

Perry Secondary Schools Campus  
Student Handbook  
2018-2019



Dr. Terry McCarty, Superintendent  
Dr. Nancy J.S. Parrish, High School Principal  
Ms. Melanie Day, High School Counselor  
Ms. Andrea Rains, Junior High Principal  
Ms. Amy Hall, Junior High Counselor  
Coach Hight & Coach Delk, Athletic Directors

900 Fir Avenue  
(580) 336-4415 High School  
(580)336-2265 Junior High

# MISSION STATEMENT

Perry Public Schools will provide all students with an appropriate educational experience that inspires excellence, lifelong learning, and a positive contribution to society.

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## SECTION 1: ADMINISTRATION AND ORGANIZATION

### 1:01 Perry Public Schools Board of Education

Mr. Jason Proctor, President  
 Mr. Aaron Frable, Member  
 Mr. Greg Hogan, Member  
 Dr. Linda Powers, Clerk  
 Mrs. Marsha Hartwig, Member

### 1:02 Perry District Administration and Secondary School Staff

Dr. Terry McCarty, Superintendent  
 Berva Weaver, Human Resources  
 Leslie Fleming, Superintendent's Office Administrative Assistant  
 Steve Wheatley, Maintenance Director  
 Stephanie Rames, Activity Accounts  
 Brandon Hight & Ronnie Delk, Athletic Director  
 Dr. Nancy J.S. Parrish, High School Principal  
 Ms. Andrea Rains, Jr High Principal  
 Melanie Day & Amy Hall, Secondary Counselor  
 Emily Miner, High School Office Administrative Assistant  
 Kim Sheets, Jr. High Office Administrative Assistant

### 1:03 Bell Schedule

Bell Schedule					
High School			Junior High		
1st Bell rings at 8:10					
1st Hour	8:15	9:05	1st Hour	8:15	9:05
2nd Hour	9:10	10:05	2nd Hour	9:10	10:05
3rd Hour	10:10	11:00	3rd Hour	10:10	11:00
Lunch	11:05	11:40	4th Hour	11:05	11:40
4th Hour	11:45	12:35	Lunch	11:45	12:35
5th Hour	12:40	1:30	5th Hour	12:40	1:30
6th Hour	1:35	2:25	6th Hour	1:35	2:25
7th Hour	2:30	3:20	7th Hour	2:30	3:20

### 1:04 Assembly Schedule

The Assembly Schedule will primarily be during 7th hour for Pep Assemblies. Other assemblies will rotate during a single or double class period. Bell schedule will remain the same.

## SECTION 2: GENERAL PROCEDURES

**Doors are open from 7:45-3:45. School is in session from 8:10 - 3:20.**

### 2:01 Parent Information

School news is distributed during the announcements, daily on the lobby bulletin board, student email, the school marquee, website, Perry High School Facebook page, and at times through the School Reach or School Messenger via email, text or phone. It is the students responsibility to notify parents of information given to them via announcements.

### 2:02 Attendance

Absenteeism, for whatever reason, deprives the student of the experience of participating in classroom activities. It should be understood by both parent and student that, in truth, a class period cannot be "made up". Although assignments done in lieu of class attendance meet the legal requirements of makeup work, such assignments are only a poor substitute for the learning experience the student gains by attending class. There is no way to repeat a classroom experience. We ask that the parent/guardian be responsible for letting the school know when his/her child will be absent for any reason by calling the High School office at 336-4415. Student attendance can be monitored using the parent portal. For login information please contact the Registrar.

## 2:03 Absences

Perry High School's attendance regulations for all students in grades 9-12 places a limit on the number of absences a student may have in a course in order to receive credit for that course.

**A.** All students have a limit of 10 absences each semester. No distinction is made between excused and unexcused absences. Should a student not meet the attendance criteria, there is an appeal process. For credit, Meridian Technology and Maroon Academy students will be limited to the same 10 absences. However, a student may have a note from his/her doctor excusing them from school as part of those 10 times. Dr. Notes must be brought in within five days of the appointment. There is **No credit after 10 absences. Doctor's notes after 10 must clearly state you are not to be attending school.** These absences maybe made up in Saturday School when Saturday School is available. An 'NC' will be put on the report card for 'No Credit' for that class.

**B.** Excused absences are defined as personal illness, death in the family, or pre-arranged activities approved by the Principal. It is the student's responsibility to complete all assignments due that day even though they have missed the regularly scheduled class period. (For example, if you miss a test first hour, and come to school third hour, you are expected to complete first and second hour assignments before you leave that day. Unexcused absences are defined as: Absences not approved by a parent. Failure to properly check out of school will result in an unexcused absence if a student misses more than 15 minutes of class time, the student will be counted absent for that class period. Time can be made up in Saturday School when Saturday School is available.

**C.** Unexcused absences are a result of any of the following: Leaving school without checking out in the office. Being absent from school without prior permission from the parent and/or school. Being absent from class without permission. Obtaining a pass from class to a designated place and not reporting there. Being tardy (unexcused) to class past 15 minutes.

### **D. Tardy**

Perry High School values the learning experience that takes place in the classroom environment and considers them to be a meaningful and essential part of its education system. Punctuality is considered to be an integral part of the students' course of study, and tardiness tends to disrupt the continuity of the instructional process and time lost from class is irretrievable, particularly in terms of opportunity for interaction and exchange of ideas among students and between students and teachers. A tardy is defined as not being in the classroom when the tardy bell rings and becomes an absence after fifteen minutes of class time has elapsed. Tardies for administrative reasons will be excused. Three tardies to any class will result in an unexcused absence. All tardies accumulate for each semester in each class. Students with excessive tardies risk exceeding the district attendance policy and the loss of a credit in the course as well as discipline measures as deemed appropriate by the administration.

### **E. Absenteeism**

1. After a student has been absent 5 times from any class, an attendance letter indicating the number of absences by a student will be mailed home to the parent/guardian. This warning letter will reiterate the 90% attendance requirement for class credit. **Only one letter per semester will be sent.**

2. A student who exceeds the 10 day limit of absences, but who successfully meets the other course requirements (i.e. earns a passing grade) may appeal for credit in the course due to extenuating circumstances: hospitalization, illness while under care of a physician, etc. A note from the doctor is required. **Doctor's notes after 10 absences must clearly state you are not to be attending school.**

3. Activity Absence: A student is allowed only 10-combined activity absences **per year**. This does not include activities that count toward advancement in state contests. **Activity absences are limited to absences that are a result of a school extracurricular activities, a school club/group and 4-H events (local, state and national level). Students in good standing (Behavior/Academics/Activity absences), with parent permission may talk to the principal to request 5 more Activity Absences.**

#### **2:04 Checking In/Out of School**

Any student leaving or entering school after the beginning of the school day (including those 18 years of age or older), even if excused, must sign in/out in the principal's office before leaving or entering campus. Failure to do so will classify the student as truant and give him/her an unexcused absence. Proper check out is as follows: 1) A parent/guardian must inform the school or be called (including students 18 years of age or older). 2) The building principal or school official must approve the check out. 3) Sign out in the office. The school must have prior communication from the parent/guardian either in person, on the phone, or in the form of a note. Students must stay on school grounds once arriving at school with the exception of lunch for grades 9-12.

Students leaving school before regular dismissal time must check out through the main office PRIOR to leaving campus. Parent contact with the office will be necessary BEFORE a student is allowed to leave. Students must sign out in the office. No student should leave school without checking out in the office. Any absences without permission are considered unexcused. Under no circumstance shall a student leave campus during school hours (except lunch) without consent from their parents by calling the main office to be excused and sign out properly. Students will be required to provide verbal permission from their parent/guardian on the contact list to leave school. Students are required to properly check-in/out through the front office by signing the log book. Parents/students are further required to verbally inform the office when they are signing out that they are leaving and why. Students who are not returning after lunch must checkout prior to leaving for lunch. Should an unforeseen event prevent a student from returning after lunch, the parents must notify the school immediately. Students leaving campus without prior approval from the office will not be excused after the fact and may be subject to disciplinary action. Students who leave and return to school the same day or miss a class period must report and sign in at the main office upon returning to class.

#### **2:05 Admitting Students**

Upon returning to school, after having an unexcused absence, the student should report to the main office prior to his/her first period class to receive an admit slip. If your parent/guardian notifies the office of your absence before or while you are absent, an admit slip will not be necessary.

#### **2:06 Make Up Work**

Students have one day for each unscheduled absence to turn in missed assignments. However, on their return to class, students who have been absent are responsible for major assignments/projects and tests that have pre-announced due dates. Students who miss class for school activities or pre-arranged absences should gather assignments before absences and complete assignments upon return. Teachers are encouraged to list on the board and online all assignments and activities for the coming week. This list although not required helps students stay informed and focused and eliminates the need to stop class to give students their missed assignments.

#### **2:07 Hall Passes**

Students in the hall while class is in session must have a hall pass. Each student will be assigned a quarterly hall pass with 9 opportunities for being in the hall while class is in session. When all 9 pass opportunities have been used, the student should remain in class.

## **2:08 Change of Schedule**

A student must be in the assigned class 81 or 87 days to receive credit. Students desiring to drop a course or to make some other change in their class schedule should make a request to the counselor. **No changes in schedule may be made after the 3rd day of the semester.** All students requesting a schedule change must complete and submit a Schedule Change Form stating the reason for the change and must be signed by a parent or guardian. Schedule changes will be made contingent upon room availability and will only be considered if it is required to improve the student's academic preparation. No student will be added to any class deemed full by the principal and or counselor.

## **2:09 Lockers**

Students will have individual lockers. Students are encouraged to provide their own locks for their assigned locker. The combinations should be given to the main office prior to putting on the locker or locks may be cut off as deemed necessary by administration. **Large amounts of money or items of personal value should not be brought to school. No food or drink may be kept in the locker.** Students should not exchange lockers nor permit others to enter their locker. Students are responsible for both the contents and condition of the locker assigned to them. The police department's drug dog or other contracted entities routinely search the lockers at the High School. The school is not responsible for the contents of the locker and students should not expect privacy from the administration. All student possessions should be kept off the floor. The school does not assume responsibility for property removed or stolen from lockers. No student should ever give out his/her locker combination to another student. State law (Section 24-102 of Title 70) provides that "Pupils shall not have a reasonable expectation of privacy toward school administrators or teachers in the contents of a school locker, desk or other property. School personnel shall have access to school property in order to properly supervise the welfare of pupils. School lockers, desks and other areas of school facilities may be opened and examined by the school officials at any time and no reason shall be necessary for such search."

## **2:10 Backpacks**

Backpacks are allowed in the building and are to be kept inside the lockers. Bags cannot be taken to class and are not to be put on top of the lockers or on the floor.

## **2:11 Lost and Found**

The lost and found department is located in the main office. Articles which are found should be taken to this office. Inquire about lost and found items in the main office. Clothes, books and other articles should be marked for identification. Items not claimed will be disposed of periodically through the school year.

## **2:12 Vending Machines**

Vending machines are located in the student lounge area of the High School. They will be inaccessible during class hours and during lunch. **Because it is a fundraiser, it is not operable during lunch time.**

## **2:13 Student Vehicles and Parking/ Bus Transportation**

***Students will be required to purchase a parking permit and complete the registration form in the main office. All students will be required to have parking stickers properly displayed on the front windshield.***

Student parking is not allowed in the following areas: faculty parking lot, the alley east of the band room, in front of the main high school classroom building, across the street south of the Junior High in the church parking lot. These are guest-parking areas only. Students may park in the east auditorium lot, west outside parking lot along 10<sup>th</sup> street, and in the southwest parking lot across from the practice gym by the agriculture building. Parking along Elm Street and 8<sup>th</sup> Street is discouraged. Students parking illegally or improperly are subject to towing or ticketing at the owner's expense. Park your vehicle in a designated parking area.

Violations to the above policy will be handled at the discretion of the administrator in charge of vehicle parking.

-Parking in the faculty lot will result in a \$20.00 fine and the student will be required to move his/her vehicle immediately. There will be no warning for this violation.

-\$10.00 fine for other student parking lot violations.

-Loss of parking privileges

-Detention

-Suspension

All vehicles being driven to school are to be parked in designated areas designated by school officials. These vehicles must be registered with the school. Students will be allowed to register two vehicles for a fee of \$10. Should students need to register more than two vehicles, there will be a \$5.00 charge per each additional vehicle. Students who drive must return a completed application signed by the student and his/her parent/guardian. This application along with the registration fee must be turned into the office before they may drive to school.

Students choosing to park on the street are subject to the same rules as the students parking in the lots (i.e. dog searches, possession of drugs, alcohol, and tobacco). These rules apply using the "line of sight" rule. Students should not loiter in any parking lots around parked cars at any time. Bus transportation in grades 9-12 is restricted to students living outside of a one mile radius of the high school campus.

## **2:14 Money**

Students are encouraged not to bring any money to school other than what is required for lunch, school fees or other activity fees. It is recommended that personal checks for the exact amount be brought to school to purchase lunches and any other school fee requiring a large amount of money. At no time will money be left overnight in the school building. The office does not make change.

## **2:15 Textbook/School Equipment**

Transcripts or other records of the school relating to any student who fails to return a textbook or make payment for the textbook if not returned will be withheld. The term "transcript" includes any record of a grade or grades given to a student by a teacher.

## **2:16 School Resource Officer**

It is the intent for Perry Public Schools to provide a safe and secure learning environment for all students. In a joint effort, the Perry Police Department has assigned a full-time School Resource Officer. The SRO is a fully trained police officer with arrest authority. The primary focus of the SRO is working with the administration to maintain a safe learning environment for Perry Public Schools as well as build relationships with students.

## **2:17 Evacuation Procedures**

### Fire Warning Sound

The bell for fire and/or a fire drill will be constant, short blasts of the bell.

### High School Fire Drill and Evacuation Procedures

The fire alarm will sound for a fire or a fire drill. After a drill has been performed, the alarm will be silenced.

All students must leave the area in an orderly fashion. The teacher should close all doors, take their green emergency bag and a class roll of all students with them. Teachers will take roll when they are clear from the building and in their designated area. Students are to stay with their class until the all clear has been signaled.

If all students are present, hold up the green sign to show the Fire Dept everyone in your group is safe. If you have someone missing or in ill-health, hold up the red sign to the Fire Dept.

Students in rooms **228, 225, 203, 205 & Computer Lab** will exit down the west staircase to the student lobby and out the **Central North Exit**. Then proceed East to the HS Student Parking Lot.

Students in rooms **220, 217, 207, 209 & Library** will exit down the central staircase and out the **South Central Exit** by the principal's office. Then proceed East to the HS Student Parking Lot.

Students in rooms **216, 214, 210 & 212** will exit down the Emergency Stairwell to outside by the **South East** of the school. Then proceed East to the HS Parking Lot.

**Principal Office Staff** will exit to the **South Central Exit**, then proceed East to the HS Student Parking Lot.

Students in rooms **137, 135, 133 & 131** will exit to the Southeast Exit, then proceed East to the HS Student Parking Lot.

Students in rooms **135 & 137** will exit towards the student lobby and out the Central North Exit. Then proceed East around the building to the HS Student Parking Lot.

Students in the **Band Room** will exit through the **North doors**, then proceed East to the HS Student Parking Lot.

**Superintendent's Office Staff** will exit to the **West Exit** and proceed West to 10th Street, then South to the Vo-Agriculture Building Parking Lot.

Students in the **Tech Ed. Building** will exit the **South doors** and proceed West to 10th Street then South to the Vo-Agriculture Building Parking Lot.

Students in **John Divine Hall** will exit the **West doors** and proceed South to the Vo-Agriculture Building Parking Lot.

Students in the **Auditorium** will go out the **South doors** and proceed to the HS Student Parking Lot.

#### Junior High Fire Drill and Evacuation Procedures

A continuous BUZZER designates a fire or fire drill. Teachers are to dismiss students by rows. Students should exit in a calm and courteous manner in single file. The teacher will be the last person leaving the room after closing doors, windows, and turning off lights

Upstairs and downstairs east side classrooms will exit through main doors and walk across street to the empty lot used for marching band practice. Upstairs and downstairs west side classrooms will exit through west double doors and walk across street to vo-ag parking lot.

#### Storm Warning Procedures

If word is received of impending danger in time for children to arrive at their homes before the actual danger approaches, teachers will be notified. Students will be instructed to go home immediately or to call parents to come pick them up.

If word is not received in time for children to arrive home safely, no child will be dismissed unless parents come pick them up.

If the storm siren sounds, teachers will proceed with storm procedures. High School students will be in the restrooms of the high school and the overflow will be escorted to the locker areas under the bleachers in John Divine Hall.

Junior High students will follow teacher instructions to their assigned areas as posted in classrooms. They will be in the restrooms in the Junior High gym.

All parents who go to school to pick up their child should report to the office as quietly and calmly as possible. At that time, the principal will call for the child to leave with their parent.

All buses will be retained in Perry in all events. No buses will be sent out in the face of impending danger.

#### Inclement Weather

Rural route and town route buses will leave from school and run routes early if, in the opinion of the superintendent, after consultation with the transportation director, it is decided that a delay might create risks in safely transporting students to their homes.

When the decision to send bus students home early is made, parents will be allowed to come to the school, report to the principal's office as quietly and calmly as possible, to pick up their children. The principal will immediately call the student and permit him/her to leave with the parent. Students will not be dismissed early unless they ride a bus or are picked up by their parent or guardian. No student will be allowed to leave with another student's parent/guardian without permission from his or her parent.

## **2:18 Medication Policy**

Medication should be brought to the office to be administered by school personnel only. Medication cannot be administered at school without the proper medical release form on file in the school office. Students with inhalers may carry them on their person or in their belongings with the proper medical release form on file. Please follow these guidelines when bringing medication to school:

Medication must be in a prescription vial with the pharmacy label that states physician's name, the name of the medication and directions for administration.

Non-prescription medications such as aspirin, Tylenol, cough medicine, etc. should be in the original container, labeled with the child's name and accompanied by written instructions.

The school is not responsible for providing medication.

If a parent/guardian finds it necessary to bring medication for a student during the school day, he/she can leave proper written authorization or dispense the drug personally. No student should have medication at school, unless he/she follows the prescribed procedures. Any student sent to school with medication should immediately bring it to the office and may not take it out on the school bus.

State law does not permit public schools to administer medication under any other circumstances.

All medication must be picked up from the office by a parent/guardian no later than one week after school is out. Any medication not picked up will be disposed of by the Police Department.

Medication may not be stored in cars or lockers.

### Head Lice

When infestation is discovered, the child's parent/guardian will be called and the child will be sent home.

The child will be re-admitted to class when proof of treatment has been presented in the office through a signed note from a doctor or Noble County Health Department.

### Ringworm

Ringworm is a type of fungus that produces lesions on the skin and can infect different parts of the body. As long as lesions are present, the ringworm is contagious. It stops being contagious 24-48 hours after treatment begins.

When ringworm is discovered, the principal will call the child's parents so that medical treatment can begin immediately.

For a child to be re-admitted there must be evidence of medical treatment and the lesion must be covered.

A doctor's note stating the student is no longer contagious is preferred.

Students participating in athletic activities must have proof of treatment and the lesion must be covered before returning to competition or practice.

### Pink eye

A student must receive treatment for 24 hours before returning to school after the diagnosis of pink eye is made. The student must have a doctor's note stating the student is no longer contagious.

## **2:19 Library**

The library is open during school hours. Fines may be assessed for late books. Students who have checked out books are responsible for any loss or damage. Books must be paid for by (replacement cost).

## **2:20 Visitors**

No visitor will be allowed to attend school with students of Perry High School without administrative approval. All visitors must report to the main office to sign in and speak with the administration for approval. Teachers cannot be called from class for a conference. Students cannot be called from class unless the student is checking out. Items may be left for students in the office and will be delivered to the student between class periods. Once class has begun the classrooms will not be interrupted.

## **2:21 Parent/Teacher Conferences**

These conferences are arranged through the Main Office. Parents should call in advance to schedule an appointment with their child's teachers during parent teacher conference times.

## **2:22 School Property**

The Superintendent or Principal of any secondary or elementary school shall have the authority to order any person out of the school building, athletic facilities, and off school property when it appears that the presence of such person is a threat to the peaceful conduct of school business and school classes (ie, actions, obscene gestures, language, etc). If the person refuses to leave the school building, athletic facilities, or grounds after being ordered to do so by the Superintendent or Principal, the police will be called and the person shall be punished by a fine of not more than five hundred dollars (\$500.00) or by imprisonment in the county jail for not more than ninety (90) days, or by both such fine and imprisonment. (70-24-131). It is possible that a *no trespass* warning or ticket will be given.

## **2:23 Line of Sight**

All rules and regulations of Perry Secondary Schools will be enforced as far from the school as the administrators can see while standing on school property to maintain a reasonable, normal educational process. This includes reckless driving and disruptive behavior at or near school or at other school facility sites.

## **2:24 Restricted Areas**

All students are forbidden from loitering in the housing areas surrounding the school, all parking lots, in alleyways, the east side of the band room and auditorium, and gymnasiums. Students are also restricted from parking in teachers' parking lot. Before school and during lunch, students are restricted to their campus.

## **2:25 Crossing 9<sup>th</sup> and 10<sup>th</sup> Streets and Fir Avenue**

When crossing 9<sup>th</sup> and 10<sup>th</sup> Streets and Fir Ave, students are required to cross at the crosswalks and lights.

## **2:26 Deliveries**

Classroom disruptions will be kept to a minimum. Commercial deliveries will be picked up by the students at lunch or at the conclusion of the school day and are to be taken home. Other deliveries to students, books, money etc. will be

the responsibility of the student to pick up between classes or when possible delivered to students 5 minutes before lunch and 5 minutes before 7th hour ends.

### **2:27 Messages for Students/School Phone**

Interruptions during class time will be kept to a minimum. Students will be contacted during the school day the last 5 minutes of class, only for parental emergency messages. Students will not be allowed to use the phone in the office for non related school use. A student may call a parent about school related subjects only before school, between classes or after school. Students will not be allowed to use the phone for calls unrelated to school. All student calls need to originate in the school office.

### **2:28 Rights To Records/Transcripts**

Parents and students are guaranteed the right to inspect, as well as seek addition to or deletion from, all records, which are kept or required to be kept by the school concerning individual students. These records include the student's transcript and any other recorded information, which is identified by the student's name. The Family Rights and Privacy Act of 1974, better known as the Buckley Amendment, has necessitated a change in the transcript service form the Perry High School principal's office. The act specifies that only the individual and/or his/her parent or guardian, to whom the record belongs, may make the request and that it must be in writing. Since many graduates experience an emergency occasionally, it may be a good idea to have a copy or two of the transcript on hand. Official transcripts may be mailed to the student or to a third party as long as the student or parent/guardian signs the request. Forms are available in the main office for transcript requests.

### **2:29 Student Information**

Parents/guardians are responsible for letting the High School office know when a student has a change of address. A phone number, where a parent/guardian can be reached or an emergency number, must be on file in the office.

### **2:30 Publicity, Posters, Flyers**

Publicizing activities must have prior approval by the Principal.

### **2:31 Publications**

1. Expression of ideas and the awareness of a multitude of varying opinions are vitally necessary in the educational process. Students in the Perry Public Schools will have the right to distribute printed materials, including pamphlets, posters, leaflets, newspapers, brochures, and circulars which are not designed primarily for commercial or religious purposes.
2. A copy of each issue of any publication or printed material must be provided to the principal to review before its general distribution. It must contain the name of the organization or individual responsible for the publication or printed material.
3. The principal will have the right to withhold distribution of printed materials which, in the opinion of the principal, contain:
  - a) Language or art exposing any person to public hatred, contempt, or ridicule, or what is otherwise libelous.
  - b) Obscene language or art which:
    - i) Predominately appeals to prurient, shameful interests of minors.

ii) Patently offends community standards literary, artistic, political, or scientific value for minors.

4. Any student denied permission by the principal to distribute printed material may file an appeal with the superintendent's office with the ultimate appeal to the board of education.
5. Unauthorized printed material may be confiscated immediately.
6. If distribution is approved, it may be made available anywhere on the school grounds, except in the school building, prior to and after normal school hours. The principal may permit additional distribution at other times and places.
7. Printed material may not be sold without the approval of the principal.
8. Any student who distributes, or causes to be distributed, printed material in violation of any of the conditions mentioned in this section will be held personally accountable. This may result in suspension.
9. It is clearly the intention of the board of education to encourage the dissemination of diverse viewpoints and to foster discussion of all political and social issues.
10. Freedoms and responsibilities:
  - a) The paper should have the freedom to cover all areas of news pertinent to the school and within the bounds of good taste by direct reporting or editorial comment. This includes school, local, state, national, and international news.
  - b) The newspaper's emphasis and priority should be placed on school news.
  - c) Determination of the contents of the publication will be responsibility of the staff, the adviser, and the principal.
  - d) All editorials should reflect the opinions of the newspaper staff.
  - e) All completed editorials should be reviewed and approved by a cross section of the editorial staff.
  - f) All statements and editorials must be substantiated by fact.
  - g) All student or teacher quotes must have prior permission from that person. Any art or statement about the character of a person must also have permission.

### **2:32 Cell Phones/Ear Buds**

Cell phones should be kept turned off or on silent upon arrival at the school campus. Teachers may ask students to bring phones to class for instructional use with specific and supervised direction. Carrying a cell phone is a privilege. Students may only utilize these devices before and after school, between classes and at lunch provided the use of the device does not distract from or disrupt other school activities. Students may be required to store their phone in a phone caddy upon entering their class. Students that use their cell phones in a manner not approved by their teachers will be subject to corrective action. Any staff member may confiscate a student's cell phone if it is visible and/or appears to be in use when not directed and/or is being used in violation of this policy.

·1st offense: The office will hold the phone until the end of the school day. The phone will be given back to the student at the end of the day. The student will be reminded of the cell phone policy and future consequences.

·2nd offense: The office will hold the phone until the end of the day. A parent contact will be made. A parent or guardian must pick up the phone from the office.

· 3rd offense: Same as 2nd offense plus administrative action.

·4th and 5th offense: Same as second offense and may serve in detention as determined by the administrator or other corrective action in addition to loss of cell phone privilege as warranted.

### **2:33 Perry Public Schools Internet Policy**

Students and teachers have access to information and news, public domain and shareware of all types, and access to many university catalogs. With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. Perry Public Schools and ONENET have taken available precautions to restrict access to inappropriate materials. However, on a global network it is impossible to control all materials and an industrious user may discover inappropriate information.

#### Internet-Terms and Conditions

**Acceptable Use** – The purpose of Internet is to support research and education in and among academic institutions. Internet usage in the school cannot be used for anything illegal **Browser add ons for the purpose of bypassing the firewall is not allowed and may be punishable by Detention or Suspension.**

**Privileges** – The use of Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges and suspension. Each student who receives access will participate in a discussion with a Perry School faculty member pertaining to the proper use of the Internet. The system administrators and teachers will deem what is inappropriate use and their decision is final. Students not adhering to these rules will lose the privilege of using of the Internet.

The Perry Public Schools make no warrants of any kind, whether expressed or implied, for the service it is providing. The Perry Public Schools will not be responsible for any damages suffered. This includes loss of data resulting from delays, non-deliveries, missed deliveries, or service interruptions caused by negligence, errors or omissions. Use of any information obtained via the Perry Public Schools, or ONENET is at the users own risk. Perry Public Schools is not responsible for the accuracy or quality of information obtained.

**Security** – Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on Internet, you must notify a teacher who will in turn notify a system administrator. Do not demonstrate any problems to other users. Do not use another individual's account without written permission from that individual. Attempts to access Internet as a system administrator will result in cancellation of user privileges and or suspension. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to Internet.

**Vandalism** - Vandalism will result in cancellation of privileges and suspension from school. Vandalism is defined as any malicious attempt to harm or destroy hardware, data of another user, Internet, or any agencies or other networks that are connected to the Internet backbone. This includes, but is not limited to, the uploading or creation of computer viruses.

**Exception of Terms and Condition** – All terms and conditions as stated in this document are applicable to Perry Public Schools. These terms and conditions reflect the entire agreement of the parties and supersede all prior oral or written agreements and understandings of the parties. These terms and conditions shall be governed and interpreted in accordance with the laws of the State of Oklahoma, and the United States of America.

#### **2:34 Perry High School Statement on Plagiarism**

Perry High School requires complete intellectual honesty from every student in the preparation of papers, essay exams and all other academic exercises. The habit of intellectual honesty is essential to both intellectual and moral growth. Effective evaluation of student work and helpful instruction can take place only in an environment where intellectual honesty is respected.

Plagiarism is a violation of intellectual honesty. Plagiarism is passing off another person's work as one's own. It is taking and presenting as one's own the ideas, writings, creations, or inventions of another. It makes no difference whether the source is a student or a professional. For example, whenever as much as a sentence or key phrase (fact, figure or specific idea) is taken from the work of another person (student or professional) without citing the source, the issue of plagiarism arises.

Paraphrasing is the close restatement of another person's idea(s) using approximately the language of the original. Paraphrasing without acknowledgement of authorship is also plagiarism and is as serious a violation as unacknowledged quotation.

The minimum penalty for first offense plagiarism is an 'F' for the assignment. In case of a repeated offense, the student will receive a failing grade for the entire assignment. In either case, no opportunity may be granted to make up or otherwise fulfill the requirements of the unit of work involved.

The individual student is responsible for ensuring that his/her work does not involve plagiarism. Ignorance of the nature of plagiarism may not be offered as a mitigating circumstance. Students with uncertainties and questions concerning plagiarism should always consult with the teacher for whom they are preparing the work.

## **2:35 Students with Disabilities**

### Individuals with Disabilities Education Act (IDEA)

In general, the Individuals with Disabilities Education Act is a federal education grant enacted in 1975 to improve educational opportunities for children with disabilities. The IDEA's basic process includes four critical steps required to determine if a child is eligible to receive services and the nature, location and frequency of services to be provided. These steps are: Identification, Evaluation and Eligibility, Individualized Education Plan, and Placement.

The standard for determining a Free and Appropriate Public Education (FAPE) and educational benefit is defined as the following: for all students, including those performing at grade level and those unable to perform at grade level, a school must offer an IEP that is "reasonably calculated to enable a child to make progress appropriate in light of the child's circumstances." This standard is different from, and more demanding than, the "merely more than de minimis" test applied by the Tenth Circuit. As the Court stated, "the goals may differ, but every child should have the chance to meet challenging objectives." Specifically, a free appropriate public education for students with disabilities is special education and related services provided through Perry Public Schools at Pre-Kindergarten, Elementary, and Secondary levels at no extra cost to parents. The programs and services provided meet the standards set by the state and federal governments and follow goals stated in the student's individual educational plan.

### Notification of Rights Under FERPA for Elementary and Secondary Institutions

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that affords parents and "eligible students" over 18 years of age certain rights with respect to their child's education records. They are:

- The right to inspect and review the child's education records within 45 days from the day the school district receives a request for access. Parents or eligible students must submit a written request to the school principal or appropriate school official that identifies the record(s) they wish to inspect. This school administrator will make arrangements for access to the education records and will notify the parent or eligible student of the time and place where these records may be inspected.
- The right to request correction of the child's education records that the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of the child's privacy rights. Parents or eligible students may ask the school district to amend a record they believe is inaccurate,

misleading, or otherwise in violation of the child's privacy rights. They must submit a written request to the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading or otherwise in violation of the child's privacy rights. If the school district decides not to make changes in the record as requested, the school district must notify the parent or eligible student of the decision and advise them of their right to a formal hearing regarding the request for correction. Additional information about hearing procedures will be provided to the parent or eligible student at the time of this notification.

- The right to consent to disclosures of personally identifiable information contained in the child's education records, except to the extent that FERPA authorizes disclosure without consent (34 CFR § 99.31). School officials with legitimate educational interests are permitted disclosure without consent. A school official is a person employed by the school district as an administrator, supervisor, instructor, or support staff member, including health or medical staff and law enforcement unit personnel; a person serving on the school board; a person or company with whom the school district has contracted to perform a special task, such as an attorney, auditor, medical consultant or therapist, or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if that official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the school district will disclose education records without consent to officials of another school district in which a student seeks or intends to enroll. (NOTE: FERPA requires a school district to state in its annual notification that it intends to forward records on request.) School districts may disclose, without consent, "directory" information; however, school districts must inform parents and eligible students about directory information, allowing them a reasonable amount of time to request that the school not disclose directory information about that child. School districts must notify parents and eligible students annually of their rights under FERPA by means of a special letter, inclusion in a Parent/Teacher Association (PTA) bulletin, student handbook, and/or other means left to the discretion of each school district.
- The right to file a complaint with United States Department of Education concerning alleged failures by the school district to comply with requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office, United States Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-5920.

## **2:36 Asbestos Notice**

### To Employees, Visitors, Parents, and any Interested Person:

Regarding Asbestos-Containing Materials in all buildings owned, leased, or used by Perry Public Schools.

Date of this notice is July 30, 1993.

All buildings inspected for asbestos in accordance with E.P.A. mandates in Asbestos Hazard Emergency Response Act (AHERA) by the licensed and accredited inspectors of Precision Testing Lab.

Results of the initial inspections, samples, and subsequent analysis are on file for public review and may be examined.

Accordingly, monitoring and maintaining all asbestos in our school in accordance with AHERA regulations of our management plan.

All buildings are scheduled for periodic surveillance every six months.

Under AHERA, school buildings must be re-inspected every three years. The Perry Public Schools AHERA 3-year re-inspection was completed in 2009 by the licensed and accredited inspectors of Precision Testing Laboratories, Inc. A copy of the Asbestos Management Plan is on file in the Superintendent's Office and is available for inspection during normal office hours.

### **2:37 Liability for Accidents**

The school district and/or school officials will not be liable for accidents occurring in the classroom instruction, and cannot pay expenses of injured persons, and cannot buy insurance therefore (PBP – p.127).

1. Funds have never been appropriated by the state of Oklahoma for the purpose of student insurance. Therefore, the Perry Board of Education does not carry liability insurance, or any other type of insurance for the protection of the student in case of accident or injury.
2. All students are informed that if they wish insurance protection against injury or accident, or for liability insurance for protection against injury to others, they must secure insurance themselves. It is the responsibility of the parent of the student to provide whatever insurance protection is considered necessary without reference to the school. Students enrolled in industrial art-vocational programs, physical education, and competitive athletics should give serious consideration to their insurance needs at the time of enrollment in these classes.
3. Students enrolled in competitive athletics must have on file in the school office a signed parental release of liability form and a physical examination report.
4. The Perry Public Schools have a Student Insurance policy for school children. This information will be passed out to the students at the beginning of each school year. (Perry Public Schools no way assumes the payment of the insurance claims and receives no funds or commission from said company from written policies.) The student accident report form will be in the building principal's office. In the event a student is injured or involved in an accident this report should be completed and filed in the administration office as soon as possible.

### **2:38 Parents Right to Know Teacher Qualifications**

You have the right to know about the teaching qualifications of your child's classroom teacher. Federal law, required that any local school district receiving Federal Title I, Improving the Academic Achievement of the Disadvantaged, must notify parents of each student attending any school receiving Title I funds that they may request information regarding the professional qualifications of the student's classroom teacher, including the following:

1. Whether the teacher has met the Oklahoma teacher licensing criteria for the grade level and subject areas in which the teacher provides your child instruction.
2. Whether the teacher is teaching under emergency or temporary status that waives State licensing requirements.
3. The college degree major of the teacher and any other graduate degree or certification (such as National Board Certification).
4. Whether your child is provided services by instructional paraprofessionals (sometimes called teacher aides) and their qualifications.
5. You may request this information by a written request to: Perry Public Schools, 900 Fir Ave, Perry, OK 73077. You may fax your request to 580-336-5185. The following information must be on the request: Child's Full Name, Parent/Guardian Full Name, Address, City, State, Zip Code, and Teacher's Name.

## **SECTION 3: ACADEMIC PROGRAMS**

### **3:01 Enrollment/Credits/Graduation Requirements**

Pre-enrollment is completed during the spring semester. While every attempt will be made to honor students' class requests, budget and enrollment numbers may affect actual course availability. The master class schedule and teacher hiring are based on student requests during pre-enrollment. Therefore, schedule changes will be made for the following reasons only:

- to make up a failed class
- to fix a computer error
- outside credit earned
- lack of prerequisite or background
- to change to a listed alternate with parent/guardian and principal permission

Students should keep daily work up to date and stay in close contact with their teachers so that they will know their class average.

Seniors must take at least three core classes unless special permission is granted from the principal for a valid reason (e.g. not enough room in schedule because of Career Tech Center program, etc.). Seniors may have one "off" period, at principal's discretion. The number of credits/classes a student needs to graduate will be the primary factor in determining whether or not a senior may have an off period. Students must leave campus during the off period. – They may not stay in the library, classrooms, or loiter in the lobby.

Students are required to have 24 credits/units to graduate from Perry High School. The student and parent/guardian is responsible for keeping track of the student's credits earned towards graduation, including re-enrolling in classes in which he/she has failed.

The **college preparatory/work ready curriculum** will include the following 24 units:

- 4 units of English to include Grammar, Composition, Literature, or any English course approved for college admission requirements. College-level English Composition I and II may replace English 4.
- 3 units of mathematics earned in the 9<sup>th</sup> through 12<sup>th</sup> grades. Mathematics limited to Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, AP Statistics, or any mathematics course with content and/or rigor above Algebra I and approved for college admission requirements. College-level math classes may count towards math units.
- 3 units of laboratory science. Must include Physical Science, Biology, and any other laboratory science course with content and/or rigor above Biology and approved for college admission. College-level science classes may count towards science units.
- 3 units of history and citizenship skills. Must include one unit of U.S. History, ½ unit of Oklahoma History, 1 unit of U.S. Government, and 1 unit from the subjects of History, Government, Geography, Economics, Civics, or non-Western culture and approved for college admission requirements. College-level social studies classes may count towards social studies units.
- 2 units of the same foreign or non-English language or two units of computer technology approved for college admission requirements, whether taught at a high school or technology center school, including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing classes.
- 1 Additional unit from the subjects above: English, Math, Science, History and Citizenship, Computer, or Foreign Language approved for college admissions requirements. College-level classes in one of the stated areas may count towards the additional unit.
- 1 unit or set of competencies of fine arts, such as music, art, or drama or 1 unit of set of competencies of speech.
- 7 Electives
- Personal Financial Literacy Passport
- Instruction in CPR and awareness of the purpose of an automated defibrillator (AED)

The **standard diploma/core curriculum** will include the following 24 units:

- 4 units or sets of competencies in Language Arts including 1 unit of grammar/composition and 3 units which may include American Literature, English Literature, World Literature, Advanced English Courses, or other English courses with content and/or rigor equal to or above grammar composition.
- 3 units or sets of competencies in Mathematics including 1 unit of Algebra I, and 2 units which may include: Algebra II, Geometry, Trigonometry, Math Analysis, Pre-calculus, Statistics/Probability, Calculus, Computer Science I and II, Intermediate Algebra, Mathematics of Finance, Contextual mathematics courses that enhance technology preparation whether taught at a comprehensive high school or a technology center when taken in the tenth, eleventh, or twelfth grade, taught by a certified teacher and approved by the State Board of Education and the district Board of Education
- 3 units or sets of competencies in Science which must include 1 unit of Physical Science, 1 unit of Biology I or Biology I taught in a contextual methodology, and 1 unit in the areas of life, physical or earth science or technology which may include but are not limited to Chemistry I, Physics, Biology II, Chemistry II, Physical Science, Earth Science, Botany, Zoology, Physiology, Astronomy, Applied Biology/Chemistry, Applied Physics, Principles of Technology, qualified Ag Ed courses including but not limited to Horticulture, Plant/Soil Science, Natural Resources and Environmental Science and Animal Science.
- 3 units or sets of competencies in Social Studies including 1 unit of U.S. History, ½ unit of Oklahoma History, 1 unit of U.S. Government and ½ unit which may include, but are not limited to the following subjects of World History, Geography, or other social studies courses with content and/or rigor equal to or above U.S. History, U.S. Government and Oklahoma History.
- 2 units or sets of competencies in The Arts which may include, but are not limited to courses in Visual Arts, General Music, Drama, or Humanities.
- 9 Electives
- Personal Financial Literacy Passport
- Instruction in CPR and awareness of the purpose of an automated defibrillator (AED)

### 3:02 Report Cards

Semester grades are the only grades placed on the student's permanent record transcript. Report cards can be picked up in the main office.

### 3:03 Grade Weights

A student's grade in the classroom makes up 80% and the Semester Test is 20% of the overall Semester Average.

<u>Meaning of Grades</u>	<u>Pass/Fail</u>	<u>Auditing Classes*</u>
A 90 – 100 Value 4	No pass/fail classes	Seniors only in Math or Science
B 80 – 89 Value 3	for National Honor	75 – 100 = Pass
C 70 – 79 Value 2	Society or	74 – below = Fail
D 60 – 69 Value 1	Valedictorian	*Determined by Administration/Teacher
F 59 and below Value		

### 3:04 Progress Reports

Progress report is an update of the student's progress. The student will receive grade report updates at the end of 9 and 18 weeks of each semester. Progress reports will not be printed and handed out. All grades will be viewable on the Parent Portal. Student grade and attendance information may be obtained electronically through the parent portal. Progress reports will be calculated at 9 weeks and 18 weeks of each Semester. Parents/guardians should be aware that it is possible for a student to do poorly on class work and/or examinations during the latter part of a grading period and receive a low or failing grade on the report card without their having received a poor grade on a progress report. The following four suggestions are offered to parents/guardians so they may be aware of their child's progress in school:

1. Stay in close communication with your child as to his/her academic progress in a particular class.
2. Take time to visit your child's teachers by making appointments during the teacher's planning period any time of the year. Make an extra effort to schedule conferences during Parent/Teacher Conference Days during each semester.
3. Visit with your child at the end of each grading period as you review their progress on their report card.
4. Parents will be able to look at their student's grades online at I-SIS with the proper username and password. A link will be set up at [www.perry.k12.ok.us](http://www.perry.k12.ok.us).

### **3:05 Parent Portal**

Student grades, attendance, and lunchroom balances may be obtained electronically through the parent portal. Parents/guardians sign up for a required username and password at the Registrar's office or at enrollment. A valid photo ID will be required to verify the legal guardianship of the student. Parents/guardians will need to go to the district's website at [www.perry.k12.ok.us](http://www.perry.k12.ok.us) to log in to the Parent Portal.

### **3:06 Concurrent Enrollment**

- Admission Requirements:

State Requirement for seniors: Must score a 19 composite on the ACT and a 19 in the specific subject area in which they want to enroll.

The State of Oklahoma pays for 6 hours of college classes per semester for seniors. Students are responsible for all fees, supplies, and books. If a student takes more than 6 hours, they are responsible for the tuition for those classes. State Requirement for juniors: Must score a 21 on the ACT or have a 3.5 grade point average AND have a 19 in the specific subject area in which they want to enroll.

Juniors are responsible for tuition, fees, and books for all classes in which they are enrolled.

Perry High School Requirements: Juniors may not enroll in an online class until they have successfully completed one semester of IETV classes.

- Eligibility:

ACT Math score dictates eligibility for college math classes; ACT English score dictates eligibility for English Composition I and II; ACT Reading score dictates eligibility for U.S. History, Psychology, and Government; ACT Science score dictates eligibility for college science classes)

Perry High School Students are required to have good attendance before enrolling in a college class. If a student has been absent more than 10 times during the previous semester, that student will not be allowed to enroll in a college class. Along with ACT scores, a student wishing to enroll in concurrent classes must have a 3.0 in core classes the previous semester.

- Dropped Classes:

Students are responsible to attend class and complete course work. If a student drops it is their responsibility to report this to the principal.

Students who drop a class will be immediately enrolled in a comparable high school classes to fill their schedule.

PHS Teachers will average the student's dropped college grade with the grade received in the high school class to derive the semester grade.

Students who drop a class one semester will not be allowed to take a college class the next semester.

● **Transcription of College Classes:**

Students taking concurrent enrollment must present a copy of their grades to Perry High School, and these grades will then be placed on the student's transcript. All college classes taken during the school day, will be placed on the transcript. Concurrent courses count for both high school and college credit. Awarded credit on the high school transcript will be based on the standards and competencies met in the concurrent course. U.S. History, U.S. Government, Psychology, Biology, College Algebra are worth 1 unit each. English Composition I and English Composition II are worth ½ unit each.

**3:07 Non-accredited Institutions**

Students entering PHS from non-accredited high schools, who have successfully completed courses, will receive the letter grade or pass/fail, if they successfully complete our Proficiency Test at 60% or better.

**3:08 Failing/Eligibility List**

Failing lists are due in the office each Thursday during the school year. There will be no three-week waiver on the F-List at the beginning of the 2<sup>nd</sup> semester.

Students who are on the failing list two weeks in a row, regardless of the subject, will be ineligible to participate in any school activity. The week of ineligibility runs from **Monday morning through Sunday night**.

**3:09 Protesting Grades**

A student has one month to protest his or her semester grade. **Official Grades will not be taken off the student's transcript.**

**3:10 Proficiency Based Promotion**

Twice a year students may test out of courses by scoring 90% on course proficiency tests. The principal must be notified of a student's intent to take the test.

**3:11 Long Term Projects**

Teachers may assign long term projects taking three weeks or longer with a "no exceptions" failing grade after the due date. The purpose of the "no exceptions" is to stress the importance of time management, not procrastinating, and teaching the students how to deal in the real world of meeting deadlines. Students who miss other classes to work on the long-term project will be penalized with an unexcused absence.

**3:12 Fees**

There will be fees assessed to students for the following classes:

- Family and Consumer Science
- Wood Shop
- Art
- Ag Education

If for any reason the student is unable to meet the fee obligation, the teacher should be informed immediately.

**3:13 Semester Test Policy**

Semester tests will be required for grades 9-12. High School students may be exempt from second semester exam if they meet all of the following criteria: three or fewer absences (3 tardies equal an absence for exemption purposes), a B or better for the semester, teacher permission, no Saturday Schools for the second semester, and no suspensions for the year. Students who are exempt from Semester Tests are required to be present **at school or a parent must call them in excused. 3 Tardies equal one absence, 6 tardies equal 2 absences, 9 tardies equal 3 absences etc...** Semester tests must be taken on the assigned days. Refrain from scheduling planned absences or appointments the last week of the semester. Under no circumstance will students be allowed in the halls during testing without the principal's approval. Classrooms will not be interrupted during class test time.

### **3:14 Meridian Technology Center**

Bus transportation is provided to Meridian Technology Center at Stillwater. A student may drive his/her own vehicle only with prior permission from Meridian Technology Center while conducting vo-tech business. Students may ride to vo-tech with a parent or guardian, but not with a sibling. A student whose class has already graduated may drive his/her car to vo-tech. Running errands, doctor appointments, etc., will not be allowed as an excuse for a student to drive his/her car to vo-tech. However, with parent permission a student may drive or ride to Meridian Technology Center if a completed Permission to Drive form is on file in the high school office and the form is signed and notarized by a parent/guardian. The Principal can suspend the privilege at any time for disciplinary reasons. Students attending Meridian Technology must adhere to the same 10-day absence requirement. Consequences for breaking the Meridian transportation rule is a possible suspension for the first offense and removal from Meridian Technology Center with no credit for the second offense. Any Driver given a ticket to or from MTC will be put on the MTC bus for one month.

### **3:15 Alternative Education Programs**

Perry Public Schools offers classes through the Perry Maroon Academy, Monday through Friday.

- Admittance into alternative school is through an application process. Students wishing to be considered must be enrolled in Perry Schools and submit appropriate application materials for review by a committee.
- Juniors or seniors who lack the necessary credits to graduate on time will be referred to the alternative school based on availability.
- Students who do not graduate with their cohorts are required to attend the alternative school to complete the necessary requirements for graduation.
- Students attending alternative school will be considered a graduate of Perry High School when all graduation requirements are met.
- Students will be evaluated two times a semester by the alternative education teacher, high school counselor, and the high school principal. Students failing to make adequate progress will be:
  1. Put on probation for 3 months after a conference is held with the parent/guardians and the student
  2. Put on a plan of progress
  3. Students on a plan of progress will be monitored each month during the 3 months of probation and a letter/email will be sent home to parents to inform them of their student's progress.
    - a. If the student fails to complete the plan of progress, he/she will be exited from the alternative education program.
      1. Students who are exited from the program will be encouraged to enroll in a GED program.
      2. Students may be given the opportunity to enroll as a PHS virtual student and complete all coursework at home. When all coursework has been completed, a PHS diploma will be issued.
        - a. Students who fail to complete at least 4 units in a semester will be exited from the Maroon Academy program.
        - b. If the student successfully completes the plan of progress, he/she will be back in good standing and will continue their education at Perry Maroon Academy.

### **3:16 Valedictorian**

Valedictorian will be announced after the end of the first semester of senior year. The Perry Board of Education has established the following guidelines for selecting valedictorian(s):

Highest GPA in grades 9-12

16 core classes in grades 9-12 to include English, Math, Science, or History and Citizenship

4 units of the 16 core classes must be AP and/or Concurrent Classes

U.S. History, U.S. Government, Psychology, Biology, College Algebra are worth 1 unit each. English Composition I and English Composition II are worth ½ unit each.

2 units of a Foreign Language (not included in the 16 core classes)

#### **4: Military Recruitment**

Perry High School is required to release information to military recruitment officers unless we have a written directive from parents and or guardians stating information may not be released.

## **SECTION 4: STUDENT ACTIVITIES AND ORGANIZATIONS**

### **4:01 College Day**

Each senior student is permitted two visits to a college or university of their choice during the school year. Each junior is permitted one visit to a college or university of their choice during the school year. To be excused, arrangements with the principal or counselor must be made prior to the visit by the parent/guardian and there must be confirmation from the university or college that is visited. Students must bring proof of their visit when returning to school to receive an excused absence. Additional visits will be counted as absences.

### **4:02 Class Rings, Senior Pictures, and Graduation**

- Class rings are ordered during the sophomore year.
- Seniors must have a picture taken in appropriate attire as deemed by the principal. The appropriate attire will be provided if necessary.
- Regulation 1 of Article VI of the State Bulletin states that no student lacking 1 unit or more for graduation may participate in graduation exercises.

### **4:03 Prom**

The prom is for Junior and Senior class high school students. Guests are limited to students in grade 9-12 attending PHS or another high school and guests up to 20 years of age who also graduated from Perry High School. A parent/guardian of the current high school student must complete a form confirming awareness of the child's guest. After arriving at the prom, if a student leaves for any reason or goes to the parking lot, that student may not return to the dance. Students inviting guests to the prom that are not attending Perry High School must make a written request to the principal no later than one week prior to the prom date for permission to bring the guest to the prom. All guests must follow Perry High School's dress and behavior guidelines. The sponsoring student is responsible for the guest while at the prom. A form must be completed for non-Perry High School guests. Students with 11 or more absences will not be allowed to attend the prom.

### **4:04 Extra-Curricular Activities**

### Eligibility Requirements

With the implementation of the eligibility rule initiated in 1988-89, all students must have passed 5 subject areas, from the previous semester, to be eligible at the beginning of the new semester. Students failing to meet this requirement may regain their eligibility at the end of the next 6 weeks by passing all subjects they are enrolled in during the semester. Summer school credit if available earned during June or July sessions may be used to meet the end of semester requirements. In order for students to be eligible for activities, they must be passing in all classes. If a student receives a failing grade, they will be placed on probation for one week. Failure, in any class, which results in the student having failing grades for two consecutive weeks, makes the students ineligible for any activity even if the failing classes are different. Ineligibility status begins on Monday following notification and runs to the following Sunday.

Oklahoma Secondary School Activities Association eligibility rules (1-13) state that a student is NOT eligible if the student

1. Was nineteen (19) years of age before September 1<sup>st</sup>.
2. Has not attended classes 90% of the time for the current semester.
3. Is not passing in ALL subjects, or did not pass in five (5) solid credit subjects the preceding semester.
4. Has been disqualified from a contest because of unsportsmanlike conduct or a flagrant foul, or is under school discipline. (The principal may reinstate the student following a conference and after a written report of details and action taken has been filed with the OSSAA.) Fighting and profanity will result in two game suspensions.
5. Has participated in a contest where professionalism is being practiced or cash or merchandise prizes were offered, given, or paid to individuals or to the team.
6. Has participated in a contest under an assumed name.
7. Has attended school eight (8) semesters in grades 9 through 12.
8. Has participated in the sport four (4) seasons, or has had three (3) seasons of opportunity in the sport after attending two (2) semesters in the 9<sup>th</sup> grade.
9. Has no parent who is a bona fide resident of the school district where the student is attending.
10. Has participated in athletics at any school other than the public school of the district where the student's parents reside.
11. Has participated in organized practice or a game of football or basketball before the season opens, or after the season closes.
12. Does not have a physician and parent's certificate for the present year on file in the principal's.
13. Belongs to a fraternity, sorority, or secret society in violation of the State Law of Oklahoma or the regulations of the local board of education.

NOTE: There are some exceptions to the above rules. There are also additional requirements. Consult your coach or principal for additional information.

To be eligible to participate in activities involving other schools a student must be passing all regular classes. The student must be attending classes 90% of the time. This applies to all students in any school activity whether it is in Sports, FFA, FHA, Band, Music, TSA, etc.

Any 9<sup>th</sup> grade student who reaches his or her sixteenth birthday before September 1<sup>st</sup> will not be eligible in athletic contests or in any activity. Any student dismissed from school or regular class will not be eligible to represent the school in any activity between schools.

Any student absent during the day on an activity must have the absence accounted for prior to being eligible. If the absence is considered truant by the administration, the student must attend at least one day of school and satisfy the requirements for it before again becoming eligible.

Any student who is under discipline or whose conduct or character is such as to reflect discredit upon the school is not eligible. Fans, school personnel, and students must conduct themselves in a true sportsmanlike manner. Any student participating in a contest will not be permitted to play the next game if they were ejected from the game. A second offense will automatically disqualify that student for that sport for the rest of the season.

Ø Athletic conduct – Students represent the school. Students need to think before they act because improper conduct, at or away from school, can result in them being held out of the games or being removed from the team.

Ø Student Physical and Parent Release Form must be signed by parent and given to a coach prior to practicing or playing.

Ø Students enrolled in a spring sport only will only be allowed to enroll in athletics during the second semester.

Ø Students that quit or are removed from the sport will not be allowed to practice with another sport until the previous sport has been completed. Students may change classes to get out of athletics at the end of a semester.

Ø Students are strongly discouraged from riding in the back of pick-ups to practice.

Students that do not qualify to advance to State at the Regional tournament will not be allowed to attend the State Tournament.

Ø Students are required to ride in the school transportation to any school related activity. They are also required to ride home on that transportation unless the student rides home with parents or designated adult approved before the activity by the coach. A note is also recommended.

**Students must be eligible to participate in tryouts for all school extra-curricular teams, clubs or groups.**

School Event Behavior---All students must comply with district/ school rules during a school event no matter if it is on or off campus. Violation will result in appropriate discipline deemed by administration.

#### **4:05 Quitting A Sport**

If a student quits a sport, he/she cannot move to the next sport until the previous sport has ended its regular season. The student will have a two week grace period to decide if he/she wants to participate or not. If he/she does quit, the student will receive a NG on their report card.

4: Athletic hour attendance.

Students must attend their 7th hour athletic class both on and off season. Students must check-in with the off-season coach daily for attendance and instruction.

## **SECTION 5: STANDARDS OF BEHAVIOR**

### **5:01 Discipline Policy**

The school's primary goal is to educate, not discipline. However, when the behavior of an individual student comes in conflict with the rights of others, corrective actions are necessary for the benefit of the individual and of the school. When a student prevents others from learning or teachers from teaching, corrective action will be taken.

In recognition of this fact, the Oklahoma Legislature has amended O. S. 70-6-114 to read as follows: "Each local board of education shall adopt a policy for the control and discipline of all children attending public school in that district. The local policy shall provide options for the control and discipline of the students. The parent or guardian of each child residing within a school district shall be notified by the local school board of education of its adoption of the policy and shall receive it upon request. Provided, the teacher of a child attending a public school shall have the same right as a parent or guardian to control and discipline such child according to local policies during the time the

child is in attendance or in transit to or from the school or any other school function authorized by the school district or classroom presided over by the teacher.”

The goal of any disciplinary policy should be to correct the misconduct of the individual and to promote adherence by that student and by other students to the policies and regulations of the district. Administrative response to student misconduct is a matter directly influencing the morals of the entire student body. As such, all students should be treated in a fair and equitable manner. Disciplinary action should be based on a careful assessment of the circumstances surrounding each infraction (i.e. the student’s attitude, the seriousness of the offense, and its potential effect on other students).

In administering discipline, consideration should be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary actions, the administration should be mindful of the fact that they are dealing with individual personalities. The administration may consider consultation with parents on disciplinary measures that might prove most effective in particular instances. Nothing in this discipline schedule 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. The principals and their designees in a manner, which they deem just given the circumstances of the individual case, shall interpret this schedule. Additionally, administrators shall have the authority to enforce other reasonable disciplinary action which they feel are warranted by situations not covered in the disciplinary action schedule.

In considering the different forms of disciplinary action, the faculty and the administration of the school district will consider the following; however, the school is not limited to these various methods, nor does this list reflect any order of sequence of events to follow in disciplinary actions:

- Conference with student
- Conference with the parent
- Detention (after school or lunch)
- Saturday School (if available)
- Referral to a counselor
- Behavior contract
- Community Service
- The student’s class assignment change
- Temporary removal from class
- Financial restitution for lost, stolen, or damaged property
- Restriction of privileges
- Referral to police
- Short term suspension
- Long term suspension
- Other appropriate disciplinary action as required and as indicated by circumstances

There is a NO TOLERANCE POLICY on the following items:

- Profanity in any shape or form
- Excessive Tardies and Absences
- Not doing your work
- Disrespect

Any of these are subject to immediate correction by faculty or administration and could be subject to suspension or immediate removal from campus. The Board of Education will rely on the judgement and

discretion of the faculty and/or administrators to determine the appropriate remedial or corrective action in each instance.

Students who are suspended are not permitted to enter any school building(s) and/or attend any school activities or events for the duration of the suspension.

### **5:02 Evening After School/Detention**

Evening After School, (EAS) may be assigned by teachers and administration and is held after school from 3:30-4:30. Each student must have school assignments to work on during this time. Students who do not follow the detention rules will be required to leave and will not receive credit for detention and result in further consequences.

### **5:03 Suspension Defined**

#### Saturday School

Students can be assigned Saturday School when available by a school administrator. Saturday School is located in the HS Commons. Students will report at 8:00am and will be excused at 12:00 noon. Students not meeting the behavior requirements will be asked to leave without credit for attendance.

#### Short-Term Suspension (10 days or less)

The principal, or his/her designee, is authorized to invoke a suspension up to ten days when, after investigation, it is determined that the presence of the student at school is disruptive or threatening to the normal educational process. The student will have the right to an appeal through an Administrative Hearing.

#### Long-Term Suspension (10 days or more) (O. S. 70-24-101)

Any pupil violating school regulations may be suspended from school for more than 10 days or to the Alternative School, for the current school semester and the succeeding school semester. Continued policy violations will result in out-of-school suspension.

### **5:04 Suspension Appeal Process**

#### Less than 10 days:

Step 1: If a student or parent wishes to appeal a suspension, they shall notify the Superintendent in writing within 10 days following the suspension or the notice of intent to suspend.

Step 2: Upon receiving notice of a student's intent to appeal, the Superintendent shall advise the Board of Education. The Board of Education shall hear the appeal within 10 days from the date the notice of intent is filed with the Superintendent. The Superintendent, at his/her discretion, may permit the suspended student to attend classes pending the outcome of the appeal.

Step 3: During the hearing of the appeal before the Board of Education, the student or the student's parents shall have the right to provide evidence as to why the suspension, or the duration thereof, is inappropriate.

Step 4: The Board of Education shall determine the guilt or innocence of the student and reasonableness of the term of the suspension. The Board of Education may uphold, overrule, or modify the suspension. The student and the student's parents shall be notified within 5 days of the decision. The decision of the Board of Education shall be final.

#### More than 10 days

Step 1: The student or the student's parents, shall notify the Superintendent within 10 days following the suspension or the notice of the intent to suspend of their intent to appeal the suspension.

Step 2: Upon receiving notice of the student's intent to appeal, the Superintendent shall advise the Board of Education. The Board of Education may conduct the hearing or may appoint a hearing officer to conduct the hearing. The Board of Education or hearing officer shall hear the appeal within 10 days from the date the notice of intent is filed with the Superintendent. The Superintendent, at his/her discretion, may permit the suspended student to attend classes pending the outcome of the appeal.

Step 3: During the hearing of the appeal before the Board of Education or hearing officer, the student or the student's parents shall have the right to provide evidence as to why the suspension, or the duration thereof, is inappropriate. The student shall not have the right to be represented by legal counsel, unless the school district is represented by legal counsel.

Step 4: The Board of Education or hearing officer shall determine the guilt or innocence of the student, and the reasonableness of the term of the suspension. The Board of Education or hearing officer may uphold, overrule, or modify the suspension. The student and the student's parents shall be notified within 5 days of the decision. The decision of the board of education or hearing officer shall be final.

#### **5:05 Possession of a Dangerous Weapon in School**

According to Section 1031, School Laws of Oklahoma, "It shall be unlawful for any person, except a peace officer or other person authorized by the Board of Education of that district or governing body of public or private school, to have in his or her 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 any firearm or weapon designated in Section 1272 of this title." **Possession of a dangerous weapon while on school property or while being transported in a school vehicle will result in out-of school suspension of not less than one year and subsequent fines for a felonious act as provided for in the law.**

#### **5:06 Misconduct at School Activities**

Inappropriate actions while at school or while attending school activities are unacceptable behavior. Students engaging in any act of gross misconduct including flagrant discourtesy, abusive or vile language, physical abuse, disruptive behavior, or deliberate insubordination shall be referred to the principal for appropriate action. **Such behavior may be grounds for suspension.**

#### **5:07 Fighting**

Students who are involved in a physical fight will be suspended for a minimum of three school days and referred to the Perry Police Department. They may be issued a citation by the police officer, which will result in their being required to appear in municipal court, which often results in a fine being levied by the municipal judge.

#### **5:08 Harassment, Intimidation & Bullying**

Harassment, intimidation, and bullying is defined in Oklahoma law as any gesture, written or verbal expression, or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm on the student's person or damage to the student's property, or insult or demean any student or groups of students in such a way to disrupt or interfere with the school's educational mission or the education of any student. Harassment, intimidation, and bullying include but are not limited to a gesture or written, verbal, or physical act. This includes cyber-bullying or threats.

The prohibition against harassment, intimidation, and bullying extends to such acts on school premises, in school vehicles or designated school bus stops, at school-sponsored activities, at school sanctioned events, or at any other activity or place that has a connection with a school activity that carries over into the school day.

#### **5:09 Policy Statement of Sexual Harassment**

It is the policy of the Perry Public Schools District to maintain a working and learning environment that is free from sexual harassment. Sexual harassment is deemed unacceptable conduct in the employment and education environment and will not be tolerated. It shall be a violation of policy for any student, employee or agent of the Perry Public School District to harass another student, employee or agent of the District through conduct or communications of sexual nature. Students and district employees should report alleged violations of this policy to their principal or supervisor.

#### **5:10 Hazing**

House Bill 1906 prohibits hazing by any student organization or any person associated with any organization sanctioned by any governing board of any public or private school or institution of higher education. Hazing consists of harassment, abuse or humiliation of any student by way of initiation. **Participation in any form of hazing will result in out of school suspension.**

#### **5:11 Search of Students and Property**

The superintendent or principal of any pupil in school in the state of Oklahoma, or any teacher or security personnel, will have the authority to detain or authorize the search of any pupil or pupils on any school ground premises or while in transit under the authority of the school, or a function sponsored or authorized by the school, for dangerous weapons or controlled dangerous substances, such as illegal drugs, as defined in the Uniform Controlled Dangerous Substances Act and hereinafter referred to as controlled dangerous substances. The superintendent or principal authorizing such search will be responsible for the authorization necessary to conduct such search. A person of the same sex as the person being searched will conduct the search.

Authority is given to school administrators to conduct a search of any pupil or property in the possession of a pupil, including a car, on any school premises, or while in transit under the authority of the school, or while attending any function sponsored by the school, when reasonable suspicion exists to suspect the possession of the following:

1. Dangerous weapons.
2. Controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act.
3. Intoxicating beverages.
4. Non-intoxicating beverages, as defined by Section 163.2 of Title 37 of Oklahoma Statutes.
5. Missing or stolen property if said property were reasonably suspected to have been taken from a pupil, a school employee, or the school during activities.

If during the investigation, reasonable suspicion has occurred, the administration will have the latitude to search individuals, lockers, cars, or any other direction (s) that the evidence provides.

Students shall not have any reasonable expectations of privacy towards school administrators or teachers in the contents of lockers, desks, their car when parked on or within sight of Perry Public Schools, or other school property. A drug dog may assist in the search. If search results are not conclusive, the police may be called.

#### **Discovered Items**

- a. Illegal items or other possessions or substances reasonably determined to be a threat to the safety or security of others may be seized by school authorities. These items

will immediately be turned over to law enforcement officials for disposition as they see fit.

b. Items which are used to disrupt or interfere with the educational process may be temporarily removed from student possession.

4. Refusal to submit to search. A student who refuses to peaceably submit to a search based on reasonable suspicion or who refuses to turn over items discovered as a result of a search may be suspended for such refusals.

5. Reports. The person conducting the search shall prepare a report to be maintained by the principal including the date, time, place, names of witnesses, purpose, basis, and result of the search.

6. Vehicle Search. Students who drive a vehicle on to school property do so as a privilege afforded them by the School District and not as a right. Accordingly, any student who drives a vehicle of any kind to school and parks the vehicle on school property is deemed to authorize a search of such vehicle by the school principal or designee at any time and for any reason deemed appropriate by the school principal or the superintendent of schools. Any student who refuses to peaceably submit to a search of the vehicle when requested to do so may be suspended for such refusal and may thereafter be denied the right to drive a vehicle on to school property.

### **5:12 Drugs and Alcohol**

The use, possession, or consumption of drugs, drug paraphernalia and alcohol is not permitted anywhere on campus, within 1000 feet of any school facility, or at school activities, including but not limited to, those sponsored by OSSAA. School administrators may have a device which can detect whether or not a student has consumed alcohol. Students may not attend or participate in school or school-sponsored activities under the influence of drugs or alcohol. No alcohol, drugs, or drug paraphernalia are to be brought on campus by students, including in the students' automobiles.

When the drug dog is on campus all cars and lockers ~~will~~ may be checked for the presence of drugs. If the drug dog alerts, reasonable suspicion is created. The handler will notify the administration if reasonable suspicion has occurred. The student, car, or locker will be searched. The Perry Police Department may be notified, if needed. The parent or guardian may be called notifying them the student's car was searched.

### **5:13 Possession and Use of Tobacco/Vaping products**

The Board of Education understands the concern expressed by parents, educators, students, and other community members regarding the adverse effects of tobacco and vaping on the individual. Further, the Board is aware of Oklahoma Law that prohibits the possession of tobacco by minors. Therefore, the Board establishes the following policy:

In accordance with Oklahoma Law and wishes of parents, educators, and students, tobacco in any form, or tobacco products of any kind, including vapor products, will not be used or possessed by students while on school premises. Tobacco or vapor should not be possessed or used by students attending any school sponsored event outside school premises, or while in transport to or from such an event in school authorized vehicles. All students are forbidden from smoking, vaping and/or dipping on or near school property. This includes the area surrounding the school which is in view from school property, students in vehicles driving by the school and students in vehicles in the parking lot.

Possession of tobacco may be punishable by Suspension. It will result in immediate referral to the police.

#### **5:14 Expected Hall and Classroom Behavior**

- Students shall be prompt to class.
- The teacher, not the bell, dismisses the class.
- Students are not to leave the classroom without a pass from the teacher.
- Students should not run or scuffle in the halls or restrooms.
- Classes are not to be disturbed. If it is necessary to contact another student, go through the office.
- **Halls should remain clear.** A gathering of students that results in the disruption of the efficient flow of hallway traffic or denies student access to lockers or classrooms is not permissible.

#### **5:15 Truancy Policy**

Any time a student is absent from school with no parent contact is considered truancy. Truancy is against the law. Truancy will be reported to the District Attorney as required by law. After School Detention, suspension from school and/or other disciplinary action can be taken to change behavior leading to truancy.

Truancy as indicated here includes unexcused absence of one or more days or part of the school day. The principal will take appropriate discipline action to enforce compulsory attendance laws.

State law provides that if a child is absent without a valid excuse for four days or parts of days within a four-week period, the parent will be notified, or if a student is absent without valid excuse for ten days or parts of days within a semester, a parent will be notified and reported to the District Attorney.

It is the parent's or guardian's responsibility to notify the school by phone or written message when a student is to miss one or more classes. Without this notification, the absence will be unexcused. For an extended absence (more than one day), the parent or guardian should continue informing the school of the reasons for the student's absence each day. It is the school official's responsibility to determine whether the absence is excused or unexcused.

**A student absent for more than 10 consecutive days without contact from the parents/guardian will be dropped from the class role.**

The following constitutes examples of truancy:  
Leaving school without signing out through the office.  
Not Attending without a parent permission.  
Being at school, but not attending class.

#### **5:16 Tardy Policy**

All teachers will implement the following policy in an effort to create an environment of fairness to all students. A student is tardy when he/she has not crossed the threshold of the classroom before the end of the last bell. A student who is detained must have a proper slip or he/she is counted tardy. All tardies will be documented. Students who fail to arrive during the first 15 minutes of class will be counted absent for that hour. Behavior of chronic tardiness during 1<sup>st</sup> through 7<sup>th</sup> hour will result in detention or other administrative action.

If a student is considered tardy, the teaching staff and administration will follow the tardy program below:

- 1st Tardy: Teacher warns student and documents tardy
- 2nd Tardy: Teacher warns student and documents tardy
- 3rd Tardy: Teacher sends a notice to the office of a 3rd tardy, an absence is assessed to the student, a noon detention, after school detention, or other administrative action is assigned and parents may be contacted.
- 6<sup>th</sup> Tardy: Teacher documents and sends misconduct report to administration for possible Saturday School.

#### **5:17 Dress Code and Personal Appearance**

Students of Perry High School are expected to wear appropriate attire at school and at extracurricular activities. This attire should show that the student has both a sense of personal dignity and a sense of what is appropriate for school.

Clothes should be neat and clean. Undergarments will always be worn. Whatever the student wears should also be in accordance with the school's policy that a student's appearance would be a credit to the school community.

The dress code at Perry High School Campus is a part of our total educational program. Our goal is to create a safe school environment conducive to learning, and most importantly, to help young people learn to make good decisions about the appropriateness of dress for different occasions.

1. Shorts, skirts, and dresses must be at least to the fingertip with arms extended in length.
2. Clothing will not expose the midriff, any undergarment, cleavage, or full back. Strapless garments are prohibited. Shoulder straps of permitted garments must be a minimum width of three fingers, determined by using the fingers of the person wearing the garment. Sheer or 'see-through' tops are prohibited. Tank tops are not permitted for young men.
3. Apparel with offensive writing and/or photos, suggestive slogans or logos that pertain to beer, liquor, drugs, tobacco, or sex is not to be worn. Items, which carry connotations of immorality, vulgarity, obscenity, or nudity or promote violence and/or gang activity, are not allowed. Such items include but are not limited to articles of clothing, belts, jewelry, or school materials, including backpacks.
4. Caps, hats, visors or other head coverings are not permitted within the school building unless approved by the school administration.
5. Sunglasses shall not be worn in the school building unless prescribed by a physician.
6. Pajama pants, Athletic shorts, and clothing with inappropriate and/or excessive rips, tears or holes are not allowed.
7. Graduating seniors should wear business casual or other dress-up clothing to the graduation ceremony. Shorts, jeans, and t-shirts are not allowed.
8. Additional modifications or exceptions to the dress code may be enacted as deemed necessary by the administration.

If the parent/guardian or the student has a question regarding whether an item of clothing is or is not allowed by this code, they have the responsibility to approach the principal before the article is worn to obtain a decision regarding its admissibility under this code. If in doubt, the student should bring a change of clothes.

Failure to follow the school dress code while at school will result in the following:

- 1<sup>st</sup> offense: Student will be given a verbal warning and allowed to change clothes.
- 2<sup>nd</sup> offense: Student will be sent home to change clothes and given a noon detention. Parents will be contacted.
- 3<sup>rd</sup> offense: Student will be sent home to change clothes. Student will be assigned detention- Parents will be contacted.
- 4<sup>th</sup> offense: Suspension. Parent conference will be held.

### **5:18 Public Display of Affection**

Students who, after being warned, persist in embracing or kissing will be referred to the counselor for discussion regarding proper conduct in public places. Repeated incidents will result in detention or possible Saturday School, parents being contacted, and further action being taken. Holding hands is not in violation of the personal behavior rules.

### **5:19 Electronic and Telecommunication Devices**

Electronic and telecommunication devices include but are not limited to cell phones, smart watches, music players, headphones, laptop computers, and electronic tablets. Electronic and telecommunication devices are not to be visible or used on campus once students have arrived, except when they are leaving the school grounds after school. They

are allowed for activity trips (such as athletics, band, etc.) outside of the school day, at the discretion of the trip leader(s). Consequences for using an electronic or telecommunication device at school (even if communication is with the student's parent/guardian) are:

- 1st offense: Phone is turned in to the Principal, kept until the end of the day and a warning is assigned
- 2nd offense: Phone is turned into the Principal, kept until the end of the day, a parent is contacted to pick up device and community service may be assigned.
- 3rd offense: Phone is turned into the Principal, kept until the end of the day, and detention is assigned. The phone may not be brought back to school.

#### **5:20 Outside Drinks**

Outside drinks will only be allowed on the Perry High School Campus in the student lobby during lunch. Students who bring outside drinks will be asked to dispose of them before or after lunch. Student may not store drinks in their lockers. Students may receive a detention for repeated infractions.

#### **5:21 Items not addressed**

Any items not addressed in the handbook will be dealt with at the discretion of the building Principal.

## **PERRY HIGH SCHOOL SONGS**

### **Dear Ole' Perry High**

Dear Ole' Perry High, we raise our song to you  
And to your colors waving in the sky,  
The Maroon and the White, we will always be true.  
For you have won your share of fame,  
And your spirit and loyalty will never die.  
We are proud of the right to praise your name,  
Dear Ole' Perry High.

### **Fight Song**

Fight on for Perry, Fight on for your fame.  
Fight on Maroons and you will win this game.  
We're cheering for you, cheering all the way.  
Fight on Maroons and you will win, win, win

**I have received, read, and understand the Perry High School Student Handbook for the 2018-2019 school term.**

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Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**I (We) the parent(s)/guardian(s) of \_\_\_\_\_, have read and discussed the Perry High School Campus Student Handbook with our child.**

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Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

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Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_