



**Noble Board of Education
Special Meeting in the Board Room
Administration Building, 111 S. 4th Street, Noble, OK, 73068, [Address], [City], Oklahoma
[Zip]
Wednesday, July 24, 2024 at 5:30 PM**

Note: The Board may discuss, vote to approve, vote to disapprove, vote to table, or decide not to discuss any item on the agenda.

- I. Preliminary Business**
 - I.A. Call to Order**
 - I.B. Establishment of a Quorum**
- II. Action Topics**
 - II.A. Discussion and possible vote on payroll encumbrances as presented.**
 - II.B. Discussion and possible vote on Encumbrances and Change Orders (BF: #25062-#25087 \$520,593.00 and GF: #50210-#50288 \$877,716.28) as presented.**
 - II.C. Discussion and possible vote on Child Nutrition Adult Meal Price Increase for 2024-25 revision as presented.**
 - II.D. Discussion and possible vote on 2024-25 Student Handbooks as presented.**
 - II.E. Discussion and possible vote to approve position statement on Curriculum and Instruction as presented.**
 - II.F. Discussion and possible vote on July 2024 Surplus List (miscellaneous desks, chairs, stanchions, office equipment, folding chairs, file cabinets, broken and worn-out school furniture) as presented.**
- III. Executive Session**
 - III.A. Proposed executive session to discuss the following business pursuant to 25 O.S. Section 307 (B)(1) of the Oklahoma Open Meeting Act:**
 - III.A.1. Employments**
 - III.B. Acknowledgment of Board to return to open session**
 - III.C. Vote to convene in executive session**
- IV. Action Topics**
 - IV.A. Statement of executive session minutes**
 - IV.B. Discussion and vote on employments for the 2024-25 school year as presented.**
- V. Superintendent's Reports**
- VI. Adjournment**

Agenda posted August 9, 2024, by
5:30pm at <https://www.nobleps.com>

**and at the entrance of the Administrative
Office, Noble Public Schools, located at
111 South 4th Street, Noble, OK, 73068.**

**Dorothy M. Terrill
Minutes Clerk**



PO	Vendor Name	General Description	Amount	Date
70085	STANDRIDGE, KEVIN	PAYROLL ENCUMBRANCE	638.29	07/09/2024
70086	ALLEN, KELLY	PAYROLL ENCUMBRANCE	564.27	07/09/2024
70087	SHIVERS, STORMIE	PAYROLL ENCUMBRANCE	564.27	07/09/2024
70088	WILSON, GARRETT	PAYROLL ENCUMBRANCE	441.37	07/09/2024
70089	ROGERS, CARSON	PAYROLL ENCUMBRANCE	468.28	07/09/2024
70090	FOSTER, CANON	PAYROLL ENCUMBRANCE	511.34	07/09/2024
70091	MADDEN, BRAYDEN	PAYROLL ENCUMBRANCE	107.65	07/09/2024
70092	JONES, JOSEPH	PAYROLL ENCUMBRANCE	206.38	07/09/2024
70093	SMITH, MASON	PAYROLL ENCUMBRANCE	333.72	07/09/2024
70094	KIDD, MASON A	PAYROLL ENCUMBRANCE	384.46	07/09/2024
70095	EZELL, DAVID L	PAYROLL ENCUMBRANCE	731.14	07/09/2024
70096	BEAR, JOHNSON	PAYROLL ENCUMBRANCE	439.22	07/09/2024
70097	PHIPPS, JONATHAN	PAYROLL ENCUMBRANCE	430.60	07/09/2024
70098	MCMILLIAN, DENISE	PAYROLL ENCUMBRANCE	732.02	07/09/2024
70099	MCMILLIAN, RONALD	PAYROLL ENCUMBRANCE	196.57	07/09/2024
70100	LEE, ALISHA D	PAYROLL ENCUMBRANCE	660.81	07/09/2024
70101	WILLIAMS, ZACHERY	PAYROLL ENCUMBRANCE	564.89	07/09/2024
70102	VETSCH, CHAD	PAYROLL ENCUMBRANCE	424.33	07/09/2024
70103	JARVIS, BRANDY	PAYROLL ENCUMBRANCE	409.93	07/09/2024
70104	AUSTIN, KEVIN	PAYROLL ENCUMBRANCE	1,559.80	07/09/2024
70105	AGUIAR, DAVIDA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70106	ALLEN, JEFF	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70107	ALLEN, KELLY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70108	ANDERSON, APRIL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70109	ANGLIN, BRAD	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70110	ARAGON, AMANDA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70111	ARMBRISTER, STEVEN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70112	ARMBRISTER, SHIRLEY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70113	ARMBRISTER, JACOB	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70114	ARMBRISTER, MAELEE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70115	ASBURY, TRISTIANNE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70116	AUGHTRY, JONNIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024



PO	Vendor Name	General Description	Amount	Date
70117	AUSTIN, KEVIN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70118	AWTREY, PATRICIA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70119	BAREFOOT, MICHAEL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70120	BARNETT, KENDRA L	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70121	BASS, TERESA	PAYROLL ENCUMBRANCE	605.54	07/15/2024
70122	BASURTO, DIANA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70123	BATES, MILDRED	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70124	BAXTER RAINS, CHARLOTTE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70125	BAZE, AUSTIN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70126	BEAR, JOHNSON	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70127	BEAR, DONNA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70128	BECKNEL, CODEE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70129	BEERS, KENDRA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70130	BEERS, BRAD	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70131	BICKNELL, ZACHERY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70132	BLACK, JENNIFER	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70133	BLACK, ABIGAIL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70134	BOENSCH, CANDYCE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70135	BOWSHER, THRESA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70136	BRADEN, TAYLOR	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70137	BRAY, SARAH	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70138	BREWER, JULIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70139	BROSELOW, CHRISTINE R	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70140	BROWSICK, JOSEPH	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70141	BROWN, BRITTANY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70142	BURNS, HOLLY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70143	BURNS, TIFFANI	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70144	BUSICK, JANICE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70145	BYRD, KASSIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70146	CARSON, TERRIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70147	CARTER, TAMMY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70148	CAVAZOS, MARIAH	PAYROLL ENCUMBRANCE	807.38	07/15/2024



PO	Vendor Name	General Description	Amount	Date
70149	CHRISTIANSEN, TORI	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70150	CLARK, DARYL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70151	CLARK, SAMANTHA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70152	CLARK, JOHN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70153	CLARK, CANDICE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70154	CLEMENT, ROGER D	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70155	CLEMENT, JENNIE M	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70156	CLINE, VIVIAN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70157	CLOWERS, THOMAS	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70158	COATS, CHERYL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70159	COLE, MARSHALL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70160	COLWELL, KATE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70161	CONLEY, GEORGE F	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70162	COOK, KATINA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70163	COOMBS, MELISSA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70164	COOMBS, KEITH	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70165	COX, NIKKI	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70166	CRAWFORD, SAMANTHA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70167	CRAWLEY, ALLEN R	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70168	CUNNINGHAM, SUSIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70169	CURRY, JULIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70170	DANIEL, JESSICA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70171	DAVIDSON, KYLE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70172	DAVIDSON, JORDAN L	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70173	DAVIS, MORRIS E	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70174	DAVIS, DONELLE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70175	DAVIS, AMBER	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70176	DAVIS, DAKOTA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70177	DAVIS, ERIN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70178	DECKER, LECREATIA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70180	DILLNER, WAYNE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70181	DRESSLER, THERESA	PAYROLL ENCUMBRANCE	807.38	07/15/2024



PO	Vendor Name	General Description	Amount	Date
70182	DRESSLER, DOMINEQUE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70183	DUNKELBERG, KEVAN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70184	EPPS, CHELSEA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70185	EVANS, JAMIE	PAYROLL ENCUMBRANCE	403.69	07/15/2024
70186	EZELL, DAVID L	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70187	FANMAN, RISA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70188	FARRIS, BROOK L	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70189	FERGUSON, SHERRY L	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70190	FIELDS, TWYLA D	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70191	FIFER, MADELINE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70192	FIPPS, KRIS	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70193	FLEENER, ASHLYN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70194	FLORES, JENNIFER	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70195	FORBES COLLINS, DARLA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70196	FORD, CHANDA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70197	FORD, CAROL D	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70198	FOSTER, LEE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70199	FOX, BRENDA K	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70200	FRITH, EDWARD W	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70201	GARLING, TANYA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70202	GATES, JESSICA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70203	GEORGE, GREG	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70204	GILBERT, LEE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70205	GILLESPIE, HEATHER	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70206	GRAY, NATHAN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70207	GRAY, NATALIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70208	GRAYSON, JENNIFER	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70209	GREEN, MELISSA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70210	GRISSOM, KENSEY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70211	HAGEN, ANGELA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70212	HAINLINE, MARY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70213	HALEY, RENEE	PAYROLL ENCUMBRANCE	807.38	07/15/2024



PO	Vendor Name	General Description	Amount	Date
70214	HAND, TOMMY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70215	HANSON, FLORENCE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70216	HARDING, EMILY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70217	HARDRIDGE, DONNA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70218	HARKEY, DARISSA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70219	HARMON, LAURA A	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70220	HARRIS, VICKIE L	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70221	HARVANEK, MORGAN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70222	HAWKINS, CRYSTAL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70223	HEATH, DEANNA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70224	HEIN, JAMES	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70225	HELTON, SUSAN R	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70226	HIATT, WILLIAM	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70227	HIATT, KERI	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70228	HICKS, CAROL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70229	HILLIARD, BRITTINI	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70230	HOLLAND, SUSAN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70231	HOOSER, ANTHONY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70232	HOUSTON, KATRINA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70233	HOWE, CYNTHIA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70234	HUDDLESTON, CASSIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70235	HUGHES, ERIK	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70236	HUNTER, KAITLYN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70237	HUTCHERSON, TABITHA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70238	IRICK, DIANA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70239	JAMES, ANITRA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70240	JENNINGS, APRIL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70241	JOHN, AMANDA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70243	JONES, JOSEPH	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70244	JONES, KIMBERLY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70245	JONES, JORDAN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70246	JONES, DUSTIN	PAYROLL ENCUMBRANCE	807.38	07/15/2024



PO	Vendor Name	General Description	Amount	Date
70247	KEITH, CHRISTINE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70248	KERSEY, KATHERINE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70249	KIDD, MASON A	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70250	KIDD, DEBBIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70251	KILPATRICK, KEATON	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70252	KINNAMON, SARAH	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70253	KISINGER, SIERRA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70254	KIZZIA, DERRALD	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70255	KLEINE, SHARLENE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70256	KNIGHT, TONIA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70257	KOEHN, BRIAN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70258	LANGFORD, KATIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70259	LARA, JUAN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70260	LEE, ALISHA D	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70261	LEE, BROOKE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70262	LENHART, DUANE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70263	LEVERETT, COLLEEN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70264	LIGHTNER, MICHAEL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70265	LOCKE, DEBRA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70266	LOCKE, RACHAEL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70267	LOCKRIDGE, AMANDA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70268	LOVELESS, TAMA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70269	LYDAY, TERESA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70270	MADDEN, PAULANNE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70271	MAGUIRE, HEATHER	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70272	MARLEY, APRIL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70273	MARLEY, KEMBERLY R	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70274	MARSEE, REILY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70275	MARSHALL, JESSICA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70276	MARTIN, ANGELIA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70277	MASSEY, STEPHEN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70278	MATA, DEANA	PAYROLL ENCUMBRANCE	807.38	07/15/2024



PO	Vendor Name	General Description	Amount	Date
70279	MAXWELL, ROBIN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70280	MCCURDY, ELIZABETH	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70281	MCDONALD, SHELBY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70282	MCDONALD-DOW, ASHLEE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70283	MCELHANEY, TAMRA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70284	MCGOVAN, SIERRA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70285	MCGREGOR, TIFFANY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70286	MCKIDDY, KIMBERLY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70287	MCMILLAN, SARAH	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70288	MCMILLIAN, RONALD	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70289	MCMILLIAN, DENISE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70290	MCTHOMPSON, MELINDA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70291	MEARS, REBECCA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70292	MEHL, TENILLE L	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70293	MERRELL, KYLAR	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70294	JESSOP, JANE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70295	MILLER, PAULA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70296	MILLER, BRITTANI	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70297	MITCHELL, CHERYL L	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70298	MOEN, MELISSA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70299	MONTGOMERY, HEATHER	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70300	MOORE, AMANDA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70301	MORGAN, TONY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70302	MORGAN, LORI	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70303	MORSTAD, DAVID	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70304	MUDHAR, MALORIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70305	MURPHY, SAVANAH	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70306	MUSGRAVE, DONI	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70307	MUSSER, HOPE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70308	MYERS, JON V	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70309	MYERS, AMANDA G	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70310	NANCE, PATRICK	PAYROLL ENCUMBRANCE	807.38	07/15/2024



PO	Vendor Name	General Description	Amount	Date
70311	NANCE, CATHY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70312	NASH, DENISE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70313	NEWCOMB, KATEY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70314	NEYMAN, JO ELLA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70315	OFSTHUN, MICHELLE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70316	OLIPHANT, MELISSA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70317	ONEAL, DAVID	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70318	OWEN, EDWINA D	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70319	OWENS, KARI	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70320	PALMER, LELAND	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70321	PARMAN, BRITTANY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70322	PAUL, KIMBERLY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70323	PAYNE, AMY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70324	PEREZ, HEATHER	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70325	PEREZ, FELICIA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70326	PETERMAN, TODD	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70327	PETERSON, CECILIA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70328	PHILLIPS, JENISSA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70329	PHILLIPS, KAYLI	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70330	PHIPPS, JANET	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70331	PORTER, MARCY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70332	POWELL, TRACY J	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70333	POWELL, MARY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70334	PRINCE, KATHY D	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70335	PROCTOR, ASHLEY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70336	PROUGH, SHELLY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70337	ROWELL, JENNIE	PAYROLL ENCUMBRANCE	896.73	07/15/2024
70338	QUIGG, TYMOTHY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70339	RADTKE, AMELIA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70340	RAMSEY, KENNY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70341	BATES, REBECCA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70342	REBER, JACKIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024



PO	Vendor Name	General Description	Amount	Date
70343	REYNOLDS, CORLETTA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70344	RICHARDSON, MARGIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70345	RIDENOUR, HEATHER	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70346	RIEBE, KRISTEN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70347	RIGGLE JR, IVAN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70348	RISSMANN, ROSE M	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70349	ROBBERSON, CHRISTIANNE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70350	ROBERTSON, SAMMIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70351	ROBINSON, STACI	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70352	ROESLER, STEPHANIE	PAYROLL ENCUMBRANCE	403.69	07/15/2024
70353	ROHR, JOE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70354	ROMERO, KIMBERLY E	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70355	RONSPIEZ, JORDAN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70356	ROOT, KRISTINA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70357	ROWDEN, DAVID W	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70358	ROWELL, JENNIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70359	SAMPLES, FELICIA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70360	SANCHEZ, RAFAEL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70361	SANCHEZ, CHRIS	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70362	SANDNESS, MEGAN R	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70363	SASNETT, BRENDA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70364	SCRUGGS, JENNIFER	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70365	SEALEY, ROSA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70366	SHELTON, SUZANNE M	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70367	HINES, NICOLE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70368	SHIVERS, STORMIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70369	SHOBERT, HANNAH	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70370	SHORTES, TIMOTHY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70371	SHULTZ, WHITNEY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70372	SHUTLER, LISA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70373	SINGLETON, SARAH	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70374	SITES, ANDREW	PAYROLL ENCUMBRANCE	807.38	07/15/2024



PO	Vendor Name	General Description	Amount	Date
70375	SLATE, JOEY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70376	SLATE, JULIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70377	SMITH, JANNA S	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70378	SMITH, KENNY M	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70379	SMITH, SKYLER	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70380	SMITH, TRAVIS	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70381	SMITH, SUSAN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70382	SMITH, TONY	PAYROLL ENCUMBRANCE	403.69	07/15/2024
70383	SOLOMON, TYLER	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70384	SPENCE, JENNY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70385	STANDRIDGE, KEVIN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70386	STANDRIDGE MCCRORY, KRISTAL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70387	STARR, MEGGAN S	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70388	STEPHENS, MEGHANN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70389	STEWART, TIFFANY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70390	SWANN, TIMOTHY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70391	SWAROWSKY, DENISE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70392	SWEET, BROOKLYN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70393	SWOPE, TONI	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70394	SWOPES, SUSAN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70395	TABOR, KIM	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70396	TALAFUSE, CLAUDIA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70397	TAYLOR, GINA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70398	TENER, RACHEL	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70399	TERRILL, DOROTHY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70400	THOMAS, SHELBY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70401	THOMPSON, MEGAN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70402	THORNHILL, CYNTHIA D	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70403	THORNTON, MATTHEW	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70404	TRAMMELL, KAREN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70405	TREAT, VERNON K	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70406	TREXLER, SARAH	PAYROLL ENCUMBRANCE	807.38	07/15/2024



PO	Vendor Name	General Description	Amount	Date
70407	TURNER, JENNIFER	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70408	TURNER, JERRI	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70409	TURNER, SHEILA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70410	TURNER, LACEY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70411	TURPIN, JESSE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70412	VAN HORN, TIFFANY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70413	VANCE, KIMBERLY A	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70414	VANDERBURG, LINDSEY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70415	VETSCH, CHAD	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70416	WAGNER, DANIELLE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70417	WALKER, KATELYNN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70418	WALKUP, DONNITA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70419	WALLER, CARLY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70420	WALTERS, CHRISTY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70421	WARD, VICKI L	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70422	WARD, MICHAEL S	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70423	WARD, MICHAEL A	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70424	WARR, SANDY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70425	WEBSTER, SHEA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70426	WELLS, CHAD	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70427	WHITE, ALLISON	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70428	WHITLOCK, KAYLA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70429	WILEY, JANELLE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70430	WILLIAMS, MICHELLE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70431	WILLIAMS, ZACHERY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70432	WILLIAMS, LINDA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70433	WILLIS, MACY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70434	WILSON, AMANDA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70435	WITTMAN, AMY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70436	WOMACK, BEVERLY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70437	WORD, MARCI	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70438	WORLEY, GEORGE	PAYROLL ENCUMBRANCE	807.38	07/15/2024



PO	Vendor Name	General Description	Amount	Date
70439	WRIGHT, VALERIE	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70440	WRIGHT, JESSICA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70441	WYCHE, DEANNA L	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70442	YANDELL, GLENDA	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70443	YOUNG, MELODY	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70444	YOUNG, JACLYN	PAYROLL ENCUMBRANCE	807.38	07/15/2024
70445	ADKINS, STEPHANIE	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70446	BROWNELL ANDERSON, KALI	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70447	BURNS, MADISON	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70448	CARPENTER, CHELSEA	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70449	COOMBS, ETHAN	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70450	DAWES, ALEXIS	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70451	DONICA, PAMELA	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70452	FARQUHAR, RYAN	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70453	FREIE, HANNAH	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70454	HALE, ZACHARY	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70455	HART, BRANDY	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70456	HEITT, BRITON	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70457	HIXON, HANNAH	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70458	RICKS, ELIZABETH	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70459	HOLT, CADEN	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70460	HUFF, DIANE	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70461	JONES, KELTZIE	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70462	JORDAN, BRITTANY	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70463	LOUKX, CHERYL	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70464	MARTIN, JAYME	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70465	MATTOX, JESSICA	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70466	MORGAN, ASHLEA	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70467	RICH, LUCINDA	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70468	RIDEN, KENDRA	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70469	SAVAGE, JULIE	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70470	SCHMIDT, ROBIN	PAYROLL ENCUMBRANCE	269.13	07/18/2024



PO	Vendor Name	General Description	Amount	Date
70471	SEESE, JULIE	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70472	TAKARA, KRISTEN	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70473	TERRILL, AMANDA	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70474	UNDERWOOD, KEIRSTEN	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70475	WORKMAN, MICHELE	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70476	RHODES, TAYLOR	PAYROLL ENCUMBRANCE	269.13	07/18/2024
70477	WRIGHT, CHRISTOPHER	PAYROLL ENCUMBRANCE	269.13	07/18/2024
(11) GEN FUND-FOR OPERAT Current Encumbered:			290,821.51	



PO	Vendor Name	General Description	Amount	Date
25062	CAJUN COUNTRY TRACTOR, INC	DISTRICT - TRACTOR REPAIRS, PARTS & LABOR	5,000.00	07/01/2024
25063	NOAH'S PARK & PLAYGROUNDS	PIO - PLAYGROUND EQUIPMENT	75,000.00	07/01/2024
25064	BRADY INDUSTRIES OF KANSAS, LLC	DISTRICT - MACHINERY REPAIR	3,000.00	07/01/2024
25065	D. BLACK PAINTING	DISTRICT - PAINTING SVCS	5,000.00	07/01/2024
25066	BOB USRY & SONS PLUMBING	DISTRICT - PLUMBING SVCS	10,000.00	07/01/2024
25067	SAFE GUARD FIRE, LLC	DISTRICT - FIRE ALARM REPAIRS, PARTS & LABOR	5,000.00	07/08/2024
25068	CROSSLAND'S RENT-ALL & SALES CO.	DISTRICT - EQUIPMENT RENTAL	2,000.00	07/08/2024
25069	COUNTRY EQUIPMENT	DISTRICT - EQUIPMENT, PARTS & SUPPLIES	4,000.00	07/10/2024
25070	ARVEST BANK	DISTRICT - RUSTLER'S - CAST ALUMINUM BEAR STATUE / STADIUM	3,330.00	07/10/2024
25071	****WEBSTAIRANT STORE	DISTRICT - CUSTODIAL SUPPLIES / SCRUBBER PADS - CAFETERIAS	250.00	07/10/2024
25072	HOME DEPOT CREDIT SERVICES	IT - TOOLS, EQUIPMENT & SUPPLIES	1,500.00	07/11/2024
25073	LOWE'S	IT - TOOLS, EQUIPMENT & SUPPLIES	1,000.00	07/11/2024
25074	HILL'S CARPET SERVICE	CIMS - CARPET & TILE REPAIR - NORTH ENTRY & OFFICE	1,013.00	07/15/2024
25075	B & H PHOTO VIDEO	HS - THE DEN - SOUND SYSTEM, WIRING, HARDWARE & EQUIPMENT	10,000.00	07/16/2024
25076	ACCENT GLASS SERVICES, LLC	HS - FIELD HOUSE - FAILED INSULATED GLASS REPLACEMENT & WINDOW CLEANING	6,500.00	07/22/2024
25077	CRIMSON ELECTRIC SERVICES	DISTRICT - KITCHENS - ELECTRICAL REPAIRS	8,000.00	07/22/2024
25078	D. BLACK PAINTING	DISTRICT - PAINTING SVCS	15,000.00	07/22/2024
25079	HARNESS ROOFING, INC.	DISTRICT - ROOFING REPAIRS & REPLACEMENTS	75,000.00	07/22/2024
25080	HILL'S CARPET SERVICE	DISTRICT - FLOORING REPAIRS & INSTALLATION	10,000.00	07/22/2024
25081	HILL'S CARPET SERVICE	DISTRICT - FLOORING REPAIRS	15,000.00	07/22/2024
25082	KENNEDY ROOFING & CONSTRUCTION, LLC	DISTRICT - ROOFING REPAIRS & REPLACEMENTS	75,000.00	07/22/2024
25083	OKLAHOMA STEEL BUILDERS	DISTRICT - REPAIRS / SIDEWALKS, AWNINGS, ETC...	50,000.00	07/22/2024
25084	OKLAHOMA STEEL BUILDERS	DISTRICT - ROOFING REPAIRS & REPLACEMENTS	75,000.00	07/22/2024
25085	PRONTO AC SERVICE	DISTRICT - AC SERVICES	20,000.00	07/22/2024
25086	RYAN MECHANICAL SERVICE	DISTRICT - HEAT & AIR SERVICE	20,000.00	07/22/2024
25087	WILLIS & 3 COATINGS	DISTRICT - PAINTING SVCS	25,000.00	07/22/2024

(21) BUILDING FUND Current Encumbered:

520,593.00



PO	Vendor Name	General Description	Amount	Date
50210	GREEN ENERGY SOLUTIONS LLC	DISTRICT - CNG TRANSFER USAGE FEES	2,500.00	07/01/2024
50211	POWERSCHOOL GROUP, LLC	DISTRICT - PERFORM TEACHER & PRINCIPAL	24,224.01	07/01/2024
50212	STATE OF KANSAS	DISTRICT - SRO POLICE VEHICLE	50,000.00	07/01/2024
50213	OFFEN PETROLEUM, LLC	TRANS - DIESEL FUEL	200,000.00	07/01/2024
50214	OFFEN PETROLEUM, LLC	TRANS - UNLEADED FUEL	150,000.00	07/01/2024
50215	OFFEN PETROLEUM, LLC	TRANS - LUBRICANTS	2,000.00	07/01/2024
50216	THOMPSON SCHOOL BOOK DEP.	CIMS - HANDLING FEE	17.69	07/08/2024
50217	E3 DIAGNOSTICS	DISTRICT - AUDIOLOGICAL INSTRUMENTATION CALIBRATION	435.00	07/08/2024
50218	SCHOOL BUS SIGNS	TRANS - BUS SIGNS / ROUTE CHANGERS	2,500.00	07/08/2024
50219	HOOPER PRINTING	HS - PRINTING SVCS / ALGEBRA I GUIDED NOTES TEXTBOOK (NON-STATE ADOPTED)	2,520.00	07/08/2024
50220	SOLOMON, FRANK	TRANS - REIMB - VEHICLE TAGS, MISC SUPP, CLEANING SUPP, FUEL	1,500.00	07/08/2024
50221	CIDI LABS	HS - CANVAS SOFTWARE	2,800.00	07/08/2024
50222	AVL SYSTEMS DESIGN	HS - THE DEN - SOUND SYSTEM REPAIRS, PARTS & LABOR	990.00	07/08/2024
50223	****WISE GUYS AUTO GLASS	TRANS - WINDSHIELD REPAIR	1,000.00	07/10/2024
50224	PEARSON CLINICAL ASSESSMENT	DISTRICT - TESTING MATERIALS & SCORING SUBSCRIPTION	1,726.98	07/10/2024
50225	PCG	DISTRICT - PCG REIMB - BILLING SVCS / EP PLAN	10,000.00	07/11/2024
50226	ARVEST BANK	HS - MULT VENDORS - WASHER & DRYER / ATHLETICS	3,500.00	07/11/2024
50227	****CALENDLY	IT - CALENDAR SCHEDULING AUTOMATION	100.00	07/11/2024
50228	****GRAMMARLY	IT - GRAMMARLY SOFTWARE	150.00	07/11/2024
50229	INSTRUCTURE	CIMS & HS - CANVAS LMS & TRAINING PREMIUM	21,107.10	07/11/2024
50230	****VISTAPRINT	IT - BUSINESS CARDS & PRINTING	1,000.00	07/11/2024
50231	PERMA BOUND	KID - LIBRARY BOOKS	530.44	07/11/2024
50232	ARCHWAY - OKLAHOMA BOOK DEPOSITORY	HUB - MATH TEXTBOOKS - GR 1	28,554.72	07/15/2024
50233	FARQUHAR, RYAN	CIMS - REIMB - ADJUNCT TEACHER APPLICATION FEE	27.50	07/15/2024
50234	LIGHTNER, MICHAEL	HS - REIMB - ADJUNCT TEACHER APPLICATION FEE	27.50	07/15/2024
50235	QUIGG, TYMOTHY	CIMS - REIMB - ADJUNCT TEACHER APPLICATION FEE	27.50	07/15/2024
50236	SCHMIDT, ROBIN	HS - REIMB - ADJUNCT TEACHER APPLICATION FEE	27.50	07/15/2024



PO	Vendor Name	General Description	Amount	Date
50237	SMITH, TRAVIS	CIMS - REIMB - ADJUNCT TEACHER APPLICATION FEE	27.50	07/15/2024
50238	THORNTON, MATTHEW	HS - REIMB - ADJUNCT TEACHER APPLICATION FEE	27.50	07/15/2024
50239	****AMAZON.COM	HUB - CLASSROOM FURNITURE	10,000.00	07/15/2024
50240	****AMAZON.COM	CIMS - TECHNOLOGY SUPPLIES	10,000.00	07/15/2024
50241	****AMAZON.COM	HS - TEACHING SUPPLIES	10,000.00	07/15/2024
50242	****APPLE, INC	PIO - LAPTOPS FOR READING	10,000.00	07/15/2024
50243	****MICROSOFT STORE	CIMS - LAPTOPS FOR READING	10,000.00	07/15/2024
50244	****AMAZON.COM	KID - PROFESSIONAL DEVELOPMENT SUPPLIES	500.00	07/15/2024
50245	****AMAZON.COM	KID - TECHNOLOGY SUPPLIES	500.00	07/15/2024
50246	****AMAZON.COM	PIO - PE SUPPLIES	2,500.00	07/15/2024
50247	****AMAZON.COM	HUB - STEM SUPPLIES	2,000.00	07/15/2024
50248	****APPLE, INC	HUB - IPADS FOR READING	10,000.00	07/15/2024
50249	****AMAZON.COM	CIMS - LIFE SKILLS SUPPLIES	2,500.00	07/15/2024
50250	****AMAZON.COM	HS - CULINARY SUPPLIES	2,000.00	07/15/2024
50251	****AMAZON.COM	HS - DRAMA SUPPLIES	1,500.00	07/15/2024
50252	ARVEST BANK	HS - BEACON ATHLETICS - FOUL POLES / SOFTBALL FIELD	400.00	07/15/2024
50253	ARVEST BANK	HS - PIONEER ATHLETICS - TURF PAINT & STRIPER	650.00	07/15/2024
50254	HILL'S CARPET SERVICE	CN - HUB & PIO - NEW FLOORING & INSTALLATION / WALK-IN FREEZERS	4,000.00	07/15/2024
50255	ARVEST BANK	DISTRICT - MULT VENDORS - CLASSROOM SUPPLIES	5,000.00	07/16/2024
50256	SCHOOL SAFE ID, LLC	DISTRICT - VISITOR CHECK-IN SOFTWARE	2,495.00	07/16/2024
50257	SCHOOL SAFE ID, LLC	HUB - DISMISSAL SOFTWARE	5,117.90	07/16/2024
50258	****AMAZON.COM	DISTRICT - NEW TEACHER ORIENTATION MATERIALS	618.78	07/16/2024
50259	****AMAZON.COM	HS - CLASSROOM SUPPLIES	2,000.00	07/17/2024
50260	****AMAZON.COM	HS - BMITE CLASSROOM SUPPLIES	5,000.00	07/17/2024
50261	BAXTER RAINS, CHARLOTTE	TRANS - CDL REIMBURSEMENT	130.00	07/01/2024
50262	BEN E. KEITH CO.	CN - CIMS - OVEN	12,363.00	07/17/2024
50263	OKLAHOMA HEALTH CARE AUTHORITY	DISTRICT - OCHA BILLING / STATE SHARE OF MEDICAID / QTRLY BILLING	50,000.00	07/17/2024
50264	HEARTLAND PAYMENT SYSTEMS, LLC	CN - PAYMENT SERVICES RENEWAL	5,884.00	07/17/2024
50265	ADVANCED MICROBIAL SERVICES	CN - GREASE TRAP SERVICE	2,220.00	07/17/2024



PO	Vendor Name	General Description	Amount	Date
50266	IDENTIMETRICS	CN - BIOMETRICS SUBSCRIPTION (1 YR)	1,500.00	07/17/2024
50267	ARVEST BANK	TRANS - MULT VENDORS - FUEL & DEF	5,500.00	07/17/2024
50268	ROCHESTER 100, INC.	HUB - NICKY'S 10-N-1 FOLDERS	750.00	07/17/2024
50269	MASCOT JUNCTION	HUB - FLAG SETS & RULE POSTERS	449.00	07/17/2024
50270	****AMAZON.COM	HUB - COLOR COPY, CONSTRUCTION & BULLETIN BOARD PAPER	1,199.38	07/17/2024
50271	ARVEST BANK	HUB - MULT VENDORS - TECHNOLOGY SUPPLIES	1,000.00	07/17/2024
50272	ARVEST BANK	HUB - MULT VENDORS - CLASSROOM & STUDENT SUPPLIES	2,000.00	07/17/2024
50273	****AMAZON.COM	KID - CLASSROOM & OFFICE SUPPLIES	1,287.95	07/18/2024
50274	****BEST BUY	KID - WASHER, DRYER & DISHWASHER	1,099.96	07/19/2024
50275	HOOPER PRINTING	HS - PRINTING SVCS / ALT ED FORMS	200.00	07/18/2024
50276	OK CONSULTING & ACCOUNTING SERVICES, LLC	ADMIN - OCAS WORKSHOP	100.00	07/22/2024
50277	CELL PHONE FIX	DISTRICT - CHROME BOOK REPAIRS	15,861.73	07/22/2024
50278	****AMAZON.COM	ADMIN - MEDICAL EQUIPMENT / SPECIAL SVCS	879.64	07/22/2024
50279	ROSS TRANSPORTATION, INC.	TRANS - AC INSTALLATION FOR BUSES / SAFETY FOR STUDENTS & EMPLOYEES - STATE CONTRACT - LOW BID \$11,900.00 PER BUS	156,000.00	07/22/2024
50280	VOYAGER SOPRIS LEARNING	KID - TITLE 1 READING SOFTWARE	2,100.00	07/22/2024
50281	WAL-MART	HS - E-SPORT SUPPLIES	2,000.00	07/22/2024
50282	SUPER TEACHER WORKSHEETS	HUB - SINGLE SITE LICENSE	375.00	07/22/2024
50283	OSIG - OKLAHOMA SCHOOL INSURANCE GROUP	TRANS - 2024-2025 PROPERTY CASUALTY INSURANCE PREMIUM	614.00	07/22/2024
50284	ARVEST BANK	CIMS - MULT VENDORS - SUPPLIES - CARD #1	5,000.00	07/23/2024
50285	ARVEST BANK	CIMS - MULT VENDORS - INK & PAPER - CARD #1	2,000.00	07/23/2024
50286	****BLICK ART MATERIALS	CIMS - ART SUPPLIES - CARD #7 CIMS	2,700.00	07/23/2024
50287	****HOBBY LOBBY	CIMS - ART SUPPLIES - CARD #7	250.00	07/23/2024
50288	****CRAZY CROW TRADING POST	CIMS - ART SUPPLIES - CARD #7 CIMS	150.00	07/23/2024

(11) GEN FUND-FOR OPERAT Current Encumbered:

877,716.28



Noble Public Schools

Frank Solomon, Superintendent

P.O. Box 499 / 111 S. 4th St. Noble, OK 73068

Phone: 405-872-3452 / Fax: 405-872-3271

www.nobleps.com

July 22, 2024

Dear School Board Members,

The Child Nutrition Department would like to increase the Adult meal prices for the 2024/2025 school year to comply with the Healthy, Hunger-Free Kids Act of 2010, Section 205.

Adult breakfasts from	\$2.40 to \$2.50
Adult lunch from	\$4.95 to \$5.00

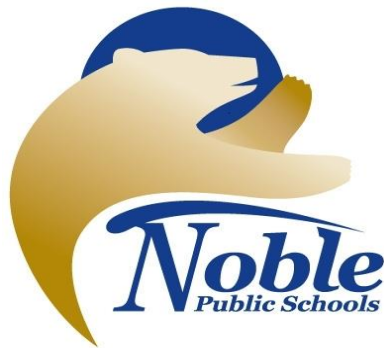
Sincerely,



Dr. Jon Myers

Katherine I. Daily Elementary Parent/Student Handbook

2024-2025



**Mr. Frank Solomon
Superintendent**

**Dr. Jon Myers
Assistant Superintendent**

**Executive Director
Mr. Nathan Gray**

**Principal
Mrs. Janice Busick**

**Katherine I. Daily Elementary
300 South Fifth Street
Noble, OK 73068**

405-872-3406

www.nobleps.com

**Katherine I. Daily
School Contact Information**

Janice Busick, Principal.....872-3406
Christi Robberson, Counselor.....872-7641
Attendance Secretary..... 872-3406
Cafeteria.....872-5690
Transportation.....872-3455



**Katherine I. Daily School Hours
7:25 a.m. to 2:30 p.m.
Office Hours
7:15 a.m. – 3:30 p.m.**

Noble Public Schools contact Information:

John K. Hubbard.....872-9201
Pioneer Elementary.....872-3472
Curtis Inge Middle School.....872-3495
Noble High School.....872-3441
Noble Administration Office.....872-3452



Vision...

Not just what we think

How we think...*Excellence*

Not just what we do

How we do it... *Quality*



Our Mission...

We are... dedicated to providing our students with a positive learning climate, which encourages a passion for discovery and achievement. We feel students are entitled to learn in an orderly environment of mutual respect and concern among peers and teachers.

Each day our mission is to provide challenging and creative lessons through which our students have the opportunity to master academic as well as social and personal skills that will lead to healthy living, foster success, and inspire lifelong learning.

Each day our mission is to hold ourselves and our students accountable for positive actions, personal growth, and caring relationships, enhanced through a strong partnership between home and school.

We are...NOBLE PUBLIC SCHOOLS!



ACCREDITATION

The Noble Public School district is accredited by the Oklahoma State Department of Education.

Table of Contents:

Announcements	15
Morning Arrival	9
Afternoon Dismissal	10
Attendance	8
Bringing “Treasures to School”	17
Building Access	11
Cafeteria	14
Calendar	7
Closing/Inclement Weather	16
Dress Code	19
Enrichment Programs	11
Guidance	12
Indian Education	13
Library	11
Music	13
Physical Education	12
Title One School Wide Program	13
Field Trips	24
Fundraisers	16
Head Lice	18
Illness or Injury	18

KID Expectations	24
Cafeteria Expectations	26
Playground Expectations	27
School Expectations	25
Lost and Found	23
Medication	19
Noble Public School Board Policies	29
Parent/Teacher Conferences	14
Parties	24
Recess	18
Report Cards	11
School Home Communication	15
School Pictures	17
Speech Screenings	14
Withdrawal of Students	27
Student Handbook Agreement <u>(Must be signed and returned to teacher)</u>	58
Student/Teacher/Parent Agreement <u>(Must be signed and returned to teacher)</u>	59



Katherine I. Daily Elementary
300 South Fifth Street
Noble, OK 73068



Dear Parents,

Welcome to Katherine I. Daily Elementary School. We are looking forward to working with your family to ensure your child's first school years are successful. Our goal is to create a safe and child centered learning environment while building a strong foundation for academic success. We are excited to be a part of your child's educational journey.

The K.I.D. handbook is a way to familiarize yourself with the expectations for your child. Please take time to read this handbook. After you have read the handbook we ask that you sign and return both KID Student/Teacher/Parent Agreement (page 59) and the Parent/Student Handbook Agreement (page 60) and return the pages to your child's teacher.

Sincerely,
Mrs. Janice Busick
K.I.D. Principal



**Katherine I. Daily Elementary School Calendar
2023-2024**
Watch the KID Talk for Dates
Classes are in session Monday-Friday, August 8th -January 31st

Monday- Thursday, February 7th -May 15th

1st Semester

Back to School Night-K, T1	August 1 st
Back to School Night Pre-K	August 5 th
First Day of School	August 8 th
Fall Pictures	August 27 th
Labor Day Holiday- No School	September 2 nd
Professional Day	October 4 th
Read A Thon	October 21 st
Parent/Teacher conferences	At the end of the 1 st 9 weeks and 3 rd nine weeks
Fall Break	October 17 th & 18 th
Fall Picture Retakes	October 15 th
Halloween Party	October 31 st
Veteran Day Assembly	November 11 th
Thanksgiving Holiday- No School	November 25 th -29 th
KID Festival of Lights	December 2 nd
Christmas Party	December 19 th
Christmas Break	December 19 th - January 3 rd

2nd Semester

Professional Day	January 10 th
Martin Luther King Day	January 15 th
Spring Pictures	February 11 th
Celebration of Dr. Seuss Week	February 24 th -February 27 th
Music in our Schools Month	March
Spring Break – No School	March 17 th -20 th
Kindergarten Graduation Pictures	April 8 th
Kindergarten Graduation	May 13 th
Super KID's Day	May 15 th
Last Day of School	May 15 th

Dates are subject to change



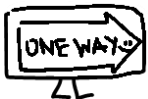


Attendance



All children should be in attendance daily. If your student is going to be absent, please notify the office at 405-872-3406. It is important that students attend class daily and arrive on time. Regular classroom participation is necessary to achieve the best possible learning situation for every student. Students who are consistently absent or tardy may have a difficult time being successful socially and academically.

Since daily attendance is expected of our students, parents of students who are chronically absent (10 days or more a semester) will be asked to attend an attendance review meeting. An attendance review meeting is completed with the administrator and parent to determine a plan to improve attendance. Pre-K is an optional program therefore, pre-k students can be dismissed from our program for chronic absences. *Continued absences or tardies will result in information regarding attendance being forwarded to the District Attorney for Cleveland County. This is required by Oklahoma State Law.*



Parents are advised that the North, East, and West sides of our school are all ONE-WAY streets. Please be aware that the block north of our school on 5th Street is one-way going south, and the block east of our school on Maple is one-way going east. Parents can request a school map listing the drop off / pick up points.

Our buses load and unload on Maple, which is one way going east.

PLEASE NOTE: Passing a bus in the process of loading or unloading children is against the law and is monitored by/reported to the Noble Police Department.



Morning Arrival



Katherine I. Daily Elementary is located on a one-block area with streets on three sides. Parking and travel around the school are always a problem. Please be courteous and follow the drop-off and pick-up procedures. Please have your child unbuckled and ready to exit the car before you reach the drop off zone.

At Katherine I. Daly we have 3 designated student drop-off areas.

Pre-K East- Mrs. Clements, Mrs. Huddleston, Mrs. Thompson, and Mrs. Scruggs are located on 5th at the south-east or second pull in area. Parents will pull up and a teacher will assist your child out of the car.

Pre-K West- Ms. John, Mrs. Green, Mrs. Lee, Mrs. Walters, and Mrs. Cunningham are located on 4th at the west side pull in area. Parents will pull up and a teacher will assist your child out of the car.

Kindergarten- All kindergarten students are dropped off at the front entrance located on 5th at the first pull in area. Parents will pull up and a teacher will assist your child out of the car.

PLEASE DO NOT leave children at school without teacher supervision. It is unsafe for children to be outside without supervision. The school doors must be open and a teacher present before parents may leave their children. Please **only** let your child off at designated drop-off areas to ensure a safe arrival.

TARDY

Students who arrive after the bell must be brought into the office by an adult to get a **TARDY SLIP** before going to class.



Afternoon Dismissal



Pre-K

Parents will remain in the car and display the student's pick-up card (which will be given to you by your child's teacher) in the window. Your child will be called, a teacher will escort your student to the car. Please note due to time and liability teachers cannot buckle students into the car seat. **Parents are asked not to park and come to the gate to pick up Pre-K students. Only parents that have made prior arrangement with the teachers are allowed to pick up students from the gate. Students will not be released to parents without a parent pick up card.**

Kindergarten and T1

Our teachers will walk the students to the teacher's designated gate and parents will pick up students at the gate. Parents must present the designated parent pick-up card (given to you by your child's teacher) for the student to be released.

Students will not be released to parents without a parent pick up card.

Please note:

Children will be sent home as directed by PARENT NOTE or DIRECT COMMUNICATION with the teacher or the office. We **DO NOT** change children's regular going home plans without a note or a phone call from a parent. ***PARENTS MUST CALL THE SCHOOL OFFICE BY 1:30 p.m. TO MAKE CHANGES IN HOW CHILDREN ARE GOING HOME.***

All children leaving the building during the school day must be checked out through the office. **You must have a government photo identification** to check out your student from school. These measures are for the safety of your child.

Pre-K check-out: When checking out your Pre-K student early we ask that you come to the office first for check-out. The office will call your child's teacher to let them know you are picking up your child. Once the office has contacted the teacher, we ask you to drive to the Pre-K building to pick up your child.



Building Access



For the safety of the children, the exterior doors to the school will remain locked throughout the school day. Children may exit these doors in case of an emergency, but no one can enter from the outside. Visitors and guests will be allowed in the building for programs, concerts, and other special events. All other visitors will require approval from the principal. Our schools will remain locked for the security of our staff and students. Parents are not allowed to walk a student to class, bring supplies to the classroom, birthday goodies, or lunches. If you have an item that needs to be given to a student, we ask that you drop it off at the office. We will call the student to the office to pick up the item.



Report Cards

Report cards will be sent home at the end of each nine weeks for all grade levels.



Enrichment Programs



Library

At Katherine I. Daily Elementary School, we believe that being exposed to good books is vital to the success of every child. This includes looking at pictures, hearing a story read, making up their own stories, and eventually, reading it for themselves. One of our goals this year is to help each

child become excited about books. Please support our school library program by encouraging your child to find a safe place at home to keep their books and reminding them to return their books on time. This is a great lifelong lesson in responsibility.

KID Read-at-Home Program

Students are encouraged to read at home. Our kickoff to reading will be in October with our Read a Thon fundraiser. Our recording for our Read-at-Home Program starts in January and ends in May. Parents are asked to read and record the books read to their student on a recording form. The recording form is returned to your child's teacher for a reward. Students are rewarded based on the number of books read. Our goal is for each child to listen to at least 100 books.



Book Fair

A school book fair is scheduled once a year. A traveling bookstore comes to the school library. Parents and children may select books to purchase. The money earned through this library fundraiser is used to purchase materials for our school library.

Guidance

Guidance classes are provided once a week. Stories, puppets, and songs are used to teach children skills for making friends and getting along with others. Children learn how to recognize emotions in themselves and others. They learn ways to appropriately express their feelings, use self-control, and make good choices. If parents believe that a child would benefit from a small group session or individual assistance, please feel free to contact our Counselor, Mrs. Robberson.

Physical Education



Physical Education classes are provided once a week. Students are provided with a variety of activities to help build confidence and expand their interest/abilities. Each student will be expected to participate in all activities. Students learn cooperation, teamwork, and sportsmanship. To help prevent injury, all children will be required to wear **tennis shoes** during PE class. Your child's teacher will let you know your class

schedule. If your child has medical condition that limits physical activity, please contact the PE teacher and your child's teacher.

Music

In music class, pre-k and kindergarten students will be introduced to listening, moving to, feeling, and producing the beat in a variety of musical examples. Students will expand this concept of beat into the use of basic rhythm instruments. They will also participate in using correct singing voices, listening for specific musical sounds/concepts, and to pre-read symbols that represent rhythms/patterns. They will also participate in an in-depth study of the instruments of the orchestra.

Transitional First students will review correct singing voices, instruments of the orchestra, the rhythmic concepts of beat, and patterns, using movement, with Orff as well as basic rhythm instruments. They will be introduced to appropriate vocabulary for musical terms, begin to read musical pitches using the Kodaly philosophy of solfage/hand signs. They will also read rhythmic symbols using the Orff philosophy of rhythmic syllables.



Title I School-Wide Program

Noble Public Schools has a Title I school wide program at all sites. This is a federal comprehensive reform strategy which emphasizes serving and improving all students by combining resources to achieve the goal of academic success. Each site has different programs to meet their students' needs. The involvement of parents is essential to the success of their students. Each parent/ guardian will be asked to sign a school compact which states the responsibilities of the student, parent, and school. The three core elements of a school wide program are comprehensive needs assessment, written school wide plan, and annual review and plan update.

Indian Education Program

Our students who are enrolled in a tribal membership may qualify for additional assistance through our Indian Education Program. Parents of students who qualify

Formatted: Body Text 2, Left

need to complete an eligibility certification form, which requires the tribal membership number along with registry information. Please contact the school office with your questions.



Speech Screenings

Speech and language evaluations are conducted by the School Speech Pathologist. Pre-K, Kindergarten, and Transitional First students are screened by teacher request.

If you have a concern, please contact your child’s teacher, our school counselor, Mrs. Robberson, or our school speech pathologist, Mrs. Sanders.



Parent /Teacher Conferences

Parent/Teacher Conference days are provided during the first and third nine weeks’ periods to allow time for parents and teachers to meet to discuss your student’s progress. These conferences are mandatory. **Please work with teachers to schedule conference times that you can attend.** If you have a need for more frequent visits, please contact your child’s teacher during their planning period to schedule a meeting.



Cafeteria



Sending Lunch money

When sending lunch money to school please put it in a sealed envelope with your child’s name, teacher’s name, amount of money, and write lunch money on the front of the envelope. Lunches may also be paid for by using My School Bucks online pay.

Lunch and Breakfast

For the 2024-2025 School Year, all students at Noble will receive a free breakfast and lunch each school day, thanks to NPS and the OKSDE Community Eligibility Provision. The OKSDE is requiring NPS to have on file a federal economic disadvantage form for all students. Please contact NPS Child Nutrition at 405-872-5690 for ways to access this form.

Breakfast and lunch are served each school day. Students may pay for meals by the day or week. **Applications for free or reduced lunches are available from the school office.** The cafeteria supervisor maintains all student's cafeteria accounts. Questions about your child's account should be directed to the supervisor at 872-5690.

If your child brings a lunch, please be sure his or her name is on the lunch box or sack.



School/Home Communication

Communication between the home and school is a critical part of your child's success in school. Your child will bring a Wednesday Folder or School Planner home each week. This folder or planner contains all the important information you need to keep up to date about school activities. ***It is important that you look through your child's folder each week and return it to school.***

Katherine I. Daily Elementary sends our ***K.I.D. Newsletter*** every other Wednesday. This newsletter contains all the information about upcoming events. ***It is important that you read this each week.*** We communicate with parents using this newsletter as well as a monthly calendar, classroom newsletters, our website, and school messenger (must sign up for this program). Our K.I.D. newsletter is also posted on our school website. **Our school website can be accessed at nobleps.com.**



Announcements



Announcements are made each morning. They provide a way to recognize birthdays, events of the day, word of the day, and quote of the week. Every morning we say the Pledge of Allegiance, the Oklahoma flag salute, and observe a moment of silence.

Assemblies at school will be announced in our KID Talk newsletter. The assemblies provide students and staff with a time to celebrate accomplishments and be together as a school family.



Closing School / Inclement Weather

An announcement will be made through local news stations, Noble school's website, and social media should school have to be canceled due to inclement weather. The school makes every effort to make decisions concerning school closings based on the safety of students. The district boundaries cover 144 square miles and conditions in one part of the district may be very different from those in another area. Decisions concerning school closings are made as early as possible before buses begin their morning routes.



Fundraisers

Katherine I. Daily Elementary plans to conduct the following school-wide fundraisers this year. Priorities for school fundraisers are carefully planned with input from parents and teachers each summer. Fundraiser monies will be used to support the music program, field trips, the purchase of playground equipment, technology for classrooms, and various other special activities.



School Book Fair is scheduled once a year. The money earned through this library fundraiser is used to purchase materials for our school library and to fund our home reading program.

School T-Shirts can be ordered at the beginning of the year.

School Pictures are offered throughout the year. These are an optional purchase.

Read A Thon- Kick off in Oct on our Reading night.

Additional Fundraisers may be added with School Board approval.



School Pictures

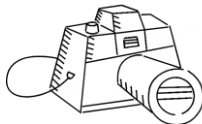
Katherine I. Daily Elementary School offers several opportunities for parents to have children's pictures taken during the school year:

Fall individual– August 29th

Retakes – October 17th

Spring Pictures- February 13th

Kindergarten graduation pictures – April 9th



Bringing “Treasures” to School

Children are expected to leave toys and other valuable items at home.

Oklahoma State Law prohibits the possession of any dangerous weapon on school property. For purposes of this policy, dangerous weapons include, but are not limited to, **firearms and knives of any kind, metal knuckles, fist packs and similar objects, blackjacks, billy clubs and similar objects, metal chains, mace, or pepper spray or any manufactured or homemade objects designed or intended to cause bodily injury, intimidation, or threats.** Students in

possession of dangerous weapons on school grounds may be suspended for as long as a year.

It is not uncommon for children to bring pocketknives to school without parent knowledge. Please talk to your child about the importance of leaving these at home.



Recess

Students will not be kept inside during recess unless we receive a note or call from their parents. Students who have a note to stay inside will be sent to the nurse's office until recess is over. Students may either continue schoolwork or may read/look at a book. **Days that exceed two (2) will require a statement from a professional managing the diagnosis.**



Head Lice

If the student is sent to the office with live lice or brown nits, the student will be removed from the classroom and the parent/guardian will be called to pick up their student. The student will not be allowed to return to school until the student has been cleared by the school nurse.



Illness or Injury at School

If your child becomes ill (high fever, vomiting, diarrhea, etc.), or is injured at school we will make him or her comfortable and call you immediately. If you cannot be reached, we will contact the emergency number that was provided to us. Your child must be picked up promptly. It is critical that emergency information be kept up to date. ***Phone numbers that change must be reported to the school office.***

Parents who do not carry insurance on their child are given the opportunity to purchase insurance through the school. School insurance packets are available in the first Wednesday Folder or School Planner. Purchase of this insurance by parents is optional.



Medication

If it is necessary for a child to take prescribed medication during school hours, it must be in the original prescription container and a medication form must be filled out and on file with the nurse.



Dress for School

The responsibility for proper dress and grooming is that of the students and parents. Students should wear clothing suited to the weather and in good taste. When cold weather approaches, please stress the importance of your child wearing a coat, hat, and mittens. In winter we will go outside as long as the wind chill and temperature are at or above 32 degrees. As the weather often changes during the day and we cannot predict when we will be outside, it is important that you dress your child as if we were going outside each day. We encourage our students to wear safe shoes for the playground and P.E. **Flip flops, open back sandals, and dress shoes with ½ inch heel or higher are not appropriate footwear for school for safety reasons.** Students who wear these to school may be asked to call their parents to bring more appropriate footwear. Please help keep students safe! Students need to keep hats in their cubbies when they are inside, except on special hat days. **All Pre-K students are asked to keep a change of clothes in case of accidents in their backpack at all times.** Kindergarteners and Transitional First are asked to keep a change of clothes in their backpack if they are prone to accidents. Please refer to the District Student Dress Code.

Noble Public Schools Board Dress Code Policy

At Noble Public Schools, we believe that good grooming and dress promote pride and positive behavior. The way a student dresses is a very important part of the school culture and process. The intent of the student dress code policy is to provide adequate information to all stakeholders and to assist in preventing extremes and indecency which would interfere with the District's educational mission and/or threaten the safety and welfare of our students. A dress code is to provide the appropriate standards for student appearance and to assist in maintaining student behavior which is conducive to the learning environment. Disciplinary actions will be taken to enforce the dress code and promote fairness.

Reference: 70 O.S. 6-114

NOBLE PUBLIC SCHOOLS DRESS CODE

(REGULATION)

In accordance with the policy of the board of education, the following regulation shall establish a dress and grooming code for the public school system. The building administrator shall have the authority to determine the appropriateness of any attire not specifically addressed below. In making a determination, the administrator shall consider whether the clothing and/or accessory presents a safety hazard, is revealing, or may be reasonably believed to disrupt the teaching or learning environment. Attire that disrupts the educational process is prohibited. The following dress code will be in effect for all students:

1. Skirts and Dresses: The skirt or dress must be a minimum of mid-thigh length while shoulders are relaxed and must not be revealing, disruptive or distracting to the educational process. Skirt openings must be a minimum of mid-thigh length. Dresses may be sleeveless if they have fitted armholes. Mini skirts are not allowed.
2. Tops: Any shirt, blouse, sweater, or top may be worn with the following conditions:

- Sleeveless Tops must have fitted armholes and not be revealing or show undergarments. Spaghetti straps, tank tops, muscle shirts, strapless tops, halter tops, racer back tops are not allowed.
 - Nothing translucent, sheer, of mesh, fishnet or revealing may be worn.
 - All tops must be properly buttoned and may not expose the midriff when arms are raised from the side. Tops that expose undergarments are not permitted.
 - Tops, dress, and sleeve openings, must not expose undergarments, chest, breast, cleavage or any part of the torso. Tops may not have any type of plunging neckline.
3. Pants: Pants, jeans or slacks that are neat and clean are acceptable.
- Pants that drag the floor are not allowed. Pants that are cut, slit, or have holes above the mid-thigh are not allowed. Pants that have been patched are acceptable.
 - Form fitting pants, skintight jeans, leggings, and jeggings are allowed as an outer garment as long as the top outer garment reaches mid-thigh. Pajama pants are not allowed.
 - Sagging is not permitted at any time. Pants may not be worn low exposing the torso, back or undergarments.
4. Shorts: Shorts that are mid-thigh length or longer are acceptable for school dress.
- Shorts that are cut, slit, or have holes above mid-thigh are not allowed.
 - Form fitting shorts, biker shorts, spandex and mini shorts, such as Soffes, are not allowed.
5. Shoes: Shoes must be worn at all times. Different programs require different types of shoe types. Students will be informed by their teachers as to the requirements for the particular class or program they are in. House Shoes, Shoes with rollers, wheels, or skates are not allowed.
6. Accessories: Accessories which are not acceptable include the following:

- Hats, hoods, beanies, caps, bandanas, and sunglasses are prohibited inside the buildings. Exceptions may be made by the principal for spirit days, religious purposes or special activities.

- Wearing, possessing, using, distributing, displaying, or selling of any clothing, jewelry, emblems, badges, symbols, signs, graffiti, or other items that are evidence of membership in or affiliation with a gang are prohibited.

- Chains, Wallet chains, Biker chains, Collars, Fishhooks, and Jewelry such as earrings with loops that could pose a safety issue are prohibited.

- Trench coats and other full-length coats are prohibited.

7. Insignias, Monograms, Prints or Patches: Lettering or any type of sew-on patch, decal, print, insignia, or design that conveys crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or any advertising of tobacco, alcohol drugs or drug paraphernalia are specifically prohibited.

8. Makeup, Tattoos and Brands: Facial make-up, tattoos, brands, or other body decorations whether temporary or permanent, that convey crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or advertise tobacco, alcohol, drugs or drug paraphernalia are specifically prohibited.

9. Clothing that is purposefully ripped, torn, and or cut in a manner that causes a distraction to the operation of the school and the educational process or is a safety risk is prohibited.

10. Activity/Spirit Days: Teams are allowed to wear uniforms as long as they are compliant with the dress code. Any uniform that in itself does not comply with the school dress code must be worn underneath proper outerwear. Exceptions to the dress code for special activities must be approved in advance by the school administration.

11. Exceptions to the dress code may be authorized by the building administrator or designee for a specific school-related activity on a case-by-case basis.

12. The dress code for Noble Public Schools is a minimum requirement dress code. Students are encouraged to dress in a professional manner above and beyond the dress code.

13. A Dress Code Log will be kept at each site documenting the name of the offender, the violation type and the date of the violation. All head principals will complete a year-end Dress Code Log Report showing total numbers only of singular and repeat student violators as well as the types of violations recorded in their site log. All year-end site reports will be submitted to the superintendent and the school board. Student names will not be listed or reviewed. In addition, the school board reserves the right to solicit year-to-date site Dress Code Log Reports at any time during the school year.

Any student found out of compliance with the Noble Public Schools Dress Code will be sent to an administrator for resolution. Students will be given the option to change to appropriate clothing or have parents bring acceptable clothing. The parent will have an acceptable amount of time to provide the change of clothes. If a parent is unable to do so, the student may be sent home. Students will be allowed to return to school/class after clothing has been changed and is compliant with the dress code.

Parents will be notified each time a student is in violation of the Dress Code if the issue is unable to be corrected on site. Parents will always be notified when repeat violations occur. Communication with parents will occur from the school office in these situations. Repeat offenses will result in the Disciplinary Process being followed according to the school site handbook. All disciplinary actions will be adjudicated in a private and confidential manner.

The Dress Code policy for Noble Public Schools will be reviewed on a regular basis and will be updated and modified at the discretion of the Noble Public Schools Board of Education.

(Noble Board of Education, Policy FNCA and FNCA-R)



☆☆☆
Lost and Found



Clothing and other personal items should be identified with your child's name. Many coats, hats, mittens, etc. are lost each year. We go through the lost and found on a regular basis and return items that are identified by name to their owners.

Parents and students should check the "lost and found" area for missing items. Unclaimed clothing is donated to a charity at the end of the school year.

☆☆☆
Parties



Class parties include Halloween, Christmas, and Valentine's Day. Classroom teachers will send out notice to give the time of the party.

☆☆☆
Field Trip



Class Trips are scheduled at various times during the school year. All grade levels will schedule a field trip during the school year. Students must ride the bus on a field trip. Permission is granted for the student to ride the bus on their enrollment form. We encourage students to return on the bus. **However, if you plan to stay longer or want your child to ride home with you, please sign your child out with your teacher.**



K.I.D. Expectations

Katherine I. Daily Elementary has set expectations for our students. Our goal is to ensure success for all learners, to build positive self-esteem, to develop a climate of mutual respect, to have high expectations for all learners, to believe in the ability of every individual to learn, and to provide a well-rounded education for every learner.

Our teachers and the administration understand the developmental level of our student population and work to meet the individual needs of each student. Positive reinforcement of appropriate behavior is encouraged and practiced at the onset of negative behaviors.

Our teachers and the administration believe in a combined effort on the part of students, parents, teachers, and the administration to provide a safe, secure, orderly environment for successful learning.

Our teachers will spend a great deal of time during the first nine weeks of school teaching appropriate school behavior and procedures to children.

We ask each parent to read this information and share it with your child. We encourage you to contact us with questions and concerns you may have.

We want the relationship we establish with parents to be positive, productive, and in the best interest of each student at Katherine I. Daily Elementary School.

We strive to provide . . .

An atmosphere of order where many can function.

Experiences that enable students to make appropriate choices without infringing on the rights of others.

Clearly defined school procedures and classroom limits with incentives and consequences consistently carried out to reinforce desired behaviors.

Opportunities for students to accept responsibility for their own behavior and to manage their behavior in a variety of settings.

Ways for students to effectively communicate with each other in an appropriate manner.

At School, Students will learn to . . .



- Walk inside the school building.
- Use quiet voices inside the school building.
- Use appropriate language in all areas of the school.
- Keep their hands, feet, and objects to themselves.
- Respect the rights of others in the classroom and on the playground.
- Refrain from interrupting teaching and classmates learning.
- Show respect for others within the school.
- Take appropriate care of school materials and equipment.
- Follow directions.
- Use words, not inappropriate actions, to solve problems.

All children must be given the opportunity to learn in a pleasant, stress-free environment. We all belong to many kinds of communities. From our state, our town, our school, our classroom, to our family, there are laws in each community. When people live and work together, they need procedures to feel safe, to be fair to everyone, and to get their work done. The above procedures help to guide our school community.

In the Cafeteria, Students will learn to . . .

- Use quiet voices when eating.
- Eat healthy foods for their minds and bodies to grow.

- Try new foods but will not be forced to eat anything.
- Use good table manners when eating.
- Pick up their area of the table before leaving.
- Empty their tray.
- Walk quietly to the playground area.



Children who are hungry cannot learn. Schools must provide a time and place for children to eat lunch. This is a time for children to enjoy lunch while using quiet voices to visit with friends. We have a lot of children eating lunch in a short period of time. The procedures given above helps everyone to have an enjoyable mealtime.

On the Playground, Students will Learn . . .

- To ask the playground teacher before leaving the playground.
- To settle differences without hurting one another.
- To leave dirt, sand, sticks, or rocks on the ground.
- To play without hurting, tackling, kicking, or wrestling.
- To play away from classroom doors and windows.
- To climb, slide, jump appropriately on playground equipment.
- To avoid playing in water, mud, ice, or snow.
- To bounce balls on the concrete slab.
- To take care of playground toys and equipment.
- **To leave your own toys, etc. at home (this includes girls' make-up).**
- To leave classroom items in the classroom.



Recess is a privilege. It provides fresh air, exercise, and a break from classroom activities. It is a time to practice social interactions and develop friendships.

All children on the playground have the right to play in a safe environment. The procedures given above are provided to ensure the safety of all children on the playground.

Consequences used at Katherine I. Daily Elementary will be determined by the teacher and administration on an individual basis.



Withdrawal of Students

If you are moving and withdrawing your child from Katherine I. Daily Elementary, please call or come by the school a few days prior to the withdrawal date. This will give the office time to complete the necessary paperwork. *Teachers will have school supplies ready to pick up after two days' notice that your child is leaving.* Your cooperation with this is greatly appreciated. Please plan to pay all breakfast and lunch charges and remember to bring back all library books.

Noble Public Schools Board Policies

Accident Insurance: Student

It is the policy of the Noble Board of Education to select a reputable insurance company through which patrons may purchase accident insurance for their children. A packet will be available in the office for the first week of classes. The purchase of such insurance is entirely within the discretion of parents; however, students playing nine through twelve football must provide evidence of insurance coverage. Public schools may not legally pay insurance premiums or medical bills for students.

(Noble Board of Education, Policy FFD)

COMPLIANCE WITH FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974

STATEMENT OF RIGHTS

Parents and eligible students have the following rights under the Family Education Rights and Privacy Act:

- 1. The right to inspect and review the student's education record.**

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

PROCEDURE TO INSPECT EDUCATION RECORDS

The parent of a student or an eligible student may inspect the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. (Copy fees may apply.)

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

The principal (or other record custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged. The school administrator, or designee, may be present during the time the records are being reviewed.

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

If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the school district will arrange for the parent or eligible student to obtain copies of the record. (Copy fees may apply.)

When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.

USE OF STUDENT EDUCATION RECORDS

To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The school district will use the following criteria to determine who are school officials. An official is:

1. A person duly elected to the school board;
2. A person certified by the state and appointed by the school board to an administrative or supervisory position;
3. A person certified by the state and under contract to the school board as an instructor;
4. A person employed by the school board as a temporary substitute for administrative, supervisory, or instructional personnel for the period of his or her performance as a substitute; or
5. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, the school board attorney or auditor, for the period of his or her performance as an employee or contractor.

School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to:

1. Perform an administrative task required in the school employee's position description approved by the school board;
2. Perform a supervisory or instructional task directly related to the student's education; or
3. Perform a service or benefit for the student or the student's family such as health

care, counseling, student job placement, or student financial aid.

PROCEDURES TO SEEK TO CORRECT EDUCATION RECORDS

The parent of a student or an eligible student has a right to seek to change any part of the student's record believed to be inaccurate, misleading, or in violation of student rights. (NOTE: under the FERPA, the district may decline to consider a request to change the grade a teacher assigns for a course.)

For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading, or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading, and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the school district to correct a record.

To establish an orderly process to review and correct an education record for a requester, the district may make a decision to comply with the request for change at several levels in the procedure.

(Reference: Noble Board of Education, Policy FL-R)

DISTRICT ASBESTOS STATUS

In compliance with the Asbestos Hazard Emergency Response Act (AHERA) all buildings located on the campus of Noble Public Schools have been re-inspected for Asbestos containing materials. This Re-inspection was done by accredited Department of Labor Inspectors. Based on the Re-inspection, Asbestos Containing Building Materials (ACBM) was found in a few locations. In its present condition, these ACBM's are nonfriable.

Noble Public School will continue to maintain this material as in the past and report any changes in the condition of this material to the Asbestos Coordinator. The management plan for Noble Public School District is available for review in the Office of the Superintendent.

DRUG-FREE SCHOOLS

It is the policy of the Noble Board of Education that in recognition of the clear danger resulting from illicit drug and alcohol abuse and in good faith effort to promote the health, safety, and wellbeing of students, employees, and the community, the board has implemented a developmentally based drug and alcohol education and prevention program for grades Kindergarten through twelve (K-12).

Students are hereby notified that the use, possession, or distribution of illicit drugs and alcohol is wrong and harmful. Therefore, standards of conduct that are applicable to all schools in this district, prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities. Disciplinary sanctions will be imposed on students who violate standards of conduct required by this policy. Such sanctions will be consistent with local, state, and federal laws, up to and including probation, suspension, and expulsion, as well as referral for prosecution. Completion of an appropriate rehabilitation program may also be recommended.

Information about drug and alcohol counseling and rehabilitation and reentry programs will be made available through the school office.

The standards of conduct and the disciplinary sanctions imposed by this policy includes the following: "The Drug Free Schools and Communities Act Amendments, P.L.

101-226 requires that State, as well as local educational agencies, must certify that it has Adopted and implemented a program to prevent the unlawful possession, use, or Distribution of illicit drugs and alcohol by students and employees." (Federal Regulations Can be examined through the school office.)

Parent/Guardian signature certifies receipt of a Student Handbook of Guidelines and Policies for Students and Parents which includes district policy relating to adoption and Implementation of a drug prevention program for students. ("Public Law 101-226; 70 Oklahoma Statute 1210.221, et sequence; Noble Board of Education, Policy FNCF)

CROSS-REFERENCE: Policy DCC, Drug-Free Workplace; Police FFB, Teaching about Drugs, Alcohol, and Tobacco; Policy FFBA, Drug and Alcohol Use by Students; Policy FNCE, Reporting Students Under the Influence.

FIRST AID - STUDENTS

The Noble Board of Education recognizes the school's responsibility for emergency handling of accidents and sudden illnesses occurring at school or on school property. In order to obtain emergency medical care, a medical release form signed by a parent/guardian must be on file. If a medical release is not on file, emergency medical care will be provided in life-threatening situations only. (Noble Board of Education, Policy FFAC)

GRIEVANCE PROCEDURE: SEX DISCRIMINATION/HARASSMENT

It is the policy of the Noble Board of Education that the superintendent designee shall serve as Title IX coordinator for this school district. The superintendent shall direct the implementing of educational amendments and regulations as they pertain to prohibition of sex discrimination in education or sexual harassment and shall prepare a regulation governing sex discrimination/harassment grievance procedures.

The board shall appoint on a periodic basis a sex discrimination/harassment grievance committee which shall consist of an administrator, a parent, and a member of the certified teaching staff.

(Noble Board of Education, Policy FBA)

GRIEVANCE PROCEDURES

SEX DISCRIMINATION/HARASSMENT

In accordance with the policy of the board of education, the following regulation governs the processing of student sexual harassment grievances in this school district.

1. Any student of this school district who wishes to file a sexual harassment Grievance against another student or an employee of the district may file a Written or oral (recorded, if possible) complaint with the superintendent, Principal, or counselor. The administrator taking the complaint will document the time, place, complainant, and incident and immediately forward the Complaint to the grievance committee. The grievance committee will appoint a

Senior administrator to investigate the grievance. The grievance shall set forth The circumstances of the incident and the identity of the student(s) or Employee involved.

2. The superintendent, or appointed administrator, shall initiate an investigation of the incident and shall protect the confidentiality of the grievant.

3. The investigation shall be completed within ten days of the filing of the Grievance. Results of the investigation, along with recommendations and Suggestions, shall be shared with the grievant, unless it violates another Student's confidentiality.

4. If the grievant believes the issues are not resolved after considering the Recommendations and suggestions of the superintendent or the investigating Administrator, the grievant may request a hearing by the grievance committee.

5. Upon receiving a request for a hearing, the grievance committee shall schedule

The hearing to occur within twenty days from the date of the request.

6. Both the grievant and the person against whom the complaint was made (Respondent) may be represented by legal counsel at the hearing.

7. Within ten days of the hearing, the grievance committee shall furnish a written

Report of its findings and recommendations to both the grievant and the Respondent while maintaining confidentiality.

8. The superintendent shall, within five days of the receipt of the grievance Committee's report, act upon the recommendations of the committee or furnish a written report to the grievant explaining why the recommendations will not be implemented.

9. Upon receipt of the superintendent's report, the grievant may file a written Appeal with the board of education. The board of education shall, within thirty Days from the date the appeal was received, review the report, and affirm, Overrule, or modify the decision of the grievance committee.

(Noble Board of Education, Policy FBA-R)

HARASSMENT

It is the policy of this school district that threatening behavior, harassment, intimidation, and bullying of

Students by other students, personnel, or the public will not be tolerated.

Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in

school vehicles, at designated bus stops, at school sponsored activities, or at school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Threatening behavior, harassment, intimidation, and bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school.

Harassment is intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such manner as to be commonly understood to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Harassment includes but is not limited to harassment on the basis of race, sex, creed, color, national origin, religion, marital status, or disability. As used in the School Bullying Prevention Act, "harassment, intimidation, and bullying" means any gesture, written or verbal expression, electronic communication or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Harassment, intimidation, and bullying include, but are not limited to, a gesture or written, verbal, or physical acts, or electronic communication. Such behavior is specifically prohibited.

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure. In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student

2. Conference with parents
3. In-School suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

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

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

The superintendent shall develop procedures providing for:

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

REFERENCE: 21 O.S. §850.0

70 O.S. §24-100.2

CROSS-REFERENCE: Policy CK, Safety Program

Policy DAA-R, Racial Harassment
Policy FB, Sexual Harassment of Students
Policy FBA, Grievance Procedure, Sex Discrimination/Harassment
Policy FBB, Student Complaints and Grievances
Policy FNCC, Hazing
Policy FO-R4, Student Discipline, Threatening Behavior, Regulation

HAZING

It is the policy of this school district that no student or employee of the district shall participate in or be members of any secret fraternity or secret organization that is in any degree related to the school or to a school activity. No student organization or any person associated with any organization sanctioned or authorized by the board of education shall engage or participate in hazing. For the purposes of this policy, hazing is defined as an activity which recklessly or intentionally endangers the mental health or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned or authorized by the board of education. "Endanger the physical health" shall include, but is not limited to, any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled dangerous substance; or other forced physical activity which could adversely affect the physical health or safety of the individual. "Endanger the mental health" shall include any activity, except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual. Any hazing activity, upon which the initiation or admission into or affiliation with an organization sanctioned or authorized by the board of education is conditioned, directly, or indirectly, shall be presumed to be a forced activity, even if the student willingly participates in such activity. This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action which may include expulsion for students and employment termination for employees.

(21 Oklahoma Statute 1190; Noble Board of Education, Policy FNCC)

CROSS-REFERENCE: Policy DAA-R, Racial Harassment; Policy FB, Sexual Harassment; Policy

FMCAA, Gang Activity; Policy FNCD, Harassment; Policy FO, Student Discipline

INTERNET AND OTHER COMPUTER NETWORKS

STUDENT ACCEPTABLE USE, INTERNET SAFETY,

and C.I.P.A. POLICY Noble Public Schools provides students access to information, instructional materials, and educational opportunities via interconnected computer systems within the district and to the Internet. Students using electronic media including computers, electronic devices, software, and the internet are responsible for appropriate and lawful use of these systems. Use of computers and other electronic devices as well as internet access is provided upon successful completion of Internet Safety Instruction provided by the District and reviewing and signing The Acceptable Use and Internet Safety Policy of the school district. This policy is detailed below. Students under the age of 18 must have parental or guardian review and signature to use these systems.

Students found to have violated The Acceptable Use and Internet Safety Policy may forfeit the use of computer systems and internet access. Additional disciplinary action may be taken up to and including dismissal from school and notification of legal authorities.

Personal Responsibility

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

Acceptable Uses

1. Educational Purpose. The school district provides student access to its computer networks and the Internet for educational purposes.

2. Unacceptable Uses of Network.

Uses that violate the law or encourage others to violate the law.

Transmission of offensive or harassing messages.

Offering for sale or use any substance the possession or use of which is prohibited by the school district's student discipline policy.

Viewing, transmitting, or downloading pornographic materials.

Downloading or transmitting confidential information regarding any person.

Violation of copyright.

Use, transmission or disclosure of another user's username or password to the network.

Uses that cause harm to others or damage to their property.

Unauthorized attempts to access the network, computers or related systems including attempts to "hack" or sabotage the system by uploading harmful software such as viruses or trojans or attempting to acquire data in any form is prohibited.

Connecting or attempting to circumvent the CIPA compliant internet filter to access sites prohibited by the district including social networking sites.

Cyber Bullying and Social Networking.

When using computers, the internet, cell phones or any other electronic device students are expected to conduct themselves safely and with respect for others. Failure to do so may impede a student's ability to learn and disrupt the teaching and learning environment for all students. Any such disruption is forbidden.

Cyber Bullying is the act of intimidating, threatening, or harassing anyone using computers, internet, and cell phones or any electronic device. Cyberbullying includes but is not limited to communications such as text, images, email, or sounds intended to threaten, harass, intimidate damage or harm an individual, group or entity or their property. This type of communication is prohibited regardless of medium or format including internet postings on websites, social networks, chat rooms or photo and video hosting sites.

Responsible Use.

Students will receive instruction on the responsible and appropriate use of social networks including acceptable on-line conduct.

Internet Safety

1. **General Warning; Individual Responsibility of Parents and Users.** All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged students. Every user must take responsibility for his or her use of the computer network and Internet and avoid these sites. If a student has knowledge that other users are visiting offensive or harmful sites, he or she should report such use to an administrator at the school.

2. **Social Networking and Personal Safety.** When using the computer network and Internet, do not reveal personal information such as home address, telephone number or last name. Do not use any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you

“meet” on the computer network or Internet without your parent’s permission (if you are under 18). Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet in a secluded place or in a private setting.

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

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

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

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

6. Cyber Bullying and Social Networking. When using computers, the internet, cell phones or any other electronic device students are expected to conduct themselves safely and with respect for others. Failure to do so may impede a student’s ability to learn and disrupt the teaching and learning environment for all students. Any such disruption is forbidden. Cyber Bullying is the act of intimidating, threatening, or harassing anyone using computers, internet, cell

phones or any electronic device. Cyberbullying includes but is not limited to communications such as text, images, email, or sounds intended to threaten, harass, intimidate, damage, or harm an individual, group, or entity or their property. This type of communication is prohibited regardless of medium or format including internet postings on websites, social networks, chat rooms or photo and video hosting sites.

7. Violation of Policy. Any student found to have violated any provision in this policy may be subject to disciplinary action up to and including dismissal from school and notification of legal authorities.

The term “harmful to minors” is defined by the Communications Act of 1934 (47 USC Section 254 [h] [7]), as meaning any picture, image, graphic image file, or other visual depiction that

- taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; - depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; - taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Privacy Network and Internet access is provided as a tool for your education.

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

Failure to Follow Policy

The user’s use of the computer network and Internet is a privilege, not a right. A user who violates this policy may have his or her access to the computer network and Internet terminated, which the school district may refuse to reinstate for the remainder of the student’s enrollment or staff member’s tenure in the school district. A user violates this policy by his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The school district may also take other disciplinary action in such circumstances.

Warranties/Indemnification

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

Updates

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

REFERENCE: 21 O.S. §1040.75, §1040.76

Children's Internet Protection Act of 2000 (HR 4577, P.L. 106-554)

Communications Act of 1934, as amended (47 U.S.C. 254[h], [l])

Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F)

Oklahoma School Security Act 2008

CROSS-REFERENCE: Policy DOBC, Disciplinary Procedures, Certified Employees Policy EFBC, Computer Use

Policy EFEA, Using Copyrighted Materials

MEDICATION: ADMINISTERING TO STUDENTS

It is the policy of the Noble Board of Education that if a student is required to take medication during school hours and the parent or guardian cannot be at school to administer the medication or if circumstances exist that indicate it is in the best interest of the student that a non-prescribed medication be dispensed to that student, the principal, or the principal's designee, may administer the medication only as follows:

1. Prescription medication must be in a container that indicates the following:

- A. student's name,
- B. name and strength of medication,
- C. dosage and directions for administration,
- D. name of physician or dentist,
- E. date and name of pharmacy, and
- F. whether the child has asthma or other disability which may require immediate dispensation of medication.

The medication must be delivered to the principal's office in person by the parent or guardian of the student unless the medication must be retained by the student for immediate self-administration. The medication will be accompanied by written authorization from the parent, guardian, or person having legal custody that indicates the following:

- A. purpose of the medication,
- B. time to be administered,
- C. whether the medication must be retained by student for self-administration,
- D. termination date for administering the medication, and
- E. other appropriate information requested by the principal or the principal's designee.

2. Self-administration of inhaled asthma medication by a student for treatment of asthma or an anaphylaxis medication used to treat anaphylaxis is permitted with written parental authorization. The parent or guardian of the student must also provide a written statement from the physician treating the student that the student has asthma or anaphylaxis and is capable of, and has been instructed in the proper method of, self-administration of medication.

Additionally:

- A. The parent or guardian must provide the school with an emergency supply of the student's medication to be administered as authorized by state law.
- B. The school district will inform the parent or guardian of the student, in writing, and the parent or guardian shall sign a statement acknowledging, that

the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration of medication by the student.

C. Permission for the self-administration of asthma or anaphylaxis medication is effective for the school year for which it is granted and shall be renewed each subsequent school year upon fulfillment of the above requirements.

D. A student who is permitted to self-administer asthma medication or anaphylaxis medication shall be permitted to possess and use a prescribed inhaler or anaphylaxis medication at all times.

MEDICATION: ADMINISTERING TO STUDENTS

It is the policy of the Noble Board of Education that if a student is required to take medication during school hours and the parent or guardian cannot be at school to administer the medication or if circumstances exist that indicate it is in the best interest of the student that a non-prescribed medication be dispensed to that student, the principal, or the principal's designee, may administer the medication only as follows:

1. Prescription medication must be in a container that indicates the following:

- A. student's name,
- B. name and strength of medication,
- C. dosage and directions for administration,
- D. name of physician or dentist,
- E. date and name of pharmacy, and
- F. whether the child has asthma or other disability which may require immediate dispensation of medication.

The medication must be delivered to the principal's office in person by the parent or guardian of the student unless the medication must be retained by the student for immediate self-administration. The medication will be accompanied by written authorization from the parent, guardian, or person having legal custody that indicates the following:

- A. purpose of the medication,
- B. time to be administered,
- C. whether the medication must be retained by student for self-administration,
- D. termination date for administering the medication, and
- E. other appropriate information requested by the principal or the principal's designee.

2. Self-administration of inhaled asthma medication by a student for treatment of asthma or an anaphylaxis medication used to treat anaphylaxis is permitted with written parental authorization. The parent or guardian of the student must also provide a written statement from the physician treating the student that the student has asthma or anaphylaxis and is capable of, and has been instructed in the proper method of, self-administration of medication.

Additionally:

A. The parent or guardian must provide the school with an emergency supply of the student's medication to be administered as authorized by state law.

B. The school district will inform the parent or guardian of the student, in writing, and the parent or guardian shall sign a statement acknowledging, that the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration of medication by the student.

C. Permission for the self-administration of asthma or anaphylaxis medication is effective for the school year for which it is granted and shall be renewed each subsequent school year upon fulfillment of the above requirements.

D. A student who is permitted to self-administer asthma medication or anaphylaxis medication shall be permitted to possess and use a prescribed inhaler or anaphylaxis medication at all times.

3. Nonprescription medication may be administered only with the written request and permission of a parent, guardian, or person having legal custody when other alternatives, such as resting or changing activities, are inappropriate or ineffective. The medication will be administered in accordance with label directions or written instructions from the student's physician.

The parent, guardian, or person having legal custody of the student is responsible for informing the designated official of any change in the student's health or change in medication.

(10 Oklahoma Statute 170.1; 59 Oklahoma Statute 353.1; 70 Oklahoma Statute 1-116, et sequence; Noble Board of Education, Policy FFACA)

MINUTE OF SILENCE

Per state law, public schools are to observe approximately one minute of silence each day for the purpose of allowing each student, in the exercise of his or her individual choice, to reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices.

(70 Oklahoma Statute 11-101.2)

MULTIMEDIA RELEASE NOTIFICATION

During the course of the year a student's image, likeness, or voice recording may be acquired for use in news releases, district print, electronic publications, and the District's Web Site. However, if a parent, guardian, or eligible student determines that they do not want to permit such uses, they must advise the school district in writing via letter to the head administrator at the appropriate school within two weeks of enrollment. The parent, guardian, or eligible student may consent to the use of such images in one form, but decline said use in other forms. The advisement must detail in which forms such use is prohibited. All unlisted uses will be permitted. The district is released from any liability arising from such use and is not obligated to provide remuneration for such use.

NO CHILD LEFT BEHIND ACT OF 2001

At the beginning of each school year, federal law requires local educational agencies that receives federal funds to notify the parents of each student attending any school in the district that receive federal funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following: (i) Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;(ii) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;(iii) The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree;(iv) Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, the school shall provide to each parent;(i) information on the level of achievement of their child in each of the State academic assessments as required under NCLB; and (ii) timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

NONDISCRIMINATION

It is the policy of the Noble Board of Education to provide equal opportunities without regard to race, color, national origin, gender, age, qualified handicap, or veteran in its educational programs and activities. This includes, but is not limited to, admissions, educational services, financial aid, and employment. (Noble Board of Education, Policy DAA)

DISCRIMINATION COMPLAINTS PROCEDURES

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

In an effort to ensure compliance with and coordination of all federal equity regulations, the district compliance coordinator is Mr. Frank Solomon, Superintendent, 405-872-3452.

Definitions

- 1. Discrimination Complaint: A written complaint alleging any policy, procedure, or practice to discriminate on the basis of race, color, religion, national origin, sex, qualified handicap, veteran status, or other perceived discrimination.**
- 2. Student Grievant: A student of the Noble Public School District who submits a complaint alleging discrimination based on race, color, religion, national origin, sex, or qualified handicap.**
- 3. Employee Grievant: An employee of the Noble Public School District who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.**
- 4. Public Grievant: Any person other than a student or employee or employment applicant who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.**
- 5. Title IX, 504 and ADA Coordinator (Coordinator): The person(s) designated to coordinate efforts to comply with and carry out responsibilities under Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, and other state and federal law addressing equal educational opportunity. The Coordinator is responsible for processing complaints and serves as moderator and recorder during hearings.**
- 6. Respondent: The person alleged to be responsible for the violation alleged in a complaint. The term may be used to designate persons with responsibility for a particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the complaint.**
- 7. Day: Day means a working day. The calculation of days in complaint processing shall exclude Saturdays, Sundays, and holidays.**

Procedure

1. Prior to filing a written complaint, the person making the complaint should discuss the complaint with the compliance coordinator, and a reasonable effort should be made to resolve the matter.

2. If the matter is not resolved, a written complaint may be filed with the compliance coordinator. The complaint will state the nature and date of the alleged violation, the names of the persons responsible (if known), and the requested action. The complaint must be filed within 30 days of the alleged violation.

3. The compliance coordinator will contact the person(s) named as responsible for the violation within 10 days and inform them of the allegations, and ask them to:

a. Confirm or deny the facts,

b. Indicate acceptance or rejection of the grievant's requested action, or

c. Outline alternatives.

Respondents will have 10 days to submit answers to the compliance coordinator.

4. If the complaint is not resolved, the compliance coordinator will have 10 days to refer the complaint to the employee's supervisor. If the complaint was made by a student, the referral will be made to the building principal. The compliance coordinator will schedule a hearing with the grievant, respondent, and supervisor(s) or building principal(s).

5. Following the hearing, the supervisor or principal will issue a decision to all parties within 10 days.

6. If either party is not satisfied with the decision, the compliance coordinator must be notified within 10 days and a hearing with the superintendent requested. The compliance coordinator will schedule such a hearing to take place with the grievant, respondent, and superintendent within 10 days of the request. The superintendent will issue a decision within 10 days following the hearing.

7. If the grievant or respondent is not satisfied with the decision of the superintendent, the compliance coordinator must be notified within 10 days and a hearing with the board of education requested.

8. The compliance coordinator will notify the board of education, via the superintendent, within 10 days of the request. The hearing will be conducted within 30 days from the date of notification of the board.

9. The Noble Board of Education will conduct the hearing and issue a decision within 10 days. The decision of the board is final.

Provisions

1. Time limits may be extended by mutual consent of the parties involved.
2. The district will provide copies of all discrimination regulations upon request.
3. Grievant records will remain confidential unless permission is given for release. Such records will not be entered into the grievant's personnel file but will be kept for three years.

(Noble Board of Education, Policy DAA-P)

SEXUAL HARASSMENT OF STUDENTS

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

1. Sexual Harassment

For the purpose of this policy, sexual harassment includes:

- A. Verbal or physical sexual advances, including subtle pressure for sexual activity; touching, pinching, patting, or brushing against; comments regarding physical or personality characteristics of a sexual nature; and sexually oriented "kidding" "teasing," double meanings, and jokes.
- B. Demeaning comments about a girl's ability to excel in a class historically considered a "boy's" subject, privately talking to a student about sexual matters, hugging or touching a student inappropriately may constitute sexual harassment.
- C. Writing graffiti which names a student or otherwise identifies a student is potentially slanderous and constitutes sexual harassment. Graffiti of any kind will not be tolerated on school property. The superintendent is directed to cause any graffiti or unauthorized writings to be removed immediately.
- D. Any of the aforementioned conduct which effectively deprives a student of access to educational opportunities or benefits provided by the school.

2. Specific Prohibitions

A. Administrators and Supervisors

1. It is sexual harassment for an administrator, supervisor, support employee, or teacher to use his or her authority to solicit sexual favors or attention from students.
2. Administrators, supervisors, support personnel, or teachers who either engage in sexual harassment of students or tolerate such conduct by other employees shall be subject to sanctions, as described below.

3. The school district is not concerned with the "off-duty" conduct of school personnel unless the conduct has or will have a negative impact on the educational process of the school. Any romantic or sexual affiliation between school personnel and students, including students who have reached the age of majority (18), during school hours will have a negative impact on the educational process and shall constitute a violation of school policy. Such violations may result in suspension of the student and suspension or termination for the employee. Any sexual affiliation between teachers and students under the age of 18 may constitute a crime under state or federal law.

3. Report, Investigation, and Sanctions

A. It is the express policy of the board of education to encourage student victims of sexual harassment to come forward with such claims. This may be done through the Sexual Discrimination Grievance policy. The Office of Civil Rights relies on school administrators' judgment and common sense in meeting the requirements of the federal law.

1. Students who feel that administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions, or have their parents report these conditions, to the appropriate administrator or teacher. If the student's immediate administrator or teacher is the alleged offending person, the report will be made to the next higher level of administration or supervision or to any responsible adult person.

2. Every attempt will be made to maintain confidentiality; however, absolute confidentiality cannot be guaranteed because of due process concerns which arise in sexual harassment investigations. No reprisals or retaliation will be allowed to occur as a result of the good faith reporting of charges of sexual harassment.

B. In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The superintendent has the responsibility of investigating and resolving complaints of sexual harassment.

C. Any employee found to have engaged in sexual harassment of students shall be subject to sanctions, including, but not limited to warning, suspension, or termination subject to applicable procedural and due process requirements.

D. Any student found to have engaged in sexual harassment of other students shall be subject to sanctions, including, but not limited to warning, suspension,

or other appropriate punishment subject to applicable procedural and due process requirements.

E. Special effort will be made to apprise district administrators, teachers, and counselors of their obligation to receive student complaints of sexual harassment, document such complaints, and forward them to the grievance committee.

(Title VII of the Civil Rights Act of 1964; 42 U.S.C. §2000e-2; 29 C.F.R. §1604.1, et sequence; Noble Board of Education, Policy FB)

STUDENT CLUBS AND ORGANIZATIONS

The Noble Board of Education believes that certain extracurricular and social activities can enhance the learning environment of our schools.

Parents or guardians of students will notify the school administration that they are withholding permission for their child(ren) to join or participate in one or more clubs or organizations. Parents or guardians shall be responsible for preventing their child from participating in a club or organization in which permission is withheld. Parents or guardians are also responsible for retrieving their child (ren) from attendance at a club or organization in which participation is withheld.

(70 Oklahoma Statute 24-105; Noble Board of Education, Policy FMC)

STUDENT DIRECTORY INFORMATION

Parents and eligible students have two weeks to advise the school district in writing via a letter to the school principal of any or all the items they refuse to permit the district to designate as directory information about that student. At the end of the two weeks, the student's records will be appropriately marked to designate the items of directory information that may be released without prior written consent.

The following information is designated as "directory information": student's name; student's class designation (i.e., first grade, tenth grade, etc.); student's extracurricular participation; student's achievement awards or honors; student's weight and height if a member of an athletic team; student's photograph.

(51 Oklahoma Statute 24A.16-17; Noble Board of Education, Policy FLD)

STUDENT DISCIPLINE

The Noble Board of Education believes that the school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those

norms. When the behavior of an individual student comes into conflict with the rights of others, corrective actions are necessary for the benefit of the individual and the school. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child while the child is in attendance, in transit to or from the school, or participating in any authorized school function. However, to avoid any appearance of impropriety, no teacher or administrator will be involved in the discipline of that teacher's or administrator's child except in cases of classroom supervision. Disciplinary matters concerning children of school employees will be handled by the superintendent or the superintendent's designee. The superintendent's child will be disciplined by someone other than the superintendent.

Each student shall be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances surrounding each infraction. The following are some examples of these circumstances:

The seriousness of the offense;

The effect of the offense on other students;

Whether the offense is physically or mentally

injurious to other people;

Whether the incident is isolated or habitual behavior;

The manifestation of a disability;

Any other circumstances which may be appropriately considered.

Standards of behavior for all members of society are generally a matter of common sense. The following examples of behavior are not acceptable in society generally, and in a school environment particularly. The involvement of a student in the kind of behavior listed below will generally require remedial or corrective action. These examples are not intended to be exhaustive and the exclusion or omission of unacceptable behavior is not an endorsement or acceptance of such behavior. When, in the judgment of a teacher or administrator, a student is involved or has been involved in unacceptable behavior, appropriate remedial or corrective action will be taken.

1. Unexcused lateness to school
2. Unexcused lateness to class
3. Cutting class
4. Leaving school without permission
5. Refusing detention/late room
6. Smoking
7. Truancy

8. Possessing or using alcoholic beverages or other mood-altering chemicals

9. Stealing

10. Forgery, fraud, or embezzlement

11. Assault, physical and/or verbal

12. Fighting

13. Possession of weapons or other items with the potential to cause harm

14. Distributing obscene literature

15. Destroying/defacing school property

16. Racial discrimination including racial slurs or other demeaning remarks concerning another person's race, ancestry, or country of origin and directed toward another student, an employee, or a visitor

17. Sexual Harassment

18. Gang related activity or action

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure. In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student

2. Conference with parents

3. In-school suspension

4. Detention

5. Referral to counselor

6. Behavioral contract

7. Changing student's seat assignment or class assignment

8. Requiring a student to make financial restitution for damaged property

9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior

10. Restriction of privileges

11. Involvement of local authorities

12. Referring student to appropriate social agency

13. Suspension

14. Other appropriate disciplinary action as required and as indicated by the circumstances

15. Corporal Punishment may be used with prior consent of parents/guardians. Parents, guardians, and students residing in this school district are also advised by means of this policy statement and by the student handbook that students in this district shall have no reasonable expectation of privacy rights towards school officials, in school lockers, desks, or other school property. School personnel shall have access to school lockers, desks, and other school property at any time and no reason shall be necessary for such search. Student property may be searched with reasonable suspicion.

Teachers, parents, guardians, and students are invited and encouraged to participate in the formulation of disciplinary policies, rules, and regulations by suggesting to administrators' appropriate means of discipline for specific infractions.

(10 Oklahoma Statute 7115; 70 Oklahoma Statute 6-114; 70 Oklahoma Statute 24-101.3; Noble Board of Education, Policy FO)

STUDENT RIGHTS AND RESPONSIBILITIES

All students have the same civil rights. These rights are limited by the capacity of each student to discharge the particular responsibilities necessarily linked to each right. The rights and responsibilities set forth in no way limit the legal authority of school officials to deal with disruptive students.

Rights

- 1. Students have the right to expect that attending school will be productive.**
- 2. Rules and regulations should be developed as a cooperative venture on the part of all concerned and should be common knowledge to every student.**
- 3. Students have the right to expect that materials presented in courses be relevant and appropriate to the maturity level and intellectual ability of the student and that various views related to topics or materials will be presented or introduced.**
- 4. Students will be permitted to use school facilities for approved extracurricular activities with proper faculty supervision and should be encouraged to participate in clubs, recreational events, and other related activities.**
- 5. Students have a right to an education and to the equality of educational opportunity and the right to expect that punishments which deprive them of this right will be used only in extreme cases. Punishments should be reasonable, consistent, and fair, and resorted to only when students violate school rules.**

Responsibilities

- 1. Students will attend school daily (except when ill), attend all classes and be on time.**
- 2. Students will come to class prepared with proper materials, such as textbooks, pencils and/or pens, etc.**
- 3. Students will be aware of all rules and regulations and/or changes in these rules and regulations defining proper student behavior. Students will conduct themselves according to these guidelines.**
- 4. Students should be willing to volunteer information in disciplinary cases if they have knowledge.**
- 5. Students should willingly and dutifully serve that segment of the student body which they represent.**
- 6. Students will make sure that no individual or group of advocates are allowed to monopolize class time. Teachers will insist on courteous attention to unpopular views, including views contrary to the teacher's own personal opinions. The dignity of all should be respected and no one should be allowed to abuse others. This freedom can only be exercised as long as it does not interfere with the educational process.**
- 7. Students will become involved actively in their own education after returning to school following absence for any reason. Students temporarily out of school should assume the responsibility for keeping up with work missed.**
- 8. Students should develop the best school record of which they are capable.**
- 9. Students will maintain a clean and pleasant atmosphere in the building and on the grounds.**
- 10. Students will follow the directions of teachers, administrators and other responsible school officials.**

A statement of student rights and responsibilities is contained in the student handbook distributed by each building principal. Each student is provided with a handbook and is held responsible for the information it contains. The information serves as a guideline for administrators, all school personnel, students, parents, and other citizens of the school district.

(Noble Board of Education, Policy FN 35)

SUPPLEMENTAL ONLINE LEARNING

Supplemental online learning is available for students wishing to supplement their education by enrolling part time in online courses. This learning opportunity must be supplemental in nature, deemed educationally appropriate

by the school and district, and approved by the principal. Enrollment in supplemental online learning is available at the start of each semester. If you would like additional information regarding supplemental online learning, please visit with the school counselor.

WARNING SYSTEMS/INCLEMENT WEATHER

It is policy of the Noble Board of Education to dismiss school if weather conditions deteriorate to the extent that the safety of students may be jeopardized.

Should the superintendent or, in the superintendent's absence, the next person in line on the organization flow chart decide to dismiss school because of weather conditions, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC. Absent such announcements, students should assume that school will be in session. Should it become necessary to dismiss school during a school day, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, and NBC.

During the tornado season, the school administration will be concerned with tornado watches and tornado alerts. School will not be dismissed because of a tornado watch or warning. However, if a parent is concerned about the safety of a child, the child will be released to the parent's custody at the school. School will be dismissed if the administration feels that it is safe to do so. Otherwise, children shall remain at school and appropriate safety measures shall be taken. (Noble Board of Education, Policy CKBB)

NPS TRANSPORTATION

Bus Riders Rules and Regulations

Rules defining student conduct are designed to protect the passengers and shall be observed at all times. Bus safety rules shall include, but not be limited to, the following:

The bus driver is in charge of students on the bus. Students shall follow the driver's directions at all times.

Only authorized personnel and eligible bus students assigned to a specific bus are permitted to ride the bus.

Busses will stop at established stops only. Students will not be permitted to leave the bus until the bus arrives at an established bus stop or the appropriate school. Students shall load and unload at their designated bus stop only.

Students shall wait for a bus by remaining on the sidewalk. If there is no sidewalk, students will wait next to (but not in) the street. Students must wait until the bus comes to a full stop before boarding or leaving the bus. Students will remain properly seated at all times and not block the center aisle. Any or all students may be assigned seats. Students must keep their hands, head, feet, and personal objects inside the bus at all times. Scuffling, shoving, or fighting is prohibited on the bus and at all established bus stops. Littering or throwing items inside or from the bus is prohibited. Students are not allowed to consume food or drink on the bus. The use of all tobacco products is prohibited. Students shall not deface or vandalize the bus or related equipment. Students who violate this rule will be required to pay for damages. Students are not to engage in loud talking, yelling, the use of profanity, and/or inappropriate language or gestures on the bus. Students are not allowed to bring animals or harmful objects (i.e. weapons, drugs, alcohol, fireworks, etc.) on the bus. Students, while on the bus and when exiting or entering the bus, are required to comply with and will be subject to the Student Code of Conduct/Discipline Rules established by the School District. Students, while on the bus, while entering or exiting the bus, and while at or in the general area of the designated loading and unloading zone areas are required to comply with these rules.

Bus Disciplinary Actions

Violations of said rules as listed, but not limited to those shown above, will be handled according to the nature and degree of the infraction. Infractions will be classified as such:

Class I Minor Infraction
Class II Moderate Infraction
Class III Major Infraction

Classification of disciplinary infractions will be handled solely through the Noble Public Schools Transportation administration, as well as, site-specific administrators. The general guidelines used for classification are listed below. The nature and context of all infractions will be assessed prior to disciplinary action being taken. All violations are subject to changes in classification based on the nature and severity of the occurrence to include: suspension from the

bus, suspension from school, and/or other forms of punishment as determined by the administration. A point system is used to determine further disciplinary action based on each student's bus discipline history. Each year, all students' values are reset to zero with the exception of violations that have extended into the ensuing semester.

After you have read the handbook, please sign and return pages 58 & 59 to your child's teacher. Please return by AUGUST 29,2024.



Katherine I. Daily Elementary School **Student/Teacher/Parent Agreement**

The Title I program is designed to develop each student's potential for intellectual, emotional and physical growth. In order to achieve this, the home and school must be willing to recognize and agree upon the responsibilities of each party in the learning process. *As children advance each grade in school, their responsibilities will increase and the type of parent/school responsibilities will change.*

As a Student, it is important that I become the best I can be. Therefore, I will agree to

- Follow the school rules**
 - Do all my work to the best of my ability**
 - Use good manners**
 - Handle problems in a smart way**
-

As a Teacher, it is important that each of my students achieve. Therefore, I will agree to:

- Help each student grow to his or her fullest potential**
- Provide meaningful learning activities for students**
- Come to class prepared and ready to teach**
- Encourage students and parents by providing clear evaluations of student progress and achievement.**

Provide information and opportunities for parents to assist their child (i.e., 100 Book Program, conferences, Title I Workshops, newsletters, Open House, activity nights)

As a Parent, I want my child to succeed. Therefore, I will agree to:

**See that my child attends school regularly and on time
Provide a home environment that encourages my child to learn
Work with the school on discipline issues related to my child
Provide needed materials for both homework and school
Help my child participate in the home reading program for his/her grade level
Establish a time for homework and review homework on a regular basis with my child
Attend scheduled teacher/parent conferences
Review my child's Wednesday Folder or School Planner and read the weekly KID Talk**

As an Administrator, we are committed to the academic and social development of every child. Therefore, we will agree to . . .

**Work with teachers to provide a safe school environment
Promote positive communication between the teacher, parent and student
Encourage teachers to regularly provide meaningful learning activities that
Reinforce classroom instruction
Assist teacher and parents with strategies for helping children choose appropriate behavior
Assist teachers and parents with strategies for helping children become the best they can be
Assist parents, teachers and students in learning about school resources and procedures
Provide information about the total school program to parents, teachers, students and the community**



Student name:

Parent Signature of Agreement:

Teacher Signature of Agreement:



Parent/ Student Handbook Agreement

I understand the handbook is available online or a hardcopy is available upon a request in person, my child and I have read/reviewed/discussed the 2024-2025 Student Handbook. We understand and will abide by all items stated in the handbook.

Name of Student

Name of Parent

Signature of Parent

Teacher _____ Grade _____ Date _____

2024-2025

John K. Hubbard Elementary School



Student Handbook

Superintendent – Mr. Solomon
Assistant Superintendent – Dr. Myers
Executive Director – Mr. Gray
Principal – Mrs. Curry
Assistant Principal – Mr. George
Counselor – Mrs. Whitlock

APPENDIX

Contact Information	4
Helpful Hints.....	4
Building Access.....	4
Parent/Teacher Conferences.....	5
Student Pick Up/Drop Off.....	5
How Will Your Child Go Home.....	5
School Attendance	6
Truancy and Tardies	6
School Arrival and Dismissal	6
Withdrawal of Students	6
Closing School	7
Pledge of Allegiance	7
School/Home Communication	7
School Pictures	8
Lunch and Breakfast	8
Sending Money to School.....	8
Bringing Treasures to School.....	8
School Parties.....	9
Lost and Found.....	9
School Fundraisers	9
Field Trips	10
Accident--Illness	10
Head Lice	10
Late Work.....	11
Bus Riders.....	11
Teacher Professional Qualifications	11
Appropriate Dress	11
Dress Code	12
Homework.....	13
Curriculum.....	14
Textbooks, Library Books, and Miscellaneous Items	14
Screenings	14
PTO.....	14
School-wide Programs.....	14
Assemblies	15
Board Policies.....	15
Accident Insurance Student	15
FERPA	15
District Asbestos Status.....	17
Drug Free School	17
First Aid	18
Grading.....	18
Grievance Procedures	18
Harassment.....	19
Hazing.....	21
Internet Policies	22
Medication	26
Minute of Silence	26
Multimedia Release.....	28
No Child Left Behind/Every Student Succeeds Act	28
Nondiscrimination.....	29
Sexual Harassment.....	31
Student Clubs	33
Student Directory.....	33
Student Discipline.....	33
Student Rights and Responsibilities.....	35
Supplemental Online Courses	36
Warning System/Inclement Weather.....	36
Transportation	36
Student Handbook Agreement Form	39

John K. Hubbard Elementary
1104 Maguire Road
Noble, Oklahoma 73068
www.nobleps.com

Dear Parents,

Welcome to John K. Hubbard Elementary! The faculty and staff are looking forward to an exciting and successful school year. We have prepared this handbook so that we may bring a better understanding between the school and the parent. Working together as a team, we can provide your child with the best educational experience possible. Please take the time to read this handbook thoroughly.

Through embracing the philosophy of work and play hard, we truly feel your child will have an enjoyable and memorable experience at Hubbard Elementary.

Our Vision...

Not just what we think
How we think... ***Excellence***

Not just what we do
How we do it... ***Quality***

Our Mission...

We are... dedicated to providing our students with a positive learning climate, which encourages a passion for discovery and achievement. We feel students are entitled to learn in an orderly environment of mutual respect and concern among peers and teachers.

Each day our mission is to provide challenging and creative lessons through which our students have the opportunity to master academic as well as social and personal skills that will lead to healthy living, foster success, and inspire lifelong learning.

Each day our mission is to hold ourselves, and our students accountable for positive actions, personal growth and caring relationships, enhanced through a strong partnership between home and school.

We are...NOBLE PUBLIC SCHOOLS!

Contact Information

Important Office Information:

Office Staff: Brenda Fox and Donna Hardridge

School Phone Number: 405-872-9201

Please use this number to notify the school if your child will be absent.

Office Hours: 7:10 a.m. — 3:30 p.m. when school is in session.

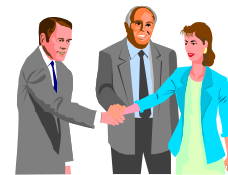
Helpful Hints for Parents

- ~ Does your child have the needed school supplies?
- ~ Is your child's name on his or her supplies?
- ~ Does your child know how he or she is to get home?
- ~ Does the school know how your child is to get home?
- ~ Do you know names of the teachers who work with your child?
- ~ Does your child know the school rules?
- ~ Do you know the days your child will be in and out of school?
- ~ Do you know the school schedule and bus schedule?
- ~ Do you read the information in Hubbard newsletter – The HUB?
- ~ Have you checked your child's Thursday folder for information?



Building Access

Visitors and guests will be allowed in the building for programs, concerts, and other special events, unless restrictions are added by Cleveland County Health Department or Oklahoma State Health Department. All other visitors will require prior approval from the administration. Our schools will remain locked for the security of our students and staff.





Parent/Teacher Conferences

Parent/Teacher Conference days are provided once each semester to allow time for parents and teachers to meet about students' progress. Please work with teachers to schedule conference times that you can attend. If you have a need for more frequent visits, please contact your child's teacher **before or after** school hours, or call the office to leave a message.

Parents now have the capability to keep up with their child's grades at <https://powerschool.nobleps.com>

Student pick-up and drop-off procedures

Hubbard has only one entrance/exit into the main parking lot (Ken King Drive). The circle drive at the end of the building is not to be used for student pick up or drop off, only for buses. The doors at that end of the building remain locked at all times. **Please use Ken King Drive to pick-up and drop-off your child.**

For the safety of the students, cars are to enter Ken King Drive west of the softball field and start a double file line at the stop sign near the school. Each student will be assigned a pickup number to hang from the rearview window of the car. If an adult does not have a pickup number they will be asked to pull all the way forward so their child can be called from class. For extra safety students remain in their classrooms until their pick up number is called. We ask that students enter and exit cars from the curbside to avoid traffic. Cars should not pass other cars in the grass that have been waiting in line unless it is an emergency. **For safety reasons, parents are asked to remain in their vehicles, and not walk with students across traffic.**

School buses use the same procedures to pick-up and drop-off students. Please remember that passing a bus in the process of loading or unloading children is against the law and is monitored by the Noble Police Department. School start and end times can be found in your child's back to school packet.



How will your child go home?

Please note: We cannot change children's regular going home plans without a note or a phone call from a parent. Children will be sent home as directed by **PARENT NOTE** or **DIRECT COMMUNICATION** with the teacher or the office.

Parents must call the office by 2:00 p.m. for changes to be made in how children are going home.

All children leaving the building during the school day must be checked-out through the office. Please have identification ready to be checked when picking children up at school.



School Attendance

Good attendance is critical to your child's success in school. Many important concepts are covered as a whole group in first, second and third grade each day. These are concepts that cannot be made-up with pencil and paper homework. Student success and grades are dependent upon attending school on a regular basis.

The board of education believes that attendance in regularly scheduled classes is a key factor in student achievement. Thus, any absence from those classes represents an educational loss to the student. The board recognizes, however, that the co-curricular program of the school also has educational benefits. Therefore, it is the policy of the board to minimize absenteeism from regular classes while providing students the opportunity to participate in co-curricular activities. (38 Oklahoma Statute 37; Noble Board of Education, Policy FDC-R1)

When your child is absent:

~ Please call the school attendance line at 872-9201 by 9:00 a.m.

~ Your child's homework will be available upon the second consecutive day of absence. **Please notify the school before you come to pick-up homework so your child's teacher can prepare.**

Truancy and Tardies

Following the fifth (5th) absence within a **nine week period**, a review of the student's performance is conducted by an administrator and the classroom teacher. Parents will be informed of the results of that review. **Continued absences** or tardies will result in a Truancy warrant. Excessive tardies or absences will also lead to the loss of certain school and class privileges. Three tardies equals 1 day's absence.

School Arrival and Dismissal

Please do not drop off your child before supervision begins. Supervision begins 20 minutes before the start of each school day. The time of day will be announced each school year at our back-to-school night. It is unsafe to leave your child at school unsupervised; therefore, our building will remain locked until supervision is on hand.

Students who arrive late to school must stop in the office to get a **tardy slip** before going to class. An absence will be recorded for each **three tardies**. Checking your child out of school during instructional time is treated the same as tardy or absence depending on the amount of time out of the classroom.

Withdrawal of Students

If you are moving and withdrawing your child from Hubbard, please call or come by the school a few days prior to the withdrawal date. This will give ample time to complete the necessary paperwork. Please plan to pay all breakfast and lunch charges and remember to bring back all library books. Your cooperation with this is greatly appreciated.

Closing School / Inclement Weather

An announcement will be made through:

Television, specific social media sites, and local news websites should school have to be canceled due to inclement weather. The

school makes every effort to make decisions concerning school closings based on the safety of students. The district boundaries cover 144 square miles and conditions in one part of the district may be very different from those in another area. Decisions concerning school closings are made as early as possible before buses begin their morning routes.



Pledge of Allegiance

Hubbard Elementary honors America daily by reciting the Pledge of Allegiance. Those who do not wish to participate are not required to do so.



School/Home Communications

Communication between the home and school is a critical part of your child's education. Your child will normally bring a **Wednesday Folder** home each week. This folder contains all the important information you will need to keep up to date on school issues. It also contains much of your child's schoolwork. It is important that you look through your child's folder each week and return it to school.

Our school tries to send home the **THE HUB** at the beginning of each month via email. This newsletter contains information about upcoming school events. This is an important way that Hubbard Elementary communicates school information to parents.

A monthly calendar is also sent home with every child in school. All events happening for the month are scheduled on the calendar. Please post it somewhere at home so you can stay current on school events.

A monthly lunch and breakfast menu is sent home with every child in school. Children are encouraged to check the menu daily to be sure the food being served is something they can or will eat.

You can also find various school updates on our district webpage (www.nobleps.com), Twitter or Facebook account.

School Pictures

John K. Hubbard Elementary offers several opportunities for parents to have student pictures taken during the school year:

- ~individual student pictures in fall
- ~classroom group pictures in spring

Lunch and Breakfast

Hubbard serves breakfast and lunch each school day. Students may pay for lunches by the day or the week. Students are encouraged to not charge their breakfast or lunches for more than five days. **Applications for free or reduced lunches are available from the school office.** The school cafeteria maintains all children's cafeteria accounts. Questions about your child's account should be directed to their office at **872-5690**.

Child Nutrition/Cafeteria:

The following link will take you to the Child Nutrition Home Page where you will find that Free/Reduced Application, the Charge Policy, and the District Wellness Policy (<https://www.nobleps.com/page/child-nutrition>).

- Lunch Prices
 - PK-3rd - \$3.35
 - 4th-12th - \$3.50
- Breakfast Prices
 - PK-12th - \$2.10

For assistance with Child Nutrition, please feel free to call 405-872-5690.

~Please send all money to school in an envelope with your child's name, the teacher's name, and what the money is for written on the front of the envelope.

~If your child brings a lunch, please be sure his or her name is on the lunch box or sack. We do not have a microwave for heating used for heating items due to safety reasons. Please do not send glass containers to school.

~Students may visit quietly in the lunchroom while they eat. They are required to pick-up after themselves and return their trays when leaving the cafeteria. Good manners are also practiced.

~If your child plans on eating breakfast, and is dropped off by a parent, please make sure you have them here **no later than 10** minutes before the bell rings. This will ensure that they do not miss any instructional time.

Sending Money to School

When sending money to school for any reason, please put it in a sealed envelope with your child's name, the teacher's name, and what the money is for (breakfast, lunch, books, pictures, field trips, etc.) written on the outside of the envelope.

Bringing “Treasures” to School

Students are encouraged to leave toys and other valuable items at home. We encourage parents to monitor their student’s backpacks to help us prevent the student from misusing or misplacing items that are better left at home. This includes all personal electronic devices. The classroom teacher must be contacted when a child wants to bring a live animal to the classroom. Items taken away from students can be picked up from the classroom or office.

Oklahoma State Law prohibits the possession of any dangerous weapon on school property. For purposes of this policy, dangerous weapons include, but are not limited to, firearms and knives of any kind, metal knuckles, fist packs and similar objects, blackjacks, billy clubs and similar objects, hand chains, mace or pepper spray or any manufactured or homemade objects intended to cause bodily injury, intimidation or threats. Students in possession of dangerous weapons on school grounds may be suspended for as long as a year.

It is not uncommon for children to bring pocket knives or fake weapons to school without parent knowledge. Please talk to your child about the importance of leaving these at home.



School Parties

Class parties include Fall, Christmas, and Valentine’s. To keep class interruptions to a minimum, the classroom teacher and principal must approve class parties other than those listed. Academics will be the first priority in approving parties because parties are a privilege. Class parties are a privilege, and thus can be taken away for academic, behavioral, or attendance reasons.



Lost and Found

Clothing should be identified with your child’s name. Many coats, hats, mittens, etc. are lost each year. We go through the lost and found on a monthly basis and return items that are identified by name to their owners.

Unclaimed clothing will be donated to charity.

School Fundraisers

Priorities for school fundraisers are carefully planned with input from parents and teachers each spring. Information with what each fundraiser is for and how money will be spent will be sent home with fund-raiser packets. Hubbard plans to conduct the following school-wide fundraisers this year.

Fundraisers

A Jog-A-Thon, which is our major fundraiser, is done in the fall of most school years to help purchase the “extras” for our school.

There is also a basket auction as needed for Hubbard’s Adopt-A-Child Program.

Other minor fundraisers benefiting Hubbard and various Noble Public Schools organizations will take place throughout the school year as well.

School Book Fair

A School Book Fair will be held in December. A traveling bookstore comes to the school library. Parents and children may select books to purchase. The money earned through this fund-raiser will be used to purchase materials for our school library program.



Field Trips

Field trips are an important part of our curriculum. We select field trips that will provide both learning experiences, as well as life long experiences for our students based upon what is being studied in the classroom.

Students must ride the bus on a field trip. Permission is granted for the student to ride the bus on their enrollment form. We encourage students to return on the bus. **However, if it is absolutely necessary for parents to take their student home in a car following a field trip, the parent must sign-out their child at school prior to the field trip.**



Students who have a failing grade, poor attendance, or poor behavior **MAY** be held ineligible for class field trips, due to the fact they are a privilege.

Accident – Illness

If it is necessary for a child to take prescribed medication during school hours, it must be in the original prescription container.



Medication brought by children must be taken to the office. The parent should send a note or call before the child is allowed to take this medication.

Students will not be kept inside during recess unless we receive a note or call from their parent. Students who have a note to stay inside will be assigned a room in which to stay. Those students may continue to work on school activities or read a story

If your child is injured or becomes seriously ill at school, we will make him or her comfortable and call you immediately. If you cannot be reached, we will contact the emergency number that you gave us. It is critical that this information be kept up-to-date. **For your child's benefit, phone numbers that change must be communicated to the school office.**

Head Lice

If the student is sent to the office with live lice or brown nits, the student will be removed from the classroom and the parent/guardian will be called to pick up their student. The student will not be allowed to ride the bus to or from school and be remitted to school until the student has been properly cleared to return.

Late work

Every Student is given one day for each day absent from school to turn in assignments. Work turned in after due dates could result in a loss of points thus potentially receiving a lower grade. Students will not be given work in advance for absences. Schedules and assignments may change so students can pick up missing work upon return of absence.

Bus Riders

Each child will be required to have a parent sign a separate Rules and Regulations form for the Noble Public School Bus Barn in order to ride the bus at any time, field trips included.

Teacher Professional Qualifications

Parents have the right to request professional qualification of teachers and paraprofessionals that work for Noble Public Schools. If you have a request, please let your administrator know so they can provide it for you.

Appropriate Dress for Hubbard

The responsibility for proper dress and grooming is that of students and parents. Students should wear clothing that follows our board approved dress code. A copy is sent home with every child at the beginning of the year.

As cold weather approaches, please stress the importance of your child wearing a coat, hat, and gloves. As the weather often changes during the day and we cannot predict when we will be outside, **it is important that you dress your child as if we were going outside each day.** To help your child avoid injuries, students **must** wear tennis shoes on the days they have P.E. Students who do not have appropriate footwear may be asked to sit out an activity to ensure their safety.

NOBLE PUBLIC SCHOOLS DRESS CODE (REGULATION)

In accordance with the policy of the board of education, the following regulation shall establish a dress and grooming code for the public school system. The building administrator shall have the authority to determine the appropriateness of any attire not specifically addressed below. In making a determination, the administrator shall consider whether the clothing and/or accessory presents a safety hazard, is revealing, or may be reasonably believed to disrupt the teaching or learning environment. Attire that disrupts the educational process is prohibited. The following dress code will be in effect for all students:

1. Skirts and Dresses: The skirt or dress must be within two inches of knee length while shoulders are relaxed and must not be revealing, disruptive or distracting to the educational process. Skirt openings must not be more than two inches above the knee. Dresses may be sleeveless if they have fitted armholes. Mini-skirts are not allowed.
2. Tops: Any shirt, blouse, sweater or top may be worn with the following conditions:
 - Sleeveless Tops must have fitted armholes and not be revealing or show undergarments. Spaghetti straps, tank tops, muscle shirts, strapless tops, halter tops, racer back tops are not allowed.
 - Nothing translucent, sheer, of mesh, fishnet or revealing may be worn.
 - All tops must be properly buttoned and may not expose the midriff when arms are raised from the side. Tops that expose undergarments are not permitted.
 - Tops, dress and sleeve openings, must not expose undergarments, chest, breast, cleavage or any part of the torso. Tops may not have any type of plunging neckline.
3. Pants: Pants, jeans or slacks that are neat and clean are acceptable.
 - Pants that drag the floor are not allowed. Pants that are cut, slit, or have holes are not allowed. Pants that have been patched are acceptable.
 - Form fitting pants, skin tight jeans, leggings, and jeggings are not allowed as an outer garment. They may be worn as an undergarment as long as the outer garment reaches within two inches of the knee. Pajama pants are not allowed.
 - Sagging is not permitted at any time. Pants may not be worn low exposing the torso, back or undergarments.
4. Shorts: Shorts that are within two inches of the knee are acceptable for school dress.
 - Shorts that are cut, slit or have holes are not allowed.
 - Form fitting shorts, biker shorts, spandex and mini-shorts, such as Soffes, are not allowed.
5. Shoes: Shoes must be worn at all times. Different programs require different types of shoe types. Students will be informed by their teachers as to the requirements for the particular class or program they are in. House Shoes, Shoes with rollers, wheels, or skates are not allowed.
6. Accessories: Accessories which are not acceptable include the following:
 - Hats, hoods, beanies, caps, bandanas and sunglasses are prohibited inside the buildings. Exceptions may be made by the principal for spirit days, religious purposes or special activities.
 - Wearing, possessing, using, distributing, displaying or selling of any clothing, jewelry, emblems, badges, symbols, signs, graffiti, or other items that are evidence of membership in or affiliation with a gang are prohibited.
 - Chains, Wallet chains, Biker chains, Collars, Fish Hooks, Jewelry such as earrings with loops that could pose a safety issue are prohibited.
 - Trench coats and other full length coats are prohibited.
7. Insignias, Monograms, Prints or Patches: Lettering or any type of sew-on patch, decal, print, insignia or design that conveys crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or any advertising of tobacco, alcohol drugs or drug paraphernalia are specifically prohibited.
8. Makeup, Tattoos and Brands: Facial make-up, tattoos, brands or other body decorations whether temporary or permanent, that convey crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or advertise tobacco, alcohol, drugs or drug paraphernalia are specifically prohibited.
9. Clothing that is purposefully ripped, torn, and or cut in a manner that causes a distraction to the operation of the school and the educational process or is a safety risk is prohibited.

10. Activity/Spirit Days: Teams are allowed to wear uniforms as long as they are compliant with the dress code. Any uniform that in itself does not comply with the school dress code must be worn underneath proper outerwear. Exceptions to the dress code for special activities must be approved in advance by the school administration.
11. Exceptions to the dress code may be authorized by the building administrator or designee for a specific school-related activity on a case-by-case basis.
12. The dress code for Noble Public Schools is a minimum requirement dress code. Students are encouraged to dress in a professional manner above and beyond the dress code.
13. A Dress Code Log will be kept at each site documenting the name of the offender, the violation type and the date of the violation. All head principals will complete a year-end Dress Code Log Report showing total numbers only of singular and repeat student violators as well as the types of violations recorded in their site log. All year-end site reports will be submitted to the superintendent and the school board. Student names will not be listed or reviewed. In addition, the school board reserves the right to solicit year-to-date site Dress Code Log Reports at any time during the school year.

Any student found out of compliance with the Noble Public Schools Dress Code will be sent to an administrator for resolution. Students will be given the option to change to appropriate clothing or have parents bring acceptable clothing. The parent will have an acceptable amount of time to provide the change of clothes. If a parent is unable to do so, the student may be sent home. Students will be allowed to return to school/class after clothing has been changed and is compliant with the dress code.

Parents will be notified each time a student is in violation of the Dress Code if the issue is unable to be corrected on site. Parents will always be notified when repeat violations occur. Communication with parents will occur from the school office in these situations. Repeat offenses will result in the Disciplinary Process being followed according to the school site handbook. All disciplinary actions will be adjudicated in a private and confidential manner.

The Dress Code policy for Noble Public Schools will be reviewed on a regular basis and will be updated and modified at the discretion of the Noble Public Schools Board of Education.

Homework

Homework is designed to help your student be the best that he or she can be. Because reading is extremely important, students should read every night. In addition, it is important to practice math facts and/or spelling. Homework may be required in addition to any “make-up work” and/or “unfinished work” that the students do not complete in the time allotted during the school day. Failure to complete homework could result in the loss of an extracurricular privilege such as recess (walking laps), field trips, assemblies, etc...



Please become familiar with your teacher’s homework procedures by attending John K. Hubbard’s **Back to School Night** in August. Back to School Night gives you the chance to become familiar with the school, to meet your child’s teacher, and to learn the rules and procedures for your child’s classroom.

Curriculum Materials

All curriculum materials are available for inspection by patrons, parents, students, and the public. Individuals who wish to inspect materials should contact the building principal.

Hubbard Elementary has an extensive curriculum guide at each grade level that was developed by classroom teachers in accordance with the Oklahoma State Standards and is reviewed annually and revised as needed.

Textbooks, Library Books, and Miscellaneous Items

Throughout the school year, materials are checked out to students. It is the responsibility of the student to keep up with and maintain their working order. Damage or loss is the responsibility of the student or parent.

Screenings

Hubbard Elementary will provide Healthy Youth Screenings, free of charge, at the beginning of the school year. Included in the screenings will be hearing and vision. A follow-up letter will be sent to parents with the information gathered about their child and, if necessary, recommendations for further evaluation. Speech and Language evaluations are conducted by the School Speech Pathologist upon teacher referral.

Parent Involvement

A strong Parent Teacher Organization serves Hubbard Elementary. We encourage you to become involved with the PTO. Membership dues are \$5.00 per year and are collected in the Fall. Our school volunteer program is coordinated through our PTO. All parents are encouraged to join and to volunteer at school. We have many projects to do. We need parents:

- Who have time to work at school
- Who can help with special occasions
- To help with special projects at home
- To listen to our students read
- To Pop Popcorn and various other projects

A volunteer survey is included in one of the first Wednesday Folders to all parents. On this survey, you may indicate how you can volunteer to help your child's school.

School-wide Programs

Title I Schoolwide Program

Hubbard Elementary is a Title I school. We receive funds from the federal government to supplement our school program in order to provide the best possible education for each child. Components of our school program that are funded through Title I include: Parent

Curriculum Night, Teaching Assistants, and Student Assessment Material. We also have a Certified Reading Specialist who teaches and supervises this program. Students are referred to this program based on the results of the RSA Screening Assessment or by their classroom teacher. Each spring, teachers, staff, and parents review our existing program, evaluate its effectiveness, and make plans for the next year.

Indian Education Program

Our students who are enrolled in a tribal membership may qualify for additional assistance through our Indian Education Program. Parents of students who qualify need to complete an eligibility certification form, which requires the tribal membership number along with registry information. Please contact the school office with your questions.

Assemblies

Monthly Life Principle assemblies are a time to celebrate accomplishments and be together as a school family. These assemblies are seen as a privilege for students, and can be taken away for academic, behavioral, or attendance reasons.

BOARD POLICIES

Accident Insurance: Student

It is the policy of the Noble Board of Education to select a reputable insurance company through which patrons may purchase accident insurance for their children. A packet will be available in the office for the first week of classes. The purchase of such insurance is entirely within the discretion of parents; however, students playing nine through twelve football must provide evidence of insurance coverage. Public schools may not legally pay insurance premiums or medical bills for students. (**Noble Board of Education, Policy FFD**)

COMPLIANCE WITH FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974

STATEMENT OF RIGHTS

Parents and eligible students have the following rights under the Family Education Rights and Privacy Act:

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

PROCEDURE TO INSPECT EDUCATION RECORDS

The parent of a student or an eligible student may inspect the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. (Copy fees may apply.)

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

The principal (or other record custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged. The school administrator, or designee, may be present during the time the records are being reviewed.

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

If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the school district will arrange for the parent or eligible student to obtain copies of the record. (Copy fees may apply.)

When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.

USE OF STUDENT EDUCATION RECORDS

To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The school district will use the following criteria to determine who are school officials. An official is:

1. A person duly elected to the school board;
2. A person certified by the state and appointed by the school board to an administrative or supervisory position;
3. A person certified by the state and under contract to the school board as an instructor;
4. A person employed by the school board as a temporary substitute for administrative, supervisory, or instructional personnel for the period of his or her performance as a substitute; or
5. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, the school board attorney or auditor, for the period of his or her performance as an employee or contractor.

School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to:

1. Perform an administrative task required in the school employee's position description approved by the school board;
2. Perform a supervisory or instructional task directly related to the student's education; or
3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.

PROCEDURES TO SEEK TO CORRECT EDUCATION RECORDS

The parent of a student or an eligible student has a right to seek to change any part of the student's record believed to be inaccurate, misleading, or in violation of student rights. (NOTE: under the FERPA, the district may decline to consider a request to change the grade a teacher assigns for a course.)

For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading, or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading, and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the school district to correct a record.

To establish an orderly process to review and correct an education record for a requester, the district may make a decision to comply with the request for change at several levels in the procedure. **(Reference: Noble Board of Education, Policy FL-R)**

DISTRICT ASBESTOS STATUS

In compliance with the Asbestos Hazard Emergency Response Act (AHERA) all buildings located on the campus of Noble Public Schools have been re-inspected for Asbestos containing materials. This Re-inspection was done by accredited Department of Labor Inspectors. Based on the Re-inspection, Asbestos Containing Building Materials (ACBM) was found in a few locations. In it's present condition, these ACBM's are non-friable. Noble Public School will continue to maintain this material as in the past and report any changes in the condition of this material to the Asbestos Coordinator. The management plan for Noble Public School District is available for review in the Office of the Superintendent.

DRUG-FREE SCHOOLS

It is the policy of the Noble Board of Education that in recognition of the clear danger resulting from illicit drug and alcohol abuse and in good faith effort to promote the health, safety, and well being of students, employees, and the community, the board has implemented a developmentally based drug and alcohol education and prevention program for grades Kindergarten through twelve (K-12).

Students are hereby notified that the use, possession, or distribution of illicit drugs and alcohol is wrong and harmful. Therefore, standards of conduct that are applicable to all schools in this district, prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities.

Disciplinary sanctions will be imposed on students who violate standards of conduct required by this policy. Such sanctions will be consistent with local, state and federal laws, up to and including probation, suspension, and expulsion, as well as referral for prosecution. Completion of an appropriate rehabilitation program may also be recommended.

Information about drug and alcohol counseling and rehabilitation and reentry programs will be made available through the school office.

The standards of conduct and the disciplinary sanctions imposed by this policy includes the following: "The Drug Free Schools and Communities Act Amendments, P.L. 101-226 requires that State, as well as local educational agencies, must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees." (Federal Regulations can be examined through the school office.)

Parent/Guardian signature certifies receipt of a Student Handbook of Guidelines and Policies for Students and Parents which includes district policy relating to adoption and implementation of a drug prevention program for students.

("Public Law 101-226; 70 Oklahoma Statute 1210.221, et sequence; Noble Board of Education, Policy FNCF) CROSS-REFERENCE: Policy DCC, Drug-Free Workplace; Police FFB, Teaching about Drugs, Alcohol, and Tobacco; Policy FFBA, Drug and Alcohol Use by Students; Policy FNCE, Reporting Students Under the Influence.

FIRST AID - STUDENTS

The Noble Board of Education recognizes the school's responsibility for emergency handling of accidents and sudden illnesses occurring at school or on school property.

In order to obtain emergency medical care, a medical release form signed by a parent/guardian must be on file. If a medical release is not on file, emergency medical care will be provided in life-threatening situations only. **(Noble Board of Education, Policy FFAC)**

GRADING

In accordance with the policy of the board of education the following grading system will be used for all subjects, including special education:

100 - 90	=	A
89 - 80	=	B
79 - 70	=	C
69 - 60	=	D
59 – Below	=	F

(Noble Board of Education, Policy EIA-R1)

GRIEVANCE PROCEDURE: SEX DISCRIMINATION/HARASSMENT

It is the policy of the Noble Board of Education that the superintendent's designee shall serve as Title IX coordinator for this school district. The superintendent shall direct the implementing of educational amendments and regulations as they pertain to prohibition of sex discrimination in education or sexual harassment and shall prepare a regulation governing sex discrimination/harassment grievance procedures.

The board shall appoint on a periodic basis a sex discrimination/harassment grievance committee which shall consist of an administrator, a parent, and a member of the certified teaching staff. **(Noble Board of Education, Policy FBA)**

GRIEVANCE PROCEDURES: SEX DISCRIMINATION/HARASSMENT

In accordance with the policy of the board of education, the following regulation governs the processing of student sexual harassment grievances in this school district.

1. Any student of this school district who wishes to file a sexual harassment grievance against another student or an employee of the district may file a written or oral (recorded, if possible) complaint with the superintendent, principal, or counselor. The administrator taking the complaint will document the time, place, complainant, and incident and immediately forward the complaint to the grievance committee. The grievance committee will appoint a senior administrator to investigate the grievance. The grievance shall set forth the circumstances of the incident and the identity of the student(s) or employee(s) involved.
2. The superintendent, or appointed administrator, shall initiate an investigation of the incident and shall protect the confidentiality of the grievant.
3. The investigation shall be completed within ten days of the filing of the grievance. Results of the investigation, along with recommendations and suggestions, shall be shared with the grievant, unless it violates another student's confidentiality.

4. If the grievant believes the issues are not resolved after considering the recommendations and suggestions of the superintendent or the investigating administrator, the grievant may request a hearing by the grievance committee.
5. Upon receiving a request for a hearing, the grievance committee shall schedule the hearing to occur within twenty days from the date of the request.
6. Both the grievant and the person against whom the complaint was made (respondent) may be represented by legal counsel at the hearing.
7. Within ten days of the hearing, the grievance committee shall furnish a written report of its findings and recommendations to both the grievant and the respondent while maintaining confidentiality.
8. The superintendent shall, within five days of the receipt of the grievance committee's report, act upon the recommendations of the committee or furnish a written report to the grievant explaining why the recommendations will not be implemented.
9. Upon receipt of the superintendent's report, the grievant may file a written appeal with the board of education. The board of education shall, within thirty days from the date the appeal was received, review the report and affirm, overrule, or modify the decision of the grievance committee. (Noble Board of Education, Policy FBA-R)

HARASSMENT

It is the policy of this school district that threatening behavior, harassment, intimidation, and bullying of students by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school sponsored activities, or at school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Threatening behavior, harassment, intimidation, and bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school.

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

As used in the School Bullying Prevention Act, "harassment, intimidation, and bullying" means any gesture, written or verbal expression, electronic communication or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student.

Harassment, intimidation, and bullying include, but are not limited to, a gesture or written, verbal, or physical acts, or electronic communication. Such behavior is specifically prohibited.

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-School suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

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

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

The superintendent shall develop procedures providing for:

1. Prompt investigation of allegations of harassment;

indirectly, shall be presumed to be a forced activity, even if the student willingly participates in such activity.

This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action which may include expulsion for students and employment termination for employees.

(21 Oklahoma Statute 1190; Noble Board of Education, Policy FNCC)

CROSS-REFERENCE: Policy DAA-R, Racial Harassment; Policy FB, Sexual Harassment; Policy FMCAA, Gang Activity; Policy FNCD, Harassment; Policy FO, Student Discipline

INTERNET AND OTHER COMPUTER NETWORKS

STUDENT ACCEPTABLE USE, INTERNET SAFETY, and C.I.P.A. POLICY

Noble Public Schools provides students access to information, instructional materials and educational opportunities via interconnected computer systems within the district and to the Internet.

Students using electronic media including computers, electronic devices, software and the internet are responsible for appropriate and lawful use of these systems.

Use of computers and other electronic devices as well as internet access is provided upon successful completion of Internet Safety Instruction provided by the District and reviewing and signing The Acceptable Use and Internet Safety Policy of the school district. This policy is detailed below. Students under the age of 18 must have parental or guardian review and signature to use these systems.

Students found to have violated The Acceptable Use and Internet Safety Policy may forfeit the use of computer systems and internet access. Additional disciplinary action may be taken up to and including dismissal from school and notification of legal authorities.

Personal Responsibility

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

Acceptable Uses

1. **Educational Purpose.** The school district provides student access to its computer networks and the Internet for educational purposes.

2. **Unacceptable Uses of Network.**

Uses that violate the law or encourage others to violate the law.
Transmission of offensive or harassing messages.

Offering for sale or use any substance the possession or use of which is prohibited by the school district's student discipline policy.

Viewing, transmitting, or downloading pornographic materials.

Downloading or transmitting confidential information regarding any person.

Violation of copyright

Use, transmission or disclosure of another user's username or password to the network.

Uses that cause harm to others or damage to their property.

Unauthorized attempts to access the network, computers or related systems including attempts to "hack" or sabotage the system by uploading harmful software such as viruses or trojans or attempting to acquire data in any form is prohibited.

Connecting or attempting to circumvent the CIPA compliant internet filter to access sites prohibited by the district including social networking sites.

Cyber Bullying and Social Networking.

When using computers, the internet, cell phones or any other electronic device students are expected to conduct themselves safely and with respect for others. Failure to do so may impede a student's ability to learn and disrupt the teaching and learning environment for all students. Any such disruption is forbidden. Cyber Bullying is the act of intimidating, threatening, or harassing anyone using computers, internet, cell phones or any electronic device. Cyberbullying includes but is not limited to communications such as text, images, email, or sounds intended to threaten, harass, intimidate, damage or harm an individual, group or entity or their property. This type of communication is prohibited regardless of medium or format including internet postings on websites, social networks, chat rooms or photo and video hosting sites.

Responsible Use.

Students will receive instruction on the responsible and appropriate use of social networks including acceptable on-line conduct.

Internet Safety

1. General Warning; Individual Responsibility of Parents and Users. All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged students. Every user must take responsibility for his or her use of the computer network and Internet and avoid these sites. If a student has knowledge that

other users are visiting offensive or harmful sites, he or she should report such use to an administrator at the school.

2. **Social Networking and Personal Safety.** When using the computer network and Internet, do not reveal personal information such as home address, telephone number or last name. Do not use any other information which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you “meet” on the computer network or Internet without your parent’s permission (if you are under 18). Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet in a secluded place or in a private setting.
3. **“Hacking” and Other Illegal Activities.** It is a violation of this policy to use the school’s computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, privacy, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.
4. **Confidentiality of Student Information.** Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or older, the permission of the student. Users should never give out private or confidential information about themselves or others on the Internet including but not limited to credit card numbers and Social Security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined by law, for internal administrative purposes or approved educational projects and activities.
5. **Monitoring/Active Restriction Measures.** The school, either by itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors. The District will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other material which is inappropriate for minors.

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

6. Cyber Bullying and Social Networking. When using computers, the internet, cell phones or any other electronic device students are expected to conduct themselves safely and with respect for others. Failure to do so may impede a student's ability to learn and disrupt the teaching and learning environment for all students. Any such disruption is forbidden. Cyber Bullying is the act of intimidating, threatening, or harassing anyone using computers, internet, cell phones or any electronic device. Cyberbullying includes but is not limited to communications such as text, images, email or sounds intended to threaten, harass, intimidate, damage or harm an individual, group or entity or their property. This type of communication is prohibited regardless of medium or format including internet postings on websites, social networks, chat rooms or photo and video hosting sites.
7. Violation of Policy. Any student found to have violated any provision in this policy may be subject to disciplinary action up to and including dismissal from school and notification of legal authorities.

The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]), as meaning any picture, image, graphic image file, or other visual depiction that

- taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; - depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; - taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Privacy

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

Failure To Follow Policy

The user's use of the computer network and Internet is a privilege, not a right. A user who violates this policy may have his or her access to the computer network and Internet terminated, which the school district may refuse to reinstate for the remainder of the student's enrollment or staff member's tenure in the school district. A user violates this policy by his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The school district may also take other disciplinary action in such circumstances.

Warranties/Indemnification

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

Updates

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

REFERENCE: 21 O.S. §1040.75, §1040.76

Children's Internet Protection Act of 2000 (HR 4577, P.L. 106-554)

Communications Act of 1934, as amended (47 U.S.C. 254[h], [l])

Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F)

Oklahoma School Security Act 2008

CROSS-REFERENCE: Policy DOBC, Disciplinary Procedures, Certified Employees

Policy EFBC, Computer Use

Policy EFEA, Using Copyrighted Materials

MEDICATION: ADMINISTERING TO STUDENTS

It is the policy of the Noble Board of Education that if a student is required to take medication during school hours and the parent or guardian cannot be at school to administer the medication or if circumstances exist that indicate it is in the best interest of the student that a non-prescribed medication be dispensed to that student, the principal, or the principal's designee, may administer the medication only as follows:

1. Prescription medication must be in a container that indicates the following:

- A. student's name,
- B. name and strength of medication,
- C. dosage and directions for administration,
- D. name of physician or dentist,
- E. date and name of pharmacy, and
- F. whether the child has asthma or other disability which may require immediate dispensation of medication.

The medication must be delivered to the principal's office in person by the parent or guardian of the student unless the medication must be retained by the student for immediate self-administration. The medication will be accompanied by written authorization from the parent, guardian, or person having legal custody that indicates the following:

- A. purpose of the medication,
 - B. time to be administered,
 - C. whether the medication must be retained by student for self-administration,
 - D. termination date for administering the medication, and
 - E. other appropriate information requested by the principal or the principal's designee.
2. Self-administration of inhaled asthma medication by a student for treatment of asthma or an anaphylaxis medication used to treat anaphylaxis is permitted with written parental authorization. The parent or guardian of the student must also provide a written statement from the physician treating the student that the student has asthma or anaphylaxis and is capable of, and has been instructed in the proper method of, self-administration of medication. Additionally:
- A. The parent or guardian must provide the school with an emergency supply of the student's medication to be administered as authorized by state law.
 - B. The school district will inform the parent or guardian of the student, in writing, and the parent or guardian shall sign a statement acknowledging, that the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration of medication by the student.
 - C. Permission for the self-administration of asthma or anaphylaxis medication is effective for the school year for which it is granted and shall be renewed each subsequent school year upon fulfillment of the above requirements.
 - D. A student who is permitted to self-administer asthma medication or anaphylaxis medication shall be permitted to possess and use a prescribed inhaler or anaphylaxis medication at all times.
3. Nonprescription medication may be administered only with the written request and permission of a parent, guardian, or person having legal custody when other alternatives, such as resting or changing activities, are inappropriate or ineffec-

tive. The medication will be administered in accordance with label directions or written instructions from the student's physician.

The parent, guardian, or person having legal custody of the student is responsible for informing the designated official of any change in the student's health or change in medication. (10 Oklahoma Statute 170.1; 59 Oklahoma Statute 353.1; 70 Oklahoma Statute 1-116, et sequence; Noble Board of Education, Policy FFACA)

MINUTE OF SILENCE

Per state law, public schools are to observe approximately one minute of silence each day for the purpose of allowing each student, in the exercise of his or her individual choice, to reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices. (70 Oklahoma Statute 11-101.2)

MULTIMEDIA RELEASE NOTIFICATION

During the course of the year a student's image, likeness, or voice recording may be acquired for use in news releases, district print, electronic publications, and the District's Web Site. However, if a parent, guardian, or eligible student determines that they do not want to permit such uses, they must advise the school district in writing via letter to the head administrator at the appropriate school within two weeks of enrollment. The parent, guardian, or eligible student may consent to the use of such images in one form, but decline said use in other forms. The advisement must detail in which forms such use is prohibited. All unlisted uses will be permitted. The district is released from any liability arising from such use and is not obligated to provide remuneration for such use.

Every Student Succeeds Act (ESSA) 2015

At the beginning of each school year, federal law requires local educational agencies that receives federal funds to notify the parents of each student attending any school in the district that receive federal funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following: (i) Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;(ii) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;(iii) The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree;(iv) Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, the school shall provide to each parent;(i) information on the level of achievement of their child in each of the State academic assessments as required under NCLB; and (ii) timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

NONDISCRIMINATION

It is the policy of the Noble Board of Education to provide equal opportunities without regard to race, color, national origin, gender, age, qualified handicap, or veteran in its educational programs and activities. This includes, but is not limited to, admissions, educational services, financial aid, and employment. (Noble Board of Education, Policy DAA)

DISCRIMINATION COMPLAINTS PROCEDURES

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

In an effort to ensure compliance with and coordination of all federal equity regulations, the district compliance coordinator is Mr. Frank Solomon, Superintendent, 405-872-3452.

Definitions

1. **Discrimination Complaint:** A written complaint alleging any policy, procedure, or practice to discriminate on the basis of race, color, religion, national origin, sex, qualified handicap, veteran status, or other perceived discrimination.
2. **Student Grievant:** A student of the Noble Public School District who submits a complaint alleging discrimination based on race, color, religion, national origin, sex, or qualified handicap.
3. **Employee Grievant:** An employee of the Noble Public School District who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.
4. **Public Grievant:** Any person other than a student or employee or employment applicant who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.
5. **Title IX, 504 and ADA Coordinator (Coordinator):** The person(s) designated to coordinate efforts to comply with and carry out responsibilities under Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, and other state and federal law addressing equal educational opportunity. The Coordinator is responsible for processing complaints and serves as moderator and recorder during hearings.
6. **Respondent:** The person alleged to be responsible for the violation alleged in a complaint. The term may be used to designate persons with responsibility for a

particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the complaint.

7. Day: Day means a working day. The calculation of days in complaint processing shall exclude Saturdays, Sundays, and holidays.

Procedure

1. Prior to filing a written complaint, the person making the complaint should discuss the complaint with the compliance coordinator, and a reasonable effort should be made to resolve the matter.
2. If the matter is not resolved, a written complaint may be filed with the compliance coordinator. The complaint will state the nature and date of the alleged violation, the names of the persons responsible (if known), and the requested action. The complaint must be filed within 30 days of the alleged violation.
3. The compliance coordinator will contact the person(s) named as responsible for the violation within 10 days and inform them of the allegations, and ask them to:
 - a. Confirm or deny the facts,
 - b. Indicate acceptance or rejection of the grievant's requested action, or
 - c. Outline alternatives.Respondents will have 10 days to submit answers to the compliance coordinator.
4. If the complaint is not resolved, the compliance coordinator will have 10 days to refer the complaint to the employee's supervisor. If the complaint was made by a student, the referral will be made to the building principal. The compliance coordinator will schedule a hearing with the grievant, respondent, and supervisor(s) or building principal(s).
5. Following the hearing, the supervisor or principal will issue a decision to all parties within 10 days.
6. If either party is not satisfied with the decision, the compliance coordinator must be notified within 10 days and a hearing with the superintendent requested. The compliance coordinator will schedule such a hearing to take place with the grievant, respondent, and superintendent within 10 days of the request. The superintendent will issue a decision within 10 days following the hearing.
7. If the grievant or respondent is not satisfied with the decision of the superintendent, the compliance coordinator must be notified within 10 days and a hearing with the board of education requested.
8. The compliance coordinator will notify the board of education, via the superintendent, within 10 days of the request. The hearing will be conducted within 30 days from the date of notification of the board.
9. The Noble Board of Education will conduct the hearing and issue a decision within 10 days. The decision of the board is final.

Provisions

1. Time limits may be extended by mutual consent of the parties involved.
2. The district will provide copies of all discrimination regulations upon request.
3. Grievant records will remain confidential unless permission is given for release. Such records will not be entered into the grievant's personnel file but will be kept for three years.

(Noble Board of Education, Policy DAA-P)

SEXUAL HARASSMENT OF STUDENTS

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

1. Sexual Harassment
For the purpose of this policy, sexual harassment includes:
 - A. Verbal or physical sexual advances, including subtle pressure for sexual activity; touching, pinching, patting, or brushing against; comments regarding physical or personality characteristics of a sexual nature; and sexually oriented "kidding" "teasing," double meanings, and jokes.
 - B. Demeaning comments about a girl's ability to excel in a class historically considered a "boy's" subject, privately talking to a student about sexual matters, hugging or touching a student inappropriately may constitute sexual harassment.
 - C. Writing graffiti which names a student or otherwise identifies a student is potentially slanderous and constitutes sexual harassment. Graffiti of any kind will not be tolerated on school property. The superintendent is directed to cause any graffiti or unauthorized writings to be removed immediately.
 - D. Any of the aforementioned conduct which effectively deprives a student of access to educational opportunities or benefits provided by the school.
2. Specific Prohibitions
 - A. Administrators and Supervisors
 1. It is sexual harassment for an administrator, supervisor, support employee, or teacher to use his or her authority to solicit sexual favors or attention from students.
 2. Administrators, supervisors, support personnel, or teachers who either engage in sexual harassment of students or tolerate such conduct by other employees shall be subject to sanctions, as described below.

3. The school district is not concerned with the "off-duty" conduct of school personnel unless the conduct has or will have a negative impact on the educational process of the school. Any romantic or sexual affiliation between school personnel and students, including students who have reached the age of majority (18), during school hours will have a negative impact on the educational process and shall constitute a violation of school policy. Such violations may result in suspension of the student and suspension or termination for the employee. Any sexual affiliation between teachers and students under the age of 18 may constitute a crime under state or federal law.
3. Report, Investigation, and Sanctions
 - A. It is the express policy of the board of education to encourage student victims of sexual harassment to come forward with such claims. This may be done through the Sexual Discrimination Grievance policy. The Office of Civil Rights relies on school administrators' judgment and common sense in meeting the requirements of the federal law.
 1. Students who feel that administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions, or have their parents report these conditions, to the appropriate administrator or teacher. If the student's immediate administrator or teacher is the alleged offending person, the report will be made to the next higher level of administration or supervision or to any responsible adult person.
 2. Every attempt will be made to maintain confidentiality; however, absolute confidentiality cannot be guaranteed because of due process concerns which arise in sexual harassment investigations. No reprisals or retaliation will be allowed to occur as a result of the good faith reporting of charges of sexual harassment.
 - B. In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The superintendent has the responsibility of investigating and resolving complaints of sexual harassment.
 - C. Any employee found to have engaged in sexual harassment of students shall be subject to sanctions, including, but not limited to warning, suspension, or termination subject to applicable procedural and due process requirements.
 - D. Any student found to have engaged in sexual harassment of other students shall be subject to sanctions, including, but not limited to warning, suspension, or other appropriate punishment subject to applicable procedural and due process requirements.

- E. Special effort will be made to apprise district administrators, teachers, and counselors of their obligation to receive student complaints of sexual harassment, document such complaints, and forward them to the grievance committee.

(Title VII of the Civil Rights Act of 1964; 42 U.S.C. §2000e-2; 29 C.F.R. §1604.1, et sequence; Noble Board of Education, Policy FB)

STUDENT CLUBS AND ORGANIZATIONS

The Noble Board of Education believes that certain extracurricular and social activities can enhance the learning environment of our schools.

Parents or guardians of students will notify the school administration that they are withholding permission for their child(ren) to join or participate in one or more clubs or organizations. Parents or guardians shall be responsible for preventing their child from participating in a club or organization in which permission is withheld. Parents or guardians are also responsible for retrieving their child(ren) from attendance at a club or organization in which participation is withheld. (70 Oklahoma Statute 24-105; Noble Board of Education, Policy FMC)

STUDENT DIRECTORY INFORMATION

Parents and eligible students have two weeks to advise the school district in writing via a letter to the school principal of any or all of the items they refuse to permit the district to designate as directory information about that student. At the end of the two weeks, the student's records will be appropriately marked to designate the items of directory information that may be released without prior written consent.

The following information is designated as "directory information": student's name; student's class designation (i.e., first grade, tenth grade, etc.); student's extracurricular participation; student's achievement awards or honors; student's weight and height if a member of an athletic team; student's photograph. (51 Oklahoma Statute 24A.16-17; Noble Board of Education, Policy FLD)

STUDENT DISCIPLINE

The Noble Board of Education believes that the school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. When the behavior of an individual student comes into conflict with the rights of others, corrective actions are necessary for the benefit of the individual and the school. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child while the child is in attendance, in transit to or from the school, or participating in any authorized school function. However, to avoid any appearance of impropriety, no teacher or administrator will be involved in the discipline of that teacher's or administrator's child except in cases of classroom supervision. Disciplinary matters concerning children of school employees will be handled by the superintendent or the superintendent's

designee. The superintendent's child will be disciplined by someone other than the superintendent.

Each student shall be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances surrounding each infraction. The following are some examples of these circumstances:

- The seriousness of the offense;
- The effect of the offense on other students;
- Whether the offense is physically or mentally injurious to other people;
- Whether the incident is isolated or habitual behavior;
- The manifestation of a disability;
- Any other circumstances which may be appropriately considered.

Standards of behavior for all members of society are generally a matter of common sense. The following examples of behavior are not acceptable in society generally, and in a school environment particularly. The involvement of a student in the kind of behavior listed below will generally require remedial or corrective action. These examples are not intended to be exhaustive and the exclusion or omission of unacceptable behavior is not an endorsement or acceptance of such behavior. When, in the judgment of a teacher or administrator, a student is involved or has been involved in unacceptable behavior, appropriate remedial or corrective action will be taken.

1. Unexcused lateness to school
2. Unexcused lateness to class
3. Cutting class
4. Leaving school without permission
5. Refusing detention/late room
6. Smoking
7. Truancy
8. Possessing or using alcoholic beverages or other mood-altering chemicals
9. Stealing
10. Forgery, fraud, or embezzlement
11. Assault, physical and/or verbal
12. Fighting
13. Possession of weapons or other items with the potential to cause harm
14. Distributing obscene literature
15. Destroying/defacing school property
16. Racial discrimination including racial slurs or other demeaning remarks concerning another person's race, ancestry, or country of origin and directed toward another student, an employee, or a visitor
17. Sexual Harassment
18. Gang related activity or action

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-school suspension

4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
 10. Restriction of privileges
 11. Involvement of local authorities
 12. Referring student to appropriate social agency
 13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances
15. Corporal Punishment may be used with prior consent of parents/guardians.

Parents, guardians, and students residing in this school district are also advised by means of this policy statement and by the student handbook that students in this district shall have no reasonable expectation of privacy rights towards school officials, in school lockers, desks, or other school property. School personnel shall have access to school lockers, desks, and other school property at any time and no reason shall be necessary for such search. Student property may be searched with reasonable suspicion.

Teachers, parents, guardians, and students are invited and encouraged to participate in the formulation of disciplinary policies, rules, and regulations by suggesting to administrators appropriate means of discipline for specific infractions. (10 Oklahoma Statute 7115; 70 Oklahoma Statute 6-114; 70 Oklahoma Statute 24-101.3; Noble Board of Education, Policy FO)

STUDENT RIGHTS AND RESPONSIBILITIES

All students have the same civil rights. These rights are limited by the capacity of each student to discharge the particular responsibilities necessarily linked to each right. The rights and responsibilities set forth in no way limit the legal authority of school officials to deal with disruptive students.

Rights

1. Students have the right to expect that attending school will be productive.
2. Rules and regulations should be developed as a cooperative venture on the part of all concerned and should be common knowledge to every student.
3. Students have the right to expect that materials presented in courses be relevant and appropriate to the maturity level and intellectual ability of the student and that the various views related to topics or materials will be presented or introduced.
4. Students will be permitted to use school facilities for approved extracurricular activities with proper faculty supervision and should be encouraged to participate in clubs, recreational events, and other related activities.
5. Students have a right to an education and to the equality of educational opportunity and the right to expect that punishments which deprive them of this right will be used only in extreme cases. Punishments should be reasonable, consistent, and fair, and resorted to only when students violate school rules.

Responsibilities

1. Students will attend school daily (except when ill), attend all classes and be on time.
2. Students will come to class prepared with proper materials, such as textbooks, pencils and/or pens, etc.
3. Students will be aware of all rules and regulations and/or changes in these rules and regulations defining proper student behavior. Students will conduct themselves according to these guidelines.
4. Students should be willing to volunteer information in disciplinary cases if they have knowledge.
5. Students should willingly and dutifully serve that segment of the student body which they represent.
6. Students will make sure that no individual or group of advocates are allowed to monopolize class time. Teachers will insist on courteous attention to unpopular views, including views contrary to the teacher's own personal opinions. The dignity of all should be respected and no one should be allowed to abuse others. This freedom can only be exercised as long as it does not interfere with the educational process.
7. Students will become involved actively in their own education after returning to school following absence for any reason. Students temporarily out of school should assume the responsibility for keeping up with work missed.

8. Students should develop the best school record of which they are capable.
9. Students will maintain a clean and pleasant atmosphere in the building and on the grounds.
10. Students will follow the directions of teachers, administrators and other responsible school officials.

A statement of student rights and responsibilities is contained in the student handbook distributed by each building principal. Each student is provided with a handbook and is held responsible for the information it contains. The information serves as a guideline for administrators, all school personnel, students, parents, and other citizens of the school district. (Noble Board of Education, Policy FN)

SUPPLEMENTAL ONLINE LEARNING

Supplemental online learning is available for students wishing to supplement their education by enrolling part time in online courses. This learning opportunity must be supplemental in nature, deemed educationally appropriate by the school and district, and approved by the principal. Enrollment in supplemental online learning is available at the start of each semester. If you would like additional information regarding supplemental online learning, please visit with the school counselor.

WARNING SYSTEMS/INCLEMENT WEATHER

It is policy of the Noble Board of Education to dismiss school if weather conditions deteriorate to the extent that the safety of students may be jeopardized.

Should the superintendent or, in the superintendent's absence, the next person in line on the organization flow chart decide to dismiss school because of weather conditions, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC. Absent such announcements, students should assume that school will be in session.

Should it become necessary to dismiss school during a school day, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC.

During the tornado season, the school administration will be concerned with tornado watches and tornado alerts. School will not be dismissed because of a tornado watch or warning. However, if a parent is concerned about the safety of a child, the child will be released to the parent's custody at the school. School will be dismissed if the administration feels that it is safe to do so. Otherwise, children shall remain at school and appropriate safety measures shall be taken. (Noble Board of Education, Policy CKBB)

NPS TRANSPORTATION

Bus Riders Rules and Regulations

Rules defining student conduct are designed to protect the passengers and shall be observed at all times. Bus safety rules shall include, but not be limited to, the following:

The bus driver is in charge of the students on the bus. Students shall follow the driver's directions at all times.

Only authorized personnel and eligible bus students assigned to a specific bus are permitted to ride the bus.

Busses will stop at established stops only. Students will not be permitted to leave the bus until the bus arrives at an established bus stop or the appropriate school. Students shall load and unload at their designated bus stop only.

Students shall wait for a bus by remaining on the sidewalk. If there is no sidewalk, students will wait next to (but not in) the street. Students must wait until the bus comes to a full stop before boarding or leaving the bus.

Students will remain properly seated at all times and not block the center aisle. Any or all students may be assigned seats.

Students must keep their hands, head, feet, and personal objects inside the bus at all times.

Scuffling, shoving, or fighting is prohibited on the bus and at all established bus stops.

Littering or throwing items inside or from the bus is prohibited.

Students are not allowed to consume food or drink on the bus. The use of all tobacco products is prohibited.

Students shall not deface or vandalize the bus or related equipment. Students who violate this rule will be required to pay for damages.

Students are not to engage in loud talking, yelling, the use of profanity, and/or inappropriate language or gestures on the bus.

Students are not allowed to bring animals or harmful objects (i.e. weapons, drugs, alcohol, fireworks, etc.) on the bus.

Students, while on the bus and when exiting or entering the bus, are required to comply with and will be subject to the Student Code of Conduct/Discipline Rules established by the School District.

Students, while on the bus, while entering or exiting the bus, and while at or in the general area of the designated loading and unloading zone areas are required to comply with these rules.

Bus Disciplinary Actions

Violations of said rules as listed, but not limited to those shown above, will be handled according to the nature and degree of the infraction. Infractions will be classified as such:

Class I	Minor Infraction
Class II	Moderate Infraction
Class III	Major Infraction

Classification of disciplinary infractions will be handled solely through the Noble Public Schools Transportation administration, as well as site-specific administrators. The general guidelines used for classification are listed below. The nature and context of all infractions will be assessed prior to disciplinary action being taken. All violations are subject to changes in classification based on the nature and severity of the occurrence to include suspension from the bus, suspension from school, and/or other forms of punishment as determined by the administration. A point system is used to determine further disciplinary action based on each student's bus discipline history. Each year, all students' values are reset to zero with the exception of violations that have extended into the ensuing semester.

Common Problems	Violation Class	Pt. Value
Electronics violations	1	1
Will not sit correctly	1	1
Will not stay in seat	1	1
Excessive noise	1	1
Eating or drinking on bus	1	1
Horseplay	1	1
Rude or discourteous	1	1
Throwing objects on bus	2	3
Head and/or arms out the window	2	3
Vandalism	2	3
Obscenities/Inappropriate language or material	2	3
Cursing towards the driver	3	10
Tobacco use	3	10
Bullying	3	10
Hitting, Shoving, or Kicking another student	3	10
Fighting	3	10
Referral Point Diagram	Our Action	Handled by:
1 thru 4	Parent Phone Call	NPS Administration
5 thru 9	5 day Suspension	NPS Transportation
10 thru 19	10-15 Day Suspension	Transportation Director
20 Plus	20 plus day suspension	Transportation Director

For more information pertaining to NPS Transportation policies and procedures, please contact Mrs. Shirley Jennings at 405-872-3455.

STUDENT HANDBOOK AGREEMENT

My child and I have received and read the 2024-2025 Student Handbook. We understand and will abide by all items stated in the handbook.

Name of Student _____

Signature of Student _____

Name of Parent _____

Signature of Parent _____

Teacher _____

Please tear out this page and return it to school.

2024-2025

Pioneer Elementary School



Student Handbook

Superintendent – Mr. Solomon
Assistant Superintendent – Dr. Myers
Executive Director – Mr. Gray
Principal – Mr. Barefoot
Counselor – Mrs. Mehl

APPENDIX

Contact Information	4
Helpful Hints.....	4
Building Access	4
Parent/Teacher Conferences.....	5
Student Pick Up/Drop Off.....	5
How Will Your Child Go Home.....	5
Student Attendance	6
Truancy and Tardies	6
School Arrival and Dismissal	6
Withdrawal of Students	7
Closing School	7
Pledge of Allegiance	7
School/Home Communication	7
School Pictures	8
Lunch and Breakfast.....	8
Sending Money to School.....	8
Bringing Treasures to School.....	8
School Parties.....	9
Lost and Found.....	9
School Fundraisers	9
Field Trips.....	10
Accident--Illness	10
Head Lice.....	11
Late Work.....	11
Bus Riders.....	11
Appropriate Dress/Dress Code.....	11
Homework.....	13
Curriculum.....	14
Screenings	14
PTO.....	14
State-wide Programs	14
Supplemental Learning.....	15
Assemblies	15
Accident Insurance	15
FERPA	15
District Asbestos Status	17
Drug Free School	17
First Aid	18
Grievance Procedures	18
Harassment	19
Hazing.....	20
Internet Policies	21
Medication	23
Multimedia Release.....	24
No Child Left Behind.....	25
Nondiscrimination	25
Sexual Harassment	27
Student Clubs	29
Student Directory.....	29
Student Discipline.....	29
Student Rights and Responsibilities.....	31
Supplemental Online Courses	32
Warning System/Inclement Weather.....	32
Transportation	33
Student Handbook Agreement Form	35

Pioneer Elementary
611 Ash
Noble, Oklahoma 73068
www.nobleps.com

Dear Parents,

Welcome to Pioneer Elementary! The faculty and staff are looking forward to an exciting and successful school year. We have prepared this handbook so that we may bring about a better understanding between the school and the parent. Working together as a team, we can provide your child with the best educational experience possible. Please take the time to read this handbook thoroughly.

We invite you to visit our school, volunteer for activities, and become an active member of PTO. Through embracing the philosophy of work hard-play hard, we truly feel your child will have an enjoyable and memorable experience at Pioneer Elementary.

Our Vision...

Not just what we think
How we think... ***Excellence***

Not just what we do
How we do it... ***Quality***

Our Mission...

We are... dedicated to providing our students with a positive learning climate, which encourages a passion for discovery and achievement. We feel students are entitled to learn in an orderly environment of mutual respect and concern among peers and teachers.

Each day our mission is to provide challenging and creative lessons through which our students have the opportunity to master academic as well as social and personal skills that will lead to healthy living, foster success, and inspire lifelong learning.

Each day our mission is to hold ourselves, and our students accountable for positive actions, personal growth and caring relationships, enhanced through a strong partnership between home and school.

We are...NOBLE PUBLIC SCHOOLS!

Contact Information

Important Office Information:

Office Staff: Sarah Kinnamon and Kendra Beers

School Phone Number: 405-872-3472

Please use this number to notify the school if your child will be absent.

Office Hours: 7:00 a.m. — 4:00 p.m. During School Days

Noble Public Schools return to learn plan:

<https://5il.co/1cvrl>

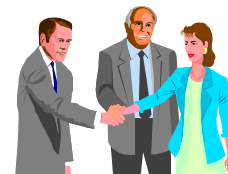
Helpful Hints for Parents

- ~ Does your child have the needed school supplies?
- ~ Is your child's name on his or her supplies?
- ~ Does your child know how he or she is to get home?
- ~ Does the school know how your child is to get home?
- ~ Do you know names of the teachers who work with your child?
- ~ Does your child know the school rules?
- ~ Do you know the days your child will be in and out of school?
- ~ Do you know the school schedule and bus schedule?
- ~ Do you read the information in Pioneer Press?
- ~ Have you checked your child's Wednesday folder for information?



Building Access

Visitors and guests will be allowed in the building for programs, concerts, and other special events, unless restrictions added by Cleveland County Health Department or Oklahoma State Health Department. All other visitors will require prior approval from administration. Our schools will remain locked for the security of our students and staff.



Visitors, Parents, and School Volunteers must stop in the school office, sign in, and pick up a visitor's sticker to wear during school hours.

Parent/Teacher Conferences

Parent/Teacher Conference days are provided once each semester to allow time for parents and teachers to meet together about students' progress. Please work with teachers to schedule conference times that you can attend. If you have a need for more frequent visits, please contact your child's teacher **before or after** school hours, or call the office to leave a message.

Parents now have the capability to keep up with their child's grades at <https://powerschool.nobleps.com>

Student pick-up and drop-off procedures

Pioneer will be unloading and loading buses south of the school on Ash Street. Parent pick-up will enter from the west on Pecan Street for pick up and drop off. Pecan street is one-way during parent pick up and drop off times.



How will your child go home?

Please note: We cannot change children's regular going home plans without a note or a phone call from a parent. Children will be sent home as directed by **PARENT NOTE** or **DIRECT COMMUNICATION** with the teacher or the office.

Parents must call the office by 1:00 p.m. for changes to be made in how children are going home.

All children leaving the building during the school day must be checked-out through the office. Please have identification ready to be checked when picking children up at school.



School Attendance

Good attendance is critical to your child's success in school. Many important concepts are covered as a whole group in fourth and fifth grade each day. These are concepts that cannot be made-up with pencil and paper homework. Student success and grades are dependent upon attending school on a regular basis.

The board of education believes that attendance in regularly scheduled classes is a key factor in student achievement. Thus, any absence from those classes represents an educational loss to the student. The board recognizes, however, that the co-curricular program of the

school also has educational benefit. Therefore, it is the policy of the board to minimize absenteeism from regular classes while providing students the opportunity to participate in co-curricular activities. (38 Oklahoma Statute 37; Noble Board of Education, Policy FDC-R1)

When your child is absent:

~ Please call the school attendance line at 872-3472 by 9:00 a.m.

~ Your child's homework will be available upon the second consecutive day of absence. **Please notify the school before you come to pick-up homework so your child's teacher can prepare.**

Truancy and Tardies

Following the fifth (5th) absence within a **nine weeks period**, a review of the student's performance is conducted by an administrator and the classroom teacher. Parents will be informed of the results of that review. **Continued absences** or tardies will result in a Truancy warrant. Excessive tardies or absences will also lead to loss of certain school and class privileges. Three tardies equals 1 day's absence.

School Arrival and Dismissal

Please do not drop off your child before supervision begins. Supervision begins 20 minutes before the start of each school day. The time of day will be announced each school year at our back-to-school open house. It is unsafe to leave your child at school unsupervised; therefore, our building will remain locked until supervision is on hand.

Students who arrive late to school must stop in the office to get a **tardy slip** before going to class. An absence will be recorded for each **three tardies**. Checking your child out of school during instructional time is treated the same as tardy or absence depending on the amount of time out of the classroom.

Withdrawal of Students

If you are moving and withdrawing your child from Pioneer, please call or come by the school a few days prior to the withdrawal date. This will give ample time to complete the necessary paperwork. Please plan to pay all breakfast and lunch charges, and remember to bring back all library books. Your cooperation with this is greatly appreciated.



Closing School / Inclement Weather

An announcement will be made through **Television, social media, and local news websites should school have to be canceled due to inclement weather. The school makes every effort to make decisions concerning school closings based on the safety of students. The district boundaries cover 144 square miles and conditions in one part of the district may be very different from those in another area. Decisions concerning school closings are made as early as possible before buses begin their morning routes.**

Pledge of Allegiance

Pioneer Elementary honors America daily by reciting the Pledge of Allegiance. Those who do not wish to participate are not required to do so.



School/Home Communications

Communication between the home and school is a critical part of your child's education. Your child will normally bring a **Wednesday Folder** home each week. This folder contains all the important information you will need to keep up-to-date on school issues. It also contains much of your child's schoolwork. It is important that you look through your child's folder each week and return it to school.

Our school tries to send home the **Pioneer Press** about every other week in the Wednesday Folder. This newsletter contains information about upcoming school events. This is an important way that Pioneer Elementary communicates school information to parents.

A monthly calendar is also sent home with every child in school. All events happening for the month are scheduled on the calendar. Please post it somewhere at home so you can stay current on school events. On the back of the calendar is our monthly lunch and breakfast menu. Children are encouraged to check the menu daily to be sure the food being served is something they can or will eat.

You can also find various school updates on our district webpage (www.nobleps.com), Twitter or Facebook account.

School Pictures

Pioneer Elementary offers several opportunities for parents to have student pictures taken during the school year:

- ~individual student pictures in fall
- ~classroom group pictures in spring

Lunch and Breakfast

For the 2024-2025 School Year, all students at Noble will receive a free breakfast and lunch each school day, thanks to NPS and the OKSDE Community Eligibility Provision. The OKSDE is requiring NPS to have on file a federal economic disadvantage form for all students. Please contact NPS Child Nutrition at 405-872-5690 for ways to access this form.

If your child brings a lunch, please be sure his or her name is on the lunch box or sack. We do not have a microwave for heating used for heating items due to safety reasons. Please do not send glass containers to school.

~Students may visit quietly in the lunchroom while they eat. They are required to pick-up after themselves and return their trays when leaving the cafeteria. Good manners are also practiced.

~If your child plans on eating breakfast, and is dropped off by a parent, please make sure you have them here **no later than 10** minutes before the bell rings. This will ensure that they do not miss any instructional time.

Sending Money to School

When sending money to school for any reason, please put it in a sealed envelope with your child's name, the teacher's name, and what the money is for (breakfast, lunch, books, pictures, field trips, etc.) written on the outside of the envelope.

Bringing "Treasures" to School

Students are encouraged to leave toys and other valuable items at home. We encourage parents to monitor their student's backpacks to help us prevent the student from misusing or misplacing items that are better left at home. The classroom teacher must be contacted when a child wants to bring a live animal to the classroom. Items taken away from students can be picked up from the classroom or office.

Oklahoma State Law prohibits the possession of any dangerous weapon on school property. For purposes of this policy, dangerous weapons include, but are not limited to, firearms and knives of any kind, metal knuckles, fist packs and similar objects, blackjacks, billy clubs and similar objects, hand chains, mace or pepper spray or any manufactured or homemade objects intended to cause bodily injury, intimidation or threats. Students in possession of dangerous weapons on school grounds may be suspended for as long as a year.

It is not uncommon for children to bring pocket knives or fake weapons to school without parent knowledge. Please talk to your child about the importance of leaving these at home

School Parties

Class parties include Fall, Christmas, and Valentine's. To keep class interruptions to a minimum, the classroom teacher and principal must approve class parties other than those listed. **Academics will be the first priority in approving parties because parties are a privilege. Class parties are a privilege, and thus can be taken away for academic, behavioral, or attendance reasons.**

Field Trips

Field trips are an important part of our curriculum. We select field trips that will provide both learning experiences, as well as lifelong experiences for our students based upon what is being studied in the classroom.

Students must ride the bus to a field trip. Permission is granted for the student to ride the bus on their enrollment form. We encourage students to return on the bus also. **However, if it is absolutely necessary for parents to take their student home in a car following a field trip, the parent must sign-out their child at school prior to the field trip.**



Students who have a failing grade, poor attendance, or poor behavior **MAY** be held ineligible for class field trips, due to the fact they are a privilege

Lost and Found



Clothing should be identified with your child's name. Many coats, hats, mittens, etc. are lost each year. We go through the lost and found on a monthly basis and return items that are identified by name to their owners. Unclaimed clothing will be donated to charity.

School Fundraisers

Pioneer plans to conduct the following school-wide fundraisers this year. Priorities for school fundraisers are carefully planned with input from parents and teachers each spring. Information with what each fundraiser is for and how money will be spent will be sent home with fund-raiser packets.

Fundraisers

Little Caesars Pizza kits, which is one of our major fundraisers, is done in the fall of most school years to help purchase the "extras" for our school.

Other minor fundraisers benefiting Pioneer and various Noble Public Schools organizations will take place throughout the school year as well.

School Book Fair

A School Book Fair will be held in Spring. A traveling bookstore comes to the school library. Parents and children may select books to purchase. The money earned through this fund-raiser will be used to purchase materials for our school library program.



Head Lice

If the student is sent to the office with live lice or brown nits, the student will be removed from the classroom and the parent/guardian will be called to pick up their student. The student will not be allowed to ride the bus to or from school and be remitted to school until the student has been properly cleared to return.

Late work

Every Student is given one day for each day absent from school to turn in assignments. Work turned in after due dates could result in a loss of points thus potentially receiving a lower grade.

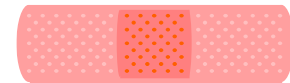
Bus Riders

Each child will be required to have a parent sign a separate Rules and Regulations form for the Noble Public School Bus Barn in order to ride the bus at any time, field trips included.

Accident – Illness

If it is necessary for a child to take prescribed medication during school hours, it must be in the original prescription container.

Medication brought by children must be taken to the office. The parent should send a note or call before the child is allowed to take this medication. Students will not be kept inside during recess unless we receive a note or call from their parent. Students who have a note to stay inside will be assigned a room in which to stay. Those students may continue to work on school activities or read a story



If your child is injured or becomes seriously ill at school, we will make him or her comfortable and call you immediately. If you cannot be reached, we will contact the emergency number that you gave us. It is critical that this information be kept up-to-date. **For your child's benefit, phone numbers that change must be communicated to the school office.**

Parents who do not carry insurance on their child are given the opportunity to purchase insurance through the school. School insurance packets are available in the Curriculum Night packet or office. Purchase of this insurance by parents is optional.

Appropriate Dress for Pioneer

The responsibility for proper dress and grooming is that of students and parents. Students should wear clothing that follows our board approved dress code. A copy is sent home with every child at the beginning of the year.

As cold weather approaches, please stress the importance of your child wearing a coat, hat, and gloves. As the weather often changes during the day and we cannot predict when we will be outside, **it is important that you dress your child as if we were going outside each day.** To help your child avoid injuries, students **must** wear tennis shoes on the days they have P.E. Students who do not have appropriate footwear may be asked to sit out an activity to ensure their safety. **NOBLE PUBLIC SCHOOLS DRESS CODE**

(REGULATION)

In accordance with the policy of the board of education, the following regulation shall establish a dress and grooming code for the public school system. The building administrator shall have the authority to determine the appropriateness of any attire not specifically addressed below. In making a determination, the administrator shall consider whether the clothing and/or accessory presents a safety hazard, is revealing, or may be reasonably believed to disrupt the teaching or learning environment. Attire that disrupts the educational process is prohibited. The following dress code will be in effect for all students:

1. Skirts and Dresses: The skirt or dress must be within two inches of knee length while shoulders are relaxed and must not be revealing, disruptive or distracting to the educational process. Skirt openings must not be more than two inches above the knee. Dresses may be sleeveless if they have fitted armholes. Mini-skirts are not allowed.
2. Tops: Any shirt, blouse, sweater or top may be worn with the following conditions:
 - Sleeveless Tops must have fitted armholes and not be revealing or show undergarments. Spaghetti straps, tank tops, muscle shirts, strapless tops, halter tops, racer back tops are not allowed.
 - Nothing translucent, sheer, of mesh, fishnet or revealing may be worn.
 - All tops must be properly buttoned and may not expose the midriff when arms are raised from the side. Tops that expose undergarments are not permitted.
 - Tops, dress and sleeve openings, must not expose undergarments, chest, breast, cleavage or any part of the torso. Tops may not have any type of plunging neckline.
3. Pants: Pants, jeans or slacks that are neat and clean are acceptable.
 - Pants that drag the floor are not allowed. Pants that are cut, slit, or have holes are not allowed. Pants that have been patched are acceptable.
 - Form fitting pants, skin tight jeans, leggings, and jeggings are not allowed as an outer garment. They may be worn as an undergarment as long as the outer garment reaches within two inches of the knee. Pajama pants are not allowed.
 - Sagging is not permitted at any time. Pants may not be worn low exposing the torso, back or undergarments.
4. Shorts: Shorts that are within two inches of the knee are acceptable for school dress.
 - Shorts that are cut, slit or have holes are not allowed.
 - Form fitting shorts, biker shorts, spandex and mini-shorts, such as Soffes, are not allowed.
5. Shoes: Shoes must be worn at all times. Different programs require different types of shoe types. Students will be informed by their teachers as to the requirements for the particular class or program they are in. House Shoes, Shoes with rollers, wheels, or skates are not allowed.
6. Accessories: Accessories which are not acceptable include the following:
 - Hats, hoods, beanies, caps, bandanas and sunglasses are prohibited inside the buildings. Exceptions may be made by the principal for spirit days, religious purposes or special activities.
 - Wearing, possessing, using, distributing, displaying or selling of any clothing, jewelry, emblems, badges, symbols, signs, graffiti, or other items that are evidence of membership in or affiliation with a gang are prohibited.
 - Chains, Wallet chains, Biker chains, Collars, Fish Hooks, Jewelry such as earrings with loops that could pose a safety issue are prohibited.
 - Trench coats and other full-length coats are prohibited.
7. Insignias, Monograms, Prints or Patches: Lettering or any type of sew-on patch, decal, print, insignia or design that conveys crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or any advertising of tobacco, alcohol drugs or drug paraphernalia are specifically prohibited.
8. Makeup, Tattoos and Brands: Facial make-up, tattoos, brands or other body decorations whether temporary or permanent, that convey crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or

sexually suggestive messages or advertise tobacco, alcohol, drugs or drug paraphernalia are specifically prohibited.

9. Clothing that is purposefully ripped, torn, and or cut in a manner that causes a distraction to the operation of the school and the educational process or is a safety risk is prohibited.
10. Activity/Spirit Days: Teams are allowed to wear uniforms as long as they are compliant with the dress code. Any uniform that in itself does not comply with the school dress code must be worn underneath proper outerwear. Exceptions to the dress code for special activities must be approved in advance by the school administration.
11. Exceptions to the dress code may be authorized by the building administrator or designee for a specific school-related activity on a case-by-case basis.
12. The dress code for Noble Public Schools is a minimum requirement dress code. Students are encouraged to dress in a professional manner above and beyond the dress code.
13. A Dress Code Log will be kept at each site documenting the name of the offender, the violation type and the date of the violation. All head principals will complete a year-end Dress Code Log Report showing total numbers only of singular and repeat student violators as well as the types of violations recorded in their site log. All year-end site reports will be submitted to the superintendent and the school board. Student names will not be listed or reviewed. In addition, the school board reserves the right to solicit year-to-date site Dress Code Log Reports at any time during the school year.

Any student found out of compliance with the Noble Public Schools Dress Code will be sent to an administrator for resolution. Students will be given the option to change to appropriate clothing or have parents bring acceptable clothing. The parent will have an acceptable amount of time to provide the change of clothes. If a parent is unable to do so, the student may be sent home. Students will be allowed to return to school/class after clothing has been changed and is compliant with the dress code.

Parents will be notified each time a student is in violation of the Dress Code if the issue is unable to be corrected on site. Parents will always be notified when repeat violations occur. Communication with parents will occur from the school office in these situations. Repeat offenses will result in the Disciplinary Process being followed according to the school site handbook. All disciplinary actions will be adjudicated in a private and confidential manner.

The Dress Code policy for Noble Public Schools will be reviewed on a regular basis and will be updated and modified at the discretion of the Noble Public Schools Board of Education.

Homework

Homework is designed to help your student be the best that he or she can be. Because reading is extremely important, students should read every night. In addition, it is important to practice math facts and/or spelling. Homework may be required in addition to any “make-up work” and/or “unfinished work” that the students do not complete in the time allotted during the school day. Failure to complete homework could result in the loss of an extracurricular privilege such as recess (walking laps), field trips, assemblies, etc...



Please become familiar with your teacher’s homework procedures by attending Pioneer’s **Back to School Night** in August. Back to School Night gives you the chance to become familiar with the school, to meet your child’s teacher, and to learn the rules and procedures for your child’s classroom.

Curriculum Materials

All curriculum materials are available for inspection by patrons, parents, students, and the public. Individuals who wish to inspect materials should contact the building principal.

Pioneer Elementary has an extensive curriculum guide at each grade level that was developed by classroom teachers in accordance with the Oklahoma Academic Standards, and is reviewed annually and revised as needed.

Text books, Library books, and Miscellaneous Items

Throughout the school year, materials are checked out to students. It is the responsibility of the student to keep up with, and maintain their working order. Damages or loss is the responsibility of the student or parent.

Screenings

Pioneer Elementary will provide Healthy Youth Screenings, free of charge, at the beginning of the school year. Included in the screenings will be hearing and vision. A follow-up letter will be sent to parents with the information gathered about their child and, if necessary, recommendations for further evaluation. Speech and Language evaluations are conducted by the School Speech Pathologist upon teacher referral.

School-wide Programs

Title I School-Wide Program

Noble Public Schools has a Title I school wide program at all sites. This is a federal comprehensive reform strategy which emphasizes serving and improving all students by combining resources to achieve the goal of academic success. Each site has different programs to meet their students' needs. The involvement of parents is essential to the success of their students. Each parent/ guardian will be asked to sign a school compact which states the responsibilities of the student, parent, and school. The three core elements of a school wide program are comprehensive needs assessment, written school wide plan, and annual review and plan update.

Indian Education Program

Our students who are enrolled in a tribal membership may qualify for additional assistance through our Indian Education Program. Parents of students who qualify need to complete an eligibility certification form, which requires the tribal membership number along with registry information. Please contact the school office with your questions.

Assemblies

Assemblies are a time to celebrate accomplishments, and be together as a school family. These assemblies are seen as a privilege for students, and can be taken away for academic, behavioral, or attendance reasons.

CELL PHONES and SMART DEVICES

Students who bring cell phones or smart devices to school will need to sign a device contract. This contract will spell out guidelines for acceptable use as well as consequences at school.

BOARD POLICIES

Accident Insurance: Student

It is the policy of the Noble Board of Education to select a reputable insurance company through which patrons may purchase accident insurance for their children. A packet will be available in the office for the first week of classes. The purchase of such insurance is entirely within the discretion of parents; however, students playing nine through twelve football must provide evidence of insurance coverage. Public schools may not legally pay insurance premiums or medical bills for students. (**Noble Board of Education, Policy FFD**)

COMPLIANCE WITH FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974

STATEMENT OF RIGHTS

Parents and eligible students have the following rights under the Family Education Rights and Privacy Act:

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

PROCEDURE TO INSPECT EDUCATION RECORDS

The parent of a student or an eligible student may inspect the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. (Copy fees may apply.)

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

The principal (or other record custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged. The school administrator, or designee, may be present during the time the records are being reviewed.

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

If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the school district will arrange for the parent or eligible student to obtain copies of the record. (Copy fees may apply.)

When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.

USE OF STUDENT EDUCATION RECORDS

To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The school district will use the following criteria to determine who are school officials. An official is:

1. A person duly elected to the school board;
2. A person certified by the state and appointed by the school board to an administrative or supervisory position;
3. A person certified by the state and under contract to the school board as an instructor;
4. A person employed by the school board as a temporary substitute for administrative, supervisory, or instructional personnel for the period of his or her performance as a substitute; or
5. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, the school board attorney or auditor, for the period of his or her performance as an employee or contractor.

School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to:

1. Perform an administrative task required in the school employee's position description approved by the school board;
2. Perform a supervisory or instructional task directly related to the student's education; or
3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.

PROCEDURES TO SEEK TO CORRECT EDUCATION RECORDS

The parent of a student or an eligible student has a right to seek to change any part of the student's record believed to be inaccurate, misleading, or in violation of student rights. (NOTE: under the FERPA, the district may decline to consider a request to change the grade a teacher assigns for a course.)

For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading, or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading, and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the school district to correct a record.

To establish an orderly process to review and correct an education record for a requester, the district may make a decision to comply with the request for change at several levels in the procedure. **(Reference: Noble Board of Education, Policy FL-R)**

DISTRICT ASBESTOS STATUS

In compliance with the Asbestos Hazard Emergency Response Act (AHERA) all buildings located on the campus of Noble Public Schools have been re-inspected for Asbestos containing materials. This Re-inspection was done by accredited Department of Labor Inspectors. Based on the Re-inspection, Asbestos Containing Building Materials (ACBM) was found in a few locations. In its present condition, these ACBM's are non-friable. Noble Public School will continue to maintain this material as in the past and report any changes in the condition of this material to the Asbestos Coordinator. The management plan for Noble Public School District is available for review in the Office of the Superintendent.

DRUG-FREE SCHOOLS

It is the policy of the Noble Board of Education that in recognition of the clear danger resulting from illicit drug and alcohol abuse and in good faith effort to promote the health, safety, and wellbeing of students, employees, and the community, the board has implemented a developmentally based drug and alcohol education and prevention program for grades Kindergarten through twelve (K-12).

Students are hereby notified that the use, possession, or distribution of illicit drugs and alcohol is wrong and harmful. Therefore, standards of conduct that are applicable to all schools in this district, prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities.

Disciplinary sanctions will be imposed on students who violate standards of conduct required by this policy. Such sanctions will be consistent with local, state and federal laws, up to and including probation, suspension, and expulsion, as well as referral for prosecution. Completion of an appropriate rehabilitation program may also be recommended.

Information about drug and alcohol counseling and rehabilitation and reentry programs will be made available through the school office.

The standards of conduct and the disciplinary sanctions imposed by this policy includes the following: "The Drug Free Schools and Communities Act Amendments, P.L. 101-226 requires that State, as well as local educational agencies, must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees." (Federal Regulations can be examined through the school office.)

Parent/Guardian signature certifies receipt of a Student Handbook of Guidelines and Policies for Students and Parents which includes district policy relating to adoption and implementation of a drug prevention program for students.

(“Public Law 101-226; 70 Oklahoma Statute 1210.221, et sequence; Noble Board of Education, Policy FNCF) CROSS-REFERENCE: Policy DCC, Drug-Free Workplace; Police FFB, Teaching about Drugs, Alcohol, and Tobacco; Policy FFBA, Drug and Alcohol Use by Students; Policy FNCE, Reporting Students Under the Influence.

FIRST AID - STUDENTS

The Noble Board of Education recognizes the school's responsibility for emergency handling of accidents and sudden illnesses occurring at school or on school property.

In order to obtain emergency medical care, a medical release form signed by a parent/guardian must be on file. If a medical release is not on file, emergency medical care will be provided in life-threatening situations only. **(Noble Board of Education, Policy FFAC)**

GRADING

In accordance with the policy of the board of education the following grading system will be used for all subjects, including special education:

100 - 90	=	A
89 - 80	=	B
79 - 70	=	C
69 - 60	=	D
59 – Below	=	F

GRIEVANCE PROCEDURE: SEX DISCRIMINATION/HARASSMENT

It is the policy of the Noble Board of Education that the superintendent designee shall serve as Title IX coordinator for this school district. The superintendent shall direct the implementing of educational amendments and regulations as they pertain to prohibition of sex discrimination in education or sexual harassment, and shall prepare a regulation governing sex discrimination/harassment grievance procedures.

The board shall appoint on a periodic basis a sex discrimination/harassment grievance committee which shall consist of an administrator, a parent, and a member of the certified teaching staff. **(Noble Board of Education, Policy FBA)**

GRIEVANCE PROCEDURES: SEX DISCRIMINATION/HARASSMENT

In accordance with the policy of the board of education, the following regulation governs the processing of student sexual harassment grievances in this school district.

1. Any student of this school district who wishes to file a sexual harassment grievance against another student or an employee of the district may file a written or oral (recorded, if possible) complaint with the superintendent, principal, or counselor. The administrator taking the complaint will document the time, place, complainant, and incident and immediately forward the complaint to the grievance committee. The grievance committee will appoint a senior administrator to investigate the grievance. The grievance shall set forth the circumstances of the incident and the identity of the student(s) or employee(s) involved.

2. The superintendent, or appointed administrator, shall initiate an investigation of the incident and shall protect the confidentiality of the grievant.
3. The investigation shall be completed within ten days of the filing of the grievance. Results of the investigation, along with recommendations and suggestions, shall be shared with the grievant, unless it violates another student's confidentiality.
4. If the grievant believes the issues are not resolved after considering the recommendations and suggestions of the superintendent or the investigating administrator, the grievant may request a hearing by the grievance committee.
5. Upon receiving a request for a hearing, the grievance committee shall schedule the hearing to occur within twenty days from the date of the request.
6. Both the grievant and the person against whom the complaint was made (respondent) may be represented by legal counsel at the hearing.
7. Within ten days of the hearing, the grievance committee shall furnish a written report of its findings and recommendations to both the grievant and the respondent while maintaining confidentiality.
8. The superintendent shall, within five days of the receipt of the grievance committee's report, act upon the recommendations of the committee or furnish a written report to the grievant explaining why the recommendations will not be implemented.
9. Upon receipt of the superintendent's report, the grievant may file a written appeal with the board of education. The board of education shall, within thirty days from the date the appeal was received, review the report and affirm, overrule, or modify the decision of the grievance committee. (Noble Board of Education, Policy FBA-R)

HARASSMENT

It is the policy of this school district that threatening behavior, harassment, intimidation, and bullying of students by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school sponsored activities, or at school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Threatening behavior, harassment, intimidation, and bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school.

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

As used in the School Bullying Prevention Act, "harassment, intimidation, and bullying" means any gesture, written or verbal expression, electronic communication or physical act that a reasonable person should know will harm another student, damage another student's

Policy FBB, Student Complaints and Grievances
Policy FNCC, Hazing
Policy FO-R4, Student Discipline, Threatening Behavior, Regulation

HAZING

It is the policy of this school district that no student or employee of the district shall participate in or be members of any secret fraternity or secret organization that is in any degree related to the school or to a school activity. No student organization or any person associated with any organization sanctioned or authorized by the board of education shall engage or participate in hazing.

For the purposes of this policy, hazing is defined as an activity which recklessly or intentionally endangers the mental health or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned or authorized by the board of education.

“Endanger the physical health” shall include, but is not limited to, any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled dangerous substance; or other forced physical activity which could adversely affect the physical health or safety of the individual.

“Endanger the mental health” shall include any activity, except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.

Any hazing activity, upon which the initiation or admission into or affiliation with an organization sanctioned or authorized by the board of education is conditioned, directly or indirectly, shall be presumed to be a forced activity, even if the student willingly participates in such activity.

This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action which may include expulsion for students and employment termination for employees.

(21 Oklahoma Statute 1190; Noble Board of Education, Policy FNCC)

CROSS-REFERENCE: Policy DAA-R, Racial Harassment; Policy FB, Sexual Harassment; Policy FMCAA, Gang Activity; Policy FNCD, Harassment; Policy FO, Student Discipline

INTERNET AND OTHER COMPUTER NETWORKS

STUDENT ACCEPTABLE USE, INTERNET SAFETY, and C.I.P.A. POLICY

Noble Public Schools provides students access to information, instructional materials and educational opportunities via interconnected computer systems within the district and to the Internet.

Students using electronic media including computers, electronic devices, software and the internet are responsible for appropriate and lawful use of these systems.

Use of computers and other electronic devices as well as internet access is provided upon successful completion of Internet Safety Instruction provided by the District and reviewing and signing The Acceptable Use and Internet Safety Policy of the school district. This policy is detailed below. Students under the age of 18 must have parental or guardian review and signature to use these systems.

Students found to have violated The Acceptable Use and Internet Safety Policy may forfeit the use of computer systems and internet access. Additional disciplinary action may be taken up to and including dismissal from school and notification of legal authorities.

Personal Responsibility

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

Acceptable Uses

1. **Educational Purpose.** The school district provides student access to its computer networks and the Internet for educational purposes.
2. **Unacceptable Uses of Network.**
Uses that violate the law or encourage others to violate the law.
Transmission of offensive or harassing messages.

Offering for sale or use any substance the possession or use of which is prohibited by the school district's student discipline policy.

Viewing, transmitting or downloading pornographic materials.

Downloading or transmitting confidential information regarding any person.

Violation of copyright

Use, transmission or disclosure of another user's username or password to the network.

Uses that cause harm to others or damage to their property.

Unauthorized attempts to access the network, computers or related systems including attempts to "hack" or sabotage the system by uploading harmful software such as viruses or trojans or attempting to acquire data in any form is prohibited.

Connecting or attempting to circumvent the CIPA compliant internet filter to access sites prohibited by the district including social networking sites.

Cyber Bullying and Social Networking.

When using computers, the internet, cell phones or any other electronic device students are expected to conduct themselves safely and with respect for others. Failure to do so may impede a student's ability to learn and disrupt the teaching and learning environment for all students. Any such disruption is forbidden. Cyber Bullying is the act of intimidating, threatening or harassing anyone using computers, internet, cell phones or any electronic device. Cyberbullying includes but is not limited to communications such as text, images, email or sounds intended to threaten, harass, intimidate damage or harm an individual, group or entity or their property. This type of communication is prohibited regardless of medium or format

including internet postings on websites, social networks, chat rooms or photo and video hosting sites.

Responsible Use.

Students will receive instruction on the responsible and appropriate use of social networks including acceptable on-line conduct.

Internet Safety

1. **General Warning; Individual Responsibility of Parents and Users.** All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged students. Every user must take responsibility for his or her use of the computer network and Internet and avoid these sites. If a student has knowledge that other users are visiting offensive or harmful sites, he or she should report such use to an administrator at the school.

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

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

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

5. **Monitoring/Active Restriction Measures.** The school, either by itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors. The District will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other material which is inappropriate for minors. Internet filtering software or other technology-based protection systems may be disabled by a district administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 17 and older.

6. **Cyber Bullying and Social Networking.** When using computers, the internet, cell phones or any other electronic device students are expected to conduct themselves safely and with respect for others. Failure to do so may impede a student’s ability to learn and disrupt the teaching and learning environment for all students. Any such disruption is forbidden. Cyber Bullying is the act of intimidating, threatening or harassing anyone using computers, internet, cell phones or any electronic device. Cyberbullying includes but is not limited to communications such as text, images, email or sounds intended to threaten, harass, intimidate damage or harm an individual, group or entity or their property. This type of communication is prohibited regardless of medium or format including internet postings on websites, social networks, chat rooms or photo and video hosting sites.

7. **Violation of Policy.** Any student found to have violated any provision in this policy may be subject to disciplinary action up to and including dismissal from school and notification of legal authorities.

The term “harmful to minors” is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]), as meaning any picture, image, graphic image file, or other visual depiction that

- taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; - depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; - taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Privacy

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

Failure to Follow Policy

The user's use of the computer network and Internet is a privilege, not a right. A user who violates this policy may have his or her access to the computer network and Internet terminated, which the school district may refuse to reinstate for the remainder of the student's enrollment or staff member's tenure in the school district. A user violates this policy by his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The school district may also take other disciplinary action in such circumstances.

Warranties/Indemnification

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

Updates

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

REFERENCE: 21 O.S. §1040.75, §1040.76

Children's Internet Protection Act of 2000 (HR 4577, P.L. 106-554)

Communications Act of 1934, as amended (47 U.S.C. 254[h], [l])

Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F)

Oklahoma School Security Act 2008

CROSS-REFERENCE: Policy DOBC, Disciplinary Procedures, Certified Employees

Policy EFBC, Computer Use

Policy EFEA, Using Copyrighted Materials

MEDICATION: ADMINISTERING TO STUDENTS

It is the policy of the Noble Board of Education that if a student is required to take medication during school hours and the parent or guardian cannot be at school to administer the medication or if circumstances exist that indicate it is in the best interest of the student that a non-prescribed medication be dispensed to that student, the principal, or the principal's designee, may administer the medication only as follows:

1. Prescription medication must be in a container that indicates the following:
 - A. student's name,
 - B. name and strength of medication,
 - C. dosage and directions for administration,
 - D. name of physician or dentist,
 - E. date and name of pharmacy, and
 - F. whether the child has asthma or other disability which may require immediate dispensation of medication.

The medication must be delivered to the principal's office in person by the parent or guardian of the student unless the medication must be retained by the student for immediate self-administration. The medication will be accompanied by written authorization from the parent, guardian, or person having legal custody that indicates the following:

- A. purpose of the medication,
 - B. time to be administered,
 - C. whether the medication must be retained by student for self-administration,
 - D. termination date for administering the medication, and
 - E. other appropriate information requested by the principal or the principal's designee.
2. Self-administration of inhaled asthma medication by a student for treatment of asthma or an anaphylaxis medication used to treat anaphylaxis is permitted with written parental authorization. The parent or guardian of the student must also provide a written statement from the physician treating the student that the student has asthma or anaphylaxis and is capable of, and has been instructed in the proper method of, self-administration of medication. Additionally:
 - A. The parent or guardian must provide the school with an emergency supply of the student's medication to be administered as authorized by state law.
 - B. The school district will inform the parent or guardian of the student, in writing, and the parent or guardian shall sign a statement acknowledging, that the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration of medication by the student.
 - C. Permission for the self-administration of asthma or anaphylaxis medication is effective for the school year for which it is granted and shall be renewed each subsequent school year upon fulfillment of the above requirements.
 - D. A student who is permitted to self-administer asthma medication or anaphylaxis medication shall be permitted to possess and use a prescribed inhaler or anaphylaxis medication at all times.

3. Nonprescription medication may be administered only with the written request and permission of a parent, guardian, or person having legal custody when other alternatives, such as resting or changing activities, are inappropriate or ineffective. The medication will be administered in accordance with label directions or written instructions from the student's physician.

The parent, guardian, or person having legal custody of the student is responsible for informing the designated official of any change in the student's health or change in medication.

(10 Oklahoma Statute 170.1; 59 Oklahoma Statute 353.1; 70 Oklahoma Statute 1-116, et sequence; Noble Board of Education, Policy FFACA)

MINUTE OF SILENCE

Per state law, public schools are to observe approximately one minute of silence each day for the purpose of allowing each student, in the exercise of his or her individual choice, to reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices. (70 Oklahoma Statute 11-101.2)

MULTIMEDIA RELEASE NOTIFICATION

During the course of the year a student's image, likeness, or voice recording may be acquired for use in news releases, district print, electronic publications, and the District's Web Site. However, if a parent, guardian or eligible student determines that they do not want to permit such uses, they must advise the school district in writing via letter to the head administrator at the appropriate school within two weeks of enrollment. The parent, guardian, or eligible student may consent to the use of such images in one form but decline said use in other forms. The advisement must detail in which forms such use is prohibited. All unlisted uses will be permitted. The district is released from any liability arising from such use and is not obligated to provide remuneration for such use.

ESSA

At the beginning of each school year, federal law requires local educational agencies that receives federal funds to notify the parents of each student attending any school in the district that receive federal funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following: (i) Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;(ii) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;(iii) The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree;(iv) Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, the school shall provide to each parent;(i) information on the level of achievement of their child in each of the State academic assessments as required under NCLB; and (ii) timely notice that the parent's child has been

assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

NONDISCRIMINATION

It is the policy of the Noble Board of Education to provide equal opportunities without regard to race, color, national origin, gender, age, qualified handicap, or veteran in its educational programs and activities. This includes, but is not limited to, admissions, educational services, financial aid, and employment. (Noble Board of Education, Policy DAA)

DISCRIMINATION COMPLAINTS PROCEDURES

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

In an effort to ensure compliance with and coordination of all federal equity regulations, the district compliance coordinator is Mr. Frank Solomon, Superintendent, 405-872-3452.

Definitions

1. **Discrimination Complaint:** A written complaint alleging any policy, procedure, or practice to discriminate on the basis of race, color, religion, national origin, sex, qualified handicap, veteran status, or other perceived discrimination.
2. **Student Grievant:** A student of the Noble Public School District who submits a complaint alleging discrimination based on race, color, religion, national origin, sex, or qualified handicap.
3. **Employee Grievant:** An employee of the Noble Public-School District who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.
4. **Public Grievant:** Any person other than a student or employee or employment applicant who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.
5. **Title IX, 504 and ADA Coordinator (Coordinator):** The person(s) designated to coordinate efforts to comply with and carry out responsibilities under Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Americans With Disabilities Act of 1990, and other state and federal law addressing equal educational opportunity. The Coordinator is responsible for processing complaints and serves as moderator and recorder during hearings.
6. **Respondent:** The person alleged to be responsible for the violation alleged in a complaint. The term may be used to designate persons with responsibility for a particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the complaint.
7. **Day:** Day means a working day. The calculation of days in complaint processing shall exclude Saturdays, Sundays, and holidays.

Procedure

1. Prior to filing a written complaint, the person making the complaint should discuss the complaint with the compliance coordinator, and a reasonable effort should be made to resolve the matter.
2. If the matter is not resolved, a written complaint may be filed with the compliance coordinator. The complaint will state the nature and date of the alleged violation, the names of the persons responsible (if known), and the requested action. The complaint must be filed within 30 days of the alleged violation.
3. The compliance coordinator will contact the person(s) named as responsible for the violation within 10 days and inform them of the allegations, and ask them to:
 - a. Confirm or deny the facts,
 - b. Indicate acceptance or rejection of the grievant's requested action, or
 - c. Outline alternatives.Respondents will have 10 days to submit answers to the compliance coordinator.
4. If the complaint is not resolved, the compliance coordinator will have 10 days to refer the complaint to the employee's supervisor. If the complaint was made by a student, the referral will be made to the building principal. The compliance coordinator will schedule a hearing with the grievant, respondent, and supervisor(s) or building principal(s).
5. Following the hearing, the supervisor or principal will issue a decision to all parties within 10 days.
6. If either party is not satisfied with the decision, the compliance coordinator must be notified within 10 days and a hearing with the superintendent requested. The compliance coordinator will schedule such a hearing to take place with the grievant, respondent, and superintendent within 10 days of the request. The superintendent will issue a decision within 10 days following the hearing.
7. If the grievant or respondent is not satisfied with the decision of the superintendent, the compliance coordinator must be notified within 10 days and a hearing with the board of education requested.
8. The compliance coordinator will notify the board of education, via the superintendent, within 10 days of the request. The hearing will be conducted within 30 days from the date of notification of the board.
9. The Noble Board of Education will conduct the hearing and issue a decision within 10 days. The decision of the board is final.

Provisions

1. Time limits may be extended by mutual consent of the parties involved.
2. The district will provide copies of all discrimination regulations upon request.
3. Grievant records will remain confidential unless permission is given for release. Such records will not be entered into the grievant's personnel file, but will be kept for three years.

(Noble Board of Education, Policy DAA-P)

SEXUAL HARASSMENT OF STUDENTS

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

1. Sexual Harassment
For the purpose of this policy, sexual harassment includes:
 - A. Verbal or physical sexual advances, including subtle pressure for sexual activity; touching, pinching, patting, or brushing against; comments regarding physical or personality characteristics of a sexual nature; and sexually-oriented "kidding" "teasing," double meanings, and jokes.
 - B. Demeaning comments about a girl's ability to excel in a class historically considered a "boy's" subject, privately talking to a student about sexual matters, hugging or touching a student inappropriately may constitute sexual harassment.
 - C. Writing graffiti which names a student or otherwise identifies a student is potentially slanderous and constitutes sexual harassment. Graffiti of any kind will not be tolerated on school property. The superintendent is directed to cause any graffiti or unauthorized writings to be removed immediately.
 - D. Any of the aforementioned conduct which effectively deprives a student of access to educational opportunities or benefits provided by the school.
2. Specific Prohibitions
 - A. Administrators and Supervisors
 1. It is sexual harassment for an administrator, supervisor, support employee, or teacher to use his or her authority to solicit sexual favors or attention from students.
 2. Administrators, supervisors, support personnel, or teachers who either engage in sexual harassment of students or tolerate such conduct by other employees shall be subject to sanctions, as described below.
 3. The school district is not concerned with the "off-duty" conduct of school personnel unless the conduct has or will have a negative impact on the educational process of the school. Any romantic or sexual affiliation between school personnel and students, including students who have reached the age of majority (18), during school hours will have a negative impact on the educational process and shall constitute a violation of school policy. Such violations may result in suspension of the student and suspension or termination for the employee. Any sexual affiliation between teachers and students under the age of 18 may constitute a crime under state or federal law.
3. Report, Investigation, and Sanctions

- A. It is the express policy of the board of education to encourage student victims of sexual harassment to come forward with such claims. This may be done through the Sexual Discrimination Grievance policy. The Office of Civil Rights relies on school administrators' judgment and common sense in meeting the requirements of the federal law.
 - 1. Students who feel that administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions, or have their parents report these conditions, to the appropriate administrator or teacher. If the student's immediate administrator or teacher is the alleged offending person, the report will be made to the next higher level of administration or supervision or to any responsible adult person.
 - 2. Every attempt will be made to maintain confidentiality; however, absolute confidentiality cannot be guaranteed because of due process concerns which arise in sexual harassment investigations. No reprisals or retaliation will be allowed to occur as a result of the good faith reporting of charges of sexual harassment.
- B. In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The superintendent has the responsibility of investigating and resolving complaints of sexual harassment.
- C. Any employee found to have engaged in sexual harassment of students shall be subject to sanctions, including, but not limited to warning, suspension, or termination subject to applicable procedural and due process requirements.
- D. Any student found to have engaged in sexual harassment of other students shall be subject to sanctions, including, but not limited to warning, suspension or other appropriate punishment subject to applicable procedural and due process requirements.
- E. Special effort will be made to apprise district administrators, teachers, and counselors of their obligation to receive student complaints of sexual harassment, document such complaints, and forward them to the grievance committee.

(Title VII of the Civil Rights Act of 1964; 42 U.S.C. §2000e-2; 29 C.F.R. §1604.1, et sequence; Noble Board of Education, Policy FB)

STUDENT CLUBS AND ORGANIZATIONS

The Noble Board of Education believes that certain extracurricular and social activities can enhance the learning environment of our schools.

Parents or guardians of students will notify the school administration that they are withholding permission for their child(ren) to join or participate in one or more clubs or organizations.

Parents or guardians shall be responsible for preventing their child from participating in a club

or organization in which permission is withheld. Parents or guardians are also responsible for retrieving their child(ren) from attendance at a club or organization in which participation is withheld. (70 Oklahoma Statute 24-105; Noble Board of Education, Policy FMC) **Pioneer Elementary School Clubs, Organizations and/or Specialty Classes**

Chess Club – Chess Club allows students to learn the basic rules and strategies of the western chess game. Once students learn the basics of chess, they are paired up with classmates to practice and play each other to increase their logic, critical thinking, creativity, and problem-solving skills.

News Club – The purpose of the News Club is to spread the good news that is happening at Pioneer Elementary School. This club allows students opportunities to express creativity using digital and multimodal literacies to create social media content, newsletters, and content for our YouTube Channel.

Outdoor Club - Outdoor Club allows students the opportunity to learn about hunting, fishing, and archery. Students learn proper safety techniques while using archery and fishing equipment, as well as learning about current rules and regulations. Students will have opportunities to learn how to shoot recurve bows, hunting bows, crossbows, and compound bows to shoot in competition. A variety of targets are set up for the students to practice their archery skills. Students can also participate in fishing activities. Students will learn how to bow fish by setting up their own fishing equipment, tying various fishing knots, and the proper way to cast. Students will get hands-on experience and an opportunity to enjoy comradery and the great outdoors.

Pioneer Running Club - Run Club allows students the chance to exercise after school with friends and learn to develop healthy habits. Students will learn the importance of building a strong character through their own positive choices and they will be encouraged to make good choices in their interactions with others, as well as realize how their actions can affect others in positive ways. Students are given the opportunity to participate in the Oklahoma City Kids Marathon. The Kids Marathon allows students to log 25 miles leading up to the Oklahoma City Memorial Marathon where students will then run the last 1.2 miles. This is a great club that is climaxed with the excitement of the OKC Memorial Marathon.

SCI-PI (Stem Club) – The STEM Club is a gathering of student that meet regularly in an informal environment to work on inquiry-based science, technology, engineering, and math related activities. Students engage in questioning, problem-solving, collaboration, and hands-on activities while addressing real-world issues.

STUDENT DIRECTORY INFORMATION

Parents and eligible students have two weeks to advise the school district in writing via a letter to the school principal of any or all of the items they refuse to permit the district to designate as directory information about that student. At the end of the two weeks, the student's records will be appropriately marked to designate the items of directory information that may be released without prior written consent.

The following information is designated as "directory information": student's name; student's class designation (i.e., first grade, tenth grade, etc.); student's extracurricular participation; student's achievement awards or honors; student's weight and height if a member of an athletic team; student's photograph. (51 Oklahoma Statute 24A.16-17; Noble Board of Education, Policy FLD)

STUDENT DISCIPLINE

The Noble Board of Education believes that the school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. When the behavior of an individual student comes into conflict with the rights of others, corrective actions are necessary for the benefit of the individual and the school. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child while the child is in attendance, in transit to or from the school, or participating in any authorized school function. However, to avoid any appearance of impropriety, no teacher or administrator will be involved in the discipline of that teacher's or administrator's child except in cases of classroom supervision. Disciplinary matters concerning children of school employees will be handled by the superintendent or the superintendent's designee. The superintendent's child will be disciplined by someone other than the superintendent.

Each student shall be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances surrounding each infraction. The following are some examples of these circumstances:

- The seriousness of the offense;
- The effect of the offense on other students;
- Whether the offense is physically or mentally injurious to other people;
- Whether the incident is isolated or habitual behavior;
- The manifestation of a disability;
- Any other circumstances which may be appropriately considered.

Standards of behavior for all members of society are generally a matter of common sense. The following examples of behavior are not acceptable in society generally, and in a school environment particularly. The involvement of a student in the kind of behavior listed below will generally require remedial or corrective action. These examples are not intended to be exhaustive and the exclusion or omission of unacceptable behavior is not an endorsement or acceptance of such behavior. When, in the judgment of a teacher or administrator, a student

Is involved or has been involved in unacceptable behavior, appropriate remedial or corrective action will be taken.

1. Unexcused lateness to school
2. Unexcused lateness to class
3. Cutting class
4. Leaving school without permission
5. Refusing detention/late room

6. Smoking
7. Truancy
8. Possessing or using alcoholic beverages or other mood-altering chemicals
9. Stealing
10. Forgery, fraud, or embezzlement
11. Assault, physical and/or verbal
12. Fighting
13. Possession of weapons or other items with the potential to cause harm
14. Distributing obscene literature
15. Destroying/defacing school property
16. Racial discrimination including racial slurs or other demeaning remarks concerning another person's race, ancestry, or country of origin and directed toward another student, an employee, or a visitor
17. Sexual Harassment
18. Gang related activity or action

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances

Parents, guardians, and students residing in this school district are also advised by means of this policy statement and by the student handbook that students in this district shall have no reasonable expectation of privacy rights towards school officials, in school lockers,

desks, or other school property. School personnel shall have access to school lockers, desks, and other school property at any time and no reason shall be necessary for such search. Student property may be searched with reasonable suspicion.

Teachers, parents, guardians, and students are invited and encouraged to participate in the formulation of disciplinary policies, rules, and regulations by suggesting to administrators appropriate means of discipline for specific infractions. (10 Oklahoma Statute 7115; 70 Oklahoma Statute 6-114; 70 Oklahoma Statute 24-101.3; Noble Board of Education, Policy FO)

STUDENT RIGHTS AND RESPONSIBILITIES

All students have the same civil rights. These rights are limited by the capacity of each student to discharge the particular responsibilities necessarily linked to each right. The rights and responsibilities set forth in no way limit the legal authority of school officials to deal with disruptive students.

Rights

1. Students have the right to expect that attending school will be productive.
2. Rules and regulations should be developed as a cooperative venture on the part of all concerned and should be common knowledge to every student.
3. Students have the right to expect that materials presented in courses be relevant and appropriate to the maturity level and intellectual ability of the student and that the various views related to topics or materials will be presented or introduced.
4. Students will be permitted to use school facilities for approved extracurricular activities with proper faculty supervision and should be encouraged to participate in clubs, recreational events, and other related activities.
5. Students have a right to an education and to the equality of educational opportunity and the right to expect that punishments which deprive them of this right will be used only in extreme cases. Punishments should be reasonable, consistent, and fair, and resorted to only when students violate school rules.

Responsibilities

1. Students will attend school daily (except when ill), attend all classes and be on time.
2. Students will come to class prepared with proper materials, such as textbooks, pencils and/or pens, etc.
3. Students will be aware of all rules and regulations and/or changes in these rules and regulations defining proper student behavior. Students will conduct themselves according to these guidelines.
4. Students should be willing to volunteer information in disciplinary cases if they have knowledge.
5. Students should willingly and dutifully serve that segment of the student body which they represent.
6. Students will make sure that no individual or group of advocates are allowed to monopolize class time. Teachers will insist on courteous attention to unpopular views, including views contrary to the teacher's own personal opinions. The dignity of all should be respected and no one should be allowed to abuse others. This freedom can only be exercised as long as it does not interfere with the educational process.
7. Students will become involved actively in their own education after returning to school following absence for any reason. Students temporarily out of school should assume the responsibility for keeping up with work missed.
8. Students should develop the best school record of which they are capable.
9. Students will maintain a clean and pleasant atmosphere in the building and on the grounds.
10. Students will follow the directions of teachers, administrators and other responsible school officials.

A statement of student rights and responsibilities is contained in the student handbook distributed by each building principal. Each student is provided with a handbook and is held responsible for the information it contains. The information serves as a guideline for administrators, all school personnel, students, parents, and other citizens of the school district. (Noble Board of Education, Policy FN)

SUPPLEMENTAL ONLINE LEARNING

Supplemental online learning is available for students wishing to supplement their education by enrolling part time in online courses. This learning opportunity must be

supplemental in nature, deemed educationally appropriate by the school and district, and approved by the principal. Enrollment in supplemental online learning is available at the start of each semester. If you would like additional information regarding supplemental online learning, please visit with the school counselor.

WARNING SYSTEMS/INCLEMENT WEATHER

It is policy of the Noble Board of Education to dismiss school if weather conditions deteriorate to the extent that the safety of students may be jeopardized.

Should the superintendent or, in the superintendent's absence, the next person in line on the organization flow chart decide to dismiss school because of weather conditions, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC. Absent such announcements, students should assume that school will be in session.

Should it become necessary to dismiss school during a school day, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC.

During the tornado season, the school administration will be concerned with tornado watches and tornado alerts. School will not be dismissed because of a tornado watch or warning. However, if a parent is concerned about the safety of a child, the child will be released to the parent's custody at the school. School will be dismissed if the administration feels that it is safe to do so. Otherwise, children shall remain at school and appropriate safety measures shall be taken. (Noble Board of Education, Policy CKBB)

NPS TRANSPORTATION

Bus Riders Rules and Regulations

Rules defining student conduct are designed to protect the passengers and shall be observed at all times. Bus safety rules shall include, but not be limited to, the following:

The bus driver is in charge of students on the bus. Students shall follow the driver's directions at all times.

Only authorized personnel and eligible bus students assigned to a specific bus are permitted to ride the bus.

Busses will stop at established stops only. Students will not be permitted to leave the bus until the bus arrives at an established bus stop or the appropriate school. Students shall load and unload at their designated bus stop only.

Students shall wait for a bus by remaining on the sidewalk. If there is no sidewalk, students will wait next to (but not in) the street. Students must wait until the bus comes to a full stop before boarding or leaving the bus.

Students will remain properly seated at all times and not block the center aisle. Any or all students may be assigned seats.

Students must keep their hands, head, feet and personal objects inside the bus at all times.

Scuffling, shoving, or fighting is prohibited on the bus and at all established bus stops.

Littering or throwing items inside or from the bus is prohibited.

Students are not allowed to consume food or drink on the bus. The use of all tobacco products is prohibited.

Students shall not deface or vandalize the bus or related equipment. Students who violate this rule will be required to pay for damages.

Students are not to engage in loud talking, yelling, the use of profanity, and/or inappropriate language or gestures on the bus.

Students are not allowed to bring animals or harmful objects (i.e. weapons, drugs, alcohol, fireworks, etc.) on the bus.

Students, while on the bus and when exiting or entering the bus, are required to comply with and will be subject to the Student Code of Conduct/Discipline Rules established by the School District.

Students, while on the bus, while entering or exiting the bus, and while at or in the general area of the designated loading and unloading zone areas are required to comply with these rules.

Bus Disciplinary Actions

Violations of said rules as listed, but not limited to those shown above, will be handled according to the nature and degree of the infraction. Infractions will be classified as such:

- Class I Minor Infraction
- Class II Moderate Infraction
- Class III Major Infraction

Classification of disciplinary infractions will be handled solely through the Noble Public Schools Transportation administration, as well as, site-specific administrators. The general guidelines used for classification are listed below. The nature and context of all infractions will be assessed prior to disciplinary action being taken. All violations are subject to changes in classification based on the nature and severity of the occurrence to include: suspension from the bus, suspension from school, and/or other forms of punishment as determined by the administration. A point system is used to determine further disciplinary action based on each student’s bus discipline history. Each year, all students’ values are reset to zero with the exception of violations that have extended into the ensuing semester.

Common Problems	Violation Class	Pt. Value
Electronics violations	1	1
Will not sit correctly	1	1
Will not stay in seat	1	1
Excessive noise	1	1
Eating or drinking on bus	1	1
Horseplay	1	1
Rude or discourteous	1	1
Throwing objects on bus	2	3
Head and/or arms out the window	2	3
Vandalism	2	3
Obscenities/Inappropriate language or	2	3

material		
Cursing towards the driver	3	10
Tobacco use	3	10
Bullying	3	10
Hitting, Shoving, or Kicking another student	3	10
Fighting	3	10
Referral Point Diagram	Our Action	Handled by:
1 thru 4	Parent Phone Call	NPS Administration
5 thru 9	5 day Suspension	NPS Transportation
10 thru 19	10-15 Day Suspension	Transportation Director
20 Plus	20 plus day suspension	Transportation Director

For more information pertaining to NPS Transportation policies and procedures, please contact Shirley Armbrister at 405-872-3455

STUDENT HANDBOOK AGREEMENT

My child and I have received and read the 2024-2025 Student Handbook. We understand and will abide by all items stated in the handbook.

Name of Student _____

Signature of Student _____

Name of Parent _____

Signature of Parent _____

Teacher _____

Noble Public Schools return to learn plan:

<https://5il.co/1cvrl>

Curtis Inge Middle School

1201 N.8th Street, Noble, OK 73068

(405) 872-3495

www.nobleps.com



2024 – 2025 Student Handbook

Superintendent: Mr. Solomon

Assistant Superintendent: Dr. Myers

Executive Director: Mr. Gray

CIMS Principal: Mr. Slate

Assistant Principal: Mr. Crawley

Assistant Principal: Mrs. Walker

Counselor: Mrs. Gray

Counselor: Mrs. Wyche

APPENDIX

Contact Information.....	5
Significant Days from the Calendar.....	5
Parent Teacher Conferences.....	5
Pick-up and Drop-off Procedures.....	5
Arriving at School.....	6
Bell Schedule.....	6
Attendance Policy.....	6
Activities and Eligibility.....	7
Tardies.....	7
Grading.....	7
CIMS Clubs and Organizations.....	8-9
PowerSchool.....	9
Withdrawal of Students.....	9-10
Chromebook/Device Loan.....	10
Closing School/Inclement Weather.....	10
Fire, Tornado, Disaster, and Lockdown Drill.....	10
Signals.....	10
Pledge of Allegiance.....	10
Minute of Silence.....	11
Award Winners.....	11
First Aid.....	11
Medication.....	11
Head Lice.....	11
Lost and Found.....	11
Child Nutrition.....	12
Telephone.....	12
Wireless Telecommunication Devices.....	12
Lockers and Locks.....	12
Visitors.....	12
Leaving School Grounds/Student Check-out.....	13
Title I.....	13
Dress Code Regulations.....	13-14
Student Discipline.....	15-17
Display of Affection.....	17
Search and Seizure.....	17
Discipline Consequences.....	17-18
Drug-Free Schools.....	18-19
Weapons.....	19
Internet and Other Computer Networks Acceptable Use.....	19-20
Cyber Bullying.....	21
Internet Safety.....	21-22
Privacy-Network/Internet Access.....	22-23

Denial of Internet Access.....	23
Additional School Procedures.....	23
Multimedia Release Notification.....	23-24
District Asbestos Status.....	24
No Child Left Behind Act.....	24
Nondiscrimination.....	24-25
Accident Insurance.....	26
Family Education Rights and Privacy Act (FERPA).....	26-27
Grievance Procedure.....	27-28
Harassment.....	28-29
Hazing.....	29
NPS Transportation Rules and Regulations.....	30
Bus Disciplinary Actions.....	30-31
NPS Return to Learn Plan.....	31-32
CIMS Parent/Student Agreement.....	33-34

Dear Students and Parents,

Welcome to Curtis Inge Middle School. The faculty and staff are excited to have you for the 2024–2025 school year! The student handbook serves as an accord between the school, student, and parent. Please go over this handbook with your student to assure understanding of the school's expectations and procedures. We look forward to working together this school year to make your student(s)' educational experience exceptional.

****Mission Statement:****

At CIMS, we are committed to nurturing **P**roblem Solvers in both the classroom and daily life, fostering an environment where **R**espect for self and others is paramount. We take **O**wnership of our work and actions, striving to be **U**nstoppable in our pursuit of leadership and excellence. With **D**ignity and integrity guiding our decisions and character, we create a community where every individual can thrive.

****Vision Statement:****

CIMS envisions a safe, orderly environment where all interactions are marked by courtesy and respect. We aim to empower our students and staff to be proactive problem solvers, respectful individuals, responsible citizens, unstoppable leaders, and dignified decision-makers, thus shaping a future where excellence and integrity are the norm.

Noble Public Schools

Our Vision...

Not just what we think

How we think... Excellence

Not just what we do

How we do it... Quality

Our Mission...

We are... dedicated to providing our students with a positive learning climate, which encourages a passion for discovery and achievement. We feel students are entitled to learn in an orderly environment of mutual respect and concern among peers and teachers.

Each day our mission is to provide challenging and creative lessons through which our students have the opportunity to master academic as well as social and personal skills that will lead to healthy living, foster success, and inspire lifelong learning.

Each day our mission is to hold ourselves, and our students accountable for positive actions, personal growth and caring relationships, enhanced through a strong partnership between home and school.

We are...NOBLE PUBLIC SCHOOLS



bisnon

Contact Information

Office Staff: Jenissa Phillips and Amanda Lockridge

School Phone Number: (405) 872-3495

School Fax Number: (405) 872-8670

NPS Central Office: (405) 872-3452

Transportation: (405) 872-3455

Child Nutrition: (405) 872-5866

Office Hours: 8:10 a.m.- 4:00 p.m. When in Session

Significant Days from the Calendar

6th Grade Orientation	August 7
First Day of School	August 8
Labor Day Holiday	September 2
Fall Parent Teacher Conferences	September 24 and October 1
Fall Break	October 17 – 18
Thanksgiving Holiday	November 25 – 29
1 st Semester Ends	December 19
Winter Break	Dec. 20 – Jan. 3
2 nd Semester Begins	January 6
Holiday / No School	January 10
Holiday/ No School	January 20
Spring Parent Teacher Conferences	February 27 and March 4
Spring Break	March 17 – 21
CIMS Awards Assembly	TBD
Last day of Classes	May 15
Graduation	May 19

Parent/Teacher Conferences

Parent/Teacher Conferences will be scheduled for the fall and spring semesters to allow time for parents and teachers to meet about students' progress. Prior to conferences, notifications will be sent out on the school website, social media information pages, and through text messaging to inform parents of times and dates. Conferences will be held after school in the evening.

Student Pick-Up and Drop-Off Procedures

The south parking area is the drop-off and pick-up location for commuters. Drivers need to circle the lot and drop students off when they reach the south door entrance of the school. The north parking lot is for bus pick-up and drop-off. Please remember that passing a bus in the process of loading or unloading children is against the law, and is monitored by the Noble Police Department. Please do not park in any area where the curbsides are painted red for emergency vehicles. School doors open at 8:10 a.m., and students will not be supervised until that time.

Arriving at School

The building will be open to students at 8:10 a.m. every school day. Once students arrive on campus, they are not allowed to leave and return unless accompanied by a parent. Students may stay in the cafeteria or in a designated area of the main building. After the first bell (8:30 a.m.), students will have access to their lockers if assigned, and other parts of the building.

CIMS Bell Schedule

Hour	6th Grade	7th Grade	8th Grade	
				First Bell @ 8:30 am
1st	8:35 – 9:20	8:35 – 9:24	8:35 – 9:24	
2nd	9:24 – 10:30	9:28 – 10:26	9:28 – 10:26	Pledge of Allegiance, Moment of Silence & Announcements
3rd	10:30 – 11:00	10:30 – 11:24	10:30 – 11:24	
4th	11:04 – 11:58	11:24 – 11:54	11:28 – 12:21	
5th	12:02 – 12:55	11:58 – 12:51	12:21 – 12:51	
6th	12:59 – 1:52	12:55 – 1:48	12:55 – 1:48	
7th	1:56 – 2:50	1:52 – 2:46	1:52 – 2:46	
8th	2:54 – 3:45	2:50 – 3:45	2:50 – 3:45	

Attendance Policy

When a student is absent from school, it is the responsibility of the parent or guardian to contact the school. If the school has not been contacted by the parent/guardian, the student will receive an unexcused absence for that day or period. All court, doctor, or dental appointments will require a note from that agency for the absence to be excused and **must be turned in within 48 hours of the absence.**

All absences, excused or unexcused, count toward the 10 absences per semester limit, except for school activities. Illness or serious illness of immediate family, death in family or close friend, doctor or dental appointments, driver's license testing, required court appearances, school sponsored activities, educational trips, religious holidays, and pre-arranged family trips are the only excused absences that will be accepted and only then if parents call the school and/or a signed note is on file in the attendance office. The number of days to make-up the work will coincide with the days missed plus one day. **It is the responsibility of the students, not the teacher, to make arrangements for make-up work.**

Activities and Eligibility

The Noble Board of Education recognizes the importance of activities in the education program. However, regular class attendance is a prerequisite for students to achieve the maximum educational experience. **Students may not miss a class more than ten (10) times in a school year for excused, school- sponsored activities. Students will only be allowed to apply for five (5) additional days of Activity Absences per school year.** Activity Absence extension request forms are available in the main office. The attendance record of the student and the student's grade in each class will largely determine if the student should be allowed to participate in the activity. State and nationally-sponsored activities are exempt from the above regulations. The guidelines of the Oklahoma Secondary School Activities Association will determine what constitutes a state and/or national activity.

A student must pass five classes at the end of each semester to be eligible for activities. After each semester, eligibility for participation will be determined on a weekly basis. **This policy will apply to all extracurricular activities including dances, field trips, etc.** Participation will be denied if he/she fails/is failing any class or combination of classes two (2) consecutive weeks.

Tardies

During the school day, a student who is late to class should report directly to that class. Students who are 15 minutes late for class will be considered absent for that class period. Students who are in the office or with another teacher/adult should request a note to the next class so that he/she will not be counted tardy. Any student who arrives late to school must report to the office for an admit pass. Each teacher will make a record of all tardies. **The teacher will make parent contact on the third tardy per semester.** Discipline referrals may be sent to the office for each tardy after the third tardy.

Grading

In accordance with the policy of the board of education the following grading system will be used for all subjects, including special education:

100 - 90	=	A
89 - 80	=	B
79 - 70	=	C
69 - 60	=	D
59 – Below	=	F

Note: A 50 is the lowest grade a student may receive based on work attempted with a good-faith effort.

CIMS Clubs and Organizations

Academic Team – Academic Team is a group of students that cherish the opportunity to learn every chance they get and to showcase their knowledge in academic competitions. Academic Team is a vigorous sport of competing against teams from other schools for the opportunity to win Districts and State. The Academic Team starts with our 6th grade team learning the basics and working as a team. Our 7th and 8th grade team competitively competes against other schools answering questions from all core subject areas, as well as current events and elective courses.

Author's Life Book Club – The purpose of the Author's Life Book club is to allow students to experience what it is like to be an author. Students will learn the process involved in creating a story, editing, publishing, and selling their books. Finished books are published on the Noble Public Schools' Amazon page.

Band – MS Band is a great way to learn to play musical instruments. From Beginner Band to Blue Band and Gold Band, students progress upwards with their instrumental talents. Beginner Band Students learn music fundamentals and the basics to playing their horns. Blue Band Students (Year 2) progress toward mastery of their instruments, while learning to march and perform with the 3rd year, Gold Band. Together, they perform for the Veteran's Day Assembly, along with various parades and concerts. Blue Band also provides opportunities to audition for and perform with honor band groups, as well as in District Solo and Ensemble Contest. Gold Band is all about preparing for High School! While continuing to perform in all of the opportunities afforded to Blue Band students, Gold Band Students masters the High School's pre-game show music, various pep-band pieces and joins the High School Band in performing during half-time at one home football game! The Combined MS Blue & Gold Band participates in contests, as well as showcasing our talents at local concerts.

Choir – MS Choir is an exciting opportunity for students to showcase their singing voices and learn the various components of singing in a choir. The MS Choir has local concerts that allows them to perform for live audiences, as well as certain school assemblies.

Esports – Curtis Inge Middle School's Esports mission is to eventually develop an organized middle school level esports league, in a safe, comfortable environment with healthy competition. We believe that esports will provide more academic and vocational avenues to students who have put time and work into this emerging sport. Students will learn and nurture valuable skills, such as team communication, strategy creation and manipulation, problem solving, and critical thinking. Esports will be a place for students to get to know each other and to begin learning how to communicate as a team in a safe and positive way as they participate and share their passion for video games.

Family Career and Community Leaders of America (FCCLA) – FCCLA promotes personal growth and leadership development through Family and Consumer Sciences education. Focusing on multiple roles of family member, wage earner, and community leader, members develop skills for life through character development, created and critical thinking, interpersonal communication, practical knowledge, and career preparation.

Fellowship of Christian Athletes (FCA) – FCA is about seeing the world impacted for Jesus Christ through the influence of Christian adults and students. Although the organization is titled Fellowship of Christian Athletes, it is open to any student and provides a place for students with a common belief in God to come together to discuss their faith with one another.

Journalism – Students learn to write, edit, and research relevant and engaging news stories. Students will learn to interview sources and to use photography of people and events for publication. Students will use the inverted pyramid style of writing to deliver news stories to their audience. Students will also be engaged in the hands-on layout and design of newspaper pages for publication.

Lego Robotics – Do you love Legos? Do you love robots? If the answer is yes, then come on over. Lego Robotics guides students through STEM learning and exploration. It combines coding and construction while building habits of learning, confidence, and teamwork skills to accomplish different objectives.

MS PRISM – The main goal of MS PRISM is to show love and acceptance to all who might be struggling with personal issues such as self-acceptance. MS PRISM is a great way to explore why students feel the way they do and talk about ways to build stronger and more resilient relationships.

Musical Theater – If you love musicals, then this is right up your alley. Over the last two years, the MS have performed the Jungle Book Musical and High School Musical. In Musical Theater, students get to showcase not only their singing voices, but choreography and acting skills.

Poetry Animal Club (PAC) – PAC is a club that loves to not just talk about animals but find ways to help animals that may be in need. One way we show our appreciation and love for animals is by writing poems about animals and their habitats.

Robotics – Allows students that have a passion for using mechanical and coding skills in developing robotics/autonomous projects that takes on real-world application of STEM solutions. Robotics competes in Botball and other competitions throughout the year.

Student Council (Stu-Co) – Stu-Co prepares the leaders of tomorrow and helps with numerous school activities including Kindness Week, homecoming activities, school improvement, community projects and daily announcements.

PowerSchool

CIMS using the grading system: Powerschool. Powerschool features a parental and student application that allows parents and students to check grades and student progress on a weekly or daily basis through a phone app or email. We encourage all parents and students to call or come by the office to get an individualized username and password for Powerschool.

Withdrawal of Students

If you are moving and withdrawing your student from CIMS, please call or come by the school a few days prior to the withdrawal date. This will give ample time to complete the necessary paperwork.

Please plan to pay all breakfast and lunch charges, and remember to bring back all school materials; such as, library books and the school chromebook. Your cooperation is greatly appreciated.

Chromebook/Device Loan

All CIMS students will be loaned a Chromebook by Noble Public Schools. A technology agreement will be presented at the time of distribution. A list of charges that can be incurred for damaged, lost, or stolen Chromebooks can be found in the District Technology Handbook. If a Chromebook is damaged, lost, or stolen, payment may be required before a new device will be issued.

Closing School/Inclement Weather

An announcement will be made through Television, specific social media sites, and local news websites should school have to be canceled due to inclement weather. The school makes every effort to make decisions concerning school closings based on the safety of students. The district boundaries cover 144 square miles and conditions in one part of the district may be very different from those in another area. Decisions concerning school closings are made as early as possible before buses begin their morning routes.

Should it become necessary to dismiss school during a school day, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC.

During the tornado season, the school administration will be concerned with tornado watches and tornado alerts. School will not be dismissed because of a tornado watch or warning.

However, if a parent is concerned about the safety of a child, the child will be released to the parent's custody at the school. School will be dismissed if the administration feels that it is safe to do so. Otherwise, children shall remain at school and appropriate safety measures shall be taken. (Noble Board of Education, Policy CKBB)

NPS Fire, Tornado, Disaster, and Lockdown Drill

Every year hundreds of lives and millions of dollars worth of property are lost from natural disasters. Our state laws require that our school have a plan for evacuation; the procedures set forth below may save your life should we someday have such a disaster in our school. The most important thing to remember in the event of such an emergency is to keep quiet, calm, and move quickly to pre-arranged assembly points. Correct mistakes after each drill. Keep these procedures posted in each room.

Signals

The signal for fire or for fire drills will be a repeating tone w/flashing strobes. The signal for a tornado or tornado drill will be one long continuous bell. Disaster and Lock Down Drills will be announced on an individual basis.

Pledge of Allegiance

CIMS honors America daily by reciting the Pledge of Allegiance. Those who do not wish to participate are not required to do so.

Minute of Silence

Per state law, public schools are to observe approximately one minute of silence each day for the purpose of allowing each student, in the exercise of his or her individual choice, to reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices. (70 Oklahoma Statute 11-101.2)

Award Winners

Award winners are deemed directory information and may be used on webpages or in the newspaper.

First Aid – Students

The Noble Board of Education recognizes the school's responsibility for emergency handling of accidents and sudden illnesses occurring at school or on school property. In order to obtain emergency medical care, a medical release form signed by a parent/guardian must be on file. If a medical release is not on file, emergency medical care will be provided in life-threatening situations only. (Noble Board of Education, Policy FFAC)

Medication

If it is necessary for a child to take prescribed medication during school hours, it must be in the original prescription container. Medication brought by children must be taken to the office. The parent should send a note or call before the child is allowed to take this medication.

Head Lice

If a student is sent to the office with live lice or brown nits, the student will be removed from the classroom and the parent/guardian will be called to pick up the student. The student will not be allowed to ride the bus to or from school or be readmitted to school until the student is properly cleared to return. After the infested person(s) and the home has been properly treated as recommended, the child will be required to be checked for lice before returning to school by a health professional. The child must provide the release form with them when returning to school. The empty treatment container should be taken to the health facility so they will know what product has been used for their records. The Cleveland County Health Department (321-4048) will check for head lice on Monday-Thursday between 8 am and 4 pm. They reserve the right to close the clinic early based on the availability of staff to care for the number of clients reporting to the clinic. After the check, the parent will receive a completed form stating if the child is free of lice or nits which is required to return to school. The school administrator has the option to allow the child to return based on their observation when the parent proves a hardship exists. If a student has recurring lice problems, it will be up to the discretion of the office personnel to request a release from a doctor or health professional stating that the student has been treated and is free of lice. The school has the right to contact the Department of Human Services, if the problem is not solved.

Lost and Found

Lost and Found will be located in the office. All lost and found items will be removed from the school every two weeks. CIMS is not responsible for lost or stolen items.

Child Nutrition

For the 2024-2025 School Year, all students at Noble will receive a free breakfast and lunch each school day, thanks to NPS and the OKSDE Community Eligibility Provision. The OKSDE is requiring NPS to have on file a federal economic disadvantage form for all students. Please contact NPS Child Nutrition at 405-872-5690 for ways to access this form.

Telephone

The telephone in the office is for school business. **Students will not be called from classes to answer a telephone call. Parents should refrain from calling and leaving messages for students.** In the case of an emergency, a message will be delivered to the student.

WIRELESS TELECOMMUNICATION DEVICES

Curtis Inge Middle School policy on wireless telecommunication devices is designed to ensure that the use of wireless telecommunication devices does not interfere with teaching and learning during the school day. For the purpose of this policy, wireless telecommunication devices are deemed to include cellular phones, smartwatches, pagers, two-way radios, earbuds, headphones and other devices that use radio frequencies for communications. *(Including iPods, Gameboys, Kindle's and other game devices)* Students may possess wireless telecommunication devices while on school premises or while in transit under the authority of the school or while attending any function sponsored or authorized by the school; however, the usage of these devices is regulated to not during instructional times.

Lockers and Locks

Students are to use only the lockers assigned to them. Students who give out their locker combinations to other students risk having items taken from their lockers. New lockers will not be issued to students during the school year. Students are to keep lockers clean, inside and out, and are not to alter the locker in any way. School lockers, desks, and other areas of school facilities may be opened and examined by school officials at any time; no reason shall be necessary for such search (Reference: O.S. 70-24-102).

Visitors

In order to ensure the safety of our students, all exterior doors to the school will remain locked throughout the school day. Students may exit these doors in case of an emergency or for outside access, but no one can come in from the outside. **When coming to school for a visit, parents must enter through the front west door, sign in at the office, and obtain a visitor's name badge which must be worn while on campus.** We welcome parents to visit us at any time; however, appointments and arrangements for meetings must be arranged prior to the visit.

Parents will not be allowed to visit with teachers during class time unless prior arrangements have been made. During the school day, all persons not employed by the district are considered visitors to our school and must wear a visitor's badge throughout their visit to Curtis Inge Middle School. Students may be checked out to go eat lunch, but, due to safety concerns, CIMS administration does not allow parents/guardians or any other person to visit students in the school's lunchroom during lunchtime.

Leaving School Grounds - Student Check-Out

Parents must check-in with the office to sign their child out of school. The sign-out sheet will include time of check-out, reason for checking out the student, and a time for check-in of the student if that student is returning to school. Students being checked-out for lunch, doctor's appointments, or other reasons must be checked out by the parent or someone who is listed on the emergency contact list. The office will not allow check-out of a student from the building with friends or relatives of that student unless they are on the emergency contact list.

The middle school is essentially a closed-campus school. Students may not leave school grounds for any reason during the school day without the express permission of the parent and the knowledge of the office. Students who leave school property without permission will be considered truant, and the appropriate consequences, according to the discipline policy, will be implemented.

Title I

Title I is a federally funded program to assist students in achieving higher academic levels in reading and math. This school year, Noble Public School District is recognized by the State Department of Education as a school wide Title I program. Students are referred to this program based on student progress on benchmarks and cumulative exams, as well as OSTP results.

Noble Public Schools Dress Code (Regulation)

In accordance with the policy of the board of education, the following regulation shall establish a dress and grooming code for the public school system. The building administrator shall have the authority to determine the appropriateness of any attire not specifically addressed below. In making a determination, the administrator shall consider whether the clothing and/or accessory presents a safety hazard, is revealing, or may be reasonably believed to disrupt the teaching or learning environment. Attire that disrupts the educational process is prohibited. The following dress code will be in effect for all students:

1. Skirts and Dresses: The skirt or dress must be a minimum of mid-thigh length while shoulders are relaxed and must not be revealing, disruptive or distracting to the educational process. Skirt openings must be a minimum of mid-thigh length. Dresses may be sleeveless if they have fitted armholes. Mini-skirts are not allowed.
2. Tops: Any shirt, blouse, sweater or top may be worn with the following conditions:
 - Sleeveless Tops must have fitted armholes and not be revealing or show undergarments. Spaghetti straps, tank tops, muscle shirts, strapless tops, halter tops, racer back tops are not allowed.
 - Nothing translucent, sheer, of mesh, fishnet or revealing may be worn.
 - All tops must be properly buttoned and may not expose the midriff when arms are raised from the side. Tops that expose undergarments are not permitted.
 - Tops, dress and sleeve openings, must not expose undergarments, chest, breast, cleavage or any part of the torso. Tops may not have any type of plunging neckline.
3. Pants: Pants, jeans or slacks that are neat and clean are acceptable.
 - Pants that drag the floor are not allowed. Pants that are cut, slit, or have holes above mid-thigh are not allowed. Pants that have been patched are acceptable.
 - Form fitting pants, skin tight jeans, leggings, and jeggings are allowed as an outer garment as long as the top outer garment reaches mid-thigh. Pajama pants are not allowed.
 - Sagging is not permitted at any time. Pants may not be worn low exposing the torso, back or undergarments.
4. Shorts: Shorts that are mid-thigh length or longer are acceptable for school dress.

- Shorts that are cut, slit or have holes above mid-thigh are not allowed.
 - Form fitting shorts, biker shorts, spandex and mini-shorts, such as Soffes, are not allowed.
5. Shoes: Shoes must be worn at all times. Different programs require different types of shoe types. Students will be informed by their teachers as to the requirements for the particular class or program they are in. House Shoes, Shoes with rollers, wheels, or skates are not allowed.
 6. Accessories: Accessories which are not acceptable include the following:
 - Hats, hoods, beanies, caps, bandanas, sunglasses, blankets, and stuffed animals are prohibited inside the buildings. Exceptions may be made by the principal for spirit days, religious purposes or special activities.
 - Wearing, possessing, using, distributing, displaying or selling any clothing, jewelry, emblems, badges, symbols, signs, graffiti, or other items that are evidence of membership in or affiliation with a gang are prohibited.
 - Chains, Wallet chains, Biker chains, Collars, Fish Hooks, Jewelry such as earrings with loops that could pose a safety issue are prohibited.
 - Trench coats and other full length coats are prohibited.
 7. Insignias, Monograms, Prints or Patches: Lettering or any type of sew-on patch, decal, print, insignia or design that conveys crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or any advertising of tobacco, alcohol drugs or drug paraphernalia are specifically prohibited.
 8. Makeup, Tattoos and Brands: Facial make-up, tattoos, brands or other body decorations whether temporary or permanent, that convey crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or advertise tobacco, alcohol, drugs or drug paraphernalia are specifically prohibited.
 9. Clothing that is purposefully ripped, torn, and or cut in a manner that causes a distraction to the operation of the school and the educational process or is a safety risk is prohibited.
 10. Activity/Spirit Days: Teams are allowed to wear uniforms as long as they are compliant with the dress code. Any uniform that in itself does not comply with the school dress code must be worn underneath proper outerwear. Exceptions to the dress code for special activities must be approved in advance by the school administration.
 11. Exceptions to the dress code may be authorized by the building administrator or designee for a specific school-related activity on a case-by-case basis.
 12. The dress code for Noble Public Schools is a minimum requirement dress code. Students are encouraged to dress in a professional manner above and beyond the dress code.
 13. A Dress Code Log will be kept at each site documenting the name of the offender, the violation type and the date of the violation. All head principals will complete a year-end Dress Code Log Report showing total numbers only of singular and repeat student violators as well as the types of violations recorded in their site log. All year-end site reports will be submitted to the superintendent and the school board. Student names will not be listed or reviewed. In addition, the school board reserves the right to solicit year-to-date site Dress Code Log Reports at any time during the school year.

Any student found out of compliance with the Noble Public Schools Dress Code will be sent to an administrator for resolution. Students will be given the option to change to appropriate clothing or have parents bring acceptable clothing. The parent will have an acceptable amount of time to provide the change of clothes. If a parent is unable to do so, the student may be sent home. Students will be allowed to return to school/class after clothing has been changed and is compliant with the dress code.

Parents will be notified each time a student is in violation of the Dress Code if the issue is unable to be corrected on site. Parents will always be notified when repeat violations occur. Communication with parents will occur from the school office in these situations. Repeat offenses will result in the Disciplinary Process being followed according to the school site handbook. All disciplinary actions will be adjudicated in a private and confidential manner.

The Dress Code policy for Noble Public Schools will be reviewed on a regular basis and will be updated and modified at the discretion of the Noble Public Schools Board of Education.

- 1st offense- Counsel
- 2nd offense- Lunch Detention
- 3rd offense- ISD
- 4th offense- ISD or OSS

Student Discipline

The Noble Board of Education believes that the school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. When the behavior of an individual student comes into conflict with the rights of others, corrective actions are necessary for the benefit of the individual and the school. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child while the child is in attendance, in transit to or from the school, or participating in any authorized school function. However, to avoid any appearance of impropriety, no teacher or administrator will be involved in the discipline of that teacher's or administrator's child except in cases of classroom supervision. Disciplinary matters concerning children of school employees will be handled by the superintendent or the superintendent's designee. The superintendent's child will be disciplined by someone other than the superintendent.

Each student shall be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances surrounding each infraction. The following are some examples of these circumstances:

- The seriousness of the offense;
- The effect of the offense on other students;
- Whether the offense is physically or mentally injurious to other people;
- Whether the incident is isolated or habitual behavior;
- The manifestation of a disability;
- Any other circumstances which may be appropriately considered.

Standards of behavior for all members of society are generally a matter of common sense. The following examples of behavior are not acceptable in society generally, and in a school environment particularly. The involvement of a student in the kind of behavior listed below will generally require remedial or corrective action. These examples are not intended to be exhaustive and the exclusion or omission of unacceptable behavior is not an endorsement or acceptance of such behavior. When, in the judgment of a teacher or administrator, a student is involved or has been involved in unacceptable behavior, appropriate remedial or corrective action will be taken.

1. Unexcused lateness to school
2. Unexcused lateness to class
3. Cutting class
4. Leaving school without permission
5. Refusing detention/late room
6. Tobacco/Vaping
7. Truancy
8. Possessing or using alcoholic beverages or other mood-altering chemicals
9. Stealing
10. Forgery, fraud, or embezzlement
11. Assault, physical and/or verbal

12. Fighting or instigating a fight
13. Possession of weapons or other items with the potential to cause harm
14. Distributing obscene literature
15. Destroying/defacing school property
16. Racial discrimination including racial slurs or other demeaning remarks concerning another person's race, ancestry, or country of origin and directed toward another student, an employee, or a visitor
17. Sexual Harassment
18. Gang related activity or action
19. Drugs, OTC, and prescription, possession, distribution and under the influence of controlled substances.
20. More than one student in a bathroom stall

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student(s) to appropriate social agency
13. Alternate Academic Placement within Noble Virtual Academy
14. Suspension
15. Other appropriate disciplinary action as required and as indicated by the circumstances

Parents, guardians, and students residing in this school district are also advised by means of this policy statement and by the student handbook that students in this district shall have no reasonable expectation of privacy rights to school officials, in school lockers, desks, or other school property. School personnel shall have access to school lockers, desks, and other school property at any time and no reason shall be necessary for such search. Student property may be searched with reasonable suspicion.

Teachers, parents, guardians, and students are invited and encouraged to participate in the formulation of disciplinary policies, rules, and regulations by suggesting to administrators appropriate means of discipline for specific infractions.

(10 Oklahoma Statute 7115; 70 Oklahoma Statute 6-114; 70 Oklahoma Statute 24-101.3; Noble Board of Education, Policy FO)

**Students may not attend any extra-curricular school events or be present on school grounds while serving an out-of-school suspension.

Display of Affection

Display of affection such as kissing or excessive physical contact will not be permitted at school

Search and Seizure

According to the law of Oklahoma, the superintendent or school principal of any public school in the state of Oklahoma, any teacher, or security personnel, shall have the authority to detain and authorize the search of any pupil or pupils on any school premises or while in transit under the authority of the school or any function sponsored or authorized by the school, for dangerous weapons or controlled dangerous substances, as defined in the uniform controlled dangerous substances act, and hereinafter referred to as controlled substances that might be in their possession, including the authority to authorize any other persons they deem necessary to restrain such pupil or to preserve any dangerous weapons, or controlled dangerous substances, intoxicating beverages, low-point beer, or missing or stolen property. Student searches may be made based on a reasonable suspicion of a violation of school rules and /or state or federal law by a student. Contraband and other property unauthorized to be on school property or school sponsored activities will be seized for evidentiary purposes in a school hearing and/or legal hearing.

Discipline Consequences

Consequences may vary depending on the behavior/action. Disciplinary infractions are classified by their severity.

Consequences are defined as follows:

- **Detention** - Detention may be before school, after school, or at lunch. A student may be assigned detention for minor violations.
- **In School Detention/Saturday School** - A student assigned to In School Detention/Saturday School spends the day assigned to a specific detention room where work is sent by his/her teachers. A student assigned to In School Detention after the first ISD offense, will not participate in school sponsored activities, including sports, on the day(s) he/she is assigned. If a student is suspended while in ISD, he/she may be required to finish ISD days on return from OSS.
- **Suspension** –A student may be temporarily suspended, which shall be defined as exclusion from classroom instruction, by the principal, asst. principal, or the principal's designated representative under the procedure hereinafter set forth. Upon being brought to the attention of the principal, asst. principal, or his designated representative that a student has allegedly committed certain acts, an informal conference will be held between the student and the principal, asst. principal, or his designated representative. At the conference, the student shall be informed of that which he/she is accused of violating, and they will be advised specifically of what they are accused of doing and what the basis of the accusation is. In the event the student denies these charges, they

shall be given an explanation of the evidence the school authorities have and shall be given the opportunity to present any information or explanation concerning the incident.

- **Citations** – A student may receive a citation for an infraction to school policy.

After discussing the charges in detail and considering the explanation, if any, furnished by the student, the principal and his designated representative shall determine if the student is, in his opinion, guilty of those charges. If he so determines, the principal, asst. principal, or his designated representative shall have authority to administer a temporary suspension for whatever time period he deems is warranted, taking into consideration the severity of the violation. The administrator will notify the parent or guardian of the punishment. Upon completion of the specified suspension time, the parent or guardian may be required to accompany the student to school to be reinstated by the principal, asst. principal or designee. Continuation of the student's academic progress will be served by CIMS either sending homework home in packets or enrolling the student in the Noble Virtual Academy.

Drug-Free Schools

It is the policy of the Noble Board of Education that in recognition of the clear danger resulting from illicit drug and alcohol abuse and in good faith effort to promote the health, safety, and well-being of students, employees, and the community, the board has implemented a developmentally based drug and alcohol education and prevention program for grades Kindergarten through twelve (K-12).

Students are hereby notified that the use, possession, or distribution of illicit drugs and alcohol is wrong and harmful. Therefore, standards of conduct that are applicable to all schools in this district, prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities.

Disciplinary sanctions will be imposed on students who violate standards of conduct required by this policy. Such sanctions will be consistent with local, state and federal laws, up to and including probation, suspension, and expulsion, as well as referral for prosecution. Completion of an appropriate rehabilitation program may also be recommended.

Information about drug and alcohol counseling and rehabilitation and reentry programs will be made available through the school office.

The standards of conduct and the disciplinary sanctions imposed by this policy includes the following: "The Drug Free Schools and Communities Act Amendments, P.L. 101-226 requires that State, as well as local educational agencies, must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees." (Federal Regulations can be examined through the school office.)

Parent/Guardian signature certifies receipt of a Student Handbook of Guidelines and Policies for Students and Parents which includes district policy relating to adoption and implementation of a drug prevention program for students.

(“Public Law 101-226; 70 Oklahoma Statute 1210.221, et sequence; Noble Board of Education, Policy FNCF) CROSS-REFERENCE: Policy DCC, Drug-Free Workplace; Police FFB, teaching

about Drugs, Alcohol, and Tobacco; Policy FFBA, Drug and Alcohol Use by Students; Policy FNCE, Reporting Students Under the Influence.

NPS Drug-Free Schools

In recognition of the school's obligation to our students and community, we stand ready to assist in dealing with drug or alcohol related problems. The faculty is obligated to inform the principal when it is suspected that a student is either under the influence of drugs or alcohol, in possession of drugs or alcohol, or distributing drugs or alcohol. When this is reported to the principal, both the superintendent and the parents are notified of this report. When this report is made, the principal will search the student, his locker, personal property, and car. Any student who has been suspended for possession or for being under the influence of alcohol and or illegal drugs shall receive the following consequences:

First offense: Out of School Suspension for 45 school days

Second offense: Out of School Suspension for the current semester and the next semester.

The student may be given the option to enter a counseling program and if recommended by a counselor, a treatment program. The parent/guardian must provide written verification from the program before the student shall be permitted to return to classes in the district following the suspension. Upon written verification of being enrolled in family counseling or a treatment program, the student suspension could be reduced to a minimum of ten days.

Failure to complete the program will require the number of suspension days waived to be served.

Any student found to have distributed drugs or alcohol will not be allowed the opportunity to reduce their suspension by entering a drug counseling program.

Weapons

ANY STUDENT FOUND TO BE IN POSSESSION OF A WEAPON OF ANY TYPE MAY FACE A SUSPENSION OF UP TO ONE CALENDAR YEAR OR THE MAXIMUM ALLOWED BY STATE LAW.

Internet and Other Computer Networks Acceptable Use

The Noble Public Schools district is pleased to make available to students and staff access to interconnected computer systems within the district and to the Internet, the worldwide network that provides access to significant educational materials and opportunities. In order for the school district to ensure the continued accessibility of its computer network and Internet, all students and staff must take responsibility for appropriate and lawful use of this access. Students and staff must understand that one person's misuse of the network and Internet access may jeopardize the ability of all students and staff to enjoy such access. While the school's teachers and other staff will make reasonable efforts to supervise student use of network and Internet access, they must have student cooperation in exercising and promoting responsible use of this access.

Below is the Acceptable Use and Internet Safety Policy ("policy") of the school district and the Data Acquisition Site that provides Internet access to the school district.

Upon reviewing, signing, and returning this policy as directed, each student and staff member agrees to follow the policy and will be given the opportunity to enjoy Internet access at school. If a student is under

18 years of age, he or she must have his or her parents or guardians read and sign the policy. The school district shall not provide access to any student who, if 18 or older, fails to sign and submit the policy to the school as directed or, if under 18, does not return the policy as directed with the signatures of the student and his/her parent or guardian. Listed below are the provisions of the agreement regarding computer network and Internet use. The district has designated a staff member to whom users may direct questions. If any user violates this policy, the user's access will be denied or withdrawn, and the user may be subject to additional disciplinary action. Personal Responsibility By signing this policy, the user agrees not only to follow the rules in this policy, but also to report any misuse of the network to the person designated by the school for such reporting. Misuse means any violations of this policy or any other use that is not authorized under this policy, and having the effect of harming another or his or her property. Term of the Permitted Use A student or staff member who submits to the school, as directed, a properly signed policy and follows to which she or he has agreed will have computer network and Internet access during the course of the school year only. Students and staff will be asked to sign a new policy each year during which they are students or staff members in the school district before they are given an access account.

Acceptable Uses

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

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

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

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

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

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

3. Netiquette. All users must abide by rules of network etiquette, which include the following:
- A. Be polite. Use appropriate language. No swearing, vulgarities, suggestive, obscene, belligerent, or threatening language.
 - B. Avoid language and uses that may be offensive to other users. Don't use access to make, distribute, or redistribute jokes, stories, or other material which is based upon slurs or stereotypes relating to race, gender, ethnicity, nationality, religion, or sexual orientation.
 - C. Do not assume that a sender of e-mail is giving his or her permission for the user to forward or redistribute the message to third parties or to give his/her e-mail address to third parties. This should be done only with permission or when the user knows that the individual would have no objection.
 - D. Be considerate when sending attachments with e-mail (where this is permitted). Be sure that the file is not too large to be accommodated by the recipient's system and is in a format which the recipient can open.

Cyber Bullying

Cyber bullying is when one or more people intentionally harm, harass, intimidate, or reject another person using technology. This includes but is not limited to the following: • Sending mean or threatening messages via email, IM (instant messaging), or text messages. • Spreading rumors about others through email, IM, or text messages. • Creating a website or social-networking account that targets another student or other person(s). • Sharing fake or embarrassing photos or videos of someone with others via a cell phone or the Web. • Stealing another person's login and password to send mean or embarrassing messages from his or her account. It shall be the policy of Noble Public Schools that cyber bullying will not be tolerated under any circumstances. A student caught violating this policy will lose computer privileges and these actions may result in further disciplinary action including suspension or expulsion from school or the student(s) involved. In addition, violators and their parents/guardians may be subject to civil and/or criminal penalties as specified by Oklahoma and/or federal law.

Internet Safety

1. General Warning; Individual Responsibility of Parents and Users. All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged students. Every user must take responsibility for his or her use of the computer network and Internet and stay away from these sites. Parents of minors are the best guides to materials to shun. If a student or staff member finds that other users are visiting offensive or harmful sites, he or she should report such use to the appropriate school designee.
2. Personal Safety. Be safe. In using the computer network and Internet, the user should not reveal personal information such as the user's home address or telephone number. The user should not use his/her real last name or any other information which might allow a person to locate the user without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone "met" on the computer network or Internet without a parent's permission (if the user is under 18). Regardless of your age, the user should never agree to meet a person the user has only communicated with on the Internet in a secluded place or in a private setting.
3. "Hacking" and Other Illegal Activities. It is a violation of this policy to use the school's computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt

to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.

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

5. Active Restriction Measures. The school, either by itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other technologies to prevent users from accessing visual depictions that are (1) obscene, (2) pornographic, or (3) harmful to minors. We are using C.I.P.A. compliant software for our technology protection measure (internet filtering software) to ensure that users are not accessing such depictions or any other material that is inappropriate for minors. Internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 17 and older. The term “harmful to minors” is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]), as meaning any picture, image, graphic image file, or other visual depiction that - taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;- depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; - taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

6. All students will be educated about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber bullying awareness and response.

Privacy-Network/Internet Access

Network and Internet access is provided as a tool for the user’s education. The school district reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the school district and no user shall have any expectation of privacy regarding such materials. Failure To Follow Policy The user’s use of the computer network and Internet is a privilege, not a right. A user who violates this policy, shall at a minimum, have his or her access to the computer network and Internet terminated, which the school district may refuse to reinstate for the remainder of the student’s enrollment or the staff member’s employment in the school district. A user violates this policy by his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The school district may also take other disciplinary action in such circumstances. Warranties/Indemnification The school district makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this policy. It shall not be responsible for any claims, losses, damages, or costs (including attorney's fees) of any kind

suffered, directly or indirectly, by any user (or his or her parents or guardian) arising out of the user's use of its computer networks or the Internet under this policy. By signing this policy, users are taking full responsibility for his or her use, and the user who is 18 or older or the parent(s) or guardian(s) of a minor student are agreeing to indemnify and hold the school, the school district, the Data Acquisition Site that provides the computer and Internet access opportunity to the school district and all of their administrators, teachers, and staff harmless from any and all loss, costs, claims, or damages resulting from the user's access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or parent(s) or guardian(s) of a minor student agree to cooperate with the school in the event of the school's initiating an investigation of a user's use of his or her access to its computer network and the Internet, whether that use is on a school computer or on another computer outside the school district's network. Updates Users, and if appropriate, the user's parents/guardians, may be asked from time to time to provide new or additional registration and account information or to sign a new policy reflecting developments in the law or technology or changes in district policy. Such information must be provided by the user (or his/her parents or guardian) or such new policy must be signed if the user wishes to continue to receive service. If after account information is provided, some or all of the information changes, the user must notify the person designated by the school to receive such information. (21 Oklahoma Statute 1040.75, Oklahoma Statute 1040.76; Children's Internet Protection Act of 2000 (HR 4577, P.L. 106554); Communications Act of 1934, as amended (47 U.S.C. 254[h], [l]); Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F); Noble Board of Education, Policy EFBCA)

CIMS Denial of Internet Access

Noble Independent School District will be operating under an "opt out" policy for students regarding Internet access. This means that students will be assumed to have parent/guardian permission to access the Internet at Noble Independent School District unless the school has received a written statement from the student's parent(s)/guardian(s) that the student does not have Internet access permission.

Please understand that in accessing the Internet at Noble Independent School District schools, students will be expected to adhere to the Noble Independent School District Schools Internet Acceptable Use Policy.

Additional School Procedures

Sharpies and Sunflower Seeds are not permitted inside the building at any time. Backpacks and bags are not permitted the last two days of school. Additional items may be included throughout the year if they become a distraction or a safety issue.

Schedule corrections will be done during the first two weeks of each semester. Schedule corrections will require administrative approval.

Multimedia Release Notification

During the course of the year a student's image, likeness, or voice recording may be acquired for use in news releases, district print, electronic publications, and the District's Website. However, if a parent, guardian or eligible student determines that they do not want to permit such uses, they must advise the

school district in writing via letter to the head administrator at the appropriate school within two weeks of enrollment. The parent, guardian, or eligible student may consent to the use of such images in one form but decline said use in other forms. The advisement must detail in which forms such use is prohibited. All unlisted uses will be permitted. The district is released from any liability arising from such use and is not obligated to provide remuneration for such use.

District Asbestos Status

In compliance with the Asbestos Hazard Emergency Response Act (AHERA) all buildings located on the campus of Noble Public Schools have been re-inspected for Asbestos containing materials. This Re-inspection was done by accredited Department of Labor Inspectors. Based on the Re-inspection, Asbestos Containing Building Materials (ACBM) were found in a few locations. In its present condition, these ACBM's are non-friable. Noble Public School will continue to maintain this material as in the past and report any changes in the condition of this material to the Asbestos Coordinator. The management plan for Noble Public School District is available for review in the Office of the Superintendent.

No Child Left Behind Act of 2011/Every Student Succeeds Act 2015

At the beginning of each school year, federal law requires local educational agencies that receives federal funds to notify the parents of each student attending any school in the district that receive federal funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following: (i) Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;(ii) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;(iii) The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree;(iv) Whether the child is provided services by paraprofessionals and, if so, their qualifications. 29 In addition to the information that parents may request, the school shall provide to each parent;(i) information on the level of achievement of their child in each of the State academic assessments as required under NCLB; and (ii) timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

Nondiscrimination

It is the policy of the Noble Board of Education to provide equal opportunities without regard to race, color, national origin, gender, age, qualified handicap, or veteran in its educational programs and activities. This includes, but is not limited to, admissions, educational services, financial aid, and employment. (Noble Board of Education, Policy DAA)

DISCRIMINATION COMPLAINTS PROCEDURES

Noble Public Schools does not discriminate on the basis of race, color, national origin, gender, age, or qualified disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. Noble School District also does not discriminate in its hiring or employment practices. In an effort to ensure compliance with and coordination of all federal equity regulations, the district compliance coordinator is Ms. Ronda Bass, Superintendent, 405-872-3452. o designate persons with responsibility for a 30 particular action or those persons with supervisory

responsibility for procedures and policies in those areas covered in the complaint. 7. Day: Day means a working

Definitions 1. *Discrimination Complaint*: A written complaint alleging any policy, procedure, or practice to discriminate on the basis of race, color; religion, national origin, sex, qualified handicap, veteran status, or other perceived discrimination. 2. *Student Grievant*: A student of the Noble Public School District who submits a complaint alleging discrimination based on race, color; religion, national origin, sex, or qualified handicap. 3. *Employee Grievant*: An employee of the Noble Public School District who submits a complaint alleging discrimination based on race, color; national origin, religion, sex, age, qualified handicap, or veteran status. 4. *Public Grievant*: Any person other than a student or employee or employment applicant who submits a complaint alleging discrimination based on race, color; national origin, religion, sex, age, qualified handicap, or veteran status. 5. *Title IX, 504 and ADA Coordinator (Coordinator)*: The person(s) designated to coordinate efforts to comply with and carry out responsibilities under Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Americans With Disabilities Act of 1990, and other state and federal law addressing equal educational opportunity. The Coordinator is responsible for processing complaints and serves as moderator and recorder during hearings. 6. *Respondent*: The person alleged to be responsible for the violation alleged in a complaint. The term may be used today. The calculation of days in complaint processing shall exclude Saturdays, Sundays, and holidays.

Procedure 1. Prior to filing a written complaint, the person making the complaint should discuss the complaint with the compliance coordinator, and a reasonable effort should be made to resolve the matter. 2. If the matter is not resolved, a written complaint may be filed with the compliance coordinator. The complaint will state the nature and date of the alleged violation, the names of the persons responsible (if known), and the requested action. The complaint must be filed within 30 days of the alleged violation. 3. The compliance coordinator will contact the person(s) named as responsible for the violation within 10 days and inform them of the allegations, and ask them to: a. Confirm or deny the facts, b. Indicate acceptance or rejection of the grievant's requested action, or c. Outline alternatives. Respondents will have 10 days to submit answers to the compliance coordinator. 4. If the complaint is not resolved, the compliance coordinator will have 10 days to refer the complaint to the employee's supervisor. If the complaint was made by a student, the referral will be made to the building principal. The compliance coordinator will schedule a hearing with the grievant, respondent, and supervisor(s) or building principal(s). 5. Following the hearing, the supervisor or principal will issue a decision to all parties within 10 days. 6. If either party is not satisfied with the decision, the compliance coordinator must be notified within 10 days and a hearing with the superintendent requested. The compliance coordinator will schedule such a hearing to take place with the grievant, respondent, and superintendent within 10 days of the request. The superintendent will issue a decision within 10 days following the hearing. 7. If the grievant or respondent is not satisfied with the decision of the superintendent, the compliance coordinator must be notified within 10 days and a hearing with the board of education requested. 8. The compliance coordinator will notify the board of education, via the superintendent, within 10 days of the request. The hearing will be conducted within 30 days from the date of notification of the board. 9. The Noble Board of Education will conduct the hearing and issue a decision within 10 days. The decision of the board is final. *Provisions* 1. Time limits may be extended by mutual consent of the parties involved. 2. The district will provide copies of all discrimination regulations upon request. 3. Grievant records will remain confidential unless permission is given for release. Such records will not be entered into the grievant's personnel file, but will be kept for three years. (Noble Board of Education, Policy DAA-P)

Accident Insurance

It is the policy of the Noble Board of Education to select a reputable insurance company through which patrons may purchase accident insurance for their children. A packet will be available in the office for the first week of classes. The purchase of such insurance is entirely within the discretion of parents; however, students playing nine through twelve football must provide evidence of insurance coverage. Public schools may not legally pay insurance premiums or medical bills for students. (Noble Board of Education, Policy FFD)

Compliance with Family Education Rights and Privacy Act of 1974

STATEMENT OF RIGHTS

Parents and eligible students have the following rights under the Family Education Rights and Privacy Act: 1. The right to inspect and review the student's education record. 2. The right to exercise a limited control over other people's access to the student's education record; 3. The right to seek to correct the student's education record, in a hearing, if necessary; 4. The right to report violations of the FERPA to the Department of Education; and 5. The right to be informed about FERPA rights.

PROCEDURE TO INSPECT EDUCATION RECORDS The parent of a student or an eligible student may inspect the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. (Copy fees may apply.) Since a student's records may be maintained in several locations, the school principals will offer to collect copies of records or the records themselves from locations other than a student's school, so they may be inspected at one site. However, if a parent or eligible student wishes to inspect records where they are maintained, school principals will make every effort to accommodate the wishes. 16 The principal (or other record custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged. The school administrator, or designee, may be present during the time the records are being reviewed. The principal (or other record custodian) will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be inspected. This procedure must be completed in 45 days or less from the receipt of the request for access. If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the school district will arrange for the parent or eligible student to obtain copies of the record. (Copy fees may apply.) When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.

USE OF STUDENT EDUCATION RECORDS To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The school district will use the following criteria to determine who are school officials. An official is: 1. A person duly elected to the school board; 2. A person certified by the state and appointed by the school board to an administrative or supervisory position; 3. A person certified by the state and under contract to the school board as an instructor; 4. A person employed by the school board as a temporary substitute for administrative, supervisory, or instructional personnel for the period of his or her performance as a substitute; or 5. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, the school board attorney or auditor, for the period of his or her performance as an employee or contractor. School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to: 1. Perform an

administrative task required in the school employee's position description approved by the school board; 2. Perform a supervisory or instructional task directly related to the student's education; or 3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid. PROCEDURES TO SEEK TO CORRECT EDUCATION RECORDS
The parent of a student or an eligible student has a right to seek to change any part of the student's record believed to be inaccurate, misleading, or in violation of student rights. (NOTE: under the FERPA, the district may decline to consider a request to change the grade a teacher assigns for a course.) For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading, or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading, and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the school district to correct a record. To establish an orderly process to review and correct an education record for a requester, the district may make a decision to comply with the request for change at several levels in the procedure. (Reference: Noble Board of Education, Policy FL-R)

Grievance Procedure: Sex Discrimination/Harassment

It is the policy of the Noble Board of Education that the superintendent designee shall serve as Title IX coordinator for this school district. The superintendent shall direct the implementing of educational amendments and regulations as they pertain to prohibition of sex discrimination in education or sexual harassment, and shall prepare a regulation governing sex discrimination/harassment grievance procedures. The board shall appoint on a periodic basis a sex discrimination/harassment grievance committee which shall consist of an administrator, a parent, and a member of the certified teaching staff. (Noble Board of Education, Policy FBA)

GRIEVANCE PROCEDURES: SEX DISCRIMINATION/HARASSMENT

In accordance with the policy of the board of education, the following regulation governs the processing of student sexual harassment grievances in this school district.

1. Any student of this school district who wishes to file a sexual harassment grievance against another student or an employee of the district may file a written or oral (recorded, if possible) complaint with the superintendent, principal, or counselor. The administrator taking the complaint will document the time, place, complainant, and incident and immediately forward the complaint to the grievance committee. The grievance committee will appoint a senior administrator to investigate the grievance. The grievance shall set forth the circumstances of the incident and the identity of the student(s) or employee(s) involved.
2. The superintendent, or appointed administrator, shall initiate an investigation of the incident and shall protect the confidentiality of the grievant.
3. The investigation shall be completed within ten days of the filing of the grievance. Results of the investigation, along with recommendations and suggestions, shall be shared with the grievant, unless it violates another student's confidentiality. 19
4. If the grievant believes the issues are not resolved after considering the recommendations and suggestions of the superintendent or the investigating administrator, the grievant may request a hearing by the grievance committee.
5. Upon receiving a request for a hearing, the grievance committee shall schedule the hearing to occur within twenty days from the date of the request.
6. Both the grievant and the person against whom the complaint was made (respondent) may be represented by legal counsel at the hearing.
7. Within ten days of the hearing, the grievance committee shall furnish a written report of its findings and recommendations to both the grievant and the respondent while maintaining confidentiality.
8. The superintendent shall, within five days of the receipt of the grievance committee's report, act upon the recommendations of the committee or furnish a written report to the grievant explaining why the recommendations will not be implemented.
9. Upon receipt of the superintendent's report, the grievant may file a written appeal with the board of education. The board of education shall, within thirty days from the date the appeal was received, review the report and affirm, overrule, or modify the decision of the grievance committee. (Noble Board of Education, Policy FBA-R)

Harassment

It is the policy of this school district that threatening behavior, harassment, intimidation, and bullying of students by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school sponsored activities, or at school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Threatening behavior, harassment, intimidation, and bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school.

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

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

In administering discipline, consideration will be given to alternative methods of punishment to insure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-School suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

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

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

The superintendent shall develop procedures providing for:

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

REFERENCE: 21 O.S. §850.0 70 O.S. §24-100.2 CROSS-REFERENCE: Policy CK, Safety Program Policy DAA-R, Racial Harassment Policy FB, Sexual Harassment of Students Policy FBA, Grievance Procedure, Sex Discrimination/Harassment Policy FBB, Student Complaints and Grievances Policy FNCC, Hazing Policy FO-R4, Student Discipline, Threatening Behavior, Regulation

Hazing

It is the policy of this school district that no student or employee of the district shall participate in or be members of any secret fraternity or secret organization that is in any degree related to the school or to a school activity. No student organization or any person associated with any organization sanctioned or authorized by the board of education shall engage or participate in hazing.

For the purposes of this policy, hazing is defined as an activity which recklessly or intentionally endangers the mental health or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned or authorized by the board of education.

“Endanger the physical health” shall include, but is not limited to, any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled dangerous substance; or other forced physical activity which could adversely affect the physical health or safety of the individual.

“Endanger the mental health” shall include any activity, except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.

Any hazing activity, upon which the initiation or admission into or affiliation with an organization sanctioned or authorized by the board of education is conditioned, directly or 22 indirectly, shall be presumed to be a forced activity, even if the student willingly participates in such activity.

This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action which may include expulsion for students and employment termination for employees. *(21 Oklahoma Statute 1190; Noble Board of Education, Policy FNCC)*

CROSS-REFERENCE: Policy DAA-R, Racial Harassment; Policy FB, Sexual Harassment; Policy FMCAA, Gang Activity; Policy FNCD, Harassment; Policy FO, Student Discipline

NPS TRANSPORTATION

Bus Riders Rules and Regulations

- Rules defining student conduct are designed to protect the passengers and shall be observed at all times. Bus safety rules shall include, but not be limited to, the following:
- The bus driver is in charge of students on the bus. Students shall follow the driver's directions at all times.
- Only authorized personnel and eligible bus students assigned to a specific bus are permitted to ride the bus.
- Buses will stop at established stops only. Students will not be permitted to leave the bus until the bus arrives at an established bus stop or the appropriate school. Students shall load and unload at their designated bus stop only.
- Students shall wait for a bus by remaining on the sidewalk. If there is no sidewalk, students will wait next to (but not in) the street. Students must wait until the bus comes to a full stop before boarding or leaving the bus.
- Students will remain properly seated at all times and not block the center aisle. Any or all students may be assigned seats.
- Students must keep their hands, head, feet and personal objects inside the bus at all times.
- Scuffling, shoving, or fighting is prohibited on the bus and at all established bus stops.
- Littering or throwing items inside or from the bus is prohibited. Students are not allowed to consume food or drink on the bus. The use of all tobacco products is prohibited.
- Students shall not deface or vandalize the bus or related equipment. Students who violate this rule will be required to pay for damages.
- Students are not to engage in loud talking, yelling, the use of profanity, and/or inappropriate language or gestures on the bus.
- Students are not allowed to bring animals or harmful objects (i.e. weapons, drugs, alcohol, fireworks, etc.) on the bus.
- Students, while on the bus and when exiting or entering the bus, are required to comply with and will be subject to the Student Code of Conduct/Discipline Rules established by the School District.
- Students, while on the bus, while entering or exiting the bus, and while at or in the general area of the designated loading and unloading zone areas are required to comply with these rules.

Bus Disciplinary Actions

Violations of said rules as listed, but not limited to those shown above, will be handled according to the nature and degree of the infraction. Infractions will be classified as such:

Class I Minor Infraction

Class II Moderate Infraction

Class III Major Infraction

Common Bus Problems	Violation Class	Pt. Value
Electronics Violation	1	1
Will not sit correctly	1	1

Will not stay in seat	1	1
Excessive noise	1	1
Eating/Drinking on bus	1	1
Horseplay	1	1
Rude/Discourteous	1	1
Throwing Objects on Bus	2	3
Head and/or arms out of window	2	3
Vandalism	2	3

For more information pertaining to NPS Transportation policies and procedures, please contact Shirley Armbrister at 405-872-3455.

Curtis Inge Middle School is promoting home- school partnerships to help meet a full range of student experiences with effective learning. It is our desire that we work together with families so students have the best opportunity for success, not only in school, but throughout life.

It is the responsibility of CIMS to provide high-quality learning experiences and instruction for each student. It is also the mandate of the school to create a supportive and effective learning environment that enables students to meet the state's challenging student performance standards.

Research has shown that parental involvement and participation in their student's school improves student learning. The benefits of parent participation in the student's school life are not confined to early childhood or elementary school years. Parental involvement also provides strong benefits to students who are in the secondary school levels.

This compact is an agreement among those who sign it that the three groups represented have specific responsibilities.

PARENTS WILL:

- monitor student attendance. Students who are absent for more than 10 days in a semester will be declared truant and will be turned over to the District Attorney's office for truancy. In addition, he/she may not receive full credit for the class
- assure students arrive at school on time in order to have the best start possible
- work to establish on-going communications with the child's teachers
- attend parent/teacher conferences and other meetings designed to help parents be aware of school events
- monitor the completion of assignments by their student
- Encourage their child to organize his/her assignments so that work gets to school and can be turned in when due
- Be aware of the annual Title I meeting to participate in planning the program for the up- coming school year

STUDENTS WILL:

- bring needed materials/ supplies to class
- arrive to class before the tardy bell rings
- complete assignments and turn them in when due
- share with parents when an assignment needs to be completed
- show respect for all others in the school each day
- strive to have a positive attitude each and every day
- follow all school rules.

CURTIS INGE MIDDLE SCHOOL WILL:

- provide opportunities for regular parent/teacher meetings
- provide progress reports in addition to the regular nine week grading periods
- provide each student and parent with an outline of the content of each class
- work to establish continuing communication with parents regarding their child's progress
- provide Title I funded opportunities for students such as the Reading/Math Skills classes and tutoring services in the mornings before school begins

Parents are asked to discuss this compact with their child so that everyone knows what is expected of them.

Curtis Inge Middle School Agreement

My child and I have received and read the 2024–2025 policies and Title I information of Curtis Inge Middle School. We are aware district policies are on the Noble Public School website. We understand and will abide by all policies.

Parent/Guardian signature

CIMS Student signature

Student Name (print)

*Please detach this page and return to Curtis Inge Middle School.

Or, click on the below link to fill out and return the page digitally.

https://docs.google.com/forms/d/e/1FAIpQLSf-ix-BY9Xx_8Chnq1OLcU57tXLLhLLn15lsDCKeFtPrxUmBg/viewform

NOBLE HIGH SCHOOL

Student Handbook 2024-2025



Frank Solomon
Superintendent

Kristal Standridge
Principal

Noble High School
4601 E. Etowah Road
Noble, OK 73068
www.nobleps.com

Main School Number: 405-872-3441
Attendance Hotline: 405-239-3763
FAX 405-239-3763

ADMINISTRATORS

Kristal Standridge– Principal
Jeff Allen – Assistant Principal/Athletics
Billy Hiatt-Attendance Principal
Tony Morgan-Assistant Principal
Tyler Solomon-Athletics

COUNSELORS

April Anderson
Tori Christiansen
Kim Word

SCHOOL REGISTRAR

Stephanie Roesler

FINANCIAL/PRINCIPAL'S SECRETARY

Sarah Bray

ATHLETIC SECRETARY

Rachel Tener

ATTENDANCE SECRETARY

Paula Miller

RECEPTIONIST

Tama Loveless

Our Vision...

Not just what we think

How we think... *Excellence*

Not just what we do

How we do it... *Quality*

Our Mission...

We are... dedicated to providing our students with a positive learning climate, which encourages a passion for discovery and achievement. We feel students are entitled to learn in an orderly environment of mutual respect and concern among peers and teachers.

Each day our mission is to provide challenging and creative lessons through which our students have the opportunity to master academic as well as social and personal skills that will lead to healthy living, foster success, and inspire lifelong learning.

Each day our mission is to hold ourselves and our students accountable for positive actions, personal growth and caring relationships, enhanced through a strong partnership between home and school.

We are...NOBLE PUBLIC SCHOOLS!

NHS SITE-SPECIFIC POLICIES

ENROLLMENT.....	5
SCHEDULE CORRECTIONS.....	5
BELL SCHEDULE.....	6
LUNCH POLICY.....	6
ACADEMIC POLICY.....	7
SEMESTER TESTS.....	7
GRADUATION REQUIREMENTS.....	7
NHS VALEDICTORIAN/SALUTATORIAN POLICY.....	9
HONORS AND AWARDS.....	10
RETAKING A COURSE.....	10
CUSTODY ARRANGEMENTS/PROTECTIVE ORDERS/RESTRAINING ORDERS.....	10
E_HALL PASS/STUDENT ID.....	10
LEAVING SCHOOL GROUNDS/CLOSED CAMPUS.....	11
DISPLAY OF AFFECTION.....	12
STUDENT BEHAVIOR.....	12
ELECTRONIC DEVICES AND PERSONAL PROPERTY.....	13
WIRELESS TELECOMMUNICATION DEVICES.....	13
HEAD LICE.....	13
SEARCH AND SEIZURE.....	14
SATURDAY SCHOOL.....	15
SUSPENSION.....	15
<u>Statutory Reasons for Long Term Suspension.....</u>	16
<u>Suspension Appeals/ Student Due Process.....</u>	17
<u>Possession of Drug Suspension.....</u>	18
VISITORS.....	25
SCHOOL DISRUPTION.....	25
TELEPHONE.....	25
NHS CAMPUS PARKING POLICY.....	26
WEAPONS.....	30

TECHNOLOGY CENTERS.....30
CREDIT FOR LEARNING.....30
GUIDANCE SERVICES30
SCHOLARSHIPS30
ACTIVITY CALENDAR31
PRINCIPAL'S HONOR ROLL31

SUPERINTENDENT'S HONOR ROLL31
CLASS OFFICER REQUIREMENTS31
ACTIVITIES ABSENTEE POLICY.....31
ACTIVITY ELIGIBILITY.....32
ACTIVITY ATTENDANCE POLICY.....32
ACTIVITY TRANSPORTATION POLICY.....32

ENROLLMENT

Students may be admitted to high school upon presentation of a certificate from an accredited eight-year elementary school, middle school, and junior high school or upon presentation of a transcript from another accredited high school. Students must present current health records, which will be filed in the principal's office.

Students who are under legal age and not living with parents will be required to provide proof of a **legal** guardian currently residing in the Noble Public-School District. **Simple guardianship will not be adequate.** All students (9-11) will be enrolled in seven (7) periods per day, seniors will be enrolled in six (6). The only exceptions to the above regulations will be the following:

1. Concurrent enrollment at a college or university
2. A student placed in a special program by the courts
3. Special permission of the high school principal, the tech center director (principal) and the superintendent of schools due to or because of extenuating circumstances.
4. A special education student with an IEP on file requiring the student to be enrolled in a tech center for three (3) periods per day in the ninth through the twelfth grades.

SCHEDULE CORRECTIONS

Students must pick up a schedule correction form in Student Services. This form must be turned into Student Services before a change will be considered. Students may only drop classes with an approved and validated reason from the administration. All schedule corrections will be made within the first two weeks of school.

Students will not be allowed to make schedule corrections for teacher preference.

Advanced Placement Classes may not be dropped after four weeks into the semester. If a class is dropped with a doctor's letter after the first nine weeks of a semester, a "WP" (withdrawal/passing) or a "WF" (withdrawal/failing) will be placed on the permanent transcript.

The grade will be determined on the date the doctor’s note is approved by an administrator.

BELL SCHEDULE

Time	9th		Time	10th
8:40-9:32	1st		8:40-9:32	1st
9:37-10:35	2nd		9:37-10:35	2nd
10:40-11:05	3rd-Lunch		10:40-11:32	3rd
11:10-12:02	4th		11:32-12:02	4th-Lunch
12:07-12:59	5th		12:07-12:59	5th
1:04-1:56	6th		1:04-1:56	6th
2:01-2:53	7th		2:01-2:53	7th
2:58-3:50	8th		2:58-3:50	8th
Time	11th		Time	12th
8:40-9:32	1st		8:40-9:32	1st
9:37-10:35	2nd		9:37-10:35	2nd
10:40-11:32	3rd		10:40-11:05	3 rd - Senior Seminar 4 th -Lunch
11:37-12:29	4th		11:10-12:05	
12:29-12:59	5th-Lunch		12:07-12:59	5th
1:04-1:56	6th		1:04-1:56	6th
2:01-2:53	7th		2:01-2:53	7th
2:58-3:50	8th		2:58-3:50	8th

LUNCH POLICY

9th grade, 10th grade and 11th grade students will have **Closed Campus lunch**. Underclassmen can be checked out for lunch (only if a parent comes and picks them up) 12th grade students have the option to have lunch off campus. MATC students have 2nd lunch due to the time schedule.

CHILD NUTRITION/CAFETERIA

For the 2024-2025 School Year, all students at Noble will receive a free breakfast and lunch each school day, thanks to NPS and the OKSDE Community Eligibility Provision. The OKSDE is requiring NPS to have on file a federal economic disadvantage form for all students Please contact Child Nutrition at (405)872-5690 for assistance in accessing this form.

VIRTUAL/ONLINE COURSEWORK

*For online education guidelines, please see Noble Public Schools Board Policy (EHDF) and the Noble Public Schools Virtual Student Handbook.

ACADEMIC POLICY

There will be no limit on the numbers of credits that may be awarded for Band, Vocal Music, Speech, Drama, Health/PE, and Athletics. Students may repeat courses for full credit and full GPA calculation beginning with the class of 2006.

AP courses will receive a 5.0 weight for use in GPA calculation. Students enrolled in AP level courses will be required to take the AP exam in order to have AP credit noted on their transcript and in order to have a 5.0 weighting calculated in the GPA. Financial assistance is available for those who qualify.

GRADUATION REQUIREMENTS

Graduation Requirements for College Preparatory/Work Ready Curriculum

- 4 units of English to include Grammar, Composition, Literature, or any English course approved for college admission requirements;
 - 3 units of mathematics, limited to Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Advanced Placement Statistics or any mathematics course
-

with content and/or rigor above Algebra I and approved for college admission requirements;

- 3 units of laboratory science, limited to Biology, Chemistry, Physics, or any laboratory science course with content and/or rigor equal to or above Biology and approved for college admission requirements;
- 3 units of history and citizenship skills, including one unit of American History, one-half unit of Oklahoma History, one-half unit of United States Government and one unit from the subjects of History, Government, Geography, Economics, Civics, or Non-Western culture and approved for college admission requirements;
- 2 units of the same world 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 courses;
- 1 additional unit selected from the above categories or career and technology education courses, concurrently enrolled course, Advanced Placement courses or International Baccalaureate courses approved for college admission requirements; and
- 1 unit or set of competencies of fine arts, such as music, art, or drama, or 1 unit or set of competencies of speech.

Graduation Requirements for Core Curriculum

4 units English

3 units Math (Algebra I and above)

3 units Science

1 unit U.S. History

½ unit Oklahoma History

½ unit American Government

2 units Fine Art (Music, Art, Drama, Speech)

7 units of Elective Credit

23 Total Units

*All students will be required to complete 23 Total Units. Students must also complete the Individualized Career and Academic Requirements (ICAP), including; Career Assessments, Postsecondary and Workforce Goals, Completed FAFSA Application and Education Plan, as well as, complete CPR and Financial Literacy Training and pass the US Citizenship Test.

Junior Students wishing to graduate early must:

*Be able to meet course requirements by the end of the summer semester following graduation day.

*If a student declares to administration and is approved to graduate early before October 1st, the student will be included on the Senior Panel and listed as a senior in the yearbook.

*Students graduating early are not allowed to be recognized as Valedictorian, Salutatorian, or Honors Students.

*Students' grade level will not be changed; they will be considered 11th graders graduating early.

*Students graduating early will be allowed to attend the Senior Trip if they have paid their 11th grade class dues and met all of the deadlines for Early Graduation.

*Students graduating early will be eligible to be included during Senior Send Off, if deadlines are met, but will not be listed as 12 year seniors.

NHS VALEDICTORIAN/SALUTATORIAN POLICY

The high school principal will determine the valedictorians from members of the graduating class. The valedictorians shall be the graduating seniors who will receive a standard diploma, who have a cumulative grade point average of 4.0 or above and/or ranked number one (1) among the senior class. Students wishing to be considered for valedictorian, salutatorian or top ten (Honors) recognition, must have completed four advanced classes during the 9-12 grade years. Advanced Classes shall be defined as: AP or Pre-AP courses, concurrent courses

and/or any math or science that goes beyond the Oklahoma State Requirements. In determining these honors, grade point averages shall be based on grades earned during the first seven (7) semesters. Furthermore, in order for a student to be considered for valedictorian, salutatorian, or top ten (Honors), they must be enrolled at Noble High School by September 1st of their senior year.

HONORS AND AWARDS

Recipients of honors and awards at NHS are part of the school's directory and may be used on the NHS website and in the local newspaper.

RETAKEING A COURSE

A student may retake a class in an attempt to receive a higher grade for the course if space allows. Any student who retakes a course will receive both grades on their transcript. However, only the higher grade will be used to calculate the overall GPA. Valedictorian and Salutatorian status will not be changed due to students electing to repeat a course.

CUSTODY ARRANGEMENTS/PROTECTIVE ORDERS/RESTRAINING ORDERS

It is the responsibility of the parent/guardian to notify the school in writing of any special court orders, changes in custody, or directives in regard to student safety or sign out procedures. The school will not be held responsible for violations if copies of court orders are not on file in the main office. It is the responsibility of the parent/guardian to provide the school with any and all court documents as they occur. The custodial parent and or official guardian have the right to information pertaining to their students.

HALL PASS

All students **must** have fill out an e-hallpass provided by the teacher/e-hall to leave the room during class.

LEAVING SCHOOL GROUNDS/CLOSED CAMPUS

It is the policy of the Noble Board of Education that Noble schools shall have a closed campus. Once students have arrived on campus, they shall be subject to this policy. To leave campus, students must check out through the main office prior to leaving. **Parents may not check students out over the phone to leave campus for lunch without the parent/guardian transporting them.**

STUDENT IDs

Students will be issued an official school ID in the first few weeks of school with a lanyard. Students are required to wear/display the ID -at all times- when on campus. Refusal to wear IDs could result in disciplinary actions including suspension.

DISPLAY OF AFFECTION

Display of affection such as kissing or excessive physical contact will not be permitted at school.

STUDENT BEHAVIOR

All students are expected to conduct themselves, at all times, in a manner that will contribute to the best interests of the school system and not infringe on the rights of others. The following are specific examples of unacceptable behavior that are subject to disciplinary action, including corporal punishment, suspension, or expulsion from school:

1. Open or persistent defiance of authority
 2. Assault (physical or verbal) upon student or school personnel
 3. Creating or attempted creation of a disturbance
 4. Willful disobedience, profanity, or vulgarity
 5. Showing disrespect for school property or causing damage to school property
 6. Possession, or use of, any dangerous or annoying instrument including, but not limited to, firearms, explosives, fireworks, knives, razors, mace, pepper spray or other weapons used for assault.
-

7. Selling, possession, distribution, or being under the influence of a narcotic or dangerous drug including, but not limited to, marijuana, LSD, heroin, barbiturates; or non-narcotic intoxicants such as glue, cough medicine; or any type or form of intoxicating liquor or alcohol at school, school sponsored activities, or while truant after being at school. This includes substances that have been misrepresented as one of the above.
8. Stealing or extortion
9. Inappropriate or distracting dress, which disrupts the education process in the classroom.
10. Any violation of state, federal, or local laws or ordinances.
11. Distribution or possession of matter or literature on school property that has not been approved by the school superintendent
13. Possession or use of any form of tobacco/vape. Smoking, dipping, vaping, or chewing will not be permitted on or near the school building or grounds.
14. Hazing or harassment by any group and/or any individual in the Noble Schools.
15. Cheating on homework or examinations.

These standards will prevail while students are on school premises, riding school buses, attending any school-sponsored activity, or while in transit to and from school. This list is not an all-inclusive list, but only an example of unacceptable behaviors for students at Noble High School. In addition, it is the responsibility of the student to return all school property (textbooks, uniforms, etc.). Students will be required to pay for any damaged items or items not returned. Privileges may be revoked for failure to comply.

ELECTRONIC DEVICES AND PERSONAL PROPERTY

Electronic devices such as iPods, cell phones, guitars, games- are the sole responsibility of the owner, if students choose to bring

any of these types of items to school; Noble High School will not be responsible for any damage or theft of such items. Any use within the classroom is not permitted. Electronic Devices should be put away and not used during instructional times.

WIRELESS TELECOMMUNICATION DEVICES

Telecommunication devices may be used before school, during passing periods, at lunch, after school, but not in the classroom. They may also be used at evening school sponsored events. These devices will be confiscated by school employees when they are heard or seen being used during unauthorized times. Students will be allowed to retrieve their cell phones at the end of the school day on their first offense. From that point on, parents will be required to pick up the phone in person and sign a form showing the number of times the cell phone has been confiscated. The second and third violations will result in students being assigned Saturday School or ISD for each violation. Any further violations will result in a suspension and a required parent conference. The use of cell phones for cheating or inappropriate behavior in the school, on the bus, in locker rooms, etc., will be dealt with harshly. Discipline may include up to suspension, expulsion and law enforcement being notified.

HEAD LICE

If a student is sent to the office with live lice or brown nits, the student will be removed from the classroom and the parent/guardian will be called to pick up the student. The student will not be allowed to ride the bus to or from school or be readmitted to school until the student is properly cleared to return. After the infested person(s) and the home has been properly treated as recommended, the child will be required to be checked for lice before returning to school by a

health professional. The child must provide the release form with them when returning to school.

The empty treatment container should be taken to the health facility so they will know what product has been used for their records. The Cleveland County Health Department (321-4048) will check for head lice on Monday-Thursday between 8 am and 4 pm. They reserve the right to close the clinic early based on the availability of staff to care for the number of clients reporting to the clinic. After the check, the parent will receive a completed form stating if the child is free of lice or nits which is required to return to school. The school administrator has the option to allow the child to return based on their observation when the parent proves a hardship exists. If a student has recurring lice problems, it will be up to the discretion of the office personnel to request a release from a doctor or health professional stating that the student has been treated and is free of lice. The school has the right to contact the Department of Human Services if the problem is not solved.

SEARCH AND SEIZURE

According to the law of Oklahoma, the superintendent or school principal of any public school in the state of Oklahoma, any teacher, or security personnel, shall have the authority to detain and authorize the search of any pupil or pupils on any school premises or while in transit under the authority of the school or any function sponsored or authorized by the school, for dangerous weapons or controlled dangerous substances, as defined in the uniform controlled dangerous substances act, and hereinafter referred to as controlled substances that might be in their possession, including the authority to authorize any other persons they deem necessary to restrain such pupil or to preserve any dangerous weapons, or controlled dangerous substances, intoxicating beverages, low-point beer, or missing or stolen property. Student searches may be made based on a reasonable

suspicion of a violation of school rules and /or state or federal law by a student. Contraband and other property unauthorized to be on school property or school sponsored activities will be seized for evidentiary purposes in a school hearing and/or legal hearing.

Students that drive and park their vehicle on the school campus are advised that their vehicle may be searched by administrators, campus security, police, law enforcement agencies and or drug-sniffing dogs or dogs searching for bombs or other contraband or illegal substances. This includes the interior and exterior of the vehicle. Lockers are school property and are subject to a search at any time.

SATURDAY SCHOOL

A student may be placed in Saturday School for violations of the Noble High School discipline or attendance policies. This form of punishment serves as an alternative to out-of-school suspension. Saturday School will only be assigned by the principal or his designee. A student who is assigned Saturday School may be ruled ineligible to participate in school activities until the disciplinary action has been served. Saturday School will be from **8:00 a.m. to 12:00 p.m. on designated Saturdays.**

SUSPENSION

A student may be temporarily suspended, which shall be defined as exclusion from classroom instruction, by the principal, asst. principal, or the principal's designated representative under the procedure hereinafter set forth. Upon being brought to the attention of the principal, asst. principal, or his designated representative that a student has allegedly committed certain acts, an informal conference will be held between the student and the principal, asst. principal, or his designated representative. At the conference, the student shall be informed of that which he/she is accused of violating, and they will be advised specifically of what they are accused of doing and what the basis of the accusation is. In the event the student denies these charges, they shall be

explained the evidence the school authorities have and shall be given the opportunity to present any information or explanation concerning the incident.

After discussing the charges in detail and considering the explanation, if any, furnished by the student, the principal and his designated representative shall determine if the student is, in his opinion, guilty of those charges. If he/she so determines, the principal, asst. principal, or his designated representative shall have authority to administer a temporary suspension for whatever time period he deems is warranted, taking into consideration the severity of the violation. The administrator will notify the parent or guardian of the punishment. **At no time during suspension, shall student be on school premises, events, or at activities.** Upon completion of the specified suspension time, the parent or guardian may be required to accompany the student to school to be reinstated by the principal, asst. principal or designee. * **The student must report to an administrator/counselor upon returning to school to complete a return to school plan.**

Statutory Reasons for Long Term Suspension

Any act that is considered to be a threat to the Health, Safety, and Welfare of the Faculty, Staff or Student Body of Noble High School.

Violations of the regulations of Noble Public Schools. Adjudication as a delinquent for an offense that is not a violent offense (note: a violent offense includes those offenses that are exceptions to the term “non-violent offenses” in Oklahoma criminal laws. Also, violent offenses include the offense of assault with a dangerous weapon but not assault.). Possession, selling, distribution or under the influence of an intoxicating beverage, low-point beer, device, or missing or stolen property if the property is reasonably suspected to have been taken

from a student, a school employee, or the school during school activities; and

**Possession of a dangerous weapon or a controlled dangerous substance (see: uniform controlled dangerous substances act).

Possession of a firearm shall result in out-of-school suspension of not less than one year.

Noble High School will consider all options, including reassignment to another setting before a student is suspended out of school. House Bill 2130 mandates that an individual educational plan is provided to all students suspended for five (5) days or more.

Possession Drug Suspensions

Students who are suspended for more than 10 days **on a first offense** for possession of drugs can have the suspension reduced by providing verification of enrollment into a certified drug counseling program. This does not apply to distribution or multiple offense suspensions.

VISS (Virtual School Suspension) Placement

Students could be placed in a Virtual In school suspension mode depending on length of suspension. Student will be suspended, but will work from virtual setting. Students will be expected to maintain work and have work completed upon return to regular class setting.

**The section of House Bill 2130 mandating an education plan states that it “shall apply to students who are suspended out-of-school for more than 5 days and who are guilty of acts listed in subparagraphs 1, 2, 3, and 4 . . .of this section.” The paragraph excludes part 5 (possession of dangerous weapon, controlled dangerous substances, and possession of a firearm). Acts falling in category E do not require an education plan.

Suspension Appeals/ Student Due Process

In disciplinary cases where the building principal has determined that a student should be suspended from school, the student and/or parent/guardian has the right to request an informal

due process hearing. Upon receipt of such a request, the principal will arrange a conference at a time, during which the student's parent/guardian will be able to attend. Such hearing will be held within three (3) school days of date of punishment.

If the student and or the parent/guardian are not satisfied with the decision rendered in the hearing, he/she may request a hearing before the Superintendent of Schools and or his designee. Such hearing will be conducted within five (5) school days of the first hearing. The Superintendent will notify the parent or guardian of the decision within three (3) days of the hearing.

The Noble Board of Education appoints a standing committee to be known as the "Suspension Appeals Committee" whose responsibility is to conduct an appeal hearing of short-term suspensions of ten (10) days or less.

The Committee will conduct an appeal hearing only after students and or parents/guardians have exhausted their appeals through the Superintendent of Schools and have requested an appeal in writing. The committee shall, upon full investigation of the matter, determine the guilt or innocence of the student and reasonableness of the suspension. The Committee may uphold, overturn or modify the decision of the building principal and Superintendent of Schools. The decision of the Committee is final and may not be appealed.

Committee members will consist of the principal or assistant principal of each building and the Superintendent of Schools. The building principal whose decision is under appeal will not vote in the hearing and the Superintendent, who will conduct the hearing, will vote only when necessary to break a tie.

Should the student and/or the parent/guardian wish to appeal the decision of the Superintendent, a request for appeal hearing must be made in writing within five (5) days of notification of the decision. Appeals will be heard by the Board of Education in cases of long-term suspensions of greater than ten (10) days duration.

SUSPENSION OF STUDENTS (REGULATION)

In accordance with the policy of the board of education, the following regulation shall govern the suspension of students from school.

The authority to suspend a student from a school in the school district is delegated to the respective building principals.

1. Any student may be suspended for:
 - Acts of immorality
 - Violations of policy or regulations
 - Possession of an intoxicating beverage, low-point beer (37 O.S. §163.2) (See policy FNCE)
 - Possession of missing or stolen property if the property is reasonably suspected to have been taken from a student, a school employee, or the school during school activities
 - Possession of a dangerous weapon or a controlled dangerous substance (Uniform Controlled Dangerous Substances Act) (See policies FNCE and FNCGA)
 - Possession of a firearm may result in out-of-school suspension of not less than one year (See policy FNCGA)
 - Any act which disrupts the academic atmosphere of the school endangers or threatens fellow students, teachers, or officials, or damages property.
 - Adjudication as a delinquent
 - Students in grades six through twelve found to have assaulted, attempted to cause physical bodily injury, or acted in a manner that could reasonably cause bodily injury to a school employee or person volunteering for a school shall be suspended for the remainder of the current semester and the next

consecutive semester. The term of the suspension may be modified by the school district superintendent on a case-by-case basis.

2. A full suspension shall not extend beyond the present semester and the succeeding semester except for violations of the Gun-Free Schools Act which provides suspensions for up to one calendar year or longer. (See policy FNCGA.)
3. Except under circumstances that require the immediate removal of a student or students, the parent(s) or legal guardian(s) shall be informed before a student is released from school.
4. Any student who has been adjudicated as a delinquent and has been removed from a public or private school in this state or any other state for such act, will not be enrolled in a regular classroom setting in the district but may be provided an alternative education solution until such time as that student no longer poses a threat to self, other students, or faculty.
5. Students suspended out-of-school who are on an individualized education plan pursuant to IDEA, P.L. No. 101-476, shall be provided the education and related services in accordance with the student's IEP.
6. A student who has been suspended for a violent offense that is directed towards a classroom teacher shall not be allowed to return to that teacher's classroom without the approval of that teacher.

Procedural Steps to Suspension

Before a student is suspended from school, the principal of that school shall consider and apply, if appropriate, alternative in-school placement options that are not to be considered suspensions. Such placements can include an alternative school setting, reassignment to another classroom, or in-school detention. If such alternate

placement is rejected, written justification must be placed in the student's permanent record.

1. Probation. A student may be placed on probation with or without additional disciplinary action. If probation is elected by the principal as a suitable alternative to suspension, both the student and the parent(s) shall be notified of the probation and the reasons therefor.
2. In-school placement is an alternative to out-of-school suspension. In-school placement will be imposed by the student's principal and the student will be placed in a supervised, structured environment. This placement will not be considered suspension and may include an alternative school setting, reassignment to another classroom, or in-school detention. Both the student and the parent(s) shall be notified of the placement, the reasons therefor, and the right to appeal the placement to the suspension appeals committee.
3. Out-of-school suspension.
 - A. Both the student and the parent(s) shall be notified of the suspension, the grounds therefor, and the right to appeal the suspension.
 - B. If a student is suspended out-of-school for five (5) days or less the district may provide an education plan. If a student is suspended for more than five (5) days and is found guilty of acts as described above, the school administration shall provide the student with an education plan designed for the eventual reintegration of the student into school which provides for the core units in which the student is enrolled. The minimum core units shall consist of English, mathematics, science, social studies. The plan shall set out the procedure for education and shall address academic credit for work satisfactorily completed. A copy of the plan shall be provided to the student's parents or

guardian, and the parents or guardian shall be responsible for the provision of a supervised, structured environment in which the parent or guardian shall place the student and bear responsibility for monitoring the student's educational progress until the student is readmitted to school.

Appellate Procedures

Suspension Appeals Committee

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

Appellate Procedures

1. Any student who has been suspended for ten (10) days or less under the steps listed above, or the student's parent(s), may appeal the suspension to the suspension appeals committee. The following procedures shall govern the appellate process:
 - A. The student, or the student's parent(s), shall notify the superintendent within ten (10) days following the suspension or the notice of the intent to suspend of their intent to appeal the suspension.
 - B. Upon receiving notice of a student's intent to appeal, the superintendent shall advise the suspension appeals committee. The suspension appeals committee shall hear the appeal within ten (10) days from the date the notice of intent is filed with the superintendent. The superintendent, at his/her discretion, may permit the suspended student to attend classes pending the outcome of the appeal.

- C. During the hearing of the appeal before the suspension appeals committee, the student or the student's parent(s) 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.
 - D. The suspension appeals committee shall determine the guilt or innocence of the student, and the reasonableness of the term of the suspension. The suspension appeals committee may uphold, overrule, or modify the suspension. The student and the student's parent(s) shall be notified within five (5) days of the decision.
 - E. The decision of the suspension appeals committee shall be final.
2. Any student who has been suspended for greater than ten (10) days under the steps listed above, or the student's parent(s), may request a review of the suspension with the administration. If the administration does not withdraw the suspension, the student shall have the right to appeal the decision to the hearing officer. The following procedures shall govern the appellate process:
- A. The student, or the student's parent(s), shall notify the superintendent within ten (10) days following the suspension or the notice of the intent to suspend of their intent to appeal the suspension.
 - B. Upon receiving notice of a student's intent to appeal, the superintendent shall advise the hearing officer. The hearing officer shall hear the appeal within ten (10) days from the date the notice of intent is filed with the superintendent. The superintendent, at his/her discretion, may permit

the suspended student to attend classes pending the outcome of the appeal.

- C. During the hearing of the appeal before the hearing officer, the student or the student's parent(s) 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.
- D. The hearing officer shall determine the guilt or innocence of the student, and the reasonableness of the term of the suspension. The hearing officer may uphold, overrule, or modify the suspension. The student and the student's parent(s) shall be notified within five (5) days of the decision. The decision of the-hearing officer shall be final.

NOTE: 70 O.S. §24-101.3 (E) states that a student who has been suspended from a public or private school in the state of Oklahoma or another state for a violent act or an act showing deliberate or reckless disregard for the health or safety of faculty or other students shall not be entitled to enroll in a public school of this state, and no public school shall be required to enroll such student, until the terms of the suspension have been met or the time of suspension has expired.

VISITORS

Students will not be permitted to bring guests to class or on school grounds at any time during the school day. Visitors to extracurricular events such as dances may be allowed if the sponsor and group requests permission in advance from the school administration. Students may not have food delivered to the school premises by any delivery service.

SCHOOL DISRUPTION

It shall be unlawful and shall constitute incitement to riot for a person or persons, intending to cause, aid, or abet the institution or maintenance of a riot, to do an act or engage in conduct that urges other persons to commit acts of unlawful force or violence, or the unlawful burning or destroying of property, or the unlawful interference with a police officer, peace officer, fireman or a member of the Oklahoma National Guard or any unit of the armed services officially assigned to riot duty in the lawful performance of his duty.(Oklahoma State Law 1969. C.89, 2, March 25, 1969).

TELEPHONE

The telephone in the office is for school business. **Students will not be called from classes to answer a telephone call. Parents must refrain from calling and leaving messages for students that could have been taken care of at home.** In the case of an emergency, we will deliver a message to the student.

VEHICLES ON CAMPUS

Any student who operates a motor vehicle on campus must abide by the rules established by the high school administration for operating such vehicles. Student parking is restricted to the area south of the main entrance of the school. Students are not to leave campus during the time classes are in session, unless permission is received through the principal's office. Students who violate the campus vehicle policies are subject to disciplinary action, which may include detention, fines, suspension, or the vehicle being towed away. Students must be legally parked in order to avoid receiving a parking citation. Students must register their vehicles with the office. Proof of insurance, a copy of the driver's license, and \$10.00 will be required to obtain a parking permit. The permit must be displayed properly. Vehicles that do not have parking permits may not be parked on school property. Students involved in any vehicular misconduct may be restricted from parking on campus and prohibited from driving a vehicle on school grounds,

and also subject to being cited by school personnel or law enforcement authority. **Driving a vehicle on campus is a privilege and may be revoked at any time by school administration.**

PARKING POLICY

The following guidelines exist to help ensure the safest and most efficient use of our parking facilities. This is not an all-inclusive list; the administration reserves the right to revoke a student's parking permit for disciplinary reasons. Student parking rules, regulations, and criteria will be reviewed/revised throughout each semester to evaluate space, safety, need, etc. Students are expected to follow all guidelines within the Noble High School Handbook for maintaining a safe and orderly environment.

1. **Driving to school is a privilege, not a right.** Buses are available for all students within the Noble High School attendance zone. To be eligible to purchase a parking permit, meet student parking guidelines from the previous school year and return this form with the proper signatures.

2. In accordance with NHS Policy and State Law, students and visitors parking on Noble's campus have consented to a reasonable search of their vehicles. Possession of any contraband items in a vehicle will be construed as possession by the driver/owner of subject vehicle and may result in out of school suspension, loss of driving privileges, and possible referral to the Noble Police Department.

3. All parking permits will cost \$10.00 There will be no refunds.

4. **At the time of purchase** all drivers must produce:

- a. Valid driver's license
- b. Vehicle Tag#
- c. Proof of Insurance

6. If, for any reason, you must drive a vehicle to school that is different than the vehicle for which you have a permit, you must, remove your permit from registered vehicle and place in temporary vehicle. You

must inform the office that a temporary vehicle is being driven. Failure to inform the office may result in disciplinary action and loss of your parking permit.

7. If you permanently change vehicles or license plates you must see the administrative immediately to have the information changed in our computer. Failure to update vehicle information may result in disciplinary action and loss of your parking permit.

8. Parking permits are labeled with a row and space number. You must park in your assigned space. The student who registered for the parking permit must be driving the car with the stickers displayed. Removal or altering of parking stickers is not allowed and may result in disciplinary action and loss of your parking permit.

9. The parking lots are off limits to all students during the day.

You must get a pass from a teacher or administrator prior to going to your car. If you are in the parking lot for any reason (getting books, getting your lunch, bringing something out to your car, etc.) without a pass, you will face administrative disciplinary action for being **OUT OF AREA** which may include loss of parking privileges.

10. The administration has the right to search any vehicle on campus.

11. Students are responsible for their vehicles and their contents.

12. **Vehicles** should be kept locked at all times. Noble High School will not accept responsibility for anything stolen out of vehicles, any damage done to vehicles while parked on campus, or any vehicles stolen while parked on campus.

13. Any accident that takes place in the NHS parking lot needs to be reported to the office immediately.

The following consequences will result if a student parks illegally on campus:

IF A STUDENT HAS A PARKING STICKER BUT PARKS IN THE WRONG SPACE:

FIRST OFFENSE

- A warning notification will be placed on the driver side window indicating the violation.

SECOND OFFENSE

- You may lose your parking privileges for up to 30 calendar days.

THIRD OFFENSE

- You may lose your parking privileges for up to 60 calendar days.

IF A STUDENT DRIVES AND PARKS ON CAMPUS WITHOUT PURCHASING A PARKING STICKER OR OBTAINING A TEMPORARY PARKING PERMIT:

FIRST OFFENSE

- You will be required to attend one day of Saturday School or one day ISD.

SECOND OFFENSE

- You will be required to serve five days of ISS.
- You will lose driving privileges for 30 calendar days; after which, eligible students will be allowed to apply for a permit.

THIRD OFFENSE

- Your car will be towed at your expense.
- You will lose parking privileges indefinitely.

OTHER VIOLATIONS WHICH MAY RESULT IN LOSS OF PARKING PRIVILEGES AND/OR OTHER DISCIPLINARY ACTION:

- Any student who leaves campus without permission for any reason

- Aiding other students in leaving campus without permission
- Reckless and/or unsafe driving while on campus by: passing illegally, driving on the grass, not yielding to the buses, or any other type of careless driving (the speed limit for the Noble campus is 10 mph)
- Students illegally obtaining (buying or receiving stickers from another student without directly purchasing the permit from Noble), distributing, or trading parking stickers
- You may not let someone else use your parking sticker for any reason

In accordance with the Student Handbook and/or Noble High School regulations, parking penalties may be incurred for any violations. Examples of these types of infractions are: cutting school/classes, habitual tardiness to class or school, disruptive behavior, etc.

WEAPONS

Any student found to be in possession of a weapon of any type may face a suspension of up to one calendar year or the maximum allowed by state law.

TECHNOLOGY CENTERS

Technology center schools are extensions of the local high schools. While attending an area tech center, students earn units of credit, which count toward meeting local and state requirements for graduation. Discipline issues occurring at either the Technology Center or at Noble High School will be honored by each site.

CREDIT FOR LEARNING

Upon the request of a student, parent, guardian, or educator, a student will be given the opportunity to demonstrate proficiency in one or more areas of the core curriculum. Contact a school counselor for more information.

GUIDANCE SERVICES

Guidance services are offered to all of Noble High School through our guidance counselors, others of the administration, staff, and faculty. The basic goal is to assist the student to achieve to the level of his/her capacity, to meet and solve problems, and to plan actions more wisely in the full light of all the facts available. The following services and materials are available in the counselor's office: enrollment, vocational information, career guidance, and college information.

SCHOLARSHIPS

Institutional scholarships and grants are available at many colleges and universities. Many organizations and firms also make scholarships available to high school graduates. Information regarding all types of scholarships is available in the counselor's office. Announcements regarding scholarships are made periodically to seniors through notices in the daily bulletin.

ACTIVITY CALENDAR

Organizations wishing to place activities on the school calendar must have approval from the school administration.

PRINCIPAL'S HONOR ROLL

The Principal's Honor Roll will include all students who maintain at least a 3.0 G.P.A.

SUPERINTENDENT'S HONOR ROLL

The Superintendent's Honor Roll will include all students who maintain at least a 4.0 G.P.A.

CLASS OFFICER REQUIREMENTS

1. Minimum 3.00 cumulative grade point average.
 2. Must not have failed any class the preceding semester.
 3. Must have 90% attendance the preceding semester.
 4. Students must not have suspensions or major disciplinary issues.
-

ACTIVITIES ABSENTEE POLICY

The Noble Board of Education recognizes the importance of activities in the education program. However, regular class attendance is a prerequisite for students to achieve the maximum educational experience. **Students may not miss a class more than ten (10) times in a school year for excused school sponsored activities. Students will only be allowed to apply for five (5) additional days of Activity Absences per school year. Activity Absence extension request forms are available in the main office.**

The attendance record of the student and the student's grade in each class will largely determine if the student should be allowed to participate in the activity. Students must also make prior arrangements with teachers for make-up work in order to attend the activity. State and nationally sponsored activities are exempt from the above regulations. The guidelines of the Oklahoma Secondary School Activities Association will determine what constitutes a state and/or national activity.

ACTIVITY ELIGIBILITY

A student must pass five classes at the end of each semester to be eligible for activities. After each semester, eligibility for participation will be determined on a weekly basis. **This policy will apply to all extracurricular activities including dances, proms, etc.** Participation will be denied if he/she fails any class or combination of classes two (2) consecutive weeks.

ACTIVITY ATTENDANCE POLICY

A student must be present at school for at least four periods of the school day to be eligible to participate in that day's activity.

Exceptions will be evaluated on an individual basis by school administration. However, the school should be contacted if this type of situation arises prior to the student's absence.

ACTIVITY TRANSPORTATION POLICY

Noble High School students must use school transportation when traveling to all practices, games, contests, etc. In some cases parents may request for their child to ride with them on the return trip. The sponsor or coach must approve exceptions.

DISTRICT-WIDE POLICIES

ACCIDENT INSURANCE: STUDENTS	346
ATTENDANCE POLICY	357
<u>NHS ATTENDANCE/TARDIES</u>	38
COMPLIANCE WITH FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974	39
<u>STATEMENT OF RIGHTS</u>	39
<u>PROCEDURES TO INSPECT EDUCATION RECORDS</u>	39
<u>USE OF STUDENT EDUCATION RECORDS</u>	39
<u>PROCEDURES TO SEEK TO CORRECT EDUCATION RECORDS</u>	39
DISTRICT ASBESTOS STATUS	39
DRESS CODE	40
DRUG-FREE SCHOOLS	45
FIRST AID - STUDENTS	47
GRADING	47
<u>NHS PROGRESS REPORTS</u>	47
GRIEVANCE PROCEDURE: SEX DISCRIMINATION/HARASSMENT	48
HARASSMENT	49
HAZING	51
INTERNET AND OTHER COMPUTER NETWORKS ACCEPTABLE USE AND INTERNET SAFETY POLICY	52
MINUTE OF SILENCE	63
MULTIMEDIA RELEASE NOTIFICATION.....	63
NO CHILD LEFT BEHIND ACT OF 2001	63
NONDISCRIMINATION	64
<u>DISCRIMINATION COMPLAINTS PROCEDURES</u>	64
SEXUAL HARASSMENT OF STUDENTS.....	67
STUDENT CLUBS AND ORGANIZATIONS	70

NHS CLUBS 71
STUDENT DIRECTORY INFORMATION..... 78
STUDENT DISCIPLINE 79
STUDENT RIGHTS AND RESPONSIBILITIES 82
NPS TRANSPORTATION 84
WARNING SYSTEMS/INCLEMENT WEATHER 87
TITLE ONE PARENT/STUDENT COMPACT89

ACCIDENT INSURANCE: STUDENTS

It is the policy of the Noble Board of Education to select a reputable insurance company through which patrons may purchase accident insurance for their children. A packet will be available for each student during the first week of classes. The purchase of such insurance is entirely within the discretion of parents; however, students playing nine through twelve football must provide evidence of insurance coverage. Public schools may not legally pay insurance premiums or medical bills for students. **(Noble Board of Education, Policy FFD)**

ATTENDANCE POLICY

The board of education believes that attendance in regularly scheduled classes is a key factor in student achievement. Thus, any absence from those classes represents an educational loss to the student. The board recognizes, however, that the co-curricular program of the school also has educational benefit. Therefore, it is the policy of the board to minimize absenteeism from regular classes while providing students the opportunity to participate in co-curricular activities.

(38 Oklahoma Statute 37; Noble Board of Education, Policy FDC-R1)

NHS Attendance/Tardiness

When a student is absent from school, it is the responsibility of the parent or guardian to contact the school. If the school has not been contacted by the parent/guardian, the student will receive an unexcused absence for that day or period. All court, doctor, or dental appointments will require a note from that agency for the absence to be excused and **must be turned in within 48 hours of the absence.**

If a student has more than 10 absences per semester they will receive an "F" for the semester if that was the grade earned. If a student successfully passes the course but has more than 10 absences, the student will receive an "NC" (No Credit) on their transcript for that course. All absences, excused or unexcused,

medical, religious ceremonies, etc., count toward the 10 absences per semester limit except for school activities. Attendance is critical for students to receive the instruction they need to be successful. Please make sure your child is in school on every possible day. Attendance rates have been declining during the last few years and this has contributed to many students losing credit for a class or classes. Illness or serious illness of immediate family, death in family or close relative, doctor or dental appointments, driver's license testing, required court appearances, school sponsored activities, educational trips, religious holidays and pre-arranged family trips are the only excused absences that will be accepted and only then if your parents call the school and/or a signed note is on file in the attendance office. Your parents will be called if they do not call the school. There will be an attendance committee of five staff members to hear appeals for any student that has exceeded the (10 absence) limit.

Excused absences allow the student to make up work missed. The number of days to make up the work will coincide with the days missed plus one. **It is the responsibility of the students, not the teacher, to plan for make-up work.**

Unexcused absences will be given for absences that are not listed above. **If student is absent due to unexcused absence or placed in VISS (Virtual suspension mode), student is expected to stay current with work and is to be completed upon return. Any unexcused absence may result in a truancy citation and court appearance.**

Tardies are from the last bell to 14 minutes into the period. Entering the classroom 15 minutes after the last bell will result in an unexcused absence. Every 3 unexcused tardies per class equals one unexcused absence. This is cumulative for the semester.

Once a student accumulates five tardies for a nine (9) week grading period, they will be placed on the Do Not Release List. The process of accumulating tardies for the DNR List will be reviewed at the six- and twelve-week marks.

COMPLIANCE WITH FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974

Statement of Rights

Parents and eligible students have the following rights under the Family Education Rights and Privacy Act:

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

Procedures to Inspect Education Records

The parent of a student or an eligible student may inspect the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. (Copy fees may apply.)

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

The principal (or other record custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged. The school administrator, or designee, may be present during the time the records are being reviewed.

The principal (or other record custodian) will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be

inspected. This procedure must be completed in 45 days or less from the receipt of the request for access.

If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the school district will arrange for the parent or eligible student to obtain copies of the record. (Copy fees may apply.)

When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.

Use of Student Education Records

To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The school district will use the following criteria to determine who are school officials. An official is:

1. A person duly elected to the school board;
2. A person certified by the state and appointed by the school board to an administrative or supervisory position;
3. A person certified by the state and under contract to the school board as an instructor;
4. A person employed by the school board as a temporary substitute for administrative, supervisory, or instructional personnel for the period of his or her performance as a substitute; or
5. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, the school board attorney or auditor, for the period of his or her performance as an employee or contractor.

School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to:

1. Perform an administrative task required in the school employee's position description approved by the school board;

2. Perform a supervisory or instructional task directly related to the student's education; or
3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.

Procedures to Seek to Correct Education Records

The parent of a student or an eligible student has a right to seek to change any part of the student's record believed to be inaccurate, misleading, or in violation of student rights. (NOTE: under the FERPA, the district may decline to consider a request to change the grade a teacher assigns for a course.)

For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading, or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading, and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the school district to correct a record.

To establish an orderly process to review and correct an education record for a requester, the district may decide to comply with the request for change at several levels in the procedure.

(Reference: Noble Board of Education, Policy FL-R)

DISTRICT ASBESTOS STATUS

In compliance with the Asbestos Hazard Emergency Response Act (AHERA) all buildings located on the campus of Noble Public Schools have been re-inspected for Asbestos containing materials. This Re-inspection was done by accredited Department of Labor Inspectors. Based on the Re-inspection, Asbestos Containing Building Materials (ACBM) were found in a few locations. In its present condition, these ACBM's are non-friable. Noble Public School will continue to maintain this material as in the past and report any changes in the condition of

this material to the Asbestos Coordinator. The management plan for the Noble Public-School District is available for review in the Office of the Superintendent.

DRESS CODE

The Noble Board of Education believes that the majority of the students in the public schools recognizes their own individuality and has no need to express themselves in extreme dress or grooming styles. Generally, dress and grooming standards as determined by the students and their parents will not be questioned. The only requirements the board of education insists upon are that students' dress and grooming shall not lead school officials to reasonably believe that such dress or grooming will disrupt, interfere with, or detract from school activities, or create a health or other hazard to the student's safety or to the safety of others. Additionally, any clothing that interferes with the education function entrusted to the board of education is prohibited. **(70 Oklahoma Statute 6-114 (C); Noble Board of Education, Policy FNCA-R)**

In accordance with the policy of the board of education, the following regulation shall establish a dress and grooming code for the Noble Public-School system. The building administrator shall have the authority to determine the appropriateness of any attire not specifically addressed below. In deciding, the administrator shall consider whether the clothing and/or accessory presents a safety hazard, is revealing, or may be reasonably believed to disrupt the teaching or learning environment. Attire that disrupts the educational process is prohibited.

The following dress code will be in effect for all students:

1. **Skirts and Dresses:** The skirt or dress must be within two inches of knee length while shoulders are relaxed and must not be revealing, disruptive or distracting to the educational process. Skirt openings must not be

more than two inches above the knee. Dresses may be sleeveless if they have fitted armholes. Mini skirts are not allowed.

2. Tops: Any shirt, blouse, sweater, or top may be worn with the following conditions:
 - Sleeveless Tops must have fitted armholes and not be revealing or show undergarments. Spaghetti straps, tank tops, muscle shirts, strapless tops, halter tops, racer back tops are not allowed.
 - Nothing translucent, sheer, of mesh, fishnet or revealing may be worn.
 - All tops must be properly buttoned and may not expose the midriff when arms are raised from the side. Tops that expose undergarments are not permitted.
 - Tops, dress and sleeve openings, must not expose undergarments, chest, breast, cleavage or any part of the torso. Tops may not have any type of plunging neckline.
3. Pants: Pants, jeans or slacks that are neat and clean are acceptable.
 - Pants that drag the floor are not allowed. Pants that are cut, slit, or have holes above mid-thigh are not allowed. Pants that have been patched are acceptable.
 - Form fitting pants, skintight jeans, leggings, and jeggings are not allowed as an outer garment. They may be worn as an undergarment as long as the outer garment reaches within two inches of the knee. Pajama pants are not allowed.
 - Sagging is not permitted at any time. Pants may not be worn low exposing the torso, back or undergarments.

4. Shorts: Shorts that are within two inches of the knee are acceptable for school dress.
 - Shorts that are cut, slit, or have holes are not allowed.
 - Form fitting shorts, biker shorts, spandex and mini shorts, such as Soffes, are not allowed.
5. Shoes: Shoes must be worn at all times. Different programs require different types of shoe types. Students will be informed by their teachers as to the requirements for the particular class or program they are in. House Shoes, Shoes with rollers, wheels, or skates are not allowed.
6. Accessories: Accessories which are not acceptable include the following:
 - Head coverings are permissible in common areas but not in the classroom during instructional times. Failure to comply may result in disciplinary action. Administration reserves the right to adjust the policy based on circumstances and/or special events. (ex. Testing)
 - Wearing, possessing, using, distributing, displaying, or selling of any clothing, jewelry, emblems, badges, symbols, signs, graffiti, or other items that are evidence of membership in or affiliation with a gang are prohibited.
 - Chains, Wallet chains, Biker chains, Collars, Fishhooks, Jewelry such as earrings with loops that could pose a safety issue are prohibited.
 - Trench coats and other full-length coats are prohibited.
7. Insignias, Monograms, Prints or Patches: Lettering or any type of sew-on patch, decal, print, insignia, or design that conveys crude, vulgar, profane, violent,

death-oriented, gang related, anything deemed to be insensitive in nature, sexually explicit or sexually suggestive messages or any advertising of tobacco, alcohol drugs or drug paraphernalia are specifically prohibited.

8. Makeup, Tattoos and Brands: Facial make-up, tattoos, brands, or other body decorations whether temporary or permanent, that convey crude, vulgar, profane, violent, death-oriented, gang related, sexually explicit or sexually suggestive messages or advertise tobacco, alcohol, drugs or drug paraphernalia are specifically prohibited.
9. Clothing that is purposefully ripped, torn, and or cut in a manner that causes a distraction to the operation of the school and the educational process or is a safety risk is prohibited.
10. Activity/Spirit Days: Teams are allowed to wear uniforms as long as they are compliant with the dress code. Any uniform that in itself does not comply with the school dress code must be worn underneath proper outerwear. Exceptions to the dress code for special activities must be approved in advance by the school administration.
11. Exceptions to the dress code may be authorized by the building administrator or designee for a specific school-related activity on a case-by-case basis.
12. The dress code for Noble Public Schools is a minimum requirement dress code. Students are encouraged to dress in a professional manner above and beyond the dress code.
13. A Dress Code Log will be kept at each site documenting the name of the offender, the violation type and the date of the violation. All head principals will complete a year-end Dress Code Log Report showing total numbers only of singular and repeat student violators as well as

the types of violations recorded in their site log. All year-end site reports will be submitted to the superintendent and the school board. Student names will not be listed or reviewed. In addition, the school board reserves the right to solicit year-to-date site Dress Code Log Reports at any time during the school year.

Any student found out of compliance with the Noble Public Schools Dress Code will be sent to an administrator for resolution. Students will be given the option to change to appropriate clothing or have parents bring acceptable clothing. The parent will have an acceptable amount of time to provide the change of clothes. If a parent is unable to do so, the student will be sent to the ISD room or may be sent home. Students will be allowed to return to school/class after clothing has been changed and is compliant with the dress code.

Parents will be notified each time a student is in violation of the Dress Code if the issue is unable to be corrected on site. Parents will always be notified when repeat violations occur. Communication with parents will occur from the school office in these situations. Repeat offenses will result in the Disciplinary Process being followed according to the school site handbook. All disciplinary actions will be adjudicated in a private and confidential manner.

1. 1st Offense – Counsel/change of attire
2. 2nd Offense – 5 days detention or Community Service
3. 3rd Offense – Possible OSS

The Dress Code policy for Noble Public Schools will be reviewed on a regular basis and will be updated and modified at the discretion of the Noble Public Schools Board of Education.
(Noble Board of Education, Policy FNCA and FNCA-R)

DRUG-FREE SCHOOLS

It is the policy of the Noble Board of Education that in recognition of the clear danger resulting from illicit drug and alcohol abuse and in good faith effort to promote the health, safety, and well-being of students, employees, and the community, the board has implemented a developmentally based drug and alcohol education and prevention program for grades Kindergarten through twelve (K-12).

Students are hereby notified that the use, possession, or distribution of illicit drugs and alcohol is wrong and harmful. Therefore, standards of conduct that are applicable to all schools in this district, prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities.

Disciplinary sanctions will be imposed on students who violate standards of conduct required by this policy. Such sanctions will be consistent with local, state and federal laws, up to and including probation, suspension, and expulsion, as well as referral for prosecution. Completion of an appropriate rehabilitation program may also be recommended.

Information about drug and alcohol counseling and rehabilitation and reentry programs will be made available through the school office.

The standards of conduct and the disciplinary sanctions imposed by this policy includes the following: "The Drug Free Schools and Communities Act Amendments, P.L. 101-226 requires that State, as well as local educational agencies, must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees." (Federal Regulations can be examined through the school office.)

Parent/Guardian signature certifies receipt of a Student Handbook of Guidelines and Policies for Students and Parents

which includes district policy relating to adoption and implementation of a drug prevention program for students.

(“Public Law 101-226; 70 Oklahoma Statute 1210.221, et sequence; Noble Board of Education, Policy FNCF)

CROSS-REFERENCE: Policy DCC, Drug-Free Workplace; Police FFB, teaching about Drugs, Alcohol, and Tobacco; Policy FFBA, Drug and Alcohol Use by Students; Policy FNCE, Reporting Students Under the Influence.

NHS DRUG-FREE SCHOOLS

In recognition of the school's obligation to our students and community, we stand ready to assist in dealing with drug or alcohol related problems. The faculty is obligated to inform the principal when it is suspected that a student is either under the influence of drugs or alcohol, in possession of drugs or alcohol, or distributing drugs or alcohol. When this is reported to the principal, both the superintendent and the parents are notified of this report. When this report is made, the principal will search the student, his locker, personal property, and car. Any student who has been suspended for possession or for being under the influence of alcohol and or illegal drugs shall receive the following consequences:

First offense: Out of School Suspension for 45 school days

Second offense: Out of School Suspension for the current semester and the next semester.

The student may be given the option to enter a counseling program and if recommended by a counselor, a treatment program. The parent/guardian must provide written verification from the program before the student shall be permitted to return to classes in the district following the suspension. Upon written verification of being enrolled in family counseling or a treatment program, the student suspension could be reduced to a minimum of ten days.

Failure to complete the program will require the number of suspension days waived to be served.

Any student found to have distributed drugs or alcohol will not be allowed the opportunity to reduce their suspension by entering a drug counseling program.

FIRST AID - STUDENTS

The Noble Board of Education recognizes the school's responsibility for emergency handling of accidents and sudden illnesses occurring at school or on school property.

In order to obtain emergency medical care, a medical release form signed by a parent/guardian must be on file. If a medical release is not on file, emergency medical care will be provided in life-threatening situations only.

(Noble Board of Education, Policy FFAC)

GRADING

100 - 90	=	A
89 - 80	=	B
79 - 70	=	C
69 - 60	=	D
59 - Below	=	F

NHS Progress Reports

Each student will be graded on an 18-week grading system. Progress reports are available at any time on Power School.

GRIEVANCE PROCEDURE: SEX DISCRIMINATION/HARASSMENT

It is the policy of the Noble Board of Education that the superintendent designee shall serve as Title IX coordinator for this school district. The superintendent shall direct the implementing of educational amendments and regulations as they pertain to prohibition of sex discrimination in education or sexual harassment and shall prepare a regulation governing sex discrimination/harassment grievance procedures.

The board shall appoint on a periodic basis a sex discrimination/harassment grievance committee which shall consist of an administrator, a parent, and a member of the certified teaching staff.

(Noble Board of Education, Policy FBA)

GRIEVANCE PROCEDURES SEX DISCRIMINATION/HARASSMENT

In accordance with the policy of the board of education, the following regulation governs the processing of student sexual harassment grievances in this school district.

1. Any student of this school district who wishes to file a sexual harassment grievance against another student or an employee of the district may file a written or oral (recorded, if possible) complaint with the superintendent, principal, or counselor. The administrator taking the complaint will document the time, place, complainant, and incident and immediately forward the complaint to the grievance committee. The grievance committee will appoint a senior administrator to investigate the grievance. The grievance shall set forth the circumstances of the incident and the identity of the student(s) or employee(s) involved.
2. The superintendent, or appointed administrator, shall initiate an investigation of the incident and shall protect the confidentiality of the grievant.
3. The investigation shall be completed within ten days of the filing of the grievance. Results of the investigation, along with recommendations and suggestions, shall be shared with the grievant, unless it violates another student's confidentiality.
4. If the grievant believes the issues are not resolved after considering the recommendations and suggestions of the superintendent or the investigating administrator, the

- grievant may request a hearing by the grievance committee.
5. Upon receiving a request for a hearing, the grievance committee shall schedule the hearing to occur within twenty days from the date of the request.
 6. Both the grievant and the person against whom the complaint was made (respondent) may be represented by legal counsel at the hearing.
 7. Within ten days of the hearing, the grievance committee shall furnish a written report of its findings and recommendations to both the grievant and the respondent while maintaining confidentiality.
 8. The superintendent shall, within five days of the receipt of the grievance committee's report, act upon the recommendations of the committee or furnish a written report to the grievant explaining why the recommendations will not be implemented.
 9. Upon receipt of the superintendent's report, the grievant may file a written appeal with the board of education. The board of education shall, within thirty days from the date the appeal was received, review the report and affirm, overrule, or modify the decision of the grievance committee.

(Noble Board of Education, Policy FBA-R)

HARASSMENT

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

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

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

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

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

The superintendent has developed procedures providing for:

1. Prompt investigation of allegations of harassment;
2. The expeditious correction of the conditions causing such harassment;
3. Establishment of adequate measures to provide confidentiality in the complaint process;

4. Initiation of appropriate corrective actions;
5. Identification and enactment of methods to prevent reoccurrence of the harassment; and
6. A process where the provisions of this policy are disseminated in writing annually to all staff and students.

(21 Oklahoma Statute 850.0; 70 Oklahoma Statute 24-100.2; Noble Board of Education, Policy FNCD)

HAZING

It is the policy of this school district that no student or employee of the district shall participate in or be members of any secret fraternity or secret organization that is in any degree related to the school or to a school activity. No student organization or any person associated with any organization sanctioned or authorized by the board of education shall engage or participate in hazing.

For the purposes of this policy, hazing is defined as an activity which recklessly or intentionally endangers the mental health or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization sanctioned or authorized by the board of education.

“Endanger the physical health” shall include, but is not limited to, any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, alcoholic beverage, drug, or controlled dangerous substance; or other forced physical activity which could adversely affect the physical health or safety of the individual.

“Endanger the mental health” shall include any activity, except those activities authorized by law, which would subject the individual to extreme mental stress, such as prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.

Any hazing activity, upon which the initiation or admission into or affiliation with an organization sanctioned or authorized by the board of education is conditioned, directly or indirectly, shall be presumed to be a forced activity, even if the student willingly participates in such activity.

This policy is not intended to deprive school district authorities from taking necessary and appropriate disciplinary action toward any student or employee. Students or employees who violate this policy will be subject to disciplinary action which may include expulsion for students and employment termination for employees.

(21 Oklahoma Statute 1190; Noble Board of Education, Policy FNCC)

CROSS-REFERENCE: Policy DAA-R, Racial Harassment; Policy FB, Sexual Harassment; Policy FMCAA, Gang Activity; Policy FNCD, Harassment; Policy FO, Student Discipline

INTERNET AND OTHER COMPUTER NETWORKS ACCEPTABLE USE AND INTERNET SAFETY POLICY

The Noble Public Schools district provides chrome books to students and staff, access to interconnected computer systems within the district and to the Internet, the worldwide network that provides access to significant educational materials and opportunities.

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

Below is the Acceptable Use and Internet Safety Policy ("policy") of the school district and the Data Acquisition Site that

provides Internet access to the school district. Upon reviewing, signing, and returning this policy as directed, each student and staff member agrees to follow the policy and will be given the opportunity to enjoy Internet access at school. If a student is under 18 years of age, he or she must have his or her parents or guardians read and sign the policy. The school district shall not provide access to any student who, if 18 or older, fails to sign and submit the policy to the school as directed or, if under 18, does not return the policy as directed with the signatures of the student and his/her parent or guardian.

Listed below are the provisions of the agreement regarding computer network and Internet use. The district has designated a staff member to whom users may direct questions. If any user violates this policy, the user's access will be denied or withdrawn, and the user may be subject to additional disciplinary action.

Personal Responsibility

By signing this policy, the user agrees not only to follow the rules in this policy, but also to report any misuse of the network to the person designated by the school for such reporting. Misuse means any violations of this policy or any other use that is not authorized under this policy and having the effect of harming another or his or her property.

Term of the Permitted Use

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

Acceptable Uses

1. **Educational Purposes Only.** The school district is providing access to its computer networks and the Internet for educational purposes *only*. If the user has any doubt about whether a contemplated activity is educational, the

user may consult with the person(s) designated by the school to help you decide if a use is appropriate.

2. **Unacceptable Uses of Network.** Among the uses that are considered unacceptable and which constitute a violation of this policy are the following:
 - A. Uses that violate the law or encourage others to violate the law. Don't transmit offensive or harassing messages; offer for sale or use any substance the possession or use of which is prohibited by the school district's student discipline policy; view, transmit or download pornographic materials or materials that encourage others to violate the law; intrude into the networks or computers of others; and download or transmit confidential, trade secret information, or copyrighted materials. Even if materials on the networks are not marked with the copyright symbol, the user should assume that all materials are protected unless there is explicit permission on the materials to use them.
 - B. Uses that cause harm to others or damage to their property. For example, don't engage in defamation (harming another's reputation by lies); employ another's password or some other user identifier that misleads message recipients into believing that someone other than the user is communicating or otherwise using his/her access to the network or the Internet; upload a worm, virus, "Trojan horse," "time bomb," or other harmful form of programming or vandalism; participate in "hacking" activities or any form of unauthorized access to other computers, networks, or information systems.
 - C. Uses that jeopardize the security of student and staff access and of the computer network or other networks on the Internet. For example, do not disclose or share

- your password with others; do not impersonate another user.
- D. Uses that are commercial transactions. Students, staff, and other users may not sell or buy anything over the Internet. The user should not give others private information about the users or others, including credit card numbers and social security numbers.
3. **Netiquette.** All users must abide by rules of network etiquette, which include the following:
- A. Be polite. Use appropriate language. No swearing, vulgarities, suggestive, obscene, belligerent, or threatening language.
- B. Avoid language and uses that may be offensive to other users. Don't use access to make, distribute, or redistribute jokes, stories, or other material which is based upon slurs or stereotypes relating to race, gender, ethnicity, nationality, religion, or sexual orientation.
- C. Do not assume that a sender of e-mail is giving his or her permission for the user to forward or redistribute the message to third parties or to give his/her e-mail address to third parties. This should be done only with permission or when the user knows that the individual would have no objection.
- D. Be considerate when sending attachments with e-mail (where this is permitted). Be sure that the file is not too large to be accommodated by the recipient's system and is in a format which the recipient can open.
4. **Cyber Bullying.** Cyber bullying is when one or more people intentionally harm, harass, intimidate, or reject another person using technology. This includes but is not limited to the following:

- Sending mean or threatening messages via email, IM (instant messaging), or text messages.
- Spreading rumors about others through email, IM, or text messages.
- Creating a Web site or Facebook, Instagram (or other social networking) account that targets another student or other person(s).
- Sharing fake or embarrassing photos or videos of someone with others via a cell phone or the Web.
- Stealing another person’s login and password to send mean or embarrassing messages from his or her account.

It shall be the policy of Noble Public Schools that cyber bullying will not be tolerated under any circumstances. A student caught violating this policy will lose computer privileges and these actions may result in further disciplinary action including suspension or expulsion from school or the student(s) involved. In addition, violators and their parents/guardians may be subject to civil and/or criminal penalties as specified by Oklahoma and/or federal law.

Internet Safety

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

2. **Personal Safety.** Be safe. In using the computer network and Internet, the user should not reveal personal information such as the user’s home

address or telephone number. The user should not use his/her real last name or any other information which might allow a person to locate the user without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone “met” on the computer network or Internet without a parent’s permission (if the user is under 18). Regardless of your age, the user should never agree to meet a person the user has only communicated with on the Internet in a secluded place or in a private setting.

3. **“Hacking” and Other Illegal Activities.** It is a violation of this policy to use the school’s computer network or the Internet to gain unauthorized access to other computers or computer systems, or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.
4. **Confidentiality of Student Information.** Personally, identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or over, the permission of the student. Users should never give out private or confidential information about themselves or others on the Internet, particularly credit card numbers and Social Security numbers. A supervising teacher or administrator may authorize the release of directory information, as defined by law, for internal administrative purposes or approved educational projects and activities.
5. **Active Restriction Measures.** The school, either by itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other

technologies to prevent users from accessing visual depictions that are (1) obscene, (2) pornographic, or (3) harmful to minors. We are using C.I.P.A. compliant software for our technology protection measure (internet filtering software) to ensure that users are not accessing such depictions or any other material that is inappropriate for minors.

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

The term “harmful to minors” is defined by the Communications Act of 1934 (47 USC Section 254 [h][7]), as meaning any picture, image, graphic image file, or other visual depiction that

- taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals;
- taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

6. All students will be educated about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber bullying awareness and response.

Privacy

Network and Internet access is provided as a tool for the user’s education. The school district reserves the right to monitor,

inspect, copy, review, and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the school district and no user shall have any expectation of privacy regarding such materials.

Failure To Follow Policy

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

Warranties/Indemnification

The school district makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this policy. It shall not be responsible for any claims, losses, damages, or costs (including attorney's fees) of any kind suffered, directly or indirectly, by any user (or his or her parents or guardian) arising out of the user's use of its computer networks or the Internet under this policy. By signing this policy, users are taking full responsibility for his or her use, and the user who is 18 or older or the parent(s) or guardian(s) of a minor student are agreeing to indemnify and hold the school, the school district, the Data Acquisition Site that provides the computer and Internet access opportunity to the school district and all of their administrators, teachers, and staff harmless from any and all loss, costs, claims, or

damages resulting from the user's access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or parent(s) or guardian(s) of a minor student agree to cooperate with the school in the event of the school's initiating an investigation of a user's use of his or her access to its computer network and the Internet, whether that use is on a school computer or on another computer outside the school district's network.

Updates

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

(21 Oklahoma Statute 1040.75, Oklahoma Statute 1040.76; Children's Internet Protection Act of 2000 (HR 4577, P.L. 106-554); Communications Act of 1934, as amended (47 U.S.C. 254[h], [l]); Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F); Noble Board of Education, Policy EFBCA)

NHS Denial of Internet Access

Noble Independent School District will be operating under an "opt out" policy for students regarding Internet access. This means that students will be assumed to have parent/guardian permission to access the Internet at Noble Independent School District unless the school has received a written statement from the student's parent(s)/guardian(s) that the student does not have Internet access permission.

Please understand that in accessing the Internet at Noble Independent School District schools, students will be expected to

adhere to the Noble Independent School District Schools Internet Acceptable Use Policy.

MEDICATION: ADMINISTERING TO STUDENTS

It is the policy of the Noble Board of Education that if a student is required to take medication during school hours and the parent or guardian cannot be at school to administer the medication or if circumstances exist that indicate it is in the best interest of the student that a non-prescribed medication be dispensed to that student, the principal, or the principal's designee, may administer the medication only as follows:

1. Prescription medication must be in a container that indicates the following:
 - A. student's name,
 - B. name and strength of medication,
 - C. dosage and directions for administration,
 - D. name of physician or dentist,
 - E. date and name of pharmacy, and
 - F. the child has asthma or other disability which may require immediate dispensation of medication.

The medication must be delivered to the principal's office in person by the parent or guardian of the student unless the medication must be retained by the student for immediate self-administration. The medication will be accompanied by written authorization from the parent, guardian, or person having legal custody that indicates the following:

- A. purpose of the medication,
- B. time to be administered,
- C. whether the medication must be retained by student for self-administration,
- D. termination date for administering the medication, and
- E. other appropriate information requested by the principal or the principal's designee.

2. Self-administration of inhaled asthma medication by a student for treatment of asthma or an anaphylaxis medication used to treat anaphylaxis is permitted with written parental authorization. The parent or guardian of the student must also provide a written statement from the physician treating the student that the student has asthma or anaphylaxis and is capable of, and has been instructed in the proper method of, self-administration of medication. Additionally:
 - A. The parent or guardian must provide the school with an emergency supply of the student's medication to be administered as authorized by state law.
 - B. The school district will inform the parent or guardian of the student, in writing, and the parent or guardian shall sign a statement acknowledging, that the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration of medication by the student.
 - C. Permission for the self-administration of asthma or anaphylaxis medication is effective for the school year for which it is granted and shall be renewed each subsequent school year upon fulfillment of the above requirements.
 - D. A student who is permitted to self-administer asthma medication or anaphylaxis medication shall be permitted to possess and use a prescribed inhaler or anaphylaxis medication at all times.
3. Nonprescription medication may be administered only with the written request and permission of a parent, guardian, or person having legal custody when other alternatives, such as resting or changing activities, are inappropriate or ineffective. The medication will be administered in accordance with label directions or written instructions from the student's physician.

The parent, guardian, or person having legal custody of the student is responsible for informing the designated official of any change in the student's health or change in medication.

(10 Oklahoma Statute 170.1; 59 Oklahoma Statute 353.1; 70 Oklahoma Statute 1-116, et sequence; Noble Board of Education, Policy FFACA)

MINUTE OF SILENCE

Per state law, public schools are to observe approximately one minute of silence each day for the purpose of allowing each student, in the exercise of his or her individual choice, to reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices.

(70 Oklahoma Statute 11-101.2)

MULTIMEDIA RELEASE NOTIFICATION

During the course of the year a student's image, likeness, or voice recording may be acquired for use in news releases, district print, electronic publications, and the District's Web Site. However, if a parent, guardian or eligible student determines that they do not want to permit such uses, they must advise the school district in writing via letter to the head administrator at the appropriate school within two weeks of enrollment. The parent, guardian, or eligible student may consent to the use of such images in one form but decline said use in other forms. The advisement must detail in which forms such use is prohibited. All unlisted uses will be permitted. The district is released from any liability arising from such use and is not obligated to provide remuneration for such use.

NO CHILD LEFT BEHIND ACT OF 2001

At the beginning of each school year, federal law requires local educational agencies that receives federal funds to notify the parents of each student attending any school in the district that receive federal funds under this part that the parents may request, and the agency will provide the parents on request (and

in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following: (i) Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;(ii) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;(iii) The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree;(iv) Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, the school shall provide to each parent;(i) information on the level of achievement of their child in each of the State academic assessments as required under NCLB; and (ii) timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

NONDISCRIMINATION

It is the policy of the Noble Board of Education to provide equal opportunities without regard to race, color, national origin, gender, age, qualified handicap, or veteran in its educational programs and activities. This includes, but is not limited to, admissions, educational services, financial aid, and employment. **(Noble Board of Education, Policy DAA)**

Discrimination Complaints Procedures

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

In an effort to ensure compliance with and coordination of all federal equity regulations, the district compliance coordinator is Mr. Frank Solomon, Superintendent, 405-872-3452.

Definitions

1. **Discrimination Complaint:** A written complaint alleging any policy, procedure, or practice to discriminate on the basis of race, color, religion, national origin, sex,

- qualified handicap, veteran status, or other perceived discrimination.
2. Student Grievant: A student of the Noble Public School District who submits a complaint alleging discrimination based on race, color, religion, national origin, sex, or qualified handicap.
 3. Employee Grievant: An employee of the Noble Public School District who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.
 4. Public Grievant: Any person other than a student or employee or employment applicant who submits a complaint alleging discrimination based on race, color, national origin, religion, sex, age, qualified handicap, or veteran status.
 5. Title IX, 504 and ADA Coordinator (Coordinator): The person(s) designated to coordinate efforts to comply with and carry out responsibilities under Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, and other state and federal law addressing equal educational opportunity. The Coordinator is responsible for processing complaints and serves as moderator and recorder during hearings.
 6. Respondent: The person alleged to be responsible for the violation alleged in a complaint. The term may be used to designate persons with responsibility for a particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the complaint.
 7. Day: Day means a working day. The calculation of days in complaint processing shall exclude Saturdays, Sundays, and holidays.

Procedure

1. Prior to filing a written complaint, the person making the complaint should discuss the complaint with the compliance coordinator, and a reasonable effort should be made to resolve the matter.
2. If the matter is not resolved, a written complaint may be filed with the compliance coordinator. The complaint will state the nature and date of the alleged violation, the names of the persons responsible (if known), and the requested action. The complaint must be filed within 30 days of the alleged violation.
3. The compliance coordinator will contact the person(s) named as responsible for the violation within 10 days and inform them of the allegations, and ask them to:
 - a. Confirm or deny the facts,
 - b. Indicate acceptance or rejection of the grievant's requested action, or
 - c. Outline alternatives.Respondents will have 10 days to submit answers to the compliance coordinator.
4. If the complaint is not resolved, the compliance coordinator will have 10 days to refer the complaint to the employee's supervisor. If the complaint was made by a student, the referral will be made to the building principal. The compliance coordinator will schedule a hearing with the grievant, respondent, and supervisor(s) or building principal(s).
5. Following the hearing, the supervisor or principal will issue a decision to all parties within 10 days.
6. If either party is not satisfied with the decision, the compliance coordinator must be notified within 10 days and a hearing with the superintendent requested. The compliance coordinator will schedule such a hearing to take place with the grievant, respondent, and superintendent within 10 days of the request. The

- superintendent will issue a decision within 10 days following the hearing.
7. If the grievant or respondent is not satisfied with the decision of the superintendent, the compliance coordinator must be notified within 10 days and a hearing with the board of education requested.
 8. The compliance coordinator will notify the board of education, via the superintendent, within 10 days of the request. The hearing will be conducted within 30 days from the date of notification of the board.
 9. The Noble Board of Education will conduct the hearing and issue a decision within 10 days. The decision of the board is final.

Provisions

1. Time limits may be extended by mutual consent of the parties involved.
2. The district will provide copies of all discrimination regulations upon request.
3. Grievant records will remain confidential unless permission is given for release. Such records will not be entered into the grievant's personnel file but will be kept for three years.

(Noble Board of Education, Policy DAA-P)

SEXUAL HARASSMENT OF STUDENTS

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

1. **Sexual Harassment**

For the purpose of this policy, sexual harassment includes:

- A. Verbal or physical sexual advances, including subtle pressure for sexual activity; touching, pinching, patting, or brushing against; comments regarding physical or personality characteristics of a sexual nature; and sexually oriented "kidding" "teasing," double meanings, and jokes.
 - B. Demeaning comments about a girl's ability to excel in a class historically considered a "boy's" subject, privately talking to a student about sexual matters, hugging or touching a student inappropriately may constitute sexual harassment.
 - C. Writing graffiti which names a student or otherwise identifies a student is potentially slanderous and constitutes sexual harassment. Graffiti of any kind will not be tolerated on school property. The superintendent is directed to cause any graffiti or unauthorized writings to be removed immediately.
 - D. Any of the aforementioned conduct which effectively deprives a student of access to educational opportunities or benefits provided by the school.
2. Specific Prohibitions
- A. Administrators and Supervisors
 - 1. It is sexual harassment for an administrator, supervisor, support employee, or teacher to use his or her authority to solicit sexual favors or attention from students.
 - 2. Administrators, supervisors, support personnel, or teachers who either engage in sexual harassment of students or tolerate such conduct by other employees shall be subject to sanctions, as described below.
 - 3. The school district is not concerned with the "off-duty" conduct of school personnel unless the conduct has or will have a negative impact on the educational process of the school. Any romantic

or sexual affiliation between school personnel and students, including students who have reached the age of majority (18), during school hours will have a negative impact on the educational process and shall constitute a violation of school policy. Such violations may result in suspension of the student and suspension or termination for the employee. Any sexual affiliation between teachers and students under the age of 18 may constitute a crime under state or federal law.

3. Report, Investigation, and Sanctions

A. It is the express policy of the board of education to encourage student victims of sexual harassment to come forward with such claims. This may be done through the Sexual Discrimination Grievance policy. The Office of Civil Rights relies on school administrators' judgment and common sense in meeting the requirements of the federal law.

1. Students who feel that administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions, or have their parents report these conditions, to the appropriate administrator or teacher. If the student's immediate administrator or teacher is the alleged offending person, the report will be made to the next higher level of administration or supervision or to any responsible adult person.
2. Every attempt will be made to maintain confidentiality; however, absolute confidentiality cannot be guaranteed because of due process concerns which arise in sexual harassment investigations. No reprisals or retaliation will be allowed to occur as a result of the good faith reporting of charges of sexual harassment.

- B. In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The superintendent has the responsibility of investigating and resolving complaints of sexual harassment.
- C. Any employee found to have engaged in sexual harassment of students shall be subject to sanctions, including, but not limited to warning, suspension, or termination subject to applicable procedural and due process requirements.
- D. Any student found to have engaged in sexual harassment of other students shall be subject to sanctions, including, but not limited to warning, suspension, or other appropriate punishment subject to applicable procedural and due process requirements.
- E. Special effort will be made to apprise district administrators, teachers, and counselors of their obligation to receive student complaints of sexual harassment, document such complaints, and forward them to the grievance committee.

(Title VII of the Civil Rights Act of 1964; 42 U.S.C. §2000e-2; 29 C.F.R. §1604.1, et sequence; Noble Board of Education, Policy FB)

STUDENT CLUBS AND ORGANIZATIONS

The Noble Board of Education believes that certain extracurricular and social activities can enhance the learning environment of our schools.

Parents or guardians of students will notify the school administration that they are withholding permission for their child(ren) to join or participate in one or more clubs or organizations. Parents or guardians shall be responsible for preventing their child from participating in a club or organization in which permission is withheld. Parents or guardians are also responsible for retrieving their child(ren) from attendance at a club or organization in which participation is withheld.

(70 Oklahoma Statute 24-105; Noble Board of Education, Policy FMC)

NHS CLUBS

Academic Team – Our Academic Team is not just a trivial pursuit. With alumni who have gone on to enroll in prestigious institutions of higher learning, such as Northwestern University in Evanston, Illinois, the Academic Team is a group that fosters the development of lifelong learners. For us, excellence begins early. Our Froshmore team (limited to team members in 9th & 10th grades) has placed at their state level competition in recent years. Beginning with freshman, and continuing to graduation, we compete against other local teams in the Heart of Oklahoma Conference to answer questions from all core subject areas as well as many electives. These competitions help us as we prepare for the OSSAA playoff series each year, where we frequently qualify for the State Tournament.

American Sign Language (ASL) Club - ASL Club is all about American Sign Language. ASL club will learn sign language while participating in games. We will utilize the online platform provided by the School of Deaf to learn nonverbal communication. We plan to meet twice a month on the second and fourth Monday from 4-5 pm. ASL is not only hand signs it includes facial and bodily expressions. ASL is American sign language which the deaf community uses to communicate. This club will teach ASL along with teaching culture and fun, all in an interactive way!

Archery (Outdoor PE) – Archery allows students the opportunity to learn proper safety procedures and mechanics within the sport of Archery. Students participate in local and state competitions and develop a passion for the outdoors.

Art Club Eccentrics (ACE) – ACE is an organization team of environmentalists. Their goal is to preserve and beautify the Noble campus by planting flowers, trees, and shrubs. Most of the landscaping materials are donated by local nurseries, but some things are bought using money from fundraisers.

Astronomy Club -Welcome to Astronomy club, where stargazers unite under the vast canvas of the cosmos! Join us in exploring the mysteries of the universe through telescope observations, discussions, and captivating presentations. Whether you are an active star watcher or a curious novice, our club offers a constellation of opportunities to deepen your cosmic knowledge and connect with others who share your interests. Come discover the wonders of the night sky.

Baile! - is a Latin dance club. It is open to any student who wants to learn the basics of Latin social dancing. We will learn fundamental and intermediate patterns and techniques for Salsa, bachata, casino rueda, chacha, and cumbia. It works with the Spanish Club to foster friendly relations with other NHS clubs and organizations as well as the community.

Band – The Pride of Noble Band performs at multiple events throughout the year including football games, basketball games, parades, pep rallies, concerts, competitions, and various celebrations. During marching season, we entertain the crowd with a new and exciting halftime show at every home football game. In the Spring, we compete at District and State level events to bring home numerous Superior ratings. Additionally, every two years the

band travels around the country to perform in places like Disney World, Washington D.C., and most recently, college football bowl games. The Band prides itself on hard work and dedication to success.

Bear Buddies – The mission of the Bear Buddies Club is to help the community by participating as a group in volunteer opportunities that strengthen, beautify, and demonstrate team support for Noble citizens. Membership includes parents, students, and advocates of students with disabilities.

Broadcast Journalism – Students record, edit, and produce a series of video journals and stories covering the school year. These are broadcast bi-weekly on our YouTube channel Bears News Network (BNN). This is also an affiliation with NobleBears.TV where students broadcast sports and school events.

Business Professionals of America (BPA) – The purpose of BPA is to develop leadership skills and knowledge for students interested in pursuing careers in business management, informational technology, office administration, and other related career fields. BPA is affiliated with the Career Tech Program of Business, Marketing, and Information Technology Education (BMITE).

Choir – Choir is an exciting opportunity for students to showcase their talents in the art of sound by using their voices and learn about the various components of singing in a choir. The choir travels to competitions in state and out-of-state as well as giving three concerts a year and running multiple fundraisers that give students leadership opportunities and experience.

Debate Club - Debate Club will encourage collaboration, creativity, critical thinking, and thoughtful engagement with contemporary issues through speech and debate events. Students

will have the opportunity to participate in events like policy debate, extemporaneous debate, and mock trial as well as humorous interpretation, monologue, and original oratory. Participation in speech and debate tournaments throughout the state will also be a part of the club's long-term mission.

Distributive Education Clubs of America (DECA) – DECA is an association of marketing students that encourages the development of business and leadership skills through academic conferences and competitions. Students can attend leadership and career conferences, compete in marketing competitive events, and represent Noble High School on the local, state, and international level. DECA is affiliated with the Career Tech Program of Business, Marketing, and Information Technology Education (BMITE).

Dungeons and Dragons Club - Here at Noble our Dungeons and Dragons Club seeks to provide a space for students to engage with other students in developing their creative writing abilities and collaborative problem-solving skills with the world's most popular Table Top Role Playing Game. Students will learn how to play the game of Dungeons and Dragons, create their own characters, and embark on fantastic adventures in a safe environment. Whether you are new to the world of Dungeons and Dragons or a dice rolling veteran, all are welcome to Dungeons and Dragons Club.

Esports /Gaming Club - Noble High School's Esports mission is to provide an organized high school level esports league, in a safe, comfortable environment with healthy competition. We believe that esports will provide more academic and vocational avenues to students who have put time and work into this emerging sport. Students will learn and nurture valuable skills, such as team communication, strategy creation and manipulation, problem solving, and critical thinking.

The first step to becoming eligible for the Noble High School Esports team is to be a member of the Noble Gaming Club. This recreational gaming club will be a place for students to get to know each other and to begin learning how to communicate as a team in a safe and positive way as they participate and share their passion for video games.

Fellowship of Christian Athletes (FCA) – FCA is about seeing the world impacted for Jesus Christ through the influence of Christian adults and students. Although the organization is titled Fellowship of Christian Athletes, it is open to any student and provides a place for students with a common belief in God to come together to discuss their faith with one another.

Family Career and Community Leaders of America (FCCLA) – FCCLA promotes personal growth and leadership development through Family and Consumer Sciences education. Focusing on multiple roles of family member, wage earner, and community leader, members develop skills for life through character development, created and critical thinking, interpersonal communication, practical knowledge, and career preparation. FCCLA is affiliated with the Career Tech Program of Family and Consumer Sciences.

FFA Organization – FFA is a dynamic youth organization within agricultural education that changes lives and prepares students for premier leadership, personal growth, and career success. Today, nearly 500,000 student members are engaged in a wide range of agricultural education activities leading to over 300 career opportunities. FFA is affiliated with the Career Tech Program of Agricultural Education.

German Club - German Club aims to unite students of all levels who are interested in the German language and culture by creating opportunities to meet, exchange ideas and experiences, and expand

awareness and understanding. Events are organized to allow students to come together and participate in activities to further their knowledge of German language and culture.

National Honor Society (NHS) – NHS is committed to academic achievement and community service. It promotes four objectives: scholarship, leadership, service, and character. Members sponsor NPS blood drives, Christmas projects, etc. Membership form and requirement lists are available in student services.

Noble Thespians – The main goal of the Noble Thespians are to offer students opportunities for personal growth in their chosen Fine Arts specialty within the drama related fields. Students in Noble Thespians participate in plays, compete in speech and drama tournaments, as well as other activities to continue to develop talent within the high school drama program.

PRISM – The main goal of PRISM is to show love and acceptance to all who might be struggling with personal issues such as self-acceptance. PRISM is a great way to explore why students feel the way they do and talk about ways to build stronger and more resilient relationships.

Robotics – Allows students that have a passion for using mechanical and coding skills in developing robotics/autonomous projects that takes on real-world application of STEM solutions. Robotics competes in Botball and other competitions throughout the year.

Science Club – The Science Club is an organization for students that enjoy the sciences. From biological to environmental to zoology, this club is an umbrella for all sciences. Activities include nature hikes, museums, aquarium/zoo visits, as well as other related activities.

Spanish Club - The Spanish Club is open to any student who enjoys learning about customs, traditions, and cultures of Spanish-speaking countries. Activities may include crafts, movies, cooking, and field trips. The intent is to be both fun and educational for its members. Finally, it proposes fostering friendly relations with other NHS clubs and organizations as well as the community.

Special Olympics – The Special Olympics mission remains as vital today as it did when the movement was founded in 1968. Special Olympics strives to create a better world by fostering the acceptance and inclusion of all people. Through the power of sports, students with intellectual disabilities discover new strengths and abilities, skills and success. Noble Special Olympics includes a variety of competitive sports and interest areas.

Student Athletic Training - Student Athletic Training allows students a chance to assist the athletic trainer in the treatment of athletes and get a peek into what the sports medicine field is like. This club is ideal for students who would like to work in the medical field. Student athletic trainers gain insight into injury prevention, injury assessment, organization and administration like an athletic trainer, nurse, physical therapist, or a doctor would. Student athletic trainers assist sports and those student-athletes throughout the school year including but not limited to football, softball, basketball, wrestling, baseball, track, and soccer.

Student Council (Stu-Co) – Stu-Co prepares the leaders of tomorrow and helps with numerous school activities including blood drives, homecoming activities, Senior Sendoff, community Christmas projects, and daily announcements.

Technical Students Association (TSA) – TSA is an organization dedicated to enhancing personal development, leadership and career opportunities in science, technology, engineering, and math

(STEM) through intra-curricular activities, competitions, and related programs.

Unified Sports (Adaptive PE/Peer Tutors) – Students are involved in activities which is part of the Special Olympics. Unified Sports pairs a student with disabilities with a student without disabilities as they participate in the activity together. The athletes and their partners train and compete together in different events twice a year. Many of the partners of the Special Olympians are peer tutors and enrolled in an Adaptive PE class.

Ursidae – Latin for “Bears,” Ursidae is a group of Noble High School’s most academically inquisitive and scholarly students. Members are given opportunities to enhance their high school experience through field trips, guest speakers, and tours of college/university campuses.

Yearbook – Students in the yearbook class create yearbook layouts, select, and crop photos, and help editors meet their deadlines. All the yearbook pages are edited by the yearbook editorial staff. The senior, faculty, and student portraits, sports, clubs, and events are the responsibility of the editorial staff. All members of the yearbook class are responsible for the production, sale, and distribution of the Noble High School yearbook.

STUDENT DIRECTORY INFORMATION

Parents and eligible students have two weeks to advise the school district in writing via a letter to the school principal of any or all of the items they refuse to permit the district to designate as directory information about that student. At the end of the two weeks, the student’s records will be appropriately marked to designate the items of directory information that may be released without prior written consent.

The following information is designated as "directory information": student's name, student’s class designation (i.e., first

grade, tenth grade, etc.); student's extracurricular participation; student's achievement awards or honors; student's weight and height if a member of an athletic team; student's photograph; dates of attendance; and the school or school district the student attended before the student enrolled in this school district.

(51 Oklahoma Statute 24A.16-17; Noble Board of Education, Policy FLD)

STUDENT DISCIPLINE

The Noble Board of Education believes that the school's primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. When the behavior of an individual student comes into conflict with the rights of others, corrective actions are necessary for the benefit of the individual and the school. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child while the child is in attendance, in transit to or from the school, or participating in any authorized school function. However, to avoid any appearance of impropriety, no teacher or administrator will be involved in the discipline of that teacher's or administrator's child except in cases of classroom supervision. Disciplinary matters concerning children of school employees will be handled by the superintendent or the superintendent's designee. The superintendent's child will be disciplined by someone other than the superintendent.

Each student shall be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances of each infraction. The following are examples of these circumstances:

- The seriousness of the offense;
- The effect of the offense on other students;
- Whether the offense is physically or mentally injurious to other people;
- Whether the incident is isolated or habitual behavior;

The manifestation of a disability;
Other circumstances which may apply.

Standards of behavior for all members of society are generally a matter of common sense. The following examples of behavior are not acceptable in society generally, and in a school environment particularly. The involvement of a student in the kind of behavior listed below will generally require remedial or corrective action. These examples are not intended to be exhaustive and the exclusion or omission of unacceptable behavior is not an endorsement or acceptance of such behavior. When, in the judgment of a teacher or administrator, a student is involved or has been involved in unacceptable behavior, appropriate remedial or corrective action will be taken.

1. Unexcused lateness to school
2. Unexcused lateness to class
3. Cutting class
4. Leaving school without permission
5. Refusing detention/late room
6. Smoking
7. Truancy
8. Possessing or using alcoholic beverages or other mood-altering chemicals
9. Stealing
10. Forgery, fraud, or embezzlement
11. Assault, physical and/or verbal
12. Fighting
13. Possession of weapons or other items with the potential to cause harm
14. Distributing obscene literature
15. Destroying/defacing school property
16. Racial discrimination including racial slurs or other demeaning remarks concerning another person's race, ancestry, or country of origin and directed toward another student, an employee, or a visitor

17. Sexual Harassment
18. Gang related activity or action

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance. (According to discipline matrix)

1. Conference with student
2. Conference with parents
3. In-school Detention
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student's seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances

Parents, guardians, and students residing in this school district are also advised by means of this policy statement and by the student handbook that students in this district shall have no reasonable expectation of privacy rights towards school officials, in school lockers, desks, or other school property. School personnel shall have access to school lockers, desks, and other school property at any time and no reason shall be necessary for such search. Student property may be searched with reasonable suspicion.

Teachers, parents, guardians, and students are invited and encouraged to participate in the formulation of disciplinary policies, rules, and regulations by suggesting to administrators' appropriate means of discipline for specific infractions.

(10 Oklahoma Statute 7115; 70 Oklahoma Statute 6-114; 70 Oklahoma Statute 24-101.3; Noble Board of Education, Policy FO)

STUDENT RIGHTS AND RESPONSIBILITIES

All students have the same civil rights. These rights are limited by the capacity of each student to discharge the particular responsibilities necessarily linked to each right. The rights and responsibilities set forth in no way limit the legal authority of school officials to deal with disruptive students.

Rights

1. Students have the right to expect that attending school will be productive.
2. Rules and regulations should be developed as a cooperative venture on the part of all concerned and should be common knowledge to every student.
3. Students have the right to expect that materials presented in courses be relevant and appropriate to the maturity level and intellectual ability of the student and that the various views related to topics or materials will be presented or introduced.

4. Students will be permitted to use school facilities for approved extracurricular activities with proper faculty supervision and should be encouraged to participate in clubs, recreational events, and other related activities.
5. Students have a right to an education and to the equality of educational opportunity and the right to expect that punishments which deprive them of this right will be used only in extreme cases. Punishments should be reasonable, consistent, and fair, and resorted to only when students violate school rules.

Responsibilities

1. Students will attend school daily (except when ill), attend all classes and be on time.
2. Students will come to class prepared with proper materials, such as textbooks, pencils and/or pens, etc.
3. Students will be aware of all rules and regulations and/or changes in these rules and regulations defining proper student behavior. Students will conduct themselves according to these guidelines.
4. Students should be willing to volunteer information in disciplinary cases if they have knowledge.
5. Students should willingly and dutifully serve that segment of the student body which they represent.
6. Students will make sure that no individual or group of advocates are allowed to monopolize class time. Teachers will insist on courteous attention to unpopular views, including views contrary to the teacher's own personal opinions. The dignity of all should be respected and no one should be allowed to abuse others. This freedom can only be exercised as long as it does not interfere with the educational process.
7. Students will become involved actively in their own education after returning to school following absence for any reason. Students temporarily out of school should

- assume the responsibility for keeping up with work missed.
8. Students should develop the best school record of which they are capable.
 9. Students will maintain a clean and pleasant atmosphere in the building and on the grounds.
 10. Students will follow the directions of teachers, administrators, and other responsible school officials.

A statement of student rights and responsibilities is contained in the student handbook distributed by each building principal.

Each student is provided with a handbook and is held responsible for the information it contains. The information serves as a guideline for administrators, all school personnel, students, parents, and other citizens of the school district.
(Noble Board of Education, Policy FN)

NPS TRANSPORTATION

Bus Riders Rules and Regulations

Rules defining student conduct are designed to protect the passengers and shall be observed at all times. Bus safety rules shall include, but not be limited to, the following:

1. The bus driver is in charge of students on the bus. Students shall follow the driver's directions at all times.
2. Only authorized personnel and eligible bus students assigned to a specific bus are permitted to ride the bus.
3. Busses will stop at established stops only. Students will not be permitted to leave the bus until the bus arrives at an established bus stop or the appropriate school. Students shall load and unload at their designated bus stop only.
4. Students shall wait for a bus by remaining on the sidewalk. If there is no sidewalk, students will wait next to (but not in) the street. Students must wait until the bus comes to a full stop before boarding or leaving the bus.

5. Students will remain properly seated at all times and not block the center aisle. Any or all students may be assigned seats.
6. Students must keep their hands, head, feet and personal objects inside the bus at all times.
7. Scuffling, shoving, or fighting is prohibited on the bus and at all established bus stops.
8. Littering or throwing items inside or from the bus is prohibited.
9. Students are not allowed to consume food or drink on the bus. The use of all tobacco products is prohibited.
10. Students shall not deface or vandalize the bus or related equipment. Students who violate this rule will be required to pay for damages.
11. Students are not to engage in loud talking, yelling, the use of profanity, and/or inappropriate language or gestures on the bus.
12. Students are not allowed to bring animals or harmful objects (i.e. weapons, drugs, alcohol, fireworks, etc.) on the bus.
13. Students, while on the bus and when exiting or entering the bus, are required to comply with and will be subject to the Student Code of Conduct/Discipline Rules established by the School District.
14. Students, while on the bus, while entering or exiting the bus, and while at or in the general area of the designated loading and unloading zone areas are required to comply with these rules.

Bus Disciplinary Actions

Violations of said rules as listed, but not limited to those shown above, will be handled according to the nature and degree of the infraction. Infractions will be classified as such:

- ❖ Class I Minor Infraction
- ❖ Class II Moderate Infraction
- ❖ Class III Major Infraction

Classification of disciplinary infractions will be handled solely through the Noble Public Schools Transportation administration, as well as, site-specific administrators. The general guidelines used for classification are listed below. The nature and context of all infractions will be assessed prior to disciplinary action being taken. All violations are subject to changes in classification based on the nature and severity of the occurrence to include: suspension from the bus, suspension from school, and/or other forms of punishment as determined by the administration. A point system is used to determine further disciplinary action based on each student’s bus discipline history. Each year, all students’ values are reset to zero with the exception of violations that have extended into the ensuing semester.

Common Problems	Violation Class	Pt. Value
Electronics violations	1	1
Will not sit correctly	1	1
Will not stay in seat	1	1
Excessive noise	1	1
Eating or drinking on bus	1	1
Horseplay	1	1
Rude or discourteous	1	1
Throwing objects on bus	2	3
Head and/or arms out the window	2	3
Vandalism	2	3

Obscenities/Inappropriate language or material	2	3
Cursing towards the driver	3	10
Tobacco use	3	10
Bullying	3	10
Hitting, Shoving, or Kicking another student	3	10
Fighting	3	10
Referral Point Diagram	Our Action	Handled by:
1 thru 4	Parent Phone Call	NPS Transportation
5 thru 9	5 day Suspension	NPS Transportation
10 thru 19	10-15 Day Suspension	Transportation Director
20 Plus	20 plus day suspension	Transportation Director

For more information pertaining to NPS Transportation policies and procedures, please contact Mrs. Shirley Jennings at 405-872-3455.

WARNING SYSTEMS/INCLEMENT WEATHER

It is policy of the Noble Board of Education to dismiss school if weather conditions deteriorate to the extent that the safety of students may be jeopardized.

Should the superintendent or, in the superintendent's absence, the next person in line on the organization flow chart decide to dismiss school because of weather conditions, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC. Absent such

announcements, students should assume that school will be in session.

Should it become necessary to dismiss school during a school day, the following media sources will be requested to make appropriate announcements: local television affiliates ABC, CBS, NBC.

During the tornado season, the school administration will be concerned with tornado watches and tornado alerts. School will not be dismissed because of a tornado watch or warning. However, if a parent is concerned about the safety of a child, the child will be released to the parent's custody at the school. School will be dismissed if the administration feels that it is safe to do so. Otherwise, children shall remain at school and appropriate safety measures shall be taken.

(Noble Board of Education, Policy CKBB)

NHS Fire, Tornado, Disaster, and Lockdown Drill

Every year hundreds of lives and millions of dollars' worth of property are lost from natural disasters. Our state laws require that our school have a plan for evacuation; the procedures set forth below may save your life should we someday have such a disaster in our school. The most important thing to remember in the event of such an emergency is to keep quiet, calm, and move quickly to pre-arranged assembly points. Correct mistakes after each drill. Keep these procedures posted in each room.

Signals

The signal for fire or for fire drills will be a repeating tone w/flashing strobe. The signal for a tornado or tornado drill will be one long continuous bell. Disaster and Lock Down Drills will be announced on an individual basis.

NHS School/Parent Compact

To the Parent/Guardian of _____

This School - Parent Compact is in effect for the 2024-20254 school year.

School Responsibilities:

The Noble High School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:

All Teachers and staff will:

- encourage and support students' learning.
- believe that each student can learn.
- use positive actions and words.
- maintain and foster high standards of academic achievement and positive behavior.
- respectfully and accurately inform parents of their child's progress.
- have high expectations for students
- create a caring, inclusive, stimulating, and safe school/classroom setting.

Parent Responsibilities:

We, as parents, will support our children's learning in the following ways:

- see that my child attends school regularly and on time.
- provide the necessary material for class participation.
- maintain and foster standards of high academic achievement and positive behavior.
- make sure **all** homework is completed and returned on time.
- promote positive use of my child's extracurricular time.
- communicate on a regular basis with my child's teachers.
- encourage my child to practice reading and math activities at home.
- show respect and support for my child, the teachers, and the school.

Student Responsibilities:

I, as a student, will:

- **always do my best in my work and in my behavior.**
- work cooperatively with my classmates and teachers.
- show respect for myself, my school, teachers, and others.
- obey the school and bus rules.
- take pride in my school and school work.
- come to school prepared with my homework and my supplies.

- believe that I can and will learn.

NHS School/Parent Compact

I have read the Noble High School Parent Compact and acknowledge/understand that Noble High School is a Title I school.

Name of Student _____

Signature of Student _____

Name of Parent _____

Signature of Parent _____

Please detach this page, sign and return to front office.

STUDENT HANDBOOK AGREEMENT

Student Handbook Confirmation

I have acknowledged access and read the Noble High School Student Handbook(online) and agree to follow it as written.

www.nobleps.com –under High School-information

Name of Student _____

Signature of Student _____

Name of Parent _____

Signature of Parent _____

Please detach this page, sign and return to the student's 2nd hour teacher.



2024-2025 Student Parking Agreement

My signature indicates that I have read the Noble High School 2024-2025 Student Parking Rules and Regulations and will adhere to them.

Student Signature

Date

Student's Printed Name

TO BE FILLED OUT BY NOBLE FRONT OFFICE STAFF MEMBER:

Parking Lot Section and Number

Make & Model

Color

Tag #

Staff Member Signature

Date

Dot Terrill

From: Frank Solomon
Sent: Tuesday, July 23, 2024 6:39 AM
To: Dot Terrill
Subject: Surplus List for Agenda Tomorrow

Vote to declare miscellaneous desks, chairs, stansions, office equipment, folding chairs, file cabinets, broken and worn out school furniture as surplus. No value to these items.

A handwritten signature in black ink, appearing to read "Frank Solomon". The signature is stylized with large, sweeping loops and a prominent initial "F".

2024-25 New Hire Board Meeting Report

July

Position	Employee Name/# of Positions	Site	Position	Start Date
Support	3	PIO	Special Ed Para	8/5/2024
Support	2	PIO	Title 1 Para	8/5/2024
Support	1	HUB	CN Helper	8/5/2024
Certified	1	HUB	Special Ed Teacher	7/31/2024
Support	1	HUB	Special Ed Para	8/5/2024
Certified	1	KID	Kindergarten Teacher	7/31/2024
Support	1	HS	Special Ed Para	8/5/2024
Certified	1	HUB	2nd Grade Teacher	7/31/2024
Support	1	PIO	Custodian	7/29/2024
Certified	Tony Morgan	HS	Assistant Principal	7/25/2024

2024-25 New Hire Board Meeting Report

July

Position	Employee Name/# of Positions	Site	Position	Start Date
Coach	Greg George	HS	Head Football	8/1/2024
Coach	Greg George	HS	9th Head Football	8/1/2024
Coach	Britt Jones	HS	Assistant Football	8/1/2024
Coach	Ray Crawley	HS	Defensive Coordinator	8/1/2024
Coach	Zach Hale	HS	Assistant Football	8/1/2024
Coach	Scott Ward	HS	Assistant Football	8/1/2024
Coach	Tommy Hand	HS	Assistant Football	8/1/2024
Coach	Erik Hughes	HS	Assistant Football	8/1/2024
Coach	Tyler Solomon	HS	Offensive Coordinator	8/1/2024
Coach	Matt Thornton	HS	Head Boys Basketball	8/1/2024
Coach	Dakota Davis	HS	Assistant Boys Basketball	8/1/2024
Coach	Leland Palmer	HS	Assistant Boys Basketball	8/1/2024
Coach	Lindsey Vanderburg	HS	Head Girls Basketball	8/1/2024
Coach	Michelle Workman	HS	Assistant Girls Basketball	8/1/2024
Coach	Claudia Talafuse	HS	Assistant Girls Basketball	8/1/2024
Coach	Keith Coombs	HS	Head Wrestling	8/1/2024
Coach	Micheal Lightner	HS	Head Wrestling	8/1/2024
Coach	Zach Hale	HS	Assistant Wrestling	8/1/2024
Coach	Melissa Coombs	HS	Assistant Wrestling	8/1/2024
Coach	Roger Clement	HS	Head Fast Pitch	8/1/2024
Coach	1	HS	Assistant Fast Pitch	8/1/2024
Coach	1	HS	Assistant Fast Pitch	8/1/2024
Coach	Brooklyn Sweet	HS	Head Cheer	8/1/2024
Coach	Donelle Davis	HS	9th Cheer	8/1/2024
Coach	Brooklyn Sweet	HS&MS	Tumbling	8/1/2024
Coach	1	HS	Head Volleyball	8/1/2024
Coach	2	HS	Assistant Volleyball	8/1/2024
Coach	Erik Hughes	HS	Head Baseball	8/1/2024
Coach	Britt Jones	HS	Assistant Baseball	8/1/2024
Coach	Leland Plamer	HS	Head Boys Track	8/1/2024
Coach	Greg George	HS	Assistant Boys Track	8/1/2024
Coach	Keith Treat	HS	Head Girls Track	8/1/2024
Coach	1	HS	Assistant Girls Track	8/1/2024
Coach	Tim Shortes	HS	Head Cross Country	8/1/2024
Coach	1	HS	Assistant Cross Country	8/1/2024
Coach	Brad Anglin	HS	Head Boys Golf	8/1/2024
Coach	Lindsey Vanderburg	HS	Head Girls Golf	8/1/2024
Coach	1	HS	Head Boys Soccer	8/1/2024
Coach	Keaton Kilpatrick	HS	Assistant Boys Soccer	8/1/2024
Coach	1	HS	Assistant Boys Soccer	8/1/2024
Coach	Kassie Byrd	HS	Head Girls Soccer	8/1/2024
Coach	1	HS	Assistant Girls Soccer	8/1/2024

2024-25 New Hire Board Meeting Report

July

Coach	1	HS	Assistant Girls Soccer	8/1/2024
Coach	Christopher Wright	MS	Head Football	8/1/2024
Coach	Zachery Bicknell	MS	Assistant Football	8/1/2024
Coach	Stephen Massey	MS	Assistant Football	8/1/2024
Coach	1	MS	Assistant Football	8/1/2024
Coach	Chris Sanchez	MS	Head 8th Boys Basketball	8/1/2024
Coach	Travis Smith	MS	Head 7th Boys Basketball	8/1/2024
Coach	Matt Thornton	MS	Assisant Boys Basketball	8/1/2024
Coach	Todd Peterman	MS	Head 7th Girls Basketball	8/1/2024
Coach	Todd Peterman	MS	Head 8th Girls Basketball	8/1/2024
Coach	Hannah Freie	MS	Assistant Girls Basketball	8/1/2024
Coach	Zachery Bicknell	MS	Assistant Girls Basketball	8/1/2024
Coach	Timothy Quigg	MS	Head Wrestling	8/1/2024
Coach	Ethan Coombs	MS	Assistant Wrestling	8/1/2024
Coach	Scott Ward	MS	Assistant Wrestling	8/1/2024
Coach	Ryan Farquhar	MS	Head Fast Pitch	8/1/2024
Coach	Hannah Freie	MS	Assistant Fast Pitch	8/1/2024
Coach	1	MS	Head Volleyball	8/1/2024
Coach	Claudia Talafuse	MS	Assistant Volleyball	8/1/2024
Coach	Lisa Shutler	MS	Head Cheer	8/1/2024
Coach	Morgan Harvanek	MS	Assistant Cheer	8/1/2024
Coach	Tim Shortes	MS	Head Cross Country	8/1/2024
Coach	Chris Sanchez	MS	Assistant Cross Country	8/1/2024
Coach	1	MS	Assistant Cross Country	8/1/2024
Coach	Tim Shortes	MS	Head Boys Track	8/1/2024
Coach	Chris Sanchez	MS	Assistant Boys Track	8/1/2024
Coach	Brook Farris	MS	Head Girls Track	8/1/2024
Coach	Kayli Phillips	MS	Assistant Girls Track	8/1/2024
Coach	1	MS	Head Baseball	8/1/2024
Coach	Ryan Farquhar	MS	Assistant Baseball	8/1/2024
Coach	Tommy Hand	MS	Head Golf	8/1/2024
Coach	Diana Irick	MS	Assistant Golf	8/1/2024
Coach	Zachery Bicknell	MS	Head Boys Soccer	8/1/2024
Coach	Jeff Allen	HS&MS	Assistant Athletic Director	8/1/2024
Coach	Greg George	HS&MS	Winter Athletic Coordinator	8/1/2024
Coach	Lindsey Vanderburg	HS&MS	Fall Athletic Coordinator	8/1/2024
Coach	Robin Schmidt	HS&MS	Strength & Conditioning	8/1/2024
Coach	Tiffany Burns	HS&MS	Off Season Coach	8/1/2024
Coach	David Rowden	HS&MS	Video Production	8/1/2024
Coach	Erik Hughes	HS&MS	Field Maintenance	8/1/2024
Coach	Roger Clement	HS&MS	Field Maintenance	8/1/2024