

- Students/Parents/Guardians may pay for meals in advance with cash sent in an envelope with the student's name or with a check payable to Walnut Ridge School. Further details are available on our webpage at bobcats.k12.ar.us. Funds should be maintained in accounts to minimize the possibility that a child may be without meal money on any given day. Any remaining funds for a particular student may/will be carried over to the next school year.
- Refunds for withdrawn, and graduating students; a written or e-mailed request for a refund of any money remaining in their account must be submitted. Students who are graduating at the end of the year will be given the option to transfer to a sibling's account with a written request.
- Unclaimed Funds must be requested within one school year. Unclaimed funds will then become the property of the Lawrence County school District Food Service Program.
- Balances Owed collection of owed balances will follow the policies and procedures set by the school.

STUDENT DISCIPLINE POLICIES AND REGULATIONS

The school is a community, and the rules and regulations of a school are the laws of the community. All those enjoying the rights of citizenship in the school must also accept the responsibilities of citizenship. A basic responsibility of those who enjoy the rights of citizenship is to respect the laws of the community.

The following activities are considered major infractions of proper conduct and will subject the student to disciplinary action, including, but not limited to, suspension or expulsion from school and/or notification of law enforcement officials. The violation of a rule will occur whether the conduct takes place on the SCHOOL GROUNDS AT ANY TIME, OFF THE SCHOOL GROUNDS AT A SCHOOL-SUPERVISED ACTIVITY, FUNCTION OR EVENT, OR ENROUTE TO AND FROM SCHOOL.

WHO IS RESPONSIBLE FOR STUDENT CONDUCT

Freedom is a constitutional right but does not mean the absence of reasonable rules and regulations which serve to guide the actions of individuals. Along with freedom comes the responsibility to act in such a manner to ensure all participants may enjoy the same freedom. To obtain the greatest possible benefit to the students, teachers, administrators, parents, Board of Education and the entire community, it is essential that all work together to ensure that all persons are treated equally and with dignity in respect to their rights and responsibilities.

STUDENTS

Students have the responsibility to pursue their education in the Lawrence County School District in a manner that shows respect for other students, faculty members, and other citizens. Students should be aware that they have a responsibility to cooperate with and assist the school staff by abiding the conduct rules and regulations established by the Board of Education. Each student is responsible for his/her own conduct at all times.

PARENTS OR GUARDIANS

Parents or guardians are responsible for exercising the required controls so that their children's behavior at school will be conducive to their own progress and not disruptive to the school's educational program. They are responsible for contacting school personnel when they have reason to believe that their children are experiencing difficulties at school or at home and that, by actively soliciting the help of the school, behavior standards may be maintained.

TEACHERS

All teachers are responsible for the supervision of the behavior of all the students in the school. This includes not only the students who are regularly assigned to the teacher but the other students with whom the teacher comes in contact. Each teacher is expected to maintain the kind of atmosphere and decorum which will promote the learning process and to utilize sound techniques which seem appropriate. These techniques include conferences with students and parents, referral to counselors at the school, or referral to the nurse or other services. When the teacher is unable to assist the student to maintain proper controls of his/her behavior, the student is to be referred to the appropriate administrator in the school.

PRINCIPAL

The principal of each school is expected to disseminate the rules and regulations currently in effect for that school to all students at the beginning of the school year and to each new student upon registration. In developing rules and regulations, the principal is expected to involve representatives of the teaching staff, the student body, and patrons of the school. The principal of each school is responsible for conducting continued in-service education for all personnel on a regular basis to interpret and implement established policies. The principal is expected to inform the parents or guardians to any student whose behavior is in serious conflict with established laws, rules, and procedures.

SUPERINTENDENT

The superintendent is responsible for exercising leadership in establishing all necessary procedures, rules, and regulations to make effective the board of education policies relating to standards of student behavior.

STUDENT CONDUCT AND DISCIPLINE

At all times, students are expected to behave in a proper and satisfactory manner. Teachers and other school personnel have the authority to give reasonable instructions to any student.

Depending on the severity and/or frequency of the misconduct, the discipline consequences may range from a minimum of verbal warning to a maximum of expulsion. However, at the discretion of the principal other consequences may occur between minimum and maximum as listed below:

1. Verbal warning
2. Conference with the student/Counseling
3. Loss of privileges/Corrective actions
4. Written or oral communication/conference with parents
5. Detention
6. Corporal punishment
7. Saturday School
8. Suspension (both in-school and out-of-school)
9. Expulsion

DISCIPLINE

The hallmark of the exercise of disciplinary authority shall be fairness.

Teachers and other school personnel have the authority to give reasonable instructions to any student who is under school jurisdiction and are responsible for reporting to the principal violations of school regulations not resolved by the teacher.

A teacher shall send the student to the office of the principal and shall file with the principal a written statement of the reasons for the student's suspension from class. The principal shall determine whether to reinstate the student in class, reassign him, or take other disciplinary actions.

RESPONSIBILITY OF ADMINISTRATORS TO REPORT CERTAIN VIOLATIONS

Acts 888 of 1997 and 1243 of 1997 require that school officials report to local law enforcement agencies the occurrence of a felony or crime of violence that happens on school property or during a school-supervised activity. This could include, but is not restricted to, fighting, theft, possession of weapons, possession, use or selling of alcoholic beverages or controlled substance prohibited by Federal, State or local laws.

Other acts which may be reported include criminal mischief, vandalism, theft, tampering with fire alarms or fire extinguishers, and any other acts which may be in violation of local or state laws or which could lead to such violations.

In accordance with Act 1415-(b)(1), the principal or principal's designee shall make a reasonable, good faith effort to notify the student's parent, legal guardian, or other person having lawful control of the student by court order or person acting in loco parentis listed on student enrollment forms of the occurrence of: (1) A report to any law enforcement agency concerning student misconduct; (2) Grants law enforcement personnel access to a student; or (3) – Knows that the student has been taken into custody by law enforcement personnel during the school day or while under school supervision.

Notification is not required if school personnel make a report or file a complaint based on suspected child maltreatment as required under 12-12-507 or if a law enforcement officer or Department of Human Services investigator or personnel member interviews a student during the course of an investigation of suspected child maltreatment.

STANDARDS OF CONDUCT

All students are expected to conduct themselves at all times in a manner that will contribute to the best interest of the school and not infringe on the rights of others. School staff has the authority and the responsibility to take customary and reasonable measures to maintain proper control and discipline among students placed under their case and supervision. Such measures may include the use of reasonable force in the exercise of lawful authority to restrain or correct students and maintain order.

GENERAL CONDUCT

Students should follow the guidelines listed below:

- Avoid loud noises, gathering in groups, running or pushing in the halls or corridors.
- Refrain from marking, cutting or otherwise defacing the buildings or its furniture.
- Respect the rights of others whether in a classroom, the halls, or at any other place on campus.
- Avoid talking or any other form of disturbance while assemblies are in progress. Whistling and yelling are not proper forms of applause. Students are expected to give courteous attention to visiting speakers and to student performers at all assemblies.
- Each student should try to exercise common sense judgment, thus avoiding bad conduct.

A student may be suspended or expelled for immorality, refractory conduct, insubordination, infectious disease, habitual uncleanliness, or other conduct that would tend to impair the discipline of the school or harm the other students, regardless of whether the student's conduct occurs on or off campus and during or between school terms and regardless of whether a specific prohibition of the conduct is contained in this student handbook. (Insubordination is defined as a defiance of authority.)

OFF-CAMPUS EVENTS

Students at school sponsored, off-campus events shall be governed by school district rules and regulations and are subject to the authority of district personnel. Failure to obey the rules and regulations and/or failure to obey reasonable instructions of school district personnel shall result in loss of eligibility to attend school sponsored, off-campus events and may result in disciplinary action applicable under the regular school program.

CLASSROOM DISCIPLINE

The faculty of the Lawrence County School District has established a set of basic classroom rules. Faculty members will review these rules with the students at the beginning of the school year and periodically during the year as needed. Faculty members have the right to establish and enforce other rules for discipline in their classrooms as long as these rules are reasonable and necessary to maintain the proper environment for learning.

STUDENT DISCIPLINE DUE PROCESS

Every student is entitled to due process in every instance of disciplinary action for which the student may be subject to penalties of suspension. (See Ark. Stat. Ann. 80-1516.) Due process is afforded to students in disciplinary cases of some magnitude, such as:

- suspension
- expulsion
- statements removed from student's record
- clearing one's reputation

Prior to any suspension, the school principal or his/her designee shall advise the pupil in question of the particular misconduct of which he or she is accused as well as the basis for such accusation.

The pupil shall be given an opportunity at that time to explain his/her version of the facts to the school principal or his/her designee.

If a student is suspended, parents/legal guardians will be notified immediately. Parents will be notified by mail (regular and certified) regarding their entitlement to a hearing. Requests must be made within 3 days of receipt of the letter.

PERSONAL SEARCH

A search of a student's person should be limited to a situation in which the administration has reasonable suspicion that the search would produce evidence indicating the student has violated the law or school rules.

Dangerous items (such as firearms, knives, and other weapons), controlled substances, and other items which may be used to substantially disrupt the education process will be removed from the student's possession and will be reported to the proper authorities. Parents will be notified. Students should be asked for their consent prior to a search. A search warrant should be obtained, unless there is probable cause to believe that a dangerous weapon or illegal drugs are being concealed. An adult witness will be present when a personal search is conducted.

A pat-down search of a student's person should be done by a school official of the same sex.

A search must be based on a reasonable suspicion that the student has violated the law or school rules, and the scope of the search must be reasonably related to the objective of the search and not excessively intrusive in light of the age and sex of the student and nature of the infraction.

SEARCH AND SEIZURE

School personnel may legally search lockers, backpacks, vehicles, and students. A search may be conducted upon receipt of information that the search would produce evidence indicating the student has violated the law or school rules.

CORPORAL PUNISHMENT

Reasonable corporal punishment is permitted by the legal system and by school policy. Before corporal punishment is administered, the student will be advised of the rule and infraction for which the student is being punished. The student will be allowed time to respond before the punishment is administered. Corporal punishment will not be administered in the presence of other students, with malice or anger, or in excess. It will be administered by an administrator and witnessed by a licensed staff member. Refusal of corporal punishment may result in suspension or other disciplinary measures.

Parents may request that a student not be subject to corporal punishment. Such a request should be made in writing and delivered to the school administrator by the second week of school. (Ark. Code Ann. 6-18-503 (Repl. 1993) as amended by Act 33 of 1995)

ADMINISTRATIVE RESPONSE SUSPENSION AND EXPULSION

State laws allow local school officials to suspend or expel students who are unwilling to behave in an acceptable manner and fail to follow school rules. Due process must be provided.

The principal of any school or designee is authorized to suspend students from school for disciplinary reasons up to 10 school days, including the day upon which the suspension was initially imposed. Prior to such suspension, the principal or designee shall inform the student and parent of the misconduct or infraction of which he/she is accused as well as the basis of the accusation. The student shall be given an opportunity to explain his/her version of the facts to the school official or his/her designee. When the principal considers that a suspension is proper, he/she shall notify the parent, guardian, or caretaker and send the student home with a suspension notice requesting a student-parent-principal conference within 24 hours, if possible.

Additionally, the parent will be mailed a copy of the suspension, its duration, the manner in which the student may be readmitted to school and the procedure for review of the suspension. Days missed due to out of school suspension or expulsion shall be unexcused absences.

A suspended student will be readmitted to school after being suspended for 10 school days, including the day upon which the suspension was initially imposed, even if the appeal process has not been completed. A suspension that does not amount to an expulsion for the remainder of the semester, but is more than 10 days, shall come only after the student has been afforded notice, and opportunity for a hearing, the same procedural rights as for expulsion.

SUSPENSION (ACT 159)

Parent(s) or legal guardian will be notified immediately when a student has been suspended. Parents are to provide a primary call number or e-mail address if they do not have a telephone, or a current mailing address if they do not have an email address or a primary call number.

EXPULSION PROCEDURE

The principal may recommend students be expelled with the loss of credit for the current semester or for one year where the infraction involves a weapon. Expulsion should be used rarely and in those instances in which serious bodily harm occurred or could have occurred to another person or when the student possesses drugs or weapons.

Lawrence County School District shall offer any expelled student the opportunity to receive credit through digital learning that is at least equal to the credit had the student remained enrolled.

ANTI-BULLYING POLICY

The Walnut Ridge Elementary School is committed to providing a safe learning environment for each of its students. Student achievement is best attained in an atmosphere that is free from the fear of emotional and physical intimidations and threats. Bullying is a destructive behavior that will erode the foundational principles on which a school is built. This school will not tolerate any behavior that is classified under the definition of bullying and will take steps needed to eliminate such behavior.

Bullying is defined as any written or verbal expression of physical act or gesture, or a pattern thereof, that is intended to cause distress or fear upon one or more students. A student will be found violating this policy if his/her conduct has been found to have the effect of humiliation or embarrassment on a student, and is sufficiently severe, persistent, or pervasive that it limits the student's ability to participate in, or benefit from, an educational program or activity.

A copy of the Lawrence County School District Bullying Policy is available upon request.

POLICIES FOR SCHOOL INTERNET USE

The Internet has become an effective educational tool. A school policy has been implemented to assure proper use. A copy of policy rules and regulations regarding Internet use at school is included in the Student Handbook. A copy of the Internet consent form, signed by both parent/guardian and the student must be on file before the student will be allowed to utilize the Internet.

POLICE DRUG DOG

The Lawrence County School Administration has access to a drug dog. It is a gentle dog used for the purpose of sniffing out drugs. The dog may be used at school from time to time when deemed appropriate by the administration. Students found in possession or whose property contains illegal drugs are subject to discipline policies of the school, as well as the local, state and federal authorities. "Sniffing" by trained dogs in public hallways or autos in public lots is not a search. (The fourth amendment requirements do apply.)

DISTRIBUTION OF LITERATURE

Students shall have the right to distribute and possess literature including, but not limited to, newspapers, magazines, leaflets and pamphlets, except that the district may prohibit specific issues of a specific publication if there is substantial, factual basis to believe its possession or distribution will cause, or is causing, substantial disruption of school activities. The time, place, and the manner of student distribution of literature may be reasonably regulated by the district provided such regulations:

1. Are uniformly applied to all forms of literature.
2. Allow distribution at times and places where no interference with school activities will occur.
3. Are specific as to places where and time where distribution is prohibited.
4. Do not inhibit a person's right to accept or reject any literature distributed in accordance with the rules.

All petitions shall be free of obscenities, libelous statements, and personal attack and shall be within the bounds of reasonable conduct. Petitions must be submitted to and approved by the principal before circulation. Noncompliance with the stated policy will result in disciplinary action. Students signing such petitions shall be free from recrimination or retribution from members of the staff and administration.

Minimum – oral reprimand

Maximum – suspension and/or expulsion

DISCIPLINE FOR STUDENTS WITH A DISABILITY

Students with a disability who engage in misbehavior are subject to normal school disciplinary rules and procedures so long as such treatment does not abridge the right to free appropriate public education.

The individual education plan (IEP) team for the student would consider whether particular discipline procedures should be adopted for that student and included in his/her IEP.

Students with a disability may be excluded from school only in emergencies and only for the duration of the emergency. In no case should the student be excluded for more than 10 days in a school year.

After an emergency suspension is imposed on a handicapped student, an immediate meeting of the student's IEP team should be held to determine the cause and effect of the suspension with a view toward assessing the effectiveness and appropriateness of the student's placement and toward minimizing the harm resulting from exclusion. The suspended student should be offered alternative education programming for the duration of exclusion.

STUDENT BEHAVIORS AND DISCIPLINARY ACTIONS

The school district reserves the right to punish behavior which is not conducive to good order and discipline in the school, even though such behavior is not specified in the following written rules.

BEHAVIOR NOT COVERED

The school district reserves the right to punish behavior which is not conducive to good order and discipline in the school, even though such behavior is not specified in the following written rules.

The Principal may alter the severity of the punishment based on circumstances, severity of the infraction, and other conditions.

ACADEMIC DISHONESTY; FALSIFICATION OF INFORMATION

A student will not cheat or aid others in cheating on school work, complete assignments for others, sign or write notes falsifying information or signatures, complete disciplinary assignments for others, have others do any of the above for them, or an inappropriate use of Artificial Intelligence (AI).

Should such actions occur, students will be disciplined.

Minimum: Loss of grade and/or detention/conference and/or parents notification

Maximum: Loss of grade and suspension

ASSEMBLIES

Students should show pride in themselves and in their school by being courteous at all times, by not whistling, talking, reading books, chewing gum, writing notes, combing one's hair, and by applauding only when required. Students are assigned to homeroom sections and are expected to go to the assembly with their homeroom teacher. Reports of misconduct will be sent to the office and are subject to discipline consequences or exclusion from future assemblies.

Failure to comply can result in disciplinary action:

Minimum: Exclusion from the next assembly

Maximum: Exclusion from assemblies for the remainder of the semester/school year

BULLYING

A student shall not threaten another student (AR Statute 5-13-301, ACA 6-18-514). A student shall not intimidate, treat abusively, or bully another student. Bullying is prohibited by state law and school policy according to Act 681 of 2003.

The Lawrence County School District is committed to eradication of bullying in the school, on school property, in school vehicles, on school buses, at designated school bus stops, at school- sponsored activities, or at school-sanctioned events.

Bullying is defined as any repeated behavior that teases, frightens or hurts another person. Bullying conduct includes, but is not limited to, any written, verbal or physical act that harasses and causes distress, anxiety or harm. Bullying also includes unacceptable behavior identified in this policy which is electronically transmitted. School employees, volunteers, and students are encouraged to report any instances of bullying without fear of consequences and will not be subject to retaliation or reprisal in any form. Any report will take into account the age of the offending student, the level of seriousness of the behavior, and whether or not the offending student has developed a habit of engaging in bullying behavior.

If a student feels that he/she is being bullied, the following steps should be taken without fear of retaliation:

1. Inform a teacher, counselor, or administrator.
2. Write a detailed account of the incident, including the date, time, place and witnesses if any.
3. If a teacher or school employee witnesses or has reliable information that a pupil has been a victim of bullying, as defined by the district, he/she should notify the principal immediately. After completing an investigation of the reported incident, a student who has been found guilty of participating in bullying behavior will be subject to disciplinary action that is appropriate to the degree of seriousness of the bullying behavior, which may include:

If it is determined by the principal or building level administrator, that a student has been a victim of bullying, the school shall provide the parents notification within five (5) days of the incident. The principal or designee will provide the parents of the victim details of the incident(s) and what measures may be taken. The administrator may recommend the incident to the school counselor if needed. Please note, to protect the rights of minor students, the school shall not report to the victim or parents of the victim any disciplinary measures taken upon the students(s) found to be guilty of bullying.

Failure to comply can result in disciplinary action:

Minimum: Conference with student/Counseling

Maximum: Recommendation for expulsion

CYBER BULLYING (ACT 115)

Cyber bullying is defined as any means of communication or image transmitted by means of an electronic device, including telephone, cell phone, wireless communication device, computer, or pager. Act 115 applies to any electronic act whether or not it originated on school property or with school equipment if the electronic act is directed specifically at students or school personnel and maliciously intended for the purpose of disrupting school and has a high likelihood of succeeding in that purpose. After completing an investigation of the incident, a student who has been found guilty of participating in cyber bullying will be subject to disciplinary action that is appropriate to the degree of seriousness of the bullying behavior.

Failure to comply can result in disciplinary action:

Minimum: Conference with student/Counseling

Maximum: Recommendation for expulsion

DAMAGE OR DESTRUCTION OF SCHOOL PROPERTY

A student shall not cause or attempt to cause damage to property or steal or attempt to steal school property. The school district will recover damages from the student destroying school property. Compliance is expected at all times.

Failure to comply can result in disciplinary action:

Minimum: Conference with student/Counseling
Maximum: Expulsion

Parents of any minor student under the age of 18 shall be liable for damages caused by said minor in an amount not in excess of \$2,000.

DISREGARD OF DIRECTIONS (Insubordination):

A student shall comply with reasonable direction or commands of teachers, student teachers, substitute teachers, teacher's aides, principals, administrative personnel, superintendents, school bus drivers, or other authorized personnel.

Failure to comply can result in disciplinary action:

Minimum: Conference with student/Counseling
Maximum: Expulsion

DISRUPTION AND INTERFERENCE

No student shall:

1. Use violence, force, noise, coercion, threat, profanity, intimidation, harassment, fear, passive resistance, or any other conduct intentionally to cause disruption.
2. Refuse to identify himself/herself on request.
3. Encourage other students to violate any rule or school board policy.

Failure to comply can result in disciplinary action:

Minimum: Conference with student/Counseling
Maximum: Expulsion

DRESS CODE (Student) ACT 835

It is important that schools have some regulations concerning dress and appearance of students. The dress and appearance of students should in no way disrupt and impede the maintenance of a proper educational atmosphere in the classroom or on the campus. It should never be of such a nature as to result in distraction of other students.

Specific regulations that should be observed are as follows:

1. Clothing should not expose undergarments, midriffs, or any private part of the body.
2. Articles of clothing that have inappropriate language or suggestive markings are not permitted.
3. Girls are not to wear strapless tops or dresses, spaghetti straps, or halter tops.
4. Hats, caps, and hoods will not be worn in the building. Doo-rags or bandanas are not allowed.
5. Sunglasses are not to be worn in the building, except for medical reasons.
6. Shorts are to be mid-thigh length.
7. Shoe skates are not allowed.

If in the judgment of the administration a student's attire is a health hazard or a distraction to the educational atmosphere of the school, the student will be asked to make proper adjustments. The building principal shall be the final determinant in situations where the propriety of clothing is questionable.

Any supplies, backpacks, folders, etc., used in school or in school-related activities should not advertise tobacco, illegal substances, drug paraphernalia, nor portray or exhibit profanity, nudity, or suggestive comments.

Failure to comply can result in disciplinary action:

1. Warning – He/she will be told not to wear that particular item again.
2. Students wearing unacceptable attire will be sent home to change or the parents may bring suitable clothing to school.

FIGHTING

Threats of violence by one student upon another or extremely provocative remarks or slurs by one student to another to encourage an act of physical violence are not justification for a physical response. Making threats or provocative remarks or slurs to another student will not be permitted. A student has the right to defend himself in clear cases where the student is the target of a physical attack which he did not provoke and doesn't have an opportunity to avoid. However, this will be done at the risk of punishment. However, the students must be able to justify the action to the satisfaction of school authorities. If a student is being harassed at school or school functions, he/she should report to the nearest faculty member.

Failure to comply can result in disciplinary action:

Minimum: Conference/Counseling
Maximum: Expulsion

FIREWORKS

A student shall not possess, handle or store firecrackers, smoke bombs, cherry bombs, or any other kind of fireworks that reasonably could be of danger to themselves or other students that could cause damage to school property, or that could be disruptive to the learning climate of the school.

Failure to comply can result in disciplinary action:

Minimum: Written/oral communication with parent/guardian
Maximum: Expulsion

GAMBLING

A student shall not participate in any activity which may be termed gambling or wagering where the stakes are money or any other object or objects of value.

Failure to comply can result in disciplinary action:

Minimum: Written/oral communication with parent/guardian/Counseling
Maximum: Expulsion

IMMORALITY

1. A student shall abstain from indecent and immoral acts.
2. A student shall not have in their possession any written, audio, or visual obscene or pornographic materials.

Failure to comply can result in disciplinary action:

Minimum: Written/oral communication with parent/guardian/Counseling
Maximum: Expulsion

LOITERING BY SUSPENDED STUDENT

A student who has been suspended from school for a specified period of time is prohibited from being in a school building, on the school grounds, or at a school activity during the period of suspension.

Failure to comply can result in disciplinary action:

Minimum: Warning and ordered off campus – Parent Notification

Maximum: Students shall be arrested and charged in accordance with Arkansas Law.

PERSISTENT DISREGARD FOR SCHOOL RULES

A student who persists in acts of misconduct after reasonable efforts have been made by the school to secure the student's adherence to the established rules can be recommended for expulsion. Efforts toward behavior modification and/or recommendations for alternative schooling opportunities will be made prior to this recommendation.

PHYSICAL ABUSE OR ASSAULT OF SCHOOL STAFF/STUDENT

A student shall not cause or attempt to cause physical injury to a school employee, fellow student, or any other individual.

Failure to comply can result in disciplinary action:

Minimum: Suspension

Maximum: Expulsion

POSSESSION AND USE OF PERSONAL ELECTRONIC DEVICES

In accordance with the "Bell to Bell, No Cell Act" (SB142/Act 122), possession and use of any personal electronic device interferes with a positive, orderly school environment, does not respect the rights of others, and is strictly prohibited. During the school day, all student personal electronic devices must be turned off and placed in a secure location out of access to students. Students will not be allowed to access any personal electronic devices for the entire school day, from the first bell to the last. Exceptions are outlined specifically, and any violations will result in disciplinary action as stated in the policy.

Definitions

"Emergency" means a serious, unexpected, and dangerous situation that requires immediate action, including without limitation:

- An active fire;
- An active tornado or earthquake;
- An active shooter;
- An evacuation of school grounds; or
- A medical emergency

"Personal electronic device" means without limitation a:

- a. Cellular telephone;
- b. Paging device;
- c. Beeper;
- d. Mobile telephone that offers advanced computing and internet accessibility;
- e. Digital media player;
- f. Portable game console;
- g. Tablet, notebook, or laptop computer;
- h. Digital camera;
- i. Digital video or audio recorder;
- j. Smart watch; and
- k. Device that can connect and transmit data through Bluetooth technology.

“School day” means from the time students are required to be at school until the time students are dismissed from school.

Possession of Personal Electronic Device

Except as permitted under this policy, a student shall not be in possession of a personal electronic device during the school day. A student may possess a personal electronic device during the school day if:

- The personal electronic device is required by the student’s individual education plan (IEP), 504 Plan, or Individual Health Plan for health reasons.
- The possession of the personal electronic device is during an emergency as defined by this policy;
- The personal electronic device is issued by the District for the student’s use during the school day; or
- The possession of the personal electronic device is during a special event during the school day.

A student shall be deemed to not be in possession of a personal electronic device if it is in their bag, as long as they are not reaching into the bag to access it during the school day except as permitted by law when removing it from the bag to access; the student’s locker; or the student’s vehicle.

Use Of Personal Electronic Device

Except as permitted by this policy, a student shall not use a personal electronic device during the school day. A student may use a personal electronic device during the school day if:

- The personal electronic device is required by the student’s individual education plan (IEP), 504 Plan, or Individual Health Plan for health reasons.
- The use of the personal electronic device is during an emergency as defined by this policy;
- The personal electronic device is issued by the District for the student’s use during the school day; or
- The use of the personal electronic device is during a special event during the school day.

A student may possess and use a personal electronic device at a special school event for the purpose of taking photographs. The District shall inform the students and students’ parents, legal guardians, persons having lawful control of the student, and persons standing in loco parentis the following before a special school event takes place:

- When and where the special school event will take place;
- Whether or not personal electronic devices shall be allowed at the special school event; and
- Where personal electronic devices may be used at the special school event.

The use of personal electronic devices at school sponsored functions outside the regular school day is permitted to the extent and within the limitations allowed by the event or activity the student is attending.

Misuse of Personal Electronic Devices

Even if a student is allowed to possess or use a personal electronic device under this policy, the misuse of a personal electronic device is prohibited. Misuse of personal electronic devices includes, but is not limited to:

1. Using personal electronic devices issued by the District during class time in any manner other than specifically permitted by the classroom instructor;
2. Permitting any audible sound to come from the personal electronic device when not being used for reason #1 above;
3. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, or wrongfully obtaining test copies or scores;
4. Using the personal electronic device to record audio or video or to take photographs in areas where a general expectation of personal privacy exists, including but not limited to locker rooms and bathrooms;
5. Creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person regardless of whether the image is real or created through the use of artificial intelligence;

6. Using a personal electronic device issued by the District in a manner that violates the Electronic Device and Internet Use Agreement regardless of whether the violation occurred on or off campus;
7. Using a personal electronic device at an event during the school day that was not designated as a special school event or in a manner or location that was not authorized as part of the special school event;
8. Using personal electronic devices issued by the District while driving any vehicle at any time; or
9. Using a personal electronic device for the purposes of browsing the internet; composing or reading emails and text messages; or making or answering phone calls while driving a motor vehicle that is in motion and on school property.

Discipline

A student may have a personal electronic device confiscated if:

- The student is found to possess or use a personal electronic device when the use or possession is not authorized by this policy and the personal electronic device was not issued by the District;
- The student misuses a personal electronic device as defined by this policy; or
- The student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis uses the remote recording or listening capabilities of a personal electronic device, either through an app installed on the personal electronic device or the built-in capacity of the personal electronic device, except when authorized by the District.

Confiscated personal electronic devices may be picked up at the school's administration office by the student's parent, legal guardian, person having lawful control of the student, or person standing in loco parentis. Students have no right of privacy as to the content contained on any personal electronic devices that have been confiscated. A search of a confiscated device shall meet the reasonable individualized suspicion requirements of Policy 4.32—SEARCH, SEIZURE, AND INTERROGATIONS.

A student and the student's parents, legal guardians, persons having lawful control of the student, or persons standing in loco parentis expressly assume any risk associated with a student's possession or use of a student's personal electronic device that is not issued by the District. The District shall not be liable for a personal electronic device that is confiscated if the personal electronic device is lost, stolen, or damaged.

In addition to the confiscation of a personal electronic device for a violation of this policy, a student may be subject to the following discipline:

- **1st offense** – Detention; parent must pick up the phone.
- **2nd offense** – One day in ISS; parent must pick up phone.
- **3rd offense** – Three days in ISS; parent must pick up phone; student must turn in personal electronic devices to the building office daily for the remainder of the semester.
- **4th and subsequent offenses** – 3 days out-of-school suspension; parent must pick up phone; student must turn in personal electronic devices to the building office daily for the remainder of the school year.

To protect the integrity of the administration of the assessments under the Arkansas Educational Support and Accountability Act, a student who is found to be in possession of or to use a personal electronic device during the administration of a statewide assessment that is not required by the student's IEP, 504 Plan, or issued by the District shall have the discipline the student is subject to increased by an additional level.

POSSESSION OF ANY FIREARM IS PROHIBITED ON SCHOOL PROPERTY

Act 567 of 1995 requires expulsion for a period of not less than one year for the possession of any firearm or other weapon prohibited upon the school campus by law. The superintendent shall have the discretion to modify such expulsion requirement for a student on a case-to-case basis. In accordance with this law, all cases shall be referred to the criminal justice or juvenile delinquency system of any student who brings a weapon to school. A student shall not possess, handle, or

transmit a pistol, rifle, shotgun, pellet gun, or any other object that can be considered a weapon or dangerous instrument.

Failure to observe any of these will result in:

Minimum: Suspension

Maximum: Expulsion

In pursuant of Act 1149, Section 2, if the parent of a minor knows that the minor is in illegal possession of a firearm in or upon the premises of a school and the parent or guardian fails to prevent the possession or fails to report the possession to the appropriate school or law enforcement officials, the parent is guilty of a Class B misdemeanor. In pursuant of Act 1282 of 1999 (a):

1. No person in this state under the age of 18 years shall possess a handgun. Violation of this section shall be a Class A misdemeanor.
2. No person in this state shall possess a firearm upon the school property or in or upon any school bus or at a designated bus stop. (B) Violation of this shall be a Class D felony.
3. (a) A "handgun" is a firearm capable of firing rim fire ammunition or center fire ammunition, and which is designed or constructed to be fired with one hand.

POSSESSION OF WEAPON (NON FIREARM)

No student shall possess a weapon, display what appears to be a weapon, or threaten to use a weapon while in school, on or about school property, before or after school, in attendance at a school sponsored activity, in route to or from a school-sponsored activity, or at any bus stop.

A weapon is defined as any firearm (see firearm policy), knife, razor, ice pick, box cutter, taser, pepper spray or other noxious spray, or explosive. Possession means having a weapon, as defined in this policy, on the student's body or in an area under his/her control. If a student discovers prior to any questioning or search by school personnel that he/she accidentally brought a weapon, other than a firearm, to school on his/her person, in a backpack, purse, or vehicle on school grounds, and the student informs the principal or a staff person immediately, the student will not be considered to be in possession of a weapon unless it is a firearm. The weapon shall be confiscated and held in the office until such a parent or legal guardian can pick up the weapon from the school office. Repeated offenses are unacceptable and shall be grounds for disciplinary action.

All incidents of students being found in possession of a weapon as defined in the policy shall be reported to the School Resource Officer (SRO) for further review.

Failure to comply can result in disciplinary action:

Minimum – warning

Maximum – recommended expulsion

PROFANITY

A student shall not use abusive, vulgar, disrespectful, or irreverent language on the school campus, at school functions, or on school buses. Use includes verbal or written use and also applies to gestures. This includes comments of a racial, sexual, or religious nature, as well as those related to national origin.

Failure to comply can result in disciplinary action:

Minimum: Written/oral communication with parent/guardian/Counseling

Maximum: Expulsion

PUBLIC DISPLAY OF AFFECTION

A public display of affection is inappropriate behavior for school. This can include holding hands, hugging, cuddling, kissing, etc. Failure to comply with reasonable expectations of school staff will lead to disciplinary action.

Failure to comply can result in disciplinary action:

Minimum: Warning/reprimand and/or parental notification

Maximum: Suspension

SCHOOL BUS STUDENT EXPECTATIONS & PROHIBITED BEHAVIORS

Riding the bus is a privilege. Students and parents should appreciate this service. It is imperative that the parents and students strive to see that all students obey the rules of the school and the bus driver.

The purpose of this policy is to ensure the safety and well-being of all students and staff during school transportation. Riding the school bus is a privilege, not a right. Students are expected to demonstrate respectful, safe, and responsible behavior at all times while riding or waiting for the bus. It would be helpful if the parents would notify the bus driver if their children will not be riding the bus, especially if they live where a bus must travel several miles to pick them up or if it is necessary to make a turnaround. This would also be helpful in the case of bad weather.

State transportation regulations must be observed at all times. In addition, because of dangers or inconveniences involved, the following local regulations are in effect:

1. **Obey the bus driver at all times;** the driver is the authority on the bus. Do not ask the bus driver to let you off.
2. **Be at the designated stop on time;** buses will not wait for late students. Board and exit the bus in an orderly manner. Upon getting off the bus, walk in front of it 10 to 15 feet and wait for the bus driver to motion you across. If students must cross the road or highway to enter the bus, try to be on the right side of the road waiting for the bus. If they should arrive at the stop just as the bus approaches, they should wait until the bus comes to a complete stop and wait until the driver signals them to come across to the bus. Students who must cross the road after leaving the bus in the afternoon, must go to a point on the shoulder of the road ten feet in front of the bus. Cross the road only after the driver has signaled for them to do so.
3. **Remain seated and facing forward while the bus is moving.** Students are expected to conduct themselves in a manner so as not to distract the driver or disturb other riders. This includes keeping their hands to themselves, leaving others alone, and staying reasonably quiet.
4. **Possession or use of tobacco, drugs, alcohol, or weapons is strictly prohibited.**
5. **Treat others with respect:** Students should not be fighting, pushing, or doing any type of physical aggression while on the bus. Students must remain seated while the bus is in motion. Students are not to put their hands, arms, heads, or bodies out of the window. Do not yell at anyone outside the bus. Bullying or harassment of any kind is prohibited.
6. **Treat property with respect:** No vandalism or littering. Students are not to tamper with any of the safety devices such as door latches, fire extinguishers, etc. Students are not to deface the bus or any school property. Do not write on the bus or damage the seats, etc. Do not throw paper, food, or other objects on the floor of the bus. Do not eat on the bus. Keep the aisle of the bus clear from books, lunches, coats, etc. Do not put feet in the aisle.