students must bring all books and materials to class. A library book should also be brought.
- The length of time a student will be assigned to ISS by a building administrator will consist of whole days.
- ISS will begin at 8:00 a.m. and end at 3:00 p.m.
- Tardies will not be permitted and the principal will have the option of adding additional ISS days for tardies.
- If a student is ill and cannot serve his or her time in ISS we must have a parent phone call, notes will not be accepted. Absences will result in the student receiving additional days in ISS. The missed day moves to the day you return, you will serve your time.
- Students will not be allowed to bring anything to ISS except materials needed to complete their assignments. There will be no talking, gum chewing, candy, soft drinks, or electronic devices allowed in ISS.
- There will be no breaks allowed between classes. The ISS instructor will allow periodic restroom breaks.
- Students assigned to ISS will not be allowed to participate or attend any school activity on the days assigned.
- Discipline problems will not be tolerated in ISS. Students who do not cooperate may be suspended off-campus. The conditions for returning to school after such a suspension will be to serve the remaining time in ISS.
- ISS is not a free ride or free time. Students will be required to complete all assignments assigned by the instructor.
- If a student is ill and cannot serve his or her time in ISS we must have a parent phone call, notes will not be accepted. Unexcused absences will result in the student receiving additional days in ISS. The missed day moves to the day you return, you will serve your time.
- Students may not be permitted to attend class field trips if they have been placed in ISS at any time during the school year, unless permission is given by the Principal.

### **SUSPENSION**

Suspension is a form of discipline when the infraction by the student is considered serious or is repeated infraction of school rules. Maximum time of suspension, according to Oklahoma School Law, is the current school semester and the succeeding semester. All suspensions from school will be considered unexcused absences. Any student suspended from school for less than (5) five days the district may provide an educational plan. If a student is suspended from school for more than (5) five days the school will provide the student with an educational plan for the core subjects in which the student is enrolled.

Any student who is guilty of the following acts while in attendance at school or in transit by school transportation or under school supervision to or from school or any school function or when present on any facility under the contract of the school district may face possible suspensions or referral to Alternative School for counseling:

1. Fighting, assault and battery. Students involved in fighting or other acts of violence will **NOT** be allowed to attend school related extracurricular events for the remainder of the school year. Students enrolled in course work requiring participation in school events for a grade will be required to participate in that course work activity, but will **NOT** be allowed to attend any other activities for the semester.
2. Showing disrespect for faculty, staff, or other school employees.
3. Immorality, profanity, or vulgar gestures.
4. Possession, threat, or use of a dangerous weapon.
5. Showing disrespect for or causing damage to school property or any property while under the supervision of school personnel.
6. Use, sale, or possession of narcotics, alcoholic beverages, or dangerous and controlled substances.
7. Continued truancy or tardiness.

8. Theft or possession of stolen property.
9. Conduct which jeopardizes the safety of others.
10. Conduct which disrupts the normal education process.
11. Violation of school rules, regulations, or policies.
12. Using tobacco or having possession of tobacco in the school building, on school grounds, on school buses, during school hours, or on a school-sponsored activity.
13. Cheating.

### **SUSPENSION FOR SPECIAL EDUCATION STUDENTS**

For suspension of over ten days for the special education student, additional procedures should be followed:

Schedule an individualized education program team meeting to determine if the student's behavior is the result of the handicapping condition. When the behavior is related to the handicapping condition, and a change in program or removal from the current program is recommended, the individualized education program must provide an alternative program e.g., individualized education program revision, home-based, etc. When the behavior is not related to the handicapping condition, the procedures established for the regular students will be followed. However, any long-term change in the student's current school program will be recorded in the individualized education program.

### **APPEALS/DUE PROCESS**

If for any reason a school administrator finds it necessary to suspend a pupil, the following procedures will be accorded as minimum of the due process clause for the Fourteenth Amendment of the Constitution of the United States:

- A. Immediate removal of a student whose conduct disrupts the academic atmosphere of the school, endangers fellow students, teachers or school officials, or damages property.
- B. Written notice to the student and the parent of the reason(s) for the removal from school and proposed suspension will be given within 24 hours.
- C. Not later than 72 hours after the actual removal of the student from school, the student and his parents must be given an opportunity to be present at a hearing before the school administrator who will determine if a suspension should be imposed. Such a hearing, which is not a judicial proceeding, must provide at a minimum:
  1. Statement in support of the charge against the student upon which the hearing is conducted.
  2. Statement by the student and others in defense of the charge and/or explanations of the student's conduct.
  3. The administrator is not required to permit the presence of counsel or follow any prescribed judicial rules in conduction of the hearing.
  4. The administrator should within 24 hours advice the student and his parents by letter of his decision and the reason therefore.

#### **Additional appeal procedures are as follows:**

Any student, who is guilty of immorality or violation of the regulations of a public school, may be suspended by the principal/teacher of such school. This suspension shall not extend beyond the current semester and the succeeding semester; provided the student suspended shall have the right to appeal the decision of such principal to the board of education of the district, which upon a full investigation of the matter, determine the guilt or innocence of the student, and have the final decision.

### **SCHOLASTIC ELIGIBILITY RULES**

Students must be passing in all subjects they are enrolled in during a semester. If students are not passing all subjects enrolled in at the end of a week they will be placed on probation for the next one week period. If a student is still failing one or more classes at the end of their probationary one week period they will be ineligible to participate during the next one week period. The ineligibility periods will begin on Monday and end on Sunday.

Students must have received a passing grade in any 5 subjects that they were enrolled in during the last semester he/she attended fifteen or more days.. If students do not meet this scholastic standard they will

not be eligible or participate during the first six weeks of the next semester they attend. At the end of the six weeks period students must be passing all subjects to be eligible.

A student who has not attended classes ninety percent of the time becomes ineligible.

To be eligible to participate in extracurricular activities the student must be present for half of the day that the event is scheduled or one half of the preceding school day if the activity is scheduled on a weekend, holiday, or an all day school activity. The principal must approve any exception to this policy.

## STUDENT ORGANIZATIONS

HB 1826 directs that school districts annually notify parents and guardians about clubs and organizations sponsored by or under the direction and control of the school. Sallisaw Middle School currently has the following clubs or organizations:

**Student Council** - Mrs. Reaves      **Academic Team** - Ms. Bair & Mrs. Thomason  
**National Honor Society** - Mr. McInerney      **FFA** - Mr. Stites      **Robotics** - Mr. Winton

## EXTRA CURRICULAR ACTIVITIES

**BAND** - Mr. Weaver, Mr. Webb, Mrs. Campbell  
**BASEBALL** - Coach Briggs, Coach Green  
**BASKETBALL** - Coach **Brunk**, Coach Dana  
**CHEERLEADING** - Mrs. Martin  
**CHOIR** - Mrs. **Batemon**  
**FOOTBALL** - Coach Dana, Coach Montano, Coach  
**GOLF** - Coach Tounzen  
**WRESTLING** - Coach Hume, Coach Harris

## ATHLETICS MISSION STATEMENT

The athletic program at Sallisaw Middle School will put an emphasis on participation with a winning goal.

## REQUIREMENTS FOR ATHLETICS

1. All students enrolled in athletics are required to have a physical, medical release and an insurance waiver. Free physicals will be offered during the spring.
2. All students enrolled in athletics are required to dress daily for athletics in clothes to be worn in athletics only.
3. Students participating in basketball are required to bring a pair of rubber-soled shoes to be worn only on the gym floor and not outside the gym.
4. Athletes can choose to play the following sports:  
**GIRLS:** Basketball, Track, Cheerleading, Golf and Softball, Cross Country Track  
**BOYS:** Football, Basketball, Wrestling, Track, Golf, Baseball, Cross Country Track

## GOOD SPORTSMANSHIP

Good sportsmanship is when teammates, opponents, coaches, and officials treat other with respect. Kids learn the basics of sportsmanship from the adults in their lives, especially their parents and their coaches. Kids who see adults behaving in a sportsmanlike way gradually come to understand that the real winners in sports are those who know how to preserve and to behave with dignity- whether they win or lose a game.

Parents can help their kids understand that good sportsmanship includes both small gestures and heroic efforts. It starts with something as simple as shaking hands with opponents before a game and includes acknowledging good plays made by others and accepting bad calls gracefully.

Displaying good sportsmanship isn't always easy: It can be tough to congratulate the opposing team after losing a close or important game. But the kids who learn how to do it will benefit in many ways.

Kids who bully or taunt others on the playing field aren't likely to change their behavior when in the

classroom or in social situations. In the same way, a child who practices good sportsmanship is likely to carry the respect and appreciation of other people into every other aspect of life.

The ideals of good sportsmanship, ethical behavior and integrity permeate our culture. The values of good citizenship and high behavioral standards apply equally to all activity disciplines.

In perception and practice, good sportsmanship shall be defined as those qualities of behavior, which are characterized by generosity and genuine concern for others. Further, awareness is expected of the impact of an individual's influence on the behavior of others.

## **DRUG TESTING FOR STUDENTS INVOLVED IN EXTRACURRICULAR ACTIVITIES**

The Board of Education of the Sallisaw School District, in order to protect the health and safety of students participating in extracurricular activities and to educate and direct students participating in extracurricular activities away from drug and alcohol use and abuse has adopted a drug testing policy. This policy will be implemented during the school year of 2007-2008 and will initially affect students enrolled in 8<sup>th</sup> grade.

### **Statement of purpose and intent;**

1. It is the desire of the Board of Education, administration, and staff that every student in the Sallisaw School District refrains from using or possessing, alcohol and illegal or performance enhancing drugs. The sanctions of this policy relate solely to limiting the opportunity of any student determined to be in violation of this Policy to participate in extracurricular activities. This Policy is intended to supplement and complement all other policies, rules and regulations of the School District regarding possession or use of alcohol and illegal or performance enhancing drugs.
2. Participation in school-sponsored extracurricular activities in the Sallisaw School District is a privilege, not a right. Students who participate in these activities are respected by the student body and are expected to conduct themselves as good examples of behavior, sportsmanship, and training. Therefore, these students carry a responsibility to set the highest possible example of conduct, which includes avoiding the use or possession of alcohol and illegal or performance enhancing drugs.
3. Sallisaw High School strives to create an educational environment free of alcohol and illegal and performance enhancing drug use. This policy is not intended to be disciplinary or punitive in nature. It is intended to educate, intervene, and prevent students from potential harm from inappropriate drug use.

**Students and parents may obtain a complete copy of the Sallisaw Public Schools Drug Testing policy from the Principal or the Asst. Athletic Director at Sallisaw Middle School.**