



School Symbol:
The Wildcat

School Colors:
Black & White

Purpose

This handbook is prepared in the hope that all students and parents will read and acquaint themselves with the rules and regulations of Fletcher Junior Senior High School and will feel at home in the school environment.

It should be kept as a ready reference to questions which may arise during the school year. Each student is held responsible for these policies throughout the year.

Some rules are absolutely necessary. This is true in a game involving only two people. The school system is becoming an extremely complex game, and the participants must have rules to guide their behavior and actions so that their experiences will be meaningful and productive.

The Board of Education feels that the rules are few and moderate enough that all well-meaning students will find it possible to live within their framework happily. An overall objective of the school is to help in the growth of the whole person in mind, body, and spirit.

Non-Discrimination Statement

The Fletcher School district does not discriminate on the basis of race, color, national origin, sex, qualified handicapped, or veteran.

Age

All children from six to eighteen years of age will be required to attend school regularly unless prevented by illness, physical or mental disability or graduation.

Classification

Completion of five (5) units is required for Sophomore classification, ten (10) units for Junior classification, and sixteen (16) units for Senior classification.

Textbooks

Books will be numbered when issued. The same textbooks shall be returned as issued. Normal wear and tear is expected, but undue abuse will be charged to the student. The price of lost books will be determined by the condition of the textbook when issued. Please help take care of school textbooks. They must last at least six years. Textbooks are the responsibility of the student until turned in at the end of school.

Class Schedule

1 st Period	8:00-9:00	Lunch	12:15-12:40
2 nd Period	9:05-10:05	5 th Period	12:45-1:45
3 rd Period	10:10-11:10	6 th Period	1:50-2:45
4 th Period	11:15-12:15	7 th Period	2:50-3:45

Class Attendance and Credits Earned

All students are required to enroll in and attend seven (7) classes daily. Juniors and Seniors interested in concurrent enrollment at a university should see the counselor.

Students who successfully complete one semester of any course will earn one half ($\frac{1}{2}$) credit provided their attendance does not drop below 90% for the same period of time. (P.E. /Athletics earn the same credit as other classes)

Class Change Policy

The final date for class changes each semester will be declared by the building principal. Class changes will only be made if the change in class enhances the student's educational program. This determination will be made by the principal and counselor after consultation with the affected faculty member.

Honor Classes

It is the philosophy of Fletcher Public School to encourage students to enroll in those courses that challenge even the most academically able student.

Honor Classes That May Be Offered

AP Language	AP Literature	Anatomy/Physiology
Calculus	Chemistry	Math Analysis
Physics	Advance Writing	Trigonometry

If a student transfers in to Fletcher Public Schools, then all AP classes on their incoming transcript will be considered Honors Classes. The combination of Honors Classes will vary from year to year based on the schedule and available staff.

Grading Scale

A - Superior	90 - 100
B - Good	80 - 89
C - Average	70 - 79
D - Below Average	60 - 69
F - Failure	59 and below
I - Incomplete	

Semester Test General Information

A Comprehensive semester test will be given in every class and will count no more than 10% of the final grade for that semester.

Grade Reporting

Progress Reports:

During the 5th week of each 9 week grading period a progress report will be given to students. Parents are urged to confer with their student's teachers.

Report Cards:

Report cards will be given to each student on Friday following each nine week grading period.

Students who receive an "I" (incomplete) will have two (2) weeks following, the end of the 9 - week grading period to complete their work.

Withdrawal From School

A student who finds it necessary to withdraw from school should observe the following procedure in order to leave school with a clear record.

1. Arrange a conference with the counselor to explain the reason for withdrawal, leave a forwarding address, and secure a permit to withdraw from the office.
2. Secure the signature on the withdrawal permit from each of his/her teachers as he/she turns in his/her textbooks to that teacher.
3. Leave the signed withdrawal permit in the office and secure an office withdrawal form showing his/her record clear.
4. A transcript of the student's work will be forwarded to the school upon request from the new school.

Promotion and Retention of Students

In general, students will be placed at the grade level to which they are best adjusted academically, socially and emotionally. As a usual practice, students will spend one year in each grade. A small number of students, however, may benefit from staying another year in the same grade. Such retention may be considered when:

1. The child is achieving significantly below ability and grade level.
2. Retention would have a reasonable chance of benefiting the child.

The following will be the procedure for deciding retention or promotion:

1. The student's parent or teacher may request that the student be retained.
2. The committee consisting of the principal, the student's teacher, the counselor and the child's parents will review the student's progress and consider the request.
3. The approval committee will be guided by the following factors:
 - a. Chronological age
 - b. Social maturity
 - c. Emotional maturity
 - d. Physical development
 - e. Work and study habits
 - f. Attendance record
4. The approval committee will recommend retention or promotion and specify the factors relating to the decision. The recommendations will be forwarded to the superintendent for his information and review.
5. Although the final decision should be a mutual decision of the parents and the school officials, the final decision of promotion or retention shall rest with the school authorities.
6. Only in unusual circumstances should a child be retained more than once.

7. Retention will be automatic if a student in the 7th and 8th grades fails 4 of the 7 subjects.
8. Appeals to the decision may be brought to the Board of Education through the superintendent.

Choices and Counseling

Your counselor will make every effort to see that you are enrolled in the right courses, but you and your parent/guardians must also take responsibility for the proper choice of subjects for graduation and college entrance. Check carefully the local graduation requirements and the catalog of the college you plan to attend before choosing your classes.

Your teachers, the counselor or the principal will be happy to counsel you concerning your program of study.

Student Awards

At the end of the school year, the top students in each academic class will be recognized with an outstanding student award which will be presented at the special awards assembly.

Each teacher will submit the name of their top student from each academic class to the principal's office by the date announced by the principal.

Principal's Honor Roll
Superintendent's Honor Roll
Perfect Attendance
Oklahoma Honor Society
I Dare You Awards
Kenneth Harrel Award

Students placing Superior or Excellent in a competitive contest
Student Council Citizenship Award
Masonic Award
American Legion Award

Oklahoma Honor Society

Ten-percent of the high school enrollment will be eligible for membership. This includes grades 10, 11, and 12.

The purpose of the Society will be to promote high standards of scholarship among the students at Fletcher Junior-Senior High School. Membership will be based on work during the first semester of the current year and second semester of the preceding year.

The Oklahoma Junior High Honor Society involves grades 7, 8, and 9.

Closed Campus

Students in the 7th through 9th grades will not be allowed to leave the school grounds anytime during the school day. Students needing to go home for lunch may do so by bringing written permission from their parents.

Entering the Building

Students arriving at school prior to 8:00 A.M. may gather where the on duty teacher allows, i.e. old gym, student tech center, etc. Students will not be permitted to remain in vehicles once on school grounds.

Attendance Policies

Upon enrolling at Fletcher the student assumes the responsibility of attending classes regularly and on time. Students with the help of their parents, are expected to solve the usual problems of health, transportation, and family duties in order to keep the students absences at a minimum. Good attendance is necessary if school work is to be successful. There are few acceptable reasons for absences: personal illness of the student, doctor or dental appointment, death in the family or close friend, and religious holidays. Students should not be kept out of school to work, to run errands, to care for younger children, or the many other tasks that can be done by others.

TO THE STUDENT: Good attendance will result in improved grades if the proper study habits are followed. Unusual circumstances which necessitate more than average absences should be thoroughly discussed with the principal by the student and his/her parents as soon as possible.

A student's absence of more than 10% from a class will cause no credit to be issued for that class. Hospitalization, contagious disease, or illness under the direct care of a physician may constitute an exception.

If a parent or guardian feels there are extenuating circumstances that warrant special consideration, he/she must request a review with the principal. Doctors notices will be required before the principal can waive an absence.

Notifying The School Regarding Absences

When a student is absent, parents or guardians are expected to notify the office promptly. Doctor's notes with dates of treatment, etc will be required for documentation pending the absence occurred due to personal illness or appointments. The student will be given a day for each day missed to make up the work except in the instance of truancy. A truant student will be given

zeroes for missed assignments. It is the student's responsibility to check with teachers and obtain any missed work promptly upon his/her return.

Excused Absence

If the reason for the absence is personal illness of the student, doctor or dental appointment (appointments may be verified), death in the family or funeral of a close friend, the student will receive an excused absence and will be allowed to make up work missed. One (1) day will be allowed for each day absent to complete make-up work. We also realize there are times when families must be out of town and have no alternative except to take their student with them or an opportunity may arise that the parent feels is important enough for a student to be absent although the reason does not meet the "excused absence" criteria.

In this case the parent should contact the principal and explain the nature of the intended absence. If the principal concurs, the student will be allowed to obtain class assignments for the day of the intended absence. All assigned work must be turned in at the beginning of class on the day the student returns.

Truancy

Truancy is defined as an absence from school without knowledge and/or consent of a parent and/or the principal. Action Taken For Truancy:

1st Truancy: Parents will be notified, three (3) days of In-School Suspension will be assigned. Student will not be allowed to make up work missed and will take all semester tests.

2nd Truancy: Same as above except the suspension will be out of school. Work missed during the suspension may not be made up unless the student and parents agree to an Out of School Suspension Assignment Plan. See principal for plan.

3rd Truancy: Notification will be made to the Comanche County Juvenile Authority and permanent suspension will result.

Tardiness

A student shall be considered "tardy" when he/she is not inside the classroom when the bell starts ringing. Unless the student is ill or was detained by a member of the faculty and has a signed note from that teacher, no excuses will be accepted. Surely, everyone agrees that a student must be in class in order to make a grade for that class. And, that a student who has not attended the full class time cannot possibly receive the full class grade missed on that time. Therefore, Fletcher Public Schools will note tardies and upon the third tardy, the teacher shall request that the student visit with the principal. At this time, the principal will administer appropriate corrective measures.

Procedures For Checking Out Of School Early

Students are not to leave campus, except High School students during the lunch period, unless permission has been granted by the principal. This permission will not be granted unless a note or telephone call from the student's parent has been received.

Only in extreme situations or illness will the student be allowed to call home to obtain permission to leave school early.

It is our feeling that in most cases if a parent wishes their student to be released early, they will take the initiative to have him/her released.

Students who will not be returning to school after the lunch period must check out in the principal's office before going to lunch. While off campus at noon, if a parent decides that their student will not return to school for afternoon classes, that parent should contact the principal. If this contact is not made, the student will be considered truant. The parent must contact the principal by telephone or in person. Notes will not be accepted for this type of absence.

S.C.O.R.E. Program

The S.C.O.R.E. (School of Career Opportunities and Real Education) Program is housed at Great Plains Technology Center in Lawton. It is an alternative education opportunity for students ages 16-20 who are residents of Comanche County and have dropped out or are at severe risk of dropping out of school. Applicants must not have reached their twentieth birthday before applying and must not be under a current suspension order from any school for fighting, drug or chemical abuse, and/or weapons related disciplinary measures.

Students will choose one of two education tracks, G.E.D. or high school completion. Students who present the Fletcher High School Principal with a certificate of completion from the high school completion track will be issued a Fletcher High School diploma. Students successfully finishing the high school completion track will have the opportunity to participate in the next Fletcher High School graduation exercise provided their reason for entering the S.C.O.R.E. Program was not because of suspension or unresolved discipline at Fletcher High School and provided all other graduation requirements outlined in the Fletcher High School student handbook are met.

Students entering the S.C.O.R.E. Program will be afforded the opportunity to ride the Fletcher school bus to the Technology Center but must provide their own transportation home.

Cooperative Alternative School

The cooperative alternative school is located at Elgin High School, Elgin, Oklahoma and is a cooperative effort involving Fletcher, Elgin and Sterling schools.

Students must be recommended by the Principal of the sending school to attend the cooperative alternative school.

Students who enroll and attend the alternative education program housed at Elgin, will automatically be switched to the core curriculum graduation track. Transportation to Elgin is not provided.

Concurrent Enrollment

The concurrent enrollment program provides an opportunity for interested senior students to expand their course of studies. A cooperative program set forth by the State Board of Education and the Regents for Higher Education, concurrent enrollment allows senior students enrolled in an accredited Oklahoma high school to be admitted provisionally to a college or university in the Oklahoma state system of Higher Education as special students provided they meet certain requirements. Junior students may also benefit from concurrent enrollment under additional conditions. Students who are concurrently enrolled and drop out of college will be enrolled as a full time student at Fletcher High School and will be required to make up all prior work starting from day one in each class. The grades earned in concurrent classes, even those failed, will be transcribed and may alter class ranking. Interested students should contact the counselor.

Concurrent Classes taken to fulfill a high school graduation credit will count towards the high school Grade Point Average; however, the scale will be as follows:

- *80-90% from the college = an A for HS credit
- *70-79% from the college = an B for HS credit
- *60-69% from the college = a C for HS credit
- *50-59% from college = a D for HS credit
- *Below a 50% = an F for HS credit

Every student who enrolls in concurrent college classes must agree and sign the Fletcher Public Schools Concurrent Enrollment Agreement. A parent signature will also be required. This form is available from the counselor.

Junior/Senior Fundraising Policy

All Juniors and Seniors will be required to work the Fletcher Fair in order to provide funds for class and project expenses as well as to provide a service to the Fletcher Community.

Juniors will work a required number of fundraising events to pay for and attend the Junior/Senior Prom. The number of these required events will be set by the Class Sponsors.

Work schedules will be set by the Class Sponsors. Students who have a conflict with the work schedule will make other arrangements with the sponsor prior to the fundraising event.

Leftover Junior class funds from the Prom will be applied towards the class Senior Trip.

Any student who does not participate in fundraising during the Junior year, but chooses to go on the Senior trip will be required to pay a proportional share of the Junior class balance. This amount will be determined by the number of students attending the Senior trip divided by the Junior class balance.

During both the Junior and Senior years, parents/guardians are encouraged to work at fundraising events; however, those hours worked will not be in lieu of student participation.

Often students are required to sell tickets or provide items for fundraising events which may include: ice cream, desserts, prizes, etc. Students who fail to provide required items will pay an appropriate fee.

Senior Trip

Fletcher Public School sponsors a senior trip for graduating seniors. The following criteria for sponsorship shall prevail:

1. By February 1, seniors and their sponsors will select a site for a senior trip to be approved by the high school principal and superintendent.
 - A. The site must be within the borders of one of the fifty United States.
 - B. A tentative itinerary must be submitted.
 - C. Funds needed for the trip will be estimated after a preliminary cost survey of all the following that apply: transportation, lodging, meals, tickets, entry fees, and spending money.
2. All funds raised by the class while in their junior and senior year will be deposited in a separate account within the activity fund.
3. All fund raising activities must be approved by the Board of Education.
4. The senior trip will be limited to 1 day.
5. If a senior has met all fundraising goals and responsibilities and has not been a discipline issue, the principal may approve the senior to go on the trip and attend the prom despite his academic eligibility.

Senior Trip Sponsors

1. The Superintendent of schools and the High School Principal will alternately attend the senior trip to insure that the behavior of all who attend is consistent with school board expectations, and to make those decisions that would normally be made by administration.
2. Two high school faculty members elected by the class at the beginning of their sophomore year will be responsible for:
 - A. Coordinating all fund raising activities
 - B. Keeping accurate records of students work performance
 - C. Make arrangements for the senior trip
 - D. Chaperon the seniors while on the senior trip
3. Class sponsors spouses will be invited to attend.
4. Two sets of class parents will be elected no later than the end of the sophomore year and will be invited to attend the senior trip as chaperons.
5. No other individuals will be permitted to attend the senior trip.

Senior Trip Documents

1. Seniors will furnish an affidavit from their parents/guardians that authorizes class sponsors to be responsible for authorizing qualified medical personnel to give medical care in case of illness or injury. Parents will assume financial responsibility.
2. Seniors who are 18 must provide two affidavits, one from the senior and one from the parent.
3. Married students will provide one affidavit from the senior and one from the spouse.
4. Seniors and parents, after reading the Fletcher senior trip rules and checking the activities participation list, sign and return the notarized document to the class sponsors before the senior trip.
5. All adults who attend the senior trip will read, sign, and turn in to the high school principal the senior trip sponsor's guide.

Distribution of Class Funds

1. The following individuals will share equally in senior class funds while attending the senior trip:
 - A. Students
 - B. Class sponsors and spouses
 - C. Class parents
 - D. Superintendent or high school principal

Requirements for Seniors to Attend

1. Must be a graduating senior.
2. Have no discipline actions unresolved.

3. Presents his/her self at time of departure, drug and alcohol free
4. Has participated in fund raisers doing an equal share of the work
5. Students who skip scheduled work assignments will make arrangements with the sponsor to make up the duty or pay a proportional amount. (Profit made at the event divided by the number of students who worked)
6. Students who because of jobs are not able to participate may attend the senior trip after paying a proportional amount. (Profit divided by the number of students who worked)
7. Students who are new to Fletcher Schools their senior year and wish to participate in the senior trip will be required to pay a proportional amount of the money raised during the class' junior year. (Profit divided by the number of students who worked) New students will also be expected to participate in all fund raising activities during the senior year.
8. No student is allowed to completely pay their way if they haven't worked during the Jr. and Sr. years. Alt. Ed. and SCORE students are required to work and pay class dues. Early graduates must also have worked or pay their proportion of the funds raised for both years.

The senior trip is a reward for hard work and cooperation.

Valedictorian and Salutatorian Policy

The following procedures will be used to determine the Valedictorian and Salutatorian at Fletcher High School:

A four point grading scale will be utilized when determining Grade Point Average (GPA) in all classes. For these determinations, a non-weighted point system will be used. A=4, B=3, C=2, D=1, F=0

The Valedictorian(s) will be the student(s) who:

1. Has completed or is currently enrolled in a minimum of three honors classes during grades 10, 11, and 12 pending the honors courses were offered and the student had the opportunity to enroll in them.
2. Has attained a 4.0 GPA in seven semesters (grades cumulatively 9, 10, 11, and the first half of 12.) If no student has achieved a 4.0, then the highest GPA will be awarded Valedictorian status.

The Salutatorian(s) will be the student(s) who:

1. Has completed or is currently enrolled in a minimum of three honors classes during grades 10, 11, and 12 pending the honors courses were offered and the student had the opportunity to enroll in them.
2. Has attained the highest GPA following the Valedictorian(s)' in seven semesters (grades cumulatively 9, 10, 11, and the first half of 12.)

To be considered for the Val/Sal, a student must have attended Fletcher

Curriculum Requirements Requirements For Graduation

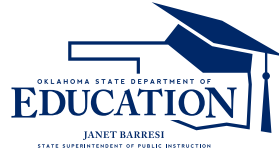
ACE GRADUATION CHECKLIST ALIGNED TO THE DETAILED BROCHURE: EARNING SKILLS FOR SUCCESS

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OKLAHOMA REQUIREMENTS FOR HIGH SCHOOL GRADUATION, STUDENT TESTING, AND OKLAHOMA'S PROMISE



SEPTEMBER 2013



OKLAHOMA'S HIGH SCHOOL GRADUATION REQUIREMENTS UNDER TITLE 70 OKLAHOMA STATUTES § 11-103.6

COLLEGE PREPARATORY/WORK READY CURRICULUM STANDARDS

Students entering the 9th grade are required to enroll in the College Preparatory/Work Ready Curriculum. A student's parent or legal guardian may complete an opt-out form provided by the school to request that the student be enrolled under the Core Curriculum standards also in state law.

This curriculum meets the state's requirements for high school graduation and a standard diploma. The local Board of Education may set graduation requirements above the state standards.

This curriculum is aligned to the requirements for college admission at Oklahoma's colleges and universities.

This curriculum is aligned to "Oklahoma's Promise," a program that provides a college tuition waiver for students who meet specific eligibility requirements.

Students must meet additional requirements related to End-of-Instruction tests and the Personal Financial Literacy Passport (see details on checklist page).

CORE CURRICULUM STANDARDS

Students will enroll in the Core Curriculum standards outlined in state law if the parent or legal guardian gives approval in writing for the student to opt out of the College Preparatory/Work Ready Curriculum. For details see "Success" brochure or graduation requirements online at www.sde.state.ok.us.

This curriculum meets the state's requirements for high school graduation and a standard diploma. The local Board of Education may set graduation requirements above the state standards.

Not all courses included in this curriculum are aligned to requirements for college admission, but students may be admitted to college if they complete the required coursework for college admission.

Not all courses included in this curriculum are aligned to requirements for college admission, but students may be eligible for the Oklahoma's Promise tuition waiver if they complete the required coursework.

Students must meet additional requirements related to End-of-Instruction tests and the Personal Financial Literacy Passport (see details on checklist page).

The decision to opt out of the College Preparatory/Work Ready Curriculum to the Core Curriculum standards may be made more than once, but it may become more difficult for a student in the upper grades to select specific courses necessary for high school graduation. Contact your local high school counselor for assistance.

For more information on:

- Local high school graduation requirements, contact your high school counselor.
- Oklahoma's Promise college tuition waiver requirements, contact the Oklahoma State Regents for Higher Education, (405) 225-9100.
- State graduation requirements, contact Counseling, (405) 521-3549, or Accreditation, (405) 521-3333, at the Oklahoma State Department of Education (SDE).
- *Achieving Classroom Excellence Act* requirements, contact the SDE's Office of Educator Effectiveness, (405) 521-3549.
- End-of-Instruction (EOI) tests, contact the SDE's Office of Accountability and Assessment, (405) 521-3341.

ACE GRADUATION CHECKLIST

A summary of Oklahoma's College Preparatory/Work Ready Curriculum standards from the *Achieving Classroom Excellence Act of 2005* (ACE), Title 70 O.S. § 11-103.6.

ENGLISH (4 UNITS OR SETS OF COMPETENCIES)

- English I
- English II
- English III
- English IV
- Other English course approved for college admission requirements

MATHEMATICS (3 UNITS OR SETS OF COMPETENCIES)

Beginning with those entering the 9th grade in the 2008-09 school year, all students must take 3 units of Mathematics in Grades 9-12 in addition to any of the following courses taken prior to Grade 9.

- Algebra I
- Algebra II
- Geometry
- Trigonometry
- Math Analysis
- Calculus
- AP* Statistics
- Other mathematics course approved for college admission requirements

LABORATORY SCIENCE (3 UNITS OR SETS OF COMPETENCIES)

- Biology I
- Chemistry
- Physics
- Other laboratory science course approved for college admission requirements

HISTORY AND CITIZENSHIP SKILLS (3 UNITS OR SETS OF COMPETENCIES)

- 1 United States History, and
- ½ United States Government
- ½ Oklahoma History
- 1 selected from the subjects of History, Government, Geography, Economics, Civics, or non-Western culture and approved to meet college admission requirements

FOREIGN OR NON-ENGLISH LANGUAGE OR COMPUTER TECHNOLOGY (2 UNITS OR SETS OF COMPETENCIES)

- 1st year of Foreign or Non-English language
- 2nd year of **same** Foreign or Non-English language
- OR**
- 1st year of Computer Technology
- 2nd year of Computer Technology
(excludes keyboarding or typing courses)

1 ADDITIONAL UNIT OR SET OF COMPETENCIES SELECTED FROM ANY COURSES LISTED PREVIOUSLY

FINE ARTS OR SPEECH (1 UNIT OR SET OF COMPETENCIES)

- Music
- Art **OR** Speech
- Drama

AT LEAST 6 ELECTIVES[†]

- _____
- _____
- _____
- _____
- _____
- _____

TESTING REQUIREMENTS*

Beginning with students entering 9th grade in the 2008-09 school year, every student shall demonstrate mastery of the state academic content standards in the following subject areas in order to graduate from a public high school with a standard diploma.

- English II, and
- Algebra I, and two of the following:
 - English III
 - Algebra II
 - Geometry
 - Biology I
 - U.S. History

Personal Financial Literacy Requirement (Title 70 O.S. § 11-103.6h)

Beginning with students entering the 7th grade in the 2008-2009 school year, in order to graduate from a public high school, students must complete and demonstrate satisfactory knowledge in 14 areas of instruction related to financial literacy, including such topics as credit card debt, saving money, interest, balancing a checkbook, understanding loans, identity theft, and earning an income. School districts have the option of determining when the areas of instruction are taught and whether these are integrated into existing courses or taught as a separate course (which may count as an elective credit). Contact your local school district officials for specific details.

23 UNITS or sets of competencies are required in order to meet state graduation requirements.

*Students with disabilities may participate in the Oklahoma Alternate Assessment Program (OAAP) or Oklahoma Modified Alternate Assessment Program (OMAAP), as determined by their Individual Education Program (IEP) teams.

†The local school board's graduation requirements may exceed the state graduation requirement of 23 units.

See the school counselor for local coursework requirements or for information regarding proficiency-based promotion.

Schools for the prior 2 semesters beginning with the start of the 2nd semester of the Junior year. Students opting out of the college bound curriculum track will not be eligible for Val/Sal or Oklahoma Honor Society.

Senior Class Rank

Class rank will be determined by the grade point average earned by seniors while in grades 9, 10, 11 and first semester of their senior year.

Junior High Valedictorian and Salutatorian

The following procedures will be used to determine Valedictorian and Salutatorian at Fletcher Junior High School:

A four point grading scale (A=4, B=3, C=2, D=1, F=0) will be utilized when determining GPA in all classes.

Valedictorian will be those students who have attained a 4.0 GPA or higher during grades 7, 8 and first semester of grade 9.

Salutatorian will be those students who have attained the highest GPA below 4.0 during grades 7, 8 and first semester of grade 9.

Freshman Class Rank

Class rank will be determined from the grade point average earned by Freshmen while in grades 7, 8 and first semester of 9th grade.

Graduation Exercises

Graduation exercises are a Fletcher Junior-Senior High School function that will be organized by the principal and his/her designees.

Senior High Graduation

1. Has successfully completed all required courses and has a total of not less than twenty three (23) units. Students not completing any of the required credits will not be allowed to participate in the graduation ceremony.
2. Has no discipline actions unresolved.
3. Has participated in all graduation practices.
4. Purchases a graduation cap, gown, and tassel.
5. Presents his/her self at the graduation exercise drug and alcohol free.

Early Graduation Policy

In some situations, it may benefit the student to graduate earlier than their cohort year. Students will have to notify the principal and the counselor by the end of their 9th grade year if this is an option they want explored. There

will have to be detailed and appropriate reasoning submitted in writing by the student and parent. The student must have a minimum of a 3.5 GPA. The request will then be reviewed by a committee, before approval is given. The committee will consist of the principal, counselor, and at least one faculty member appointed by the principal. The committee's decision will be final. If approved by the committee, the student and parent must agree to the academic schedule put forth by the counselor.

Conduct in School

All will agree that in our school society some rules of conduct are necessary to guide our actions and behavior. It is felt that the following disciplines will result in gentlemanly and lady like qualities which are to be admired by the students peer group and community in general.

1. Students will show respect for themselves by arriving at school each day neat, clean, and drug free.
2. Students will interact with their fellow students in a respectful manner.
3. Students will interact with their teachers and administrators in a respectful manner.
4. Students will show respect for their school facilities by doing nothing to detract from or destroy them.
5. Food and drink are not to be stored in lockers or taken into the classrooms or halls.
6. All litter is to be placed in the wastebasket.
7. Tobacco and snuff is not permitted on campus during school hours or at school sponsored functions.
8. In addition to the above rules and regulations, it may become necessary for the principal to formulate new ones as the need arises.
9. Corrective measures i.e., detention, in-school suspension, etc., may be used when available or seen fit by administration.

Discipline

Any disciplinary action taken in the classroom, on school grounds, or at a school activity shall be dealt with by the teacher. Let it be understood by all, that all teachers have the authority and responsibility to correct, discipline or assist any student anywhere on our campus or at any school sponsored function. Actions which may be taken by the teachers: (not necessarily in this order)

1. Counseling
2. Parent conference
3. Extra work
4. After school detention
5. Other logical means

If these measures fail in getting acceptable behavior, the teacher should refer the student to the principal. Actions which may be taken by the principal are: (not necessarily in this order)

1. Counseling
2. Parent conference
3. Extra work
4. After school detention
5. School Community Service
6. Financial restitution
7. In-school suspension
8. Corporal punishment
9. Out of school suspension
10. Involve law enforcement
11. Other disciplinary action deemed appropriate.

Corporal Punishment

Corporal punishment is an option of Fletcher Schools made available by the Board of Education with parental permission. Corporal punishment may be administered by the administrator with a faculty member serving as witness. Corporal punishment may never be administered in any degree that will result in serious injury. Only paddles that have been approved by the administration may be used. The maximum paddling is three (3) strokes on the buttocks for any one offense.

Nothing in this discipline policy shall be construed to deny the student's right to a fair and orderly hearing, appeals, counsel and due process in cases which may end in suspension or expulsion. This policy shall be interpreted by the principals and their designees in a manner which they deem just, given the circumstances of the individual case. Administrators shall have the authority to enforce other reasonable disciplinary action which they find warranted by situations not covered in the disciplinary policy.

Specific Infractions

The following guidelines will be used for the most serious infractions. Use of the punishments or alternate punishments will be at the discretion of the principal.

Fighting

- 1st infraction; 3 day suspension
- 2nd infraction: 5 day suspension
- 3rd infraction: 10 day suspension
- 4th infraction: Rest of the semester and possibly the following semester.

Cell Phones and Electronic Devices

Cell phone, tablet, or other personal electronic device use will not be permitted in any class. Students will be given a designated area to turn such devices in within each classroom. Students will be allowed to collect at the end of each class.

Infractions:

- 1st: Teacher turns cell phone into office and student may retrieve at the end of day.
- 2nd: Teacher turns cell phone into office and a parent must pick up.
- 3rd: Student must turn phone into office at beginning of the day for a minimum of two weeks.

Ear buds and head phones, for the safety of students and teachers, are not permitted at any time during the school day. If a student is caught with ear buds at any time on campus during the school day, they will be turned into the office.

First time, students may retrieve the ear buds/headphones at the end of the day.

Second time, a parent must come get them.

Suspension for any subsequent offenses.

1st infraction: 3 day suspension

2nd infraction: 5 day suspension

3rd infraction: 10 day suspension

4th infraction: Suspension for remainder of the semester and possibly the following semester

The nature of the threat may warrant additional or different repercussions, and may include police involvement.

Leaving Campus Without Permission:

1st infraction: 2 swats or 1 day of in-school suspension

2nd infraction: 3 swats or 2 days of in-school suspension

3rd infraction: 3 day suspension

Disrespect For Teachers:

(Talking back, discrediting the teacher, refusing to do as the teacher assigns in regards to punishment)

1st infraction: Lunch detention for up to 5 days

2nd infraction: 2 swats or 2 days of ISS

3rd infraction: 2 day suspension

4th infraction: Long term suspension

Tobacco Use:

1st infraction: 3 day suspension

2nd infraction: 5 day suspension

3rd infraction: 10 day suspension

*If any student under the age of 18 is caught with or using tobacco products, including the possession of a vape, e-cig, juul etc., the police will be called as well.

Weapons

It is the policy of the Fletcher School District to comply with the Gun-Free Schools Act.

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

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

Such firearm or weapon will be confiscated and released only to proper legal authorities.

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

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

Fletcher Public Schools prohibits the possession of any type of knife on school property, buses or at school functions, which includes activities held at other schools or buildings.

Any student who violated Section 2 of this policy will be subject to discipline that may include suspension up to one full calendar year (for firearms) or for any term less than one calendar year (for weapons other than firearms) as determined by the superintendent or the superintendent's designee.

The superintendent or designee may modify the provisions of this policy on a case-by-case basis. However, any substantial modification must be reported to the Board of Education at its next meeting.
(Board Approved June 7, 2005)

Drug Abuse

Any student found on school premises or at school-sponsored activities in possession of or under the influence of marijuana, narcotic, hallucinatory, hypnotic or sedative drugs or any dangerous chemical, alcohol or stimulant not prescribed by a licensed physician may be suspended from classes and all the school premises for the remainder of the current school term.

Students cars or personal effects may be searched in the presence of the student by school personnel and/or police to determine the presence of drugs. School lockers, desks, and other school property and their contents may be searched by school personnel at any time.

Section 492 of School Laws of Oklahoma allows teachers or security personnel to search property in the possession of a student for dangerous weapons, controlled dangerous substances, intoxicating and non intoxicating beverages, missing or stolen property, or electronic paging devices, upon reasonable suspicion.

Vandalism and Related Actions

Any student committing an act of vandalism, theft, gambling, or forgery is subject to suspension. Damaged or stolen school property must be paid for or replaced by the offending student.

Repeated offenses of the above may result in more severe penalties of suspension and/or appropriate civil action.

The school plant attractiveness plays a great part in the educational process and public relations. The total school should be involved in the beautification of buildings and grounds.

Electronic Devices

Electronic devices (I-Pods, MP3s, etc.) are not permitted in the halls or classrooms or any school building unless it is being used in the instruction or class by teachers.

Wireless Telecommunication Devices

During school hours students are prohibited from using or displaying wireless communication devices. Fletcher School certified personnel have the authority to search students for such devices. Students are permitted to possess wireless telecommunication devices in their private vehicles while on Fletcher School campus or at after school hour, school functions.

Laser Light Devices

Students are prohibited from possessing laser light devices while on the school campus, in transit under the school's authority or while attending any function sponsored or authorized by the school. Fletcher school certified personnel has the authority to search students for such devices.

Secret Orders

Secret Orders of any kind are strictly forbidden to the students during the school term. No organization is permitted without the approval of the principal and superintendent and then only if properly sponsored.

After School Detention

After school detention will be for a 45 minute period beginning five minutes after school has been dismissed. After school detention will be held on Wednesdays. Students failing to attend detention or misbehaving during detention will receive in-school suspension. Students will not be allowed to have more than three (3) unserved detention assignments. When you have four (4) unserved detention assignments, you will be assigned 1 day of in-school suspension.

The principal may add additional time to the detention period if he or she deems this appropriate for correction of misbehavior.

School Community Service

School Community Service requires a student to work from 3:10 until 5:00 for the number of days assigned by the principal. Students are required to assist or perform tasks that include the overall maintenance of the school. Failure to report to SCS will result in one day of In-School Suspension.

The principal may add additional time if he or she deems this appropriate for correction of misbehavior.

In-School Suspension

In-School suspension will consist of a student being isolated from other students for the entire school day. A student may receive from one to five days of in-school suspension.

Out-of-School Suspension Policy

The principal has the authority to suspend any student in accordance with existing state laws.

Forms of punishment other than out-of-school suspension will be considered, but in some cases out-of-school suspension is the appropriate course of action.

The following are specific examples of unacceptable behavior which may be subject to suspension:

1. Open or persistent defiance of authority
2. Verbal/physical assault upon student or school personnel
3. Creating or attempting to create a disturbance
4. Unauthorized absence from classes
5. Excessive tardiness
6. Willful disobedience, profanity or vulgarity
7. Showing disrespect for school property or causing damage to school property
8. Possession, threat, or use of a dangerous weapon defined by the state statute
9. Possession, selling, or under the influence of a narcotic, or dangerous drug, but not limited to marijuana, LSD, heroin, barbiturates, non-narcotic intoxicants, inhalants, glue, unprescribed cough medicine, gasoline, paint thinner, beer, or any type of intoxicating liquor or alcohol, as well as imitation dangerous controlled substances.
10. Verbal or implied threats or threatening gestures by an individual or group
11. Stealing/extortion
12. Conduct which jeopardizes the safety of others
13. Any violation of state or local law, or ordinance occurring on school property
14. Possession of paging devices
15. Possession/use of tobacco products
16. Possession of wireless communication devices
17. Breaking the rules of suspension may result in a minimum of 10 days

of suspension. Any infraction that is deemed racist or derogatory in nature may result in a more severe punishment. This decision will be made at the discretion of the administration.

The Principal will provide an out-of-school education plan for students suspended according to the state law.

Students suspended out of school for violent offense as defined by state law, will receive zero (0) for graded work missed while suspended. Any student found in possession of a firearm on school property or while using school transportation will be suspended for not less than one year.

The maximum period of suspension that may be imposed for other suspension offenses is the remainder of the semester and the succeeding semester.

Special education students suspended out-of-school will continue to receive education and related services according to their Individual Education Program in accordance with State and Federal law.

Any student suspended out-of-school for a violent crime directed towards a classroom teacher cannot be readmitted to that teacher's class without the teacher's permission.

Any student suspended out-of-school will be considered to be suspended from all classes and extra-curricular school events for the duration of the suspension. Further, the suspended student will not be permitted on school property or the property where any school event is being held during the period of suspension except for the purpose of completing an education plan.

Out-of-School Suspension Appeal Process

Students suspended more than five(5) days have the right to appeal the suspension to a committee consisting of the school counselor, and two (2) certified staff members appointed by the Principal. Students suspended five (5) days or less have no appeals process.

The decision of the committee shall be final.

Students suspended for more than ten (10) days have the right to appeal the suspension to the Fletcher Board of Education. The decision of the Board of Education shall be final. Students who wish to appeal their suspension must inform the Principal no later than 8:30 A.M. of the day following the suspension assignment. When a proper appeal has been made, the Principal will, as soon as possible, convene the appeal committee. The student will be suspended out-of-school until a decision of the appellate

body has been reached. Time line for appeals to the Board of Education will be at the discretion of the President of the Board of Education.

The Out-of-School Education Plan

The Education Plan will be provided by the Principal. It is a contract between the suspended student, the suspended parent/guardian, and the Principal. If all conditions of the Education Plan are met by the suspended student and the suspended student's parent/guardian, work completed by the suspended student in the core courses, English - Math - Science - Social Studies and Art, while suspended will be graded and recorded at 80% of its value.

If a suspended Fletcher student enrolls in another school district, Fletcher school will upon request, forward the student's records including discipline record of the student to the requesting school in accordance with the Family Education Right and Privacy Act.

Students Awaiting Court Action

A student who has committed an act which results in a court hearing will not be denied the privilege of attending Fletcher Public Schools as long as his/her conduct and behavior meet the standards required of all students. If at a time prior to his/her appearance in court, his/her influence becomes a detriment to other students in the educational process, he/she should be suspended until time of his/her trial.

After the trial, such a student will be allowed school attendance as long as his or her actions or presence do not interfere with the rights and privileges of other students in the school.

Recovery of Damages by Political Sub-Division From Parents of Minors

The state or county, city, town, municipal corporation or school district or any person, corporation or organization, shall be entitled to recover damages in the amount not to exceed \$300 in a court of competent jurisdiction from the parents of any minor under the age of 18 years, living with the parents, who shall maliciously or willfully destroy real, personal or mixed property belonging to the state or county, city, town, municipal corporation or school district, personal corporation or organization.

Soliciting

No soliciting or selling may be done in the school without the approval of the principal or superintendent.

Physical Display of Affection

Students shall refrain from a physical display of affection while at school or any school sponsored function. There is a time and place for most things, but school is not the place for hand holding and other such displays of affection.

Dress and Appearance Guidelines

We strongly affirm that student dress and grooming is the responsibility of students and their parents. However, a proper atmosphere for learning in the school is the responsibility of the school. Certainly we believe that appearance is an important factor in developing of the student. A negative, rebellious or just generally bad attitude is a disrupting influence in the educational process. An unkempt, unclean, sloppy, slovenly, indiscreet or immodest appearance may typify a student who has a problem related to the learning process, even if it is just demonstrative of a poor attitude.

Stylishness is a very important thing to all of us, but we surely agree that there are types of dress which are more appropriate for specific types of activities or locations. Styles have changed radically in recent years and regardless of our personal feelings we must change our ideas and expectations to meet with these changes.

There are many extreme styles which are inappropriate for co-educational public schools and there are styles which are actually safety factors, such as extremely long hair or bangs which might impair vision.

In explanation to the extreme styles which are inappropriate for school, we would specifically mention girls halter tops, bare midriffs, boys and girls tank tops, mesh (net) shirts, low necklines, extremely short dresses or skirts (shorter than 4 inches above the top of the knee cap), clothing containing vulgar, suggestive, sexual subversive, narcotic or alcoholic meaning, pants worn below the waist. All clothing with possible gang related connotations will be prohibited on school grounds and at all school activities.

Students are expected to dress in a manner that is neat, clean, and proper for a learning environment. Clothing styles are constantly changing; therefore, it is impossible to list all dress and grooming trends that are inappropriate for school wear. Students shall not wear clothing or hairstyles that distract other students, interfere with the classroom participation of other students, or present a health or safety hazard. If a student's dress or appearance is distracting, disruptive to the school climate, or detrimental to his/her health and safety, the principal may require the student and the student's parent(s), legal custodian(s), or legal guardian(s) to take appropriate action to remedy this situation. Following are examples of dress that are considered not appropriate for school. This list is not intended to be

Dress and Appearance Guidelines (continued)

inclusive. The interpretation of inappropriate clothing rests with the local school administration. Failure to comply with dress code standards shall be handled by the local school administration, in accordance with school rules. The principal may require a student to change his/her dress or appearance for failure to comply with the dress code.

- Shorts, skirts, and dresses are to be within four (4) inches of the knee.
- Biker shorts, slicks, spandex, or other tight form fitting shorts are not acceptable.
- Holes in shorts or jeans shall not show any skin unless located below the knee. Tights under the jean will be accepted if the holes are not excessively large or extremely numerous. This judgment decision will be made by administration. And administration reserves the right to consider holes below the knee to be in violation if they are excessively large or extremely numerous.
- Tights, jeggings, leggings, or any other form fitting pant shall be accompanied with a shirt that comes within four (4) inches of the knee. (The same measurement for shorts) A transparent garment reaching this length will NOT be acceptable.
- Sleeveless shirts must be at least three finger widths at the shoulder and must not reveal excessive skin or under garments.
- Backless or partially backless garments are not permitted.
- Shoes or sandals are to be worn at all times during the school day.
- No house slippers or pajama bottoms.
- Clothing with vulgar language, obscenities, or clothing advertising drugs or alcoholic beverages are not permissible.
- Clothing worn to reveal underwear or cleavage, pants worn below waist level, or clothing that is excessively baggy or tight is not permissible.
- Distractive clothing, scanty clothing, and transparent or see-through mesh garments clothing is not permissible.
- Belts, if worn, must be kept on and tied or buckled at all times.
- Gang related jewelry, dress, bandanas, insignias, or any other gang related attire will not be tolerated.
- Coats must fit and be appropriate for the season.
- Sunglasses, shades, visors, caps, beanies, stocking caps, hoods on hoodies, Elf or other animal ears, claws, tails etc. are not to be worn inside any of the school buildings.
- Facial Piercings must be as inconspicuous as possible and not be distracting in nature. Earrings are limited to the ears only. No gauges.
- No unnatural contacts, face paintings or drawings on the skin with markers or ink pens. Some exceptions may be made by administration on certain spirit days.

- Fletcher Administration reserves the right to prohibit anything that is deemed distracting to the education process, whether specifically mentioned or not.

Students in violation of the dress code will be expected to correct the situation in a timely manner even if it means going home to change or having someone bring appropriate clothes to school. However, students should understand if they must leave campus to rectify their violation they will be counted absent for the time they are gone.

Repeat violations may result in suspension. Please remember the self-image you present to others is exhibited in your dress.

The administration reserves the right to make any changes necessary at any time. Wearing an outfit in violation of the dress code one day and nothing being said about it does not give the student a pass for that outfit for the remainder of the school year. Teachers and Staff will do their best to notice all infractions, but it is a certain fact that some violations will be missed at times. The staff at Fletcher Public Schools will adamantly monitor dress code among all students.

Bus Regulations

1. Buses will start at such time that they will arrive at school at 7:50-7:55 a.m.
2. Bus drivers will have the same control over students while riding on buses as the teachers have while the students are in school.
3. Please be on time at the bus stops.
4. Any damage to a bus by a student must be replaced and such action will be dealt with immediately.
5. Every student should help to make his/her bus as safe as possible.
6. Buses will only let students off at school and at their homes or bus stops.
7. All students must be seated on the bus.
8. Students will be assigned a seat within the first two weeks of school and will be responsible for sitting in that seat during the school year.
9. There will be no smoking or tobacco products on the bus.
10. Students desiring to ride a bus other than their own must bring a note from their parent. They will then be issued a permit from the office to ride the designated bus. This permit will be given to the bus driver.
11. Bus students are to ride the same bus both morning and evening unless special permission is given.
12. If a student misses his/her bus to school, the parents will be responsible for bringing the student to school. If the student does not come to school, it will be counted as an absence.

Student Operated Vehicles

Students may drive and park motorized vehicles on campus when permission has been received from the principal. The principal will not give this permission until written permission has been received from the student's parent/guardian. "All drivers must bring proof of insurance to be copied by the office for the vehicle that is being driven by the student."

Student vehicles will be parked in the parking lot designated by the principal and will not be operated, except during lunch break, until the principal has granted permission or the operator leaves school for the day.

Students will not sit in or on vehicles during school hours or during the lunch period.

Vehicles must be driven in a safe manner and at a speed not to exceed fifteen (15) miles per hour in the vicinity of the school. FLETCHER PUBLIC SCHOOL ASSUMES NO RESPONSIBILITY FOR VEHICLES ON CAMPUS.

Students who do not drive a vehicle will under no circumstances go to a car to retrieve anything. Students who drive a vehicle and need to retrieve something from the vehicle must come to the office and get permission.

Junior High Drivers

All students riding motor scooters, motorcycles or bicycles will park in an area designated by the principal. These vehicles are not to be moved without approval of the office during school hours. No passengers are allowed on scooters or cycles unless approval is given by the principal.

Vocational - Technical Students

Fletcher Public Schools will furnish transportation to and from Vocational - Technical School in Lawton. Those students who wish to drive their own vehicles or ride with other students may do so by having a statement signed by their parent or guardian on file in the principal's office giving permission and absolving the school of all responsibility. Any student who rides the bus to the Vocational - Technical School must return on that bus unless released to his/her parents. Upon returning to school, students are to report to the library until the next bell rings.

Calendar

The official calendar is in the principal's office. All those responsible for setting dates should work closely with the principal as early as possible to set calendar dates for events.

Rules For Extra-Curricular Activities

Students involved in extracurricular events represent the school and student

body in very special ways. Since students participating in extracurricular activities are in the limelight, the school board, administration, teachers and parents feel that a special effort should be made by our young ladies and gentlemen to conduct themselves as such at all times. Because they are under constant scrutiny as leaders in our school, the following rules and policies are set forth concerning students participating in extracurricular activities.

For definition purposes we would define extracurricular activities as athletics, cheerleading, vocal music, academic team, FFA, FCCLA, FCA, TSA, 4-H, student council, prom, and senior trip.

Any student participating in any of the above groups must govern their actions and attitudes when in school or in public. Any student found in possession of or under the influence of marijuana, narcotics, hallucinatory, hypnotic or sedative drugs or any dangerous chemical, alcohol or stimulant not prescribed by a licensed physician will be suspended from all extracurricular activities for the remainder of the school year.

Any student missing three (3) hours or more of school on the day of an activity will not be eligible to participate in the activity.

Any student suspended from school, for any reason, will be suspended as well from all extracurricular activities. Students involved in extracurricular activities are not to use tobacco while participating in that activity. They will be suspended from all activities upon the second offense.

Coaches and/or sponsors will be required to investigate all rumors of any violation of the above, but must have proof and not hearsay information to suspend a student from activities.

“Rules for Extra-Curricular Activities” concerning make-up work will be as follows: Any student excused for an extracurricular activity shall still be responsible for his/her regular class work assignments made while the student is absent and will be due on a time schedule in relation to the number of days the student was absent for the activity up to a maximum of 3 days with all work and tests due on the 4th day. Individual teachers may grant extra time for due assignments if extenuating circumstances warrant such time to be approved.

Students in extracurricular activities are reminded that they are representing the school and as such representative shall be appropriately dressed as instructed by their sponsor or supervisor. All participants in school activities shall travel to and from the activity in school transportation. Personal automobiles will not be driven to out-of-town events by students who are participating.

Any student with disciplinary action pending is ineligible for any activity.

All activities must be approved and scheduled through the principal's office.

All students participating in extra-class activities shall meet eligibility requirements of the Oklahoma Secondary Activities Association. The principal of the high school is the representative of the school to the Activities Association. Students will be in good standing with the school before being allowed to represent the school in any activity.

Scholastic Eligibility

Section 1. Semester Grades

- a. A student must have received a passing grade in any five subjects counted for graduation that he/she was enrolled in during the last semester he/she attended fifteen or more days. (This requirement would be five school credits for the 7th and 8th grade students).
- b. If a student does not meet the minimum scholastic standard, he/she will not be eligible to participate during the first six weeks of the next semester they attend.
- c. A student who does not meet the above minimum scholastic standard may regain his/her eligibility by achieving passing grades in all subjects he/she is enrolled in at the end of a six week period.
- d. Pupils enrolled for the first time must comply with the same requirements of scholarship. The passing grades required for the preceding semester should be obtained from the records in the school last attended.

Section 2. Student Eligibility

- a. Scholastic eligibility for students will be checked at the end of the third week of a semester and each week thereafter.
- b. A student must be passing in all subjects he/she is enrolled in during a semester. If a student is not passing all subjects enrolled in at the end of a week, they will be placed on probation for the next one week period. If a student is still failing one or more classes at the end of their probationary one week period, they will be ineligible to participate during the next one week period. The ineligibility periods will begin on Monday and end on Sunday.
- c. A student who has lost eligibility under this provision must be passing all subjects in order to regain eligibility. A student regains eligibility under Rule 3 with the first class of the new one week period (Sunday through Saturday).
- d. "Passing grade" means work of such character that credit would be entered on the records were the semester to close at that time.

Activities Ten Class Period Policy

A student shall not be permitted to miss any one class period more than ten (10) times per school year due to participation in extra-curricular activities. Any exceptions to this number not covered by this policy, must be submitted

in writing to the internal Activities Review Committee. This committee will make their recommendations to the principal who will make the decision to permit or refuse the request. Appeals to the decision may be brought before the Board of Education through the superintendent.

The sponsors of each extra-curricular activity should make every effort to schedule the events of their organization outside the framework of the school day. To be eligible to attend any activity that requires a student to miss a class three (3) or more times the student must get the teacher's signature stating that the student is in good standing.

Exclusions Of The 10 Class Period Policy

1. Assemblies
2. College visits by Seniors, approved by the counselor (Limit 2)
3. Serving as a Page in the Legislature
4. Class meetings (classes will meet at noon or after school except because of extreme circumstances with the principal's permission)
5. Student organization meetings, i.e.; FFA, FCCLA, TSA, FCA, 4-H Club, Student Council, all clubs and organizations (student organizations will meet at noon and after school except because of extreme circumstances with the permission of the principal)
6. Elimination contests (contests in which the student has earned the right to compete i.e.; FFA, 4-H, FCCLA, TSA, interscholastic contests, academic team play-offs, athletic play-offs, vocal music elimination contests)
7. State and national conventions
8. Trips earned through a student organization
9. College career day
10. Interscholastic contests (Cameron, SWOSU, USAO)
11. School pictures
12. Program practices (school time lost will be limited so that no class will be missed more than two (2) times)
13. Curriculum related field trips
14. Gifted and talented shadowing and field trips
15. End of year awards program

Internal Activities Review Committee

The principal will appoint an internal Activities Review Committee. They will be responsible for periodic review, exception requests, and to annually review the entire activity policy. They will make recommendations to the principal on any deviations to the policy.

Activities Covered by this Policy:

- | | |
|------------------|---------------------------------|
| 1. Baseball | 9. FCA |
| 2. Basketball | 10. 4-H Club |
| 3. Softball | 11. Student Council |
| 4. Volleyball | 12. Cheerleading |
| 5. Academic team | 13. Vocal Music |
| 6. FFA | 14. Class Activities |
| 7. FHA | 15. All Clubs and Organizations |
| 8. TSA | 16. ACT Residual Testing |

Class Organization

1. Faculty sponsors will be selected by the class. Sponsors elected to the sophomore class will sponsor that same class through their junior and senior year.
2. Each class shall elect the following officers by majority vote: President, Vice-, Secretary-Treasurer, Reporter and Student Council Representative.
3. All finance raised by the class will be used by the class raising the money, upon approval of the membership and sponsor. All monies will be deposited with the school treasurer in charge of the activity funds in the office.
4. All expenditures will be made on order of the sponsor and president.
5. All class meetings must be approved by the sponsor and principal.

Student Council

The Student Council was formed to give the student body, through its representatives, a voice in school activities.

There are many areas in which the council is very effective in enhancing and promoting our school. The projects they sponsor help the faculty and administration bring social, spiritual and character development to the student body.

Lunch Policy

Fletcher Public Schools will not permit any student to charge more than a total of \$25.00 for lunch and breakfast. Fletcher Public Schools will notify parents by sending home lunch statements frequently and parents may go to student information on-line to check student balances. Students who reach or go over the \$25.00 unpaid balance will be offered an alternative meal until charges are paid. This institution is an equal opportunity provider and employer.

Lockers

Fletcher Junior-Senior High School provides hall lockers for all students. Students may change lockers only after receiving permission from the

principal. Students are encouraged to purchase a lock and keep their locker locked. A spare key or combination to your locks should be given to the principal's secretary. Lost keys or forgotten combinations will not be valid reason for not having the necessities for class. Permanent decorations will not be put on lockers. The lockers are the property of Fletcher Public Schools not the property of the student. Lockers can be searched at any time. No opened food or beverage shall be stored in the locker at any time. If food/beverage is found, it may be thrown away.

Telephone

After receiving permission from the secretary or principal, students may use the telephone in the Sr. High principal's office before school and between classes. You will not be called from class to answer the telephone except in case of an emergency.

Medication

School personnel will not provide students any medication. If a student must take medication while at school, he or she must bring the medication to the principal's office with written instruction from his or her parent or guardian as to how it is to be administered. In addition, a form must be signed by the parent or guardian giving the school principal, high school secretary, or the student's teacher permission to administer the medication. Tylenol or Ibuprofen can only be administered to a student if that student's parent/guardian has signed an Authorization to Administer Medication form and the office has that signed form on file.

Fletcher Schools Self-Administration of Inhaled Asthma Medication

In compliance with state law, Fletcher Public School permits the self-administration of inhaled asthma medication by a student for treatment of asthma. The parent or guardian of the student must provide the district with written authorization for the student to self-administer the medication. The parent or guardian must also provide a written statement from the physician treating the student that the student has asthma and is capable of, and has been instructed in the proper method of, self-administration of medication. Additionally:

1. 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.
2. 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.

3. Permission for the self-administration of asthma 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.
4. A student who is permitted to self-administer asthma medication shall be permitted to possess and use a prescribed inhaler at all times.
5. Definitions:
 - A. Medication means a metered dose inhaler or a dry powder inhaler to alleviate asthmatic symptoms, prescribed by a physician and having an individual label.
 - B. Self-administration means a student's use of medication pursuant to prescription or written direction from a physician.

Lost and Found

Lost and Found is located in the principal's office. If you find an article of value it should be turned in to the principal's office.

Students should mark any personal articles such as: coats, caps, books, supplies, and gym equipment.

Library And Audio/Visual

The books in the library are for all students and faculty members as long as the rules of the library are followed:

1. All general reference books are to be checked out by the hour when school is in session. Books checked out should be returned in good condition. Leave books on the counter only when a librarian is on duty; otherwise, you may not be given credit for returning them on time. A book may be checked out for 10 days unless it has been placed on reserve by instruction. A book may be rechecked only once.
2. Books are checked out for 10 school days, approximately 2 weeks. Every Monday OVERDUE notices will be printed. All overdue books must be returned by Friday of that week. The second overdue notice will be printed the following Monday with a detention notice assigned.
3. Any book lost or unduly soiled shall be paid for by the student. Depreciation shall be determined by the librarian or principal.
4. Magazines are for the use of everyone. Please do not take them out unless special permission is given.

The library will be open during the lunch period every day of school.

Immunization

All students must, upon enrollment for the first time at Fletcher School,

present a certified immunization record indicating the date and type of immunization received. The record must be signed by a licensed physician or authorized public health representative.

Minimum Immunization Requirements

The minimum immunization requirements for students in grades 7 through 12 are: five (5) doses of (DTO/DTaP), four doses of Polio, two (2) doses of MMR (all does of measles, mumps, and rubella must have been administered on or after the child's first birthday), three (3) doses of Hepatitis B (or 2 doses if 2 dose HEP B vaccine), two (2) doses Hepatitis A vaccine (given on or after first birthday) and Varicella (chickenpox) vaccine in one dose on or after first birthday. In lieu of vaccination, a parent's statement of a history of the disease chickenpox will be accepted. Beginning with the 7th grade class of 2011-2012, all students must have one dose of the Tdap vaccine. Any student who has not completed the hepatitis A and B vaccine series or any other vaccine series when the semester starts are required to present a schedule for completion of the required immunizations that has been signed by a licensed physician or public health authority.

Athletic Physicals

Before participating in any athletic contest or PE, all Oklahoma Junior-Senior High School students are required to have a physical examination.

Forms for these physicals can be obtained from your coach.

Students will not be allowed to participate until their completed physical form has been turned in.

Admitting Non-School Personnel to Schools

Upon entering the school campus, to include parking lots, visitors must proceed immediately to the principal's office and state the reason for their visit.

Permission by personnel of other government agencies shall be in writing from the superintendent of schools, except for routine working relationships established with mutual consent of the school district and the agency involved.

Citizens may enter schools to attend public functions, providing their presence does not interfere with the function of the school.

Fire and Tornado Drills

When the fire alarm sounds: One continuous ring is the signal for fire, one ring recalls students to the rooms.

1. All students will arise and pass from the room in single file.
2. No double lines until lines meet.
3. One line of march must not cross another.
4. Students are to leave building in a brisk walk, no one is to run or pass anyone in front line.
5. Students are not to take anything with them.
6. Teachers will remain in the room to supervise the exit of their group and follow them.
7. There is to be no talking or unnecessary noise during the exit.
8. Fire Drill - All lines of march go at least 25 yards from the building before stopping.
9. Line of march to be held to return to the building when the "all clear" signal is given.
10. Arrangements should be made for a student to hold the door if it has a latch.
11. The principal will post designated areas of exit for each room. These should be explained to all students who meet in that room.

When a tornado alarm sounds: Several short rings is the signal for tornado. One ring recalls students to the rooms.

Sexual Harassment of Students Policy

The policy of the Fletcher School district forbids discrimination against, or harassment of any student on the basis of sex. The board of education will not tolerate sexual harassment by any of its employees or students. This policy applies to all students, including non-employee volunteers whose work is subject to the control of school personnel. A separate policy applying to sexual harassment of employees has been developed.

Sexual Harassment

- a. For the purpose of this policy sexual harassment includes 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 girls ability to excel in a class historically considered a "boys" 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 writing to be removed immediately.

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 educational process of the school. Any romantic or sexual affiliation between school personnel and students, including students who have reached the age 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 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.

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 following manner:
 - 1. Students who feel administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to 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. Confidentiality will be maintained and 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.

ADOPTED: July 29, 1996

FERPA Plan

Parents and eligible students have the following rights under the Family Education Rights and Privacy Act and this policy.

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 report violations of the FERPA to the Department of Health, Education and Welfare.
4. The right to be informed about FERPA rights.

All rights and protections given parents under the FERPA and this policy transfer to the student when he or she reaches the age of 18 or enrolls in a post secondary school. The student then becomes an "eligible student".

In case a parent of a student, an eligible student, or a citizen of the Fletcher School District believes that the district is violating the FERPA, that person has a right to file a complaint with the Department of Health, Education and Welfare. The address is:

The Family Education Rights & Privacy Act
Office
U.S. Department of Education
Rm. 4511 Switzer Building
Washington, D.C. 20202

Directory Information

Directory Information for Fletcher Public Schools for the 2019-2020 school year includes the following: Name, participation in activities and sports, awards, pictures (etc). If the parent/legal guardian or student does not want directory information released regarding the student, notification must be given to the principal's office by Sept 1st of each school year by the parent/legal guardian or student making the request. (51-24A. 16; S.L.O. 553)

Transfer of Education Records

Finally, under FERPA, school officials may disclose any and all education records, including disciplinary records and records that were created as a result of a student receiving special education services under Part B of the Individuals with Disabilities Education Act, to another school or post secondary institution at which the student seeks or intends to enroll. While parental consent is not required for transferring education records, the

school's annual FERPA notification should indicate that such disclosures are made. In the absence of information about disclosures in the annual FERPA notification, school officials must make a reasonable attempt to notify the parent about the disclosure, unless the parent initiated the disclosure. Additionally, upon request, schools must provide a copy of the information disclosed and an opportunity for a hearing. See 34 CFR S99.31(a)(2) and S99.34(a).

Asbestos Statement

The U.S. Environmental Protection Agency has required that all public or private school inspect all school buildings for the presence of asbestos, and further to develop a management plan which identifies, defines procedures for managing, and schedules reinspection of all asbestos present in the school. The management plan may be reviewed at the school during normal working hours.

Child Find Statement

Fletcher Public Schools is searching for handicapped children in the Fletcher School District who need to be served. If you know of any child between the ages of 0 and 21 that are handicapped, please contact Superintendent of Fletcher Public Schools at 549-6027.

Bullying Policy

Harassment, Intimidation and Bullying Prohibited

"Harassment, intimidation, and bullying," as defined by Oklahoma Statutes at 70 O.S. 24-100.2, means any gesture written or verbal expression, or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's education mission or the education of any student.

- A) "Harassment, intimidation and bullying" include, but are not limited to, a gesture or written, verbal, or physical act that is reasonably perceived as being motivated by a student's religion, race, color, national origin, age, sex, sexual orientation, disability, height, weight, socioeconomic status, or any other distinguishing characteristic.
- B) "At school" means on school grounds, in school vehicles, at designated school bus stops, at school-sponsored activities, or at school-sanctioned events.

Report, Investigation, and Sanctions

- A) It is the express policy of the Board of Education to encourage students who are victims of harassment, intimidation, or bullying to come forward

with such claims. This may be done in the following manner:

1. Students who feel administrator, supervisor, support personnel, teachers, or other students are subjecting them to harassment, intimidation, or bullying are encouraged to 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. Confidentiality will be maintained and no reprisals or retaliation will be allowed to occur as a result of the good faith report of charges of harassment, intimidation, or bullying.
- B) In determining whether alleged conduct constitutes harassment, intimidation, or bullying, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The superintendent or the principal has the responsibility of investigation and resolving complaints of harassment, intimidation, or bullying.
- C) Any employee found to have engaged in harassment, intimidation, or bullying of students shall be subject to sanction, 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 harassment, intimidation, or bullying 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) Incident Report Forms will be located in the Teacher Handbook, the Principals' Office and the Superintendent's Office.
- (Board Approved June 7, 2005)

Section 504/Title II Grievance Procedure

Fletcher Public Schools has adopted an internal grievance procedure providing for the prompt and equitable resolution of complaints alleging any action prohibited by Section 504 of the Rehabilitation Act of 1973 (Section 504), the Title II of the Americans with Disabilities Act (Title II), or Title IX Education Amendment of 1972. Both Section 504 and Title II prohibit discrimination on the basis of disability. Title IX prohibits discrimination and harassment on the basis of gender.

The below identified officials have been designated the authority and responsibility to respond to, investigate, and resolve complaints of unlawful discrimination and harassment:

For Section 504/Title II complaints at the Elementary School contact:

Principal
Elementary School
202 Cole
Fletcher, OK 73541
PH: 580-549-3011

For Section 504/Title II complaints at the Junior High or High School contact:

Principal
Fletcher High School
200 Hornaday
Fletcher, OK 73541
PH: 580-549-3013

For Title IX complaints contact:

Athletic Director
Fletcher High School
200 Hornaday
Fletcher, OK 73541
PH: 580-549-3013

NOTE: Contact the Office of the Superintendent of Schools (address and telephone number below) if the designated school official identified above is the person against whom you are filing a grievance. The Superintendent shall designate an alternate individual to investigate and respond to the complaint.

Complaint Procedures

A complaint must be filed in writing, contain the name and address of the person filing it, briefly describe the alleged discriminatory action, and identify the date the action occurred and the name(s) of the person(s) responsible. A complaint must be filed within 60 days after the complainant becomes aware of the alleged discrimination. (Processing of allegations of discrimination which occurred before this grievance procedure was in place will be considered on a case-by-case basis.) Unless the matter can be promptly resolved informally, an investigation will be conducted with respect to all timely filed complaints which raise issues under Section 504, Title II, and/or Title IX. These procedures contemplate informal but thorough and impartial investigations affording all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.

A written determination as to the validity of the complaint and a description of the resolution, if any, shall be issued by the designated school compliance investigation official and a copy forwarded to the complainant no later than 20 days after its filing. A copy shall also be provided to the Superintendent.

The complainant can request a reconsideration of the case instances where he or she is dissatisfied with the resolution. The request for reconsideration should be made within 5 days at the Office of the Superintendent of Schools to:

Superintendent
108 Hornaday
Fletcher, Oklahoma
580-549-3016

The Superintendent shall issue a written determination to the complainant as to the validity of the complaint and any proposed resolution within 10 days of receiving the request for reconsideration. The Superintendent may request additional information from the parties and may conduct additional interviews if needed.

The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a Section 504 or Title II complaint with the responsible federal department or agency. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.

These rules shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards, and to assure that Fletcher Public Schools complies with Section 504, Title II, and their implementing regulations.

Confidentiality

To the extent possible, confidentiality will be maintained throughout the investigation of a complaint of unlawful discrimination or harassment.

Prohibition Against Retaliation

The filing of a complaint or otherwise reporting discriminatory or harassment conduct shall not reflect upon the individual filing the complaint. Any act of retaliation against any person who has filed a complaint, testified, assisted, or participated in an investigation of a discrimination or harassment complaint is prohibited. Any person who retaliates is subject to immediate disciplinary action.

JULY '23						
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30	31					

AUGUST '23						
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SEPTEMBER '23						
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OCTOBER '23						
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29	30	31				

NOVEMBER '23						
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DECEMBER '23						
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31						

Aug. 7, 8 & 9..... Professional Days
 Aug. 10..... First Day of School
 Aug. 11 & 18..... August Fridays off
 Aug. 26..... August Virtual Day
 Sept. 4..... Labor Day (No School)
 Sept. 1, 15 & 29..... September Fridays off
 Sept. 8 & 22..... September Virtual Days
 Sept. 21..... Parent-Teacher Conf.
 (4:00 – 9:00 p.m.)

Oct. 12..... End of First 9 Weeks
 Oct. 13..... October Friday off
 Oct. 16 - 20..... Fall Break (No School)
 Oct. 6 & 27..... October Virtual Days
 Nov. 3 & 10..... November Virtual Days
 Nov. 17..... November Friday off
 Nov. 20 – 24..... Thanksgiving Break
 (No School)

Dec. 1 & 8..... December Virtual Days
 Dec. 13 & 14..... Semester Tests
 Dec. 14..... End of First Semester
 Dec. 15..... December Friday off
 Dec. 18 - Jan 1..... Christmas Break
 (No School)

Jan. 2..... Second Semester Begins
 Jan. 5 & 19..... January Virtual Days
 Jan. 12 & 26..... January Fridays off
 Jan 15..... MLK Day

Professional Day
 #4 (No School)
 Feb. 2 & 16..... February Virtual Days
 Feb. 8..... Parent-Teacher Conf.
 (4:00 – 9:00 p.m.)

Feb. 9 & 23..... February Fridays off
 March 1..... End of Third 9 Weeks
 March 1 & 29..... March Virtual Days
 Mar. 8 & 15..... March Fridays off
 March 18 - 22..... Spring Break
 (No School)

April 1..... Holiday - No School
 April 5 & 19..... April Fridays off
 April 12 & 26..... April Virtual Days
 May 3..... May Virtual Day
 May 10 & 17..... May Fridays off
 May 22 & 23..... Semester Tests
 May 23..... Last day of School
 May 24..... Professional Day #5
 May 24..... Senior Graduation

- Professional Days
- Holidays
- P/T Conference
- () Virtual Days

JANUARY '24						
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FEBRUARY '24						
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MAY '24						
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JUNE '24						
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