

Dibble Middle School

***THE MIDDLE SCHOOL HANDBOOK CAN BE FOUND ONLINE AT:

www.dibbleps.org

Handbook

We have read and reviewed the 2019-2020 Dibble Middle School Handbook.

Student

Name _____ Signature _____

Parent/Guardian Name _____

Parent/Guardian Signature _____ Date _____

Media Publication Release

Throughout the 2019-2020 school year, there will be times when we wish to recognize student achievement through various means of publication (internet, newspaper, etc.) Please indicate your choice of allowing release of student photograph.

I DO / DO NOT give permission for a student photograph to be used as described above.
(Circle one)

Parent Signature _____ Date _____

INFORMATION IS NEEDED TO UPDATE STUDENT FILES

Dibble Middle School
2019-2020 Student Information

STUDENT
NAME _____ GRADE _____

RESIDENT
ADDRESS _____
CITY ZIP CODE

MAILING ADDRESS (if different) _____

WITH WHOM STUDENT IS LIVING WITH _____
(MOTHER, FATHER, PARENTS, GRANDPARENTS, ETC.)

1ST
CONTACT _____ RELATIONSHIP _____

PHONE _____ CELL HOME WORK

PHONE _____ CELL HOME WORK

Email
Address _____

2ND
CONTACT _____ RELATIONSHIP _____

PHONE _____ CELL HOME WORK

PHONE _____ CELL HOME WORK

Email
Address _____

ANY OTHER INFORMATION THAT YOU FEEL THAT WE NEED TO KNOW:

Dibble School District Internet and Network Use Guidelines and Contract for Students

We pride ourselves at Dibble School District on our commitment to providing the most current technologies and information resources for our students. The Internet and Network is among those resources, providing access to information from government agencies and other organizations, colleges and universities, news services, consumer information services, and subscription services such as World Book, full-text newspaper and magazine databases.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of a school setting. An Internet filtering system was put into place in the Dibble School District in 2001 and teachers continues to select appropriate electronic resources and guide students toward course-appropriate materials. However, on a constantly-changing global network, it is impossible to control all materials, and inappropriate materials may still be accessed.

Dibble School District students using the Internet and Network will do so primarily in computer labs, the Media Center, and classroom areas, where their teachers will be responsible for supervising them and orienting them about effective and appropriate use. Students who wish to be able to use the Internet for independent research when they are not with a class and their teacher is not present may do so in the Media Center if arrangements have been made between Media Specialist and student's teacher.

Listed below are the terms and conditions for acceptable Internet use at Dibble School District. Each of these statements must be initialed by the student, and both the student and a parent/guardian must sign the form at the end. Completed forms are to be delivered or mailed to the student's current school office.

Note: Dibble School District students need to complete an Internet and Network Use Guideline and Contract only once while enrolled at a particular school (e.g. elementary school – Form is good through their entire elementary education and when they go to middle school a new form is signed).

Dibble School District Agreement

Student: Read each statement carefully and write your initials at the beginning of each one to indicate that you understand it and agree to it; then review all of the statements with a parent or guardian, sign this form at the end, and have your parent/guardian sign as well.

Initials

_____ I understand that using the Internet at Dibble School District is a privilege and not a right. If I abuse the privilege, my access to the Internet and Network may be suspended or terminated.

_____ I understand that Internet and Network Access is intended for use with school projects. I will not use the Internet and Network for personal or recreational purposes, except in special circumstances where I have permission by a teacher to do so.

_____ I understand that I may not visit any sites that show inappropriate sexual information or information that is racist, sexist, homophobic, hateful, unlawful, or violent in nature.

_____ I understand that use of the Internet to send or receive personal e-mail is prohibited.

_____ I understand that I may not use the Internet to download or share copyrighted materials.

_____ I understand that I may not use the Internet to participate in instant messaging, chat rooms, bulletin boards, or games.

_____ I understand that the language I use on the Internet or Network must be appropriate to a school setting, without profanity, obscenity, harassment, or expressions of bigotry.

_____ I understand that I may not change or destroy – or attempt to change or destroy – any network setting, personal computer settings, or any other person’s data on the network.

_____ I understand that I must not reveal my password, personal address or phone number or those of other students.

_____ I understand that all school computers can and will be electronically monitored and/or electronically recorded by school or District staff, and there is no expectation of privacy.

_____ I have reviewed these statements with a parent/guardian and agree to abide by them; violations may result in termination or suspension of my access privileges, other school disciplinary action, and possible appropriate legal action. If destruction occurs payment may be demanded.

Student Name (please print): _____ Grade: _____

Student Signature: _____ Date: _____

As the parent or guardian of this student, I have reviewed each of the above statements with my student. We understand that Internet and Network access is provided for educational purposes. I recognize that it is impossible to restrict access to all inappropriate materials and I will not hold staff of the Dibble School District responsible for materials acquired on the network. Violation of this contract will be determined by school staff.

Parent/Guardian Name (please print): _____

Parent/Guardian Signature: _____ Date: _____

Home Phone: _____ Work Phone: _____

_____ My Student can have Internet Access
Yes No

_____ My Student can have Network Access
Yes No

FOREWORD

The information in this handbook is intended to describe some of the rights and responsibilities of students in the Dibble Public Schools and set forth appropriate regulations governing school behavior.

In order to function properly, public school education must provide an equal learning opportunity for all students. In addition to the regular curriculum, citizenship must be taught and demonstrated. Good citizenship is best taught by example. The behavior of teachers, principals, administrative staff, and members of the Board of Education is one of the most important forces in the teaching of citizenship. However, no school or school system can discharge these responsibilities if it permits students to act in an objectionable manner or allows students to disregard rules and regulations adopted for the benefits of all persons.

Students live and function, as do adults, in general community. As citizens, Students are entitled to our society's benefits; but as citizens they are also subject to its national, state, and local laws and rules governing various aspects of their conduct. In much and same manner, students live and function in a second community as well--- namely, the school community. Public education confers its own benefits, but it, too, requires acceptance of individual responsibilities; for while education must always encourage diversity and challenge, it must at the same time have an orderly and manageable framework within which to operate.

The rules and standards set forth here apply to conduct 1) on school premises, school buses, or school property, 2) off school premises at any school activity which directly affects other student or the school, and 3) at school functions of any kind. These are rules and regulations of the school community.

The student does not divest him or herself of their constitutional rights upon entering public school. So long as he/she does not disrupt the educational process, impose upon, endanger or deprive others of their rights, he/she will enjoy his/her freedom of expression, orderly assembly, privacy of person and freedom from discrimination. Fair and reasonable procedure will be followed to assure him his rights. The student, in turn, needs to recognize that to maintain an atmosphere conducive to learning, the reasonable exercise of authority by school officials is necessary. All persons connected with our schools must accept their responsibilities toward others and toward the school system.

To: Parents, Teachers, and Employees
From: Chad Clanton, Superintendent

Please be aware that Dibble Public Schools has floor tile adhesive underneath some of the tile which contains asbestos. This is limited to certain areas within the main High School building. Our school maintains a management plan to deal with these issues and that management plan is located in the Superintendent's Office. The management plan is available for public inspection. Please feel free to contact the district with any questions.

**DIBBLE SCHOOLS
POLICY NOTIFICATION**

It is the policy of the Dibble School District to provide equal opportunities without regard to race, color, national origin, sex, age, qualified handicap or veteran in its educational services, financial aid and employment. Inquiries concerning application of this policy may be referred to:

Chad Clanton, Superintendent, Compliance Coordinator.

<u>Dibble Public Schools 47-I002</u> <i>School District</i>	<u>100 Main Street</u> <i>Street Address</i>
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<u>(405) 344-6380</u> <i>Telephone</i>	<u>Dibble, OK 73031</u> <i>City, State, and Zip Code</i>
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Suggestions for Policy Notification

Disseminate policy notification prior to the beginning of each school year to:

Employees	Parents
General Public	Students

**DIBBLE PUBLIC SCHOOLS
NON DISCRIMINATION STATEMENT**

The Dibble School System does not discriminate on the basis of race, color, national origin, sex, age, qualified handicap, or veteran.

Include on a continuous basis in all:

- Application or Enrollment Forms
- Brochures
- Bulletins (Disseminated to all students)
- Catalogs
- Course Announcements
- Materials used for recruiting or describing programs and training

**DIBBLE MIDDLE SCHOOL
STUDENT HANDBOOK**

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Grade book website is <https://ok.wengage.com/Dibble>

INTRODUCTION

WELCOME

The Faculty and Board Of Education of Dibble Public Schools extend to you a cordial welcome. This handbook is created to provide you with information concerning scheduling, procedures, policies and general communications for the next school year. These policies are designed to give every student the opportunity to learn in a climate conducive to learning. Please study these policies in order to know what is expected of you while attending Dibble Middle School.

PLEDGE TO THE FLAG

“I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.”

MOMENT OF SILENCE

Dibble Public Schools will begin each school day with a moment of silence for the purpose of allowing each student, in the exercise of his or her individual choice, to reflect, meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices.

DIBBLE SCHOOL CREED

I believe in honest work, in generous comradeship, in the courage of high convictions. I believe in the inspiration that comes from contact with all that is truest and best in books, in people, in life. I believe in loyalty to our school, the fostering mother of these ideals, and I pledge her allegiance in all her undertakings, in all that will make her a stronger and nobler school.

SCHOOL COLORS

Blue and gold

EMBLEM

Demons

SCHOOL HOURS

The school hours are from 8:00 a.m. to 3:30 p.m. Buses arrive at approximately 7:40 a.m. Students are allowed five (5) minutes between classes to transition.

Dibble Public Schools abide by a closed campus policy. No student may leave campus without checking out at the principal's office.

**BELL SCHEDULE
DIBBLE MIDDLE SCHOOL**

7:25 – 8:00.....	Breakfast
8:05 – 9:00.....	1 st Period
9:00 – 9:05.....	Pass
9:05– 10:00.....	2 nd Period
10:00 – 10:05.....	Pass
10:05 – 11:00.....	3 rd Period
11:00 – 11:30.....	Lunch
11:35– 12:30.....	4 th Period
12:35 – 1:30.....	5 th Period
1:30 – 1:35.....	Pass
1:35– 2:30.....	6 th period
2:30 – 2:35.....	Pass
2:35 – 3:30.....	7 th period

TO WHOM TO GO FOR WHAT

PRINCIPAL:

Special permission
Attendance records and information
Daily schedule of school activity
Admit slips
Rules interpretation

COUNSELOR:

Grades and Transcripts
Enrollment/Class Changes
Testing
Requirements for graduation
Guidance problems
Personal or family problems

CLASSROOM TEACHER:

Assignments
Make-up work
Subject-matter questions

ATTENDANCE

Students receive maximum benefits from school only through preparation and participation in all classes each day. Daily attendance, therefore, is expected of all students. Prompt and regular attendance in all classes is the responsibility of every student and parent. Any teacher or principal may require a parental conference regarding attendance or other class-related problems. Failure to conclude such conference to the teacher's and principal's satisfaction may result in appropriate action against the student, even to the extent of failure of the course or suspension from school.

STATE ATTENDANCE LAW

Section 10-105. A. It shall be unlawful for a parent, guardian, custodian or other person having control of a child who is over the age of seven (7) years and under the age of eighteen (18) years, and who has not finished four (4) years of high school work, to neglect or refuse to cause or compel such child to attend and comply with the rules of some public, private or other school, unless other means of education are provided for the full term the schools of the district are in session; and it shall be unlawful for any child who is over the age of sixteen (16) years and under the age of eighteen (18) years, and who has not finished four (4) years of high school work to neglect or refuse to attend and comply with the rules of some public, private or other school, or receive and education by other means for the full term the schools of the district are in session.

ATTENDANCE POLICY

Regular class attendance is essential for students to achieve to the best of their ability. When a student is absent from school, his/her parents are responsible for calling the office to report the reason for the absence. All notes must be turned in to the office by 8:20 a.m. the morning the student returns to school. **Students must be in attendance 90% of the time.** Students who are more than 15 minutes late to a class will be considered absent. Students who check out of class 15 minutes before the end of the period will be counted absent.

ABSENTEE POLICY

EXCUSED ABSENCE:

These are absences from regular class work caused by absences due to funerals of immediate family members which will include mother, father, brother, sister, grandmother, grandfather or legal guardian. Illness verified by a doctor's note. Observance of religious holidays when requested by parents or guardian; or legal matters.

SCHOOL EXCUSED ABSENCE:

The maximum number of absences for activities, whether sponsored by the School or outside agency/organization, which removes any student from the Classroom shall be ten (10) for any one class period of each school year. Excluded from this number are state and national levels of school-sponsored contests. State and national contest are those for which a student must earn the right to compete

REGULAR ABSENCE:

These will be absences when a student brings a legitimate note from home the next day saying they were too sick to attend school, or that they were kept out by parent or guardian for some reason acceptable by this office. What is acceptable by the office will be at the principal's discretion. The work missed on these days may be made up by the student 1 day for each day absent.

UNEXCUSED ABSENCE:

These are absences where a student does not have a note and/or has been playing hooky. A student with this type of absence may receive punishment from the principal at his discretion and work missed on this type of absence is not allowed to be made up.

ATTENDANCE AND MAKE-UP WORK

Students who know they are going to be absent are required to check with teachers before they leave to get their homework assignments. If an assignment or test is planned before the student's absence, it is the responsibility of the student to have that work completed or take the test on the first day they return to class. All work obtained prior to leaving needs to be turned into the teacher upon returning to class. Absences for school activities do not count against the student's attendance. Make-up work will be given at the discretion of the teacher. Student's suspended out-of-school will receive credit actually earned on assignments completed on time.

ASSIGNMENTS

Assignments will not be accepted after due date and a zero will be given.

***** Notice *****

Students may not receive credit for a class that they have been absent in more than eight (8) times per semester. Students exceeding that limit may appeal the attendance policy to the District Attendance Committee. Reasons for appeals may include extended illness, family emergencies, or other extenuating circumstances. Your absences must be supported with documentation. The District Attendance Committee will vote to approve or not approve the absences. No approval will result in loss of credit for the class(es). It is the student's responsibility to arrange for a meeting time with the attendance appeal committee.

ESTABLISHMENT OF ATTENDANCE APPEAL COMMITTEE

Each year, an attendance appeal committee shall be established for the purpose of possibly granting exception to students exceeding the amount of allotted absences. The committee shall make a decision based upon documentation presented and result from any investigation they deem necessary. The committee's decision is final and non-appealable.

TARDY POLICY

Students are to be in their seats and prepared for class when the bell rings. Students who are not in the classroom, in their seat, prepared with homework, paper, pencil, textbook, etc. when the bell rings will be counted tardy. Teachers will keep track of all tardies in their grade books. Student who are tardy should go directly to the office for an admit. Your teacher will send you to the office for the third tardy and all tardies after the third per nine weeks. Each student is allowed two tardies per nine weeks, per class. The teacher records the tardy, but no discipline is administered. However, for the third tardy, and every successive tardy, the student is referred to the office. It should be noted that students should be careful not to abuse the “two free tardies” policy by intentionally neglecting to get to class on time. At any time, teachers may make a judgment call and discipline a student for skipping class rather than being tardy.

3rd Tardy = 1 day Lunch Detention

4th Tardy = 2 days Lunch Detention(s)

5th Tardy = APP

6th Tardy = APP(s)

WITHDRAWAL

If a student withdraws from school, he/she should check out in the office and obtain a withdrawal slip and have all of his/her teachers sign it. This will ensure that records will be sent to the school in which you are to enroll. Failure to do this often causes delay in sending records to the new school. Records will not be forwarded to another school until all obligations are met.

PROTESTS, DEMONSTRATIONS, OR WALK-OUTS

This type of behavior will not be tolerated. Such activity interferes and disrupts the educational function of the school.

GENERAL INFORMATION

ACTIVITY CLASSES, PROGRAMS, AND FIELD TRIPS

All activity classes will be conducted the same as academic classes. Always remember that you get from an activity only what you put into it. The purpose of the activity program is to provide meaningful activities to complete the student’s school life. The activity program should include experiences in group dynamics, leaderships, moral and ethical values. It’s our belief at Dibble Schools that a student should not be removed from the classroom to go on a field trip if that student is failing a class, or classes. If the field trip is one which the student is required to attend because it is part of the student’s grade, then the student would be allowed to go. ***Students may be denied the opportunity to attend field trips due to excessive absences.***

**Insurance is available through the school. Those people involved in activity programs are encouraged to purchase school insurance.*

BULLYING OR HARRASSMENT

One type of misconduct that happens more in the middle school years than at any other level is bullying or harassment. Dibble Middle School is committed to creating a safe, healthy, learning environment for all students that enhances personal safety and encourage respect, dignity and equality among students.

Dibble Middle School is committed to creating and maintaining a learning environment that is free from bullying and harassment.

- Bullying is aggressive behavior or intentional harming.
- Bullying can be physical, verbal, emotional or sexual.
- Bullying is carried out repeatedly over time.
- Bullying occurs within an interpersonal relationship characterized by an imbalance of power.

Prohibited bullying behavior, includes but is not limited to, name calling, racial slurs, pushing, crowding, hitting, pinching, making fun of, telling mean jokes about someone, threatening to hurt someone, rude hand gestures, taking things without permission.

REPORTING:

Reporting bullying to school staff is encouraged. Anyone may report bullying. They may report it to any school staff member. The staff is expected to act on all reports and to pass the report on to the school administrator.

Bullying will not be tolerated anywhere at Dibble Schools. This includes school facilities, premises and non-school property if the student is at a school sponsored, school approved or school related activity, event or function where students are under the supervision of staff.

CELL PHONES/MUSIC DEVICES/OTHER ELECTRONIC DEVICES

During the school day (from the time a student arrives on campus until the end of school) the cell phone/electronic device must be turned off and cannot be visible.

Placing a cell phone on vibrate or texting is not considered off and is prohibited.

Using a cell phone or any other device to record or video tape is prohibited.

Dibble Public Schools is not responsible for lost or stolen cell phones, nor do we have the resources to investigate if they were lost or stolen.

DISCIPLINE:

1st offense will result in the cell phone being confiscated and a parent/guardian must pick up the device.

2nd offense will result in the cell phone being confiscated, parent/guardian must pick up

the device, and the student will not be allowed to have any cell phone/electronic devices on campus for the remainder of the school year.

3rd offense will result in the cell phone being confiscated parent/guardian must pick up the device, and the student will serve 3 days of APP.

CHEATING

Whenever a student is guilty of cheating, the teacher shall collect the student's paper, mark a zero for the work, and notify the parent and office immediately as to the action taken. The parent shall be notified that a second offense will include placement in the Alternate Placement Program for one day. Any communication or disruption during an exam or copying assignments may result in disciplinary action and a zero.

CLASS BEHAVIOR

When you enroll in classes you assume the following obligations:

- To be present and on time each day
- To be in your seat before the last bell rings
- To complete each assignment on time
- To give all your attention in class to the teacher and subject matter
- To participate in all class activities
- To be respectful and cooperative
- To bring the necessary equipment to participate in class (books, paper, pencils, etc.)

CONTAGIOUS DISEASES

Any student who has been absent from school because of a contagious disease must submit to the building principal a written release by a physician before returning to classes. (Ex. head lice/ pink eye.) ***It is mandatory that students/parents notify the office if they are diagnosed with a potential life threatening disease.***

DISPLAYS OF AFFECTION

Displays of affection will not be permitted at school. School is not a proper place for this type of activity. Inappropriate behaviors include but are not limited to: kissing, intimate hugging, etc.

DRESS CODE

The Dibble Public School dress code is the result of a cooperative effort with students, teachers, and administration to work toward a well-groomed, clean and pleasant student body. It is understandable that criteria be established to prohibit extreme styles and designs in clothing and hair styles which might disrupt the education process or endanger the health and safety of students.

The following will not be permitted:

- Tank tops, muscle shirts, see-through blouses, or midriff tops that do not meet the waistline will not be permitted. Students' back, midriff, and chest should be covered.
- All garments worn below the waist must be no higher than the fingertips.
- Jeans or pants with holes or rips, those holes or rips are not allowed above the fingertips rule.
- Tights, leggings, or form fitting stretch material that are worn must be covered by a skirt, shirt, or shorts that meet the below the fingertip rule.
- Clothing, headwear, jewelry, and or other items must not bare logos, slogans, pictures or messages with derogatory or offensive ethnic, racial, sexual, gang, political, tobacco, alcohol, drugs, and or weapons.
- Caps, bandanas, sunglasses, hood of hoodies, or any other headwear will not be permitted to be worn in the classroom or buildings. All confiscated items will be held until the end of the semester.
- Chains worn by students attached to clothing or excessive chains around the neck are not allowed.
- Pajama style pants, tops and shoes are not appropriate for school wear.
- Jeans, pants, shorts, etc. must be worn above the hipbone at the natural waistline and are not allowed to sag.
- Excessive piercings, dress, and hair style which is distracting or disruptive will not be permitted.
- Blankets are not allowed.

Students that violate the dress code will be given a tardy and or unexcused absence in order to correct the infraction. If proper dress is not obtainable then the student will be assigned APP for the remainder of the day.

This list is not intended to be a complete listing of all possible examples of inappropriate dress. The administration will make the final judgment as to the appropriateness of a student's attire. Teachers who believe a student's dress may be inappropriate should send students to the principal's office. The decision of the principal will be final.

ELECTIVE COURSES/CLUBS/ORGANIZATIONS

Athletics (Grades 6th, 7th, 8th) ELECTIVE

Sports available include football, softball, basketball, track, baseball, and cheer. Our focus is to provide a developmentally responsive middle school sports program that places high priority on skill development and provides students the opportunity to explore different sports and select the ones they are most successful in and enjoy the most.

Band (Grades 6th, 7th, 8th) ELECTIVE

Beginning band is offered to students in the 6th grade. No previous musical experience is required. Students will learn the basics of instrument fundamentals, reading music and rhythmic notation, and independent musical performance. In both 7th and 8th grade, students are developing fine motor skills and developing the ability to really hear, and to become sensitive to the sounds they make. One student can literally change the sound of an entire 80-piece band!

FCCLA (Grades 6th, 7th, 8th) ELECTIVE/ORGANIZATION

FCCLA is the ultimate leadership experience, focusing on character development, creative and critical thinking, interpersonal communication, practical knowledge, and career preparation. FCCLA is unique among youth organizations because its programs are planned and run by members. Participation in national programs and chapter activities help members become strong leaders in their families, careers, and communities. There is a membership fee of \$20 per year. Parents are encouraged to get involved through the FCCLA Booster Club.

FFA (Grades 8th) ELECTIVE/ORGANIZATION

FFA is a dynamic youth organization within agricultural education that prepares students for premier leadership, personal growth and career success. This course is intended as an eighth-grade offering that focuses on developing student awareness for the agricultural industry through the seven pathways. Content will include the role of food production and processing, careers, relationships in natural resources, agricultural safety, and the strong undergirding science provides in the study of agriculture.

Leadership/Student Council (Grades 6th, 7th, 8th) CLUB

This club allows students the opportunity to build strong leadership skills. It will be open to students who want to give up their lunch time on specific days to assist with leadership activities. Throughout the year, students will be involved in community service projects and will have the opportunity to enhance their public speaking skills. This club will require out of school time. It is a privilege to represent the school; therefore, all participants must be in good standing in all matters regarding grades, attendance, and discipline.

ELIGIBILITY

The rules of the Oklahoma Secondary School Activities Association Rules are followed and pertain to all activities.

- To be eligible, a student must be passing all subjects.
- Student's participation in competitive athletics must have accident insurance.
- Any athlete missing more than three classes of school on the day of an athlete contest will not be allowed to participate; however, the Principal has the authority to waive the rule! Students 15 minutes late or students that check out of class before the last 15 minutes are counted absent from that class.
- The ineligibility of a student will extend to the participation in any extra extracurricular activities for all classes.
- Compliance with all rules and regulations of the Oklahoma Secondary School Activities Association shall be mandatory. The athletic director will have charge of all athletic contests and determine the eligibility of players.

ELIGIBILITY- SCHOLASTIC

- Grades will be averaged from the beginning to the end of each term. Eligibility will start over at the beginning of each new semester. Scholastic eligibility for students will be checked after three weeks (during the fourth week) of a semester and each succeeding week thereafter. Students will be placed on probation for a period of one week before becoming ineligible.
- Eligibility will occur Monday through Sunday.
- Teachers will turn in eligibility sheets on Wednesday at 3:15 p.m. These eligibility sheets will reflect graded assignments or make-up work turned in from the previous Thursday through Wednesday.
- Students not receiving credit for excessive absences, or failing more than two classes in a semester will be ineligible for the first 6 weeks of the next semester.
- Student's ineligible the week of Thanksgiving break, Spring break or Fall Break will also be ineligible the week after the three breaks.

EXAMPLE: Eligibility sheets turned in on Thursday, March 21, will represent any graded work turned in from Thursday, March 14, through Wednesday, March 20. Eligibility would occur on Monday, March 25, through Sunday, March 31. Students must pass 5 out of 7 classes per term to be eligible for extra-curricular activities during the first 6 week of the next term.

FINAL EXAMS

Teachers may administer a cumulative semester test. A schedule will be administered by the principal so that all tests are not given on the same day.

SEMESTER TEST-EXEMPTION POLICY

Students can exempt semester test when they meet the following criteria:

1. Students will be able exempt from all classes if they qualify.

2. Any unexcused absence will void their right to exempt any class.
3. More than five tardies total will also void their right to exempt any class.
4. An (A) in any class can be exempt as long as the tardy and unexcused absence policy is met.
5. 3.0 students can have four absences per class
6. 2.0 students can have three absences per class
7. Students with a F cannot exempt that class.

FIRE, TORNADO AND SECURITY DRILLS

At different times throughout the school year, fire, tornado drills and security drills will be conducted. The fire drill will be activated by alarms. The tornado drill will be announced over intercom. Students will exit the building as instructed during fire drills. Students will proceed to their designated areas and follow procedure during tornado drills. Students are not to be released until all clear signal is given. Security procedures will be initiated through various announcements from the office. Classroom teachers will direct the students into proper safety precautions.

FUNDRAISERS

All fundraisers must be submitted to the principal prior to the board meetings for approval. The Dibble Public Schools procedure for handling NSF (Non-Sufficient Fund) CHECKS: For your convenience, if a check is returned for insufficient funds to the school district, the account will be debited electronically for the amount of the check plus a processing (recovery) fee of \$30.00

GRADING SCALE

Students are given letter grades on report cards and school records. However, teachers are encouraged to use number grades to arrive at letter grades.

A	B	C	D	F
SUPERIOR	ABOVE AVERAGE	AVERAGE	PASSING	FAILING
100-90	89-80	79-70	69-60	59 & below

HONOR ROLL

The honor roll is based upon a student's academic performance per semester. Students who achieve a 4.0 GPA for the semester with all A's will be recognized as achieving the Superintendent's Honor Roll. Students with a 3.0 GPA and all A's and B's will be recognized on the Principal's Honor Roll.

INITIATION

There will be no organizational initiation of any type during school hours. All school sponsored organizations shall adhere closely to the formal initiation approved by their state organizations. If the organizations do not have an approved formal initiation by a state organization, the program of initiation must be presented to the principal for approval or disapproval.

LIBRARY BOOKS

The purpose of the schools' library media center is to supplement and enrich the curriculum and instruction offered by the Dibble School District. Materials shall be available to challenge the different interests, learning styles, and reading levels of the school's students that will help them attain the district's educational goals. Students will be required to pay for or replace any lost library book that is checked out to them. Any student may check out up to 4 books at one time.

LOCKERS

Lockers are assigned free to students at the beginning of the school year. Your locker is your responsibility so keep it neat and clean. No stickers or tape is allowed outside or inside the locker. Books and school supplies should be kept in them, not valuables. **Students are responsible for all items in their assigned locker. It is highly recommended that the student secure the items in the locker with a lock. If you place a lock on your locker please give the office an extra key or the combination, otherwise it may be necessary to cut your lock off at your expense.**

LOST AND FOUND

All articles or money found should be turned in at the principal's office, and all lost articles or money should be reported to the principal's office. At the end of each nine-week period, all articles will be properly disposed of.

LUNCHES

A hot lunch program is provided in the cafeteria for the benefit and convenience of both student and the parent.

No food, cups, plates, napkins or containers of any kind will be taken from the cafeteria unless approved by administration.

Students may bring their lunch, but they will be required to eat in the cafeteria.

Students are required to stay on campus throughout the lunch period.

Price: Student's Breakfast \$1.00 and Student's Lunch \$2.25

Reduced Breakfast is .30 cents and Reduced Lunch is .40 cents.

Adult's Breakfast \$2.00 and Adult's Lunch \$3.25

OKLAHOMA'S PROMISE – OHLAP

The Oklahoma Legislature has set up a unique program for eighth, ninth and tenth-grade students that will help pay for their college education if their family's income is \$50,000 or less at the time the student applies for the program. To enroll in the Oklahoma's Promise program, you must be an Oklahoma resident; enrolled in the eighth, ninth or tenth-grade in an Oklahoma high school; and the child of parents whose income is not more than \$50,000 per year. Applications must be completed during the school year in the student's eighth, ninth or tenth-grade year and witnessed by the student's parent(s), custodian(s) or legal guardian(s) who also agree to help the student comply with Oklahoma's Promise requirements. For more information, call the Oklahoma State Regents for Higher Education's information hotline at 800.858.1840, e-mail okpromise@osrhe.edu or write Oklahoma's Promise, Oklahoma State Regents for Higher Education, P.O. Box 108850, Oklahoma City, OK 73101-8850.

PARENTS RIGHT TO KNOW (NCLB Act of 2001)

Section 1111 (6) (A)-QUALIFICATIONS. At the beginning of each school year, a local educational agency that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following:

1. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

According to the Act, the information listed above must only be provided to parents who request the information. The LEA/school site must notify parents that they have the right to request the information.

Section 1111 (6) (B)-ADDITIONAL INFORMATION. In addition to the information that parents may request under subparagraph (A), a school that receives funds under this part shall provide to each individual parent:

1. Information on the level of achievement of the parent's child in each of the State academic assessments.
2. Timely notice that the parent's child has been assigned, or has been taught for 4 or more consecutive weeks by, a teacher who is not highly qualified.

The Act also requires that this information be provided to parents, to the extent practicable, in an understandable format and in a language that parents can understand.

PICTURES

Each year school pictures are taken shortly after the opening of school. All students must have pictures taken even though they don't intend to purchase them so that the yearbook will be complete. No one is obligated to order or purchase pictures. Pictures ordered must be paid for in advance.

PHONE CALLS

Students will not be called from class or let out of class to answer the telephone except in cases of Emergency. Only with special permission will students be allowed to make phone calls. All calls will be made in the main office.

PRIVACY RIGHTS

Pupils shall not have any reasonable expectation of privacy towards school administrators or teachers in the contents of a school locker, desk, or other school property. School personnel shall have access to school lockers, desks, and other school property in order to properly supervise the welfare of pupils. School lockers, desks, and other areas of school facilities may be opened and examined by school officials at any time and no reason shall be necessary for such search.

REPORT CARDS

Report cards are issued to students after each semester. Only semester grades are listed on the student's official school transcript. Students failing to make up incomplete work in accordance with policy (see "Attendance and Make-up Work") will receive a "zero" for incomplete work. You can check your child's progress at anytime using our online website.

RETENTION POLICY

Any student that failed one or more semesters of a core class may be required to retake the class as well as the current class for that grade level. For example, if a failing grade was obtained in 6th grade math, that student will be enrolled in 6th grade math and 7th grade math. Therefore, the student will only be allowed to enroll in one elective class.

SCHEDULE CHANGES

Students may request schedule changes within the first 7 days of school. Changes will be at the discretion of the Principal or Counselor.

SCHOOL PROPERTY

We are proud of the fine facilities we have in the Dibble Public Schools and middle school building. Clean, well maintained facilities help build pride and help set a climate which is conducive to learning. In order to continue this pride, we ask that all students do their part in keeping the buildings and campus areas clean and in excellent condition. Students are expected to respect all school property at all times. Any student who damages or destroys school property will be asked to pay in full the amount of the damages caused. The student

will also be subject to appropriate disciplinary action from the school.

SCHOOL PUBLICATION

Throughout the school year there will be times when we wish to recognize student achievement through various means of publication (i.e., internet, local newspapers, School Tube, etc.). **If you do not want your child's picture or name to be published in one of these public forums, then you must notify the central office by September 1st of the current school year. If you enroll after September 1st then you must notify the office within ten school days.**

SEVERE WEATHER AND SCHOOL CLOSINGS

Sometimes it is necessary to close school because of severe weather. When this decision is made, it will be announced. Please check school listings on your local news channels if you suspect the weather is such as to necessitate school closing. Dibble Public Schools has in-listed the use of EVERBRIDGE Mass Notification System, therefore you will receive a phone call and/or text message to alert in any event that may involve a school closing. If heavy rains or hail are occurring at dismissal time, students may be held in the building until the intensity of the storm subsides.

TEXTBOOKS

Textbooks are purchased and furnished to Dibble Public Schools by the State of Oklahoma and, therefore, are the property of the State of Oklahoma. When textbooks are issued to a student, the student becomes responsible for them. Pride should be taken in the care and maintenance of books. Students should not write or mark in them in any way. If they are lost or damaged, they must be replaced at the student's expense. Report cards may be held at the end of each semester if there are damages which have not been paid for.

TOBACCO

The use of or the possession of tobacco/nicotine **in any form** is not permitted on the Dibble School campus. Students using tobacco (cigarettes or smokeless) will be referred to the office. Violations of the tobacco policy will result in disciplinary action; offenses may result in suspension and/or may receive a Citation and reported to the Able Commission. These rules also apply to all bus rides and school sponsored events, whether home or away.

TRANSPORTATION

Bus transportation is a privilege that the school district provides for its students. This privilege may be lost if the student is unwilling to comply with the rules and regulations set forth. All bus riders will have assigned seats as determined by the bus driver. Any damage/vandalism

that may occur to the bus will be subject to disciplinary action and/or financial responsibility by bus rider. Cameras will be in place on each bus. If you know you will not be riding the bus on a particular day; notify your driver so, he/she will not make an unnecessary trip or stop for you. Bus drivers are school employees and have complete authority during the time the student is being transported to and from school. Safety is a major concern and should be foremost in everyone's mind. All students who ride the bus are asked to follow safety rules which are presented by the driver, school district, State Department of Education and the State Transportation Division.

VISITORS

Students are not allowed visitors at school. A visitor is someone that is not currently enrolled in Dibble Public Schools. Outside visitors are not allowed as this distracts students from school efforts and disturbs classes. This also applies to the lunch break. Students are not allowed to talk to persons driving down the street or parked along the road. Violations of this rule will result in disciplinary action.

WEAPONS

Students are not allowed to possess a weapon of any type, real or fake. This includes the carrying of knives and all kinds of martial arts paraphernalia. If a weapon is discovered on campus, it will be confiscated by an administrator or teacher and the student will be subject to strong disciplinary action. Local law enforcement may also be notified.

WENGAGE

Students and parents can monitor grades by using the electronic grade book. (Wen-GAGE Gradebook) which is accessible on the web. You must have your child's user name and password. If you do not have this information you may e-mail tech@dibble.k12.ok.us or contact the middle school office. The website to monitor the grades is <https://ok.wengage.com/Dibble>.

YEARBOOK

The yearbook, The Demon, is published annually and is received at the beginning of the following school year. The yearbook contains a pictorial account of the year's activities and organizations in addition to the members of all the classes in the school. The members of the staff are selected upon qualities such as ability, desire, and cooperativeness.

DISCIPLINE

Good discipline is a necessary part of any student's education. Discipline not properly administered can lead to discontent and misunderstanding between the student, parent, and school. A document of this nature cannot cover every set of circumstances that may be encountered in the diverse and complex social setting of a public school. Therefore, administrators charged with the responsibility of creating and maintaining a physically safe and appropriate learning environment may find it necessary to use options and

procedures not covered in these regulations. The policy at Dibble Middle School is outlined as follows:

AUTHORITY OF THE SCHOOL

Students are subject to the authority of the school and its officials when attending any school sponsored activity. This also applies to students as participants and spectators at any out of town school activities. Improper, violent, or unruly conduct may result in being suspended from attending these activities. Teachers have the responsibility to insure a climate conducive to the safety and welfare of students and others in the school. They are further responsible for the learning and social development of students at school. Teachers are therefore vested with the necessary authority to discharge these responsibilities. It should be understood that any teacher has this authority at any time on school property or at school functions. One of the most serious offenses a student can commit is insubordination to a teacher, and any such behavior shall be dealt with most severely. Under no circumstances will disrespectful or threatening behavior toward a teacher be tolerated!

General Behavior: The laws of Oklahoma place the school “in loco parentis” (in place of the parent). This means that any student enrolled in the school comes under the protection and guidance of the school administration and teachers. Students, therefore, are subject to the authority and discipline of school personnel. Students should be aware that supervision of conduct is a responsibility of the teaching staff. Behavior which may be detrimental or injurious to self or others cannot be tolerated. Failure on part of the student to follow instructions of any member of the staff may result in disciplinary action. Students shall not have any reasonable expectations of privacy towards school administrators or teachers in the contents of a school locker, desk, or other school property.

OKLAHOMA SCHOOL LAWS

The Oklahoma School Law Code, Section 125, page 95, states “The teacher of a child attending a public school shall have the same rights as a parent or guardian to control and discipline such child during the time the child is in attendance or is in transit to or from the school or any other school function authorized by the school district or classroom resided by the teacher.”

- Teachers will handle their discipline problems under the supervision of the building principal.

A discipline report shall be filled out and kept on file in the principal’s office for parent reference.

STUDENT CONDUCT

The student's behavior should be conducive to promoting and maintaining a good learning atmosphere. All students must follow instructions given by any staff member of Dibble Public School. All students should be aware that they represent Dibble School and community when they are on trips of all types. It will be understood that students who are frequent discipline problems are not interested in their own education and are depriving other students of their education. Therefore, such students will be suspended from school.

A. Expectations of Students

Pride is a tradition at Dibble. We are proud of our students, our faculty, and our families. We are proud of the achievements our students accomplish in the various activities offered by our school. As a student, you become part of this tradition, and you are expected to uphold this tradition as a representative of this school. Students at Dibble are expected to:

- Be considerate of others.
- Be respectful of his/her school building and grounds.
- Try their best in all class work.
- Be cheerful and optimistic.
- Use speech and manners which bring pride to our school
- Be a good sport in all areas of school.

B. Inappropriate Behavior

- Cheating
- Disruptive behavior in class, hallway, cafeteria, bathroom, or on the school bus.
- Inappropriate language (abusive/vulgar)
- Use and possession of alcohol, drugs, tobacco/nicotine or related paraphernalia
- Truancy and tardiness
- Inappropriate dress
- Absence from assigned detention
- Refusal to comply with the teacher's instructions or request
- Disrespectful conduct toward peers or teachers
- Repeated failure to perform responsible tasks (homework)
- Public displays of affection
- Refusal to complete assignment requests
- Fighting, assault, vandalism, larceny, arson, extortion.
- Possession of dangerous weapons/objects at school, in transit to and from school, or at any school activity.
- Violating posted classroom rules.
- Harassment, intimidation, or bullying towards school personnel or other students at any time.
- Failure to take book and necessary supplies to class.

- Creation of false emergencies

This list is not intended to be a complete listing of all possible offenses, but it is a listing of those offenses that we deal with most often. Additionally, administrators shall have the authority to enforce other reasonable disciplinary action that they find warranted by situations not covered in the disciplinary action schedule.

POSSIBLE PUNISHMENTS

The types of punishment used will depend upon the infraction involved and the number of times the student has broken the regulation. The forms of punishment used may include the following but are not limited to:

- Warning students
- Advising parents
- Removal from the classroom (temporary or permanent)
- Parent conference
- Loss of lunchroom privileges
- Detention (In-school) (Before school) (Noon) (After school)
- Financial restitution
- Involving law enforcement
- Involving social agencies
- Probation
- Alternative Placement Program
- Suspension (short term or long term)
- Written agreements
- Loss of extra-curricular activity privileges (temporary or permanent)
- Any other disciplinary action deemed appropriate by the principal

Students will accept the punishment or be suspended from school until a parent or guardian returns with them for a conference with the principal. Additionally, administrators shall have the authority to enforce other reasonable disciplinary action that they find warranted by situations not covered in the disciplinary action schedule.

OFFENSES PUNISHABLE BY SUSPENSION

The principal shall have the authority to suspend any pupil who is guilty of any of the following acts while in attendance at school, in transit by school transportation, under school supervision to or from school, at any school function authorized by the school district, or when present at any facility under the control of the school district. *The student may also be suspended if it can be proven that infractions committed away from school and not on school property adversely affect the efficient operation of the school.* The following guidelines have been established by the Dibble School Board in conjunction with the administration in the suspension or expulsion from school. Punishment may be administered by the principal at his discretion.

- Public Displays of Affection
- Theft

- Vandalism committed to school property. Students will be required to pay for any damages and may be punished at the principal's discretion.
- Use of profane or obscene language on school property or at any school function.
- Physical or verbal abuse to other students or members of the staff on school property or at any school function, through the use of cell phones/ public media that may affect the educational day.
- Failure to observe detentions prescribed by teachers unless duly excused.
- Gambling on school property
- The use of or bringing of, alcoholic beverages or drugs on the campus. This includes the use of these items off of the campus, and then attending school or school function while under the influence of these items. The use or possession of tobacco/nicotine products on campus, buses, and extra-curricular activities; either home and away, is also prohibited.
- Repeated abuse of dress regulations prescribed by the proper administrative authority on school property or at any school function.
- Possession of dangerous weapons as described in Section 20-1 or Title 70; Oklahoma Statutes, on school property or any school function. Pocket knives are not to be carried to school.
- Improper, violent, or unruly conduct on school property or at any school function.
- Deliberate refusal to attempt a reasonable academic achievement.
- The refusal to follow a reasonable directive of a teacher or administrator will be considered insubordination. The directives of a teacher or administrator shall be presumed reasonable.
- Without limiting the foregoing acts, any persistent violations of regulations or duly constituted school authority, any conduct on school property, or at school functions in violation of the generally accepted moral standards of the community.
- Disrespect or disobedience to any teacher, administrator, support staff, or disregard for their authority.

Dibble School has a Closed Campus Policy for grades K-12. Students shall not leave the school campus without proper authorization from the principal. Students are not allowed to go to the store before school.

- The creation of false emergencies will not be permitted. Any individual that pulls a fire alarm or causes a bomb threat which necessitates the school to remove all or part of the students for their safety is disrupting the school program and endangering the health and welfare of all individuals in the building and will therefore be suspended.
- General harassment of non-certified personnel is prohibited. This includes secretaries, custodial personnel, aids, cooks, and bus drivers.
- Fighting by students is considered unacceptable conduct and is therefore prohibited.
- During official athletic competitions, students must stay off playing area at all times.
- Students should be on campus only during the school day, or under the

supervision of an activity sponsor.

- Possession of unauthorized electronic devices.
- No food items of any kind are allowed in the school buildings. Items may not be brought out of the cafeteria, from the store, or from the school parking lot in the mornings.
- Students may be suspended if reasonable suspicion of drug/alcohol use is present. However, if a student denies the drug/alcohol use, the student may get an immediate drug/alcohol test by arrangement through the school. Tests resulting in a positive shall be paid for by parents/student. Tests resulting in a negative shall be paid for by the school.
- Excessive Referrals.

This list is not intended to be a complete listing of all possible offenses, but it is a listing of those offenses that we deal with most often. Additionally, administrators shall have the authority to enforce other reasonable disciplinary action that they find warranted by situations not covered in the disciplinary action schedule. **Any student who receives more than two (2) suspensions during the year may forfeit their privilege to participate in any of the class activities and projects.** Under any circumstances, the principal has the right to act on any incident which happens, is about to happen at school, or at any school function, whenever it is deemed necessary.

PROCEDURES FOR SUSPENSION

SHORT TERM SUSPENSION: The principal or his assistant in charge is authorized to invoke temporary suspension up to ten (10) days when, after investigation it is determined that the presence of the student at the school is disruptive or threatening to the normal educational process. In cases of temporary suspension, parents will be contacted immediately by telephone or by written notification. As soon as possible a parent conference will be arranged and conducted to determine if the student should be readmitted to the school. If it is determined that suspension should extend beyond the conference date, the student shall have the right to an evidentiary hearing and an appeal to a local committee of teachers. Short term suspension appeals shall be heard by the district's attendance/suspension appeal committee. The committee has the decision of upholding, reducing, eliminating, or adding to the suspension issued by the Principal.

Students suspended less than six (6) days will be required to obtain their missed work from their teachers upon returning from suspension. Students suspended six (6) or more days will be allowed to have their work picked up by parent/guardian in the office on Wednesdays between 3:00 and 3:30pm.

LONG TERM SUSPENSION: An evidentiary hearing may be held for all suspensions of more than ten (10) days. Parents and students have the right to appeal to the district administration and then to the Board of Education. The parent or guardian will be notified in person and/or by mail of the suspension of the student and the date and time the evidentiary hearing can be held. A copy of the suspension notification shall be mailed to parent and filed in the office of the superintendent. The building principal is

responsible for conducting the hearing utilizing the following guidelines:

- It will be the responsibility of the building principal to provide facts, witnesses, and evidence to support charges brought against the student and to substantiate these charges by answering any questions submitted by the student.
- The suspension will become effective following the evidentiary hearing, unless as determined by the principal, there is reason to alter the charge and disciplinary action. If the student, upon appeal is found innocent of the charges, he/she will be re-admitted, suspended days' absence will be excused, and ample opportunity to make up work.

FIRST LEVEL OF APPEAL FOR SUSPENSION: SUPERINTENDENT

Following the evidentiary hearing any student who has been suspended in excess of ten (10) days will have the right to appeal by making a written request specifying the reason or reasons for the appeal to the superintendent of schools within three (3) days of the suspension. The superintendent shall then schedule an appeal hearing and notify the student and his/her parent or guardian in writing as to the time, place and purpose for the hearing. Following the hearing the superintendent shall state, within a reasonable time after the hearing, as to whether or not the decision shall be filed in the office of the superintendent.

SECOND LEVEL OF APPEAL FOR SUSPENSION: BOARD OF EDUCATION

If the student desires to make further appeal, he/she has the right to make a written request to the superintendent of schools requesting a hearing before the Board of Education. The written request shall specify the basis for the appeal. Upon receiving the written request for the hearing before the Board, the superintendent will immediately review the decisions of the previous hearings to determine whether a solution can be made administratively. If the matter is not resolved by the superintendent, a hearing will be scheduled before the Board of Education. The decision rendered in a hearing conducted by the Board of Education shall become a final decision.

ALTERNATIVE PLACEMENT PROGRAM

Students may be placed in Alternate Placement Program (APP) for any out-of-school suspension offense. Students will have the opportunity to receive full credit on assignments while in APP. Students that opt out of APP or are suspended for not following APP rules may receive double the days of the original or remaining APP days as an Out-Of-School Suspension. Students that are removed or opt out of APP will receive zeros on all assignments. This is due to the fact that the absences are considered "unexcused."

App Rules

- Absolutely no talking or communicating.
- Absolutely no sleeping.
- Absolutely no cell phones or electronic devices.
- Students must continually work on academically related tasks.
- Excluding scheduled restroom breaks and lunch, students may not leave the room or their assigned seat for any reason.
- Students must face forward at all times and sit properly in their chair.
- Absolutely no food, drinks, or gum.
- Students will not have access to any newspapers or magazines.
- Students will perform community service equal to one class period.
- In the event that a student completes all assignments, he/she will have the option of reading an appropriate book or copying pages from a dictionary.
- In the event that a student feels the need to speak, he/she will raise their hand until addressed by the APP monitor.
- Students will not be allowed to visit the lunchroom during their lunch period. However, the student will be provided a lunch in the APP room. The student may bring a lunch to eat during the designated time only.
- Students that are tardy or have an unexcused absence while in APP will receive additional day(s).
- Student receiving excused absences while in APP will still be required to complete all materials within the assigned amount of time.
- No notes to or from other students are to be written, read, passed, or seen while in APP. Students are not to write, mark, or draw on the walls, desks, or chairs while in APP.

Students may not participate or attend any school activity for the duration of the APP or suspension.

SCHOOL POLICIES

The following policies have been adopted by the Dibble Board of Education.

STUDENT DRUG TESTING POLICY

In an effort to protect the health and safety of its students from illegal and/or performance-enhancing drug use and abuse, the Dibble Board of Education proposes to adopt the following policy for drug testing of students. Activity students will be tested, as well as any other student who voluntarily wishes to be tested.

STATEMENT OF PURPOSE AND INTENT:

Although the Board of Education, administration, and staff desire that every student in the Dibble Public School District refrain from using or possessing illegal drugs, district officials realize that their power to restrict the possession or use of illegal and performance-

enhancing drugs is limited. Therefore, this policy governs performance-enhancing and illegal drug use by students participating in certain extra-curricular activities. The sanctions imposed for violations of this policy will be limitations solely upon the opportunity of any student determined to be in violation of this policy to a student's privilege to participate in extra-curricular activities. Provided, further, that any student who does not participate in any of these activities may voluntarily consent to being tested on a random and a reasonable suspicion basis, with permission of a parent, legal custodian or legal guardian. This would allow parents and guardians to be notified as to a potential drug problem, and enable them to seek help. No suspensions from school or academic sanctions will be imposed for violations of this policy. This policy supplements and complements all other policies, rules, and regulations of the Dibble Public School District regarding possession or use of illegal drugs. Participation in school-sponsored interscholastic extra-curricular activities at the Dibble Public School District are a privilege. Students who participate in these activities should be respected by the student body as well as the school district and the community they represent. Accordingly, students in extra-curricular activities carry a responsibility to themselves, their fellow students, their parents and their school to set the highest possible examples of conduct, sportsmanship, and training, which includes avoiding the use or possession of illegal drugs. The purposes of this policy are five-fold:

1. To educate students of the serious physical, mental and emotional harm caused by illegal drug use.
2. To alert students with possible substance-abuse problems to the potential harms that drug use poses for their physical, mental, and emotional well-being and offer them the privilege of competition as an incentive to stop using such substances.
3. To ensure that students adhere to a training program that bars the intake of illegal and performance-enhancing drugs.
4. To prevent injury, illness, and harm for students that may arise as a result from illegal and performance enhancing drug use.
5. To offer students practices, competition and school activities free of the effects of illegal and performance-enhancing drug use.

Illegal and performance-enhancing drug use of any kind is incompatible with the physical, mental, and emotional demands placed upon participants in extra-curricular activities and upon the positive image these students project to other students and to the community on behalf of the Dibble Public Schools. For the safety, health and wellbeing of students in extra-curricular activities the Dibble Public School District has adopted this policy for use by all participants in interscholastic extra-curricular activities in grades 6th - 12th.

I. DEFINITIONS

"Activity Students" means a member of any middle school or high school Dibble Public School District sponsored extra-curricular organization that participates in interscholastic competition. This includes any student who represents Dibble Schools in the following extra-curricular activities in interscholastic competition, including FAA, FCCLA, Academic Bowl Team, Band, Vocal Music, Cheerleaders, and Athletics.

"Drug use test" means a scientifically substantiated method to test for the present of illegal or performance-enhancing drugs or the metabolites thereof in a person's urine.

"Random Selection Basis" means a mechanism for selecting activity students for drug testing that:

- Results in an equal probability that any activity student from a group of activity students subject to the selection mechanism will be selected, and does not give the school district discretion to waive the selection of any activity student selected under the mechanism.

"Illegal Drugs" means any substance which an individual may not sell, possess, use, distribute or purchase under either federal or Oklahoma law. "Illegal drugs" includes, but is not limited to, all scheduled drugs as defined by the Oklahoma Uniform Controlled Dangerous Substance Act, all prescription drugs obtained without authorization, and all prescribed and over-the-counter drugs being used for an abusive purpose. "Illegal drugs" shall also include alcohol.

"Participating student" means any student participating in the Dibble Public Schools drug-testing program that is the subject of this Dibble Public Schools Drug Testing Policy.

"Performance-enhancing drugs" include anabolic steroids and any other natural or synthetic substance used to increase muscle mass, strength, endurance, speed or other athletic ability. The term "performance-enhancing drugs" does not include dietary or nutritional supplements such as vitamins, minerals and proteins, which can be lawfully purchased in over-the-counter transactions.

"Positive" when referring to a drug use test administered under this policy means a toxicological test result which is considered to demonstrate the presence of an illegal or a performance-enhancing drug or the metabolites thereof using the standards customarily established by the testing laboratory administering the drug use test.

"Reasonable suspicion" means a suspicion of illegal or performance-enhancing drug use based on specific observations made by coaches, administrators, sponsors or teachers. Suspicions may be based on subtle changes in the appearance, speech, or behavior of a student; the reasonable inferences that are drawn from those observations; and/or information of illegal or performance-enhancing drug use by a student supplied to school officials by other students, staff members or patrons. In order for a student to be referred for testing on "reasonable suspicion," his or her activity sponsor, (or one of his/her teachers) and at least two building administrators must agree to the reasonable suspicion. The name and identity of students would not include overtly recognizable signs of present illegal drug use, such as a perceptible odor of drugs, erratic behavior reasonably attributable to illegal drug or alcohol use, or perceptible odor of alcohol. Instances such as these would subject the student to ordinary disciplinary action apart from this policy.

II. PROCEDURES

Each student shall be provided with a copy of the "Student Drug Testing Consent Form" which shall be read, signed and dated by the student, parent or custodial guardian and coach/sponsor before such student shall be eligible to practice or participate in any extra-curricular activities. The consent requires the student to provide a urine sample: (a) as

part of the activity student's annual physical or for eligibility for participation;
(b) when the student is selected by the random selection basis to provide a urine sample;
(c) at any time when there is reasonable suspicion to test for illegal or performance-enhancing drugs. If oral swab or other acceptable testing methods prove to be accurate, economical and accessible, they may be utilized as well. No student shall be allowed to practice or participate in any extra-curricular activities involving interscholastic competition unless the student has returned the properly signed "Student Drug Testing Consent Form."

Prior to the commencement of drug testing each year an orientation session will be held to educate participating students of the sample collection process, privacy arrangements, drug testing procedures and other areas that may help to reassure the student and help avoid embarrassment or uncomfortable feelings about the drug testing process.

Each participating student shall receive a copy of the Student Drug Testing Policy. The head coach or sponsor will be responsible for explaining the policy to all prospective students, and for preparing an educational presentation to acquaint the students with the harmful consequences of drug and alcohol use and abuse.

All Activity Students may be required to provide a sample before the student can participate in an extra-curricular activity covered under this policy. A student who moves into the district after the school year begins may have to undergo a drug test before they will be eligible for participation in any extra-curricular activity.

Drug use testing for students will also be chosen on a random selection basis monthly from a list of all participating students. The Dibble Public School District will determine a monthly number of student names to be drawn at random to provide a urine sample for drug use testing for illegal drugs or performance-enhancing drugs.

In addition to the drug tests required above, any participating student may be required at any time to submit to a test for illegal or performance-enhancing drugs, or the metabolites thereof when an administrator, coach or sponsor has reasonable suspicion of illegal or performance-enhancing drug use by that particular student.

Any drug use test will be administered by or at the direction of a professional laboratory chosen by the Dibble Public School District. The professional laboratory shall be required to use scientifically validated toxicological testing methods, have detailed written specifications to assure chain of custody of the specimens, and proper laboratory control and scientific testing.

All aspects of the drug use-testing program, including the taking of specimens, will be conducted so as to safeguard the personal and privacy rights of the student to the maximum degree possible. The test specimen shall be obtained in a manner designed to minimize intrusiveness of the procedure. In particular, the specimen must be collected in a restroom or other private facility behind a closed stall. The principal/athletic director shall designate a coach, sponsor, or school employee of the same sex as the student to accompany the student to a restroom or other private facility behind a closed stall. The monitor shall not observe the student while the specimen is being produced, but the monitor shall be present outside the stall to listen for the normal sounds of urination in order to guard against tampered specimens and to insure an accurate chain of custody. The monitor shall verify the normal warmth and appearance of the specimen. If at any time during the testing procedure the monitor has reason to believe or suspect that a student is tampering with the specimen, the monitor may stop the procedure and inform

the principal/athletic director, who will then determine if a new sample should be obtained. The monitor shall give each student a form on which the student may list any medications legally prescribed for the student he or she has taken in the preceding 30 days. The parent or legal guardian shall be able to confirm the medication list submitted by their child during the 24 hours following any drug test. The medication list shall be submitted to the lab in a sealed and confidential envelope and shall not be viewed by district employees. An initial positive test result will be subject to confirmation by a second and different test of the same specimen. The second test will use the gas chromatography/mass spectrometry technique. A specimen shall not be reported positive unless the second test utilizing this procedure is positive for the presence of an illegal drug or the metabolites thereof. The laboratory shall preserve the unused portion of a specimen that tested positive for a period of six months or the end of the school year, whichever is shorter. Student records will be retained until the end of the school year.

III. CONFIDENTIALITY

The laboratory will notify the principal of any positive test. To keep the positive test results confidential, the principal will only notify the student, the head coach/sponsor, and the parent or custodial guardian of the student of the results. The principal will schedule a conference with the student and parent or guardian and explain the student's opportunity to submit additional information to the principal/athletic director or to the lab. The Dibble Public School District will rely on the opinion of the laboratory that performed the test in determining whether the positive test result was produced by something other than consumption of an illegal or performance enhancing drug. Test results will be kept in files separate from the student's other educational records, shall be disclosed only to those school personnel who have a need to know, and will not be turned over to any law enforcement authorities. These records will be destroyed upon graduation or permanent withdrawal from Dibble School.

IV. APPEAL

An Activity Student who has been determined by the principal to be in violation of this policy shall have the right to appeal the decision to the superintendent or his/her designee(s). Such request for a review must be submitted to the superintendent in writing within five calendar days of notice of the positive test. A student requesting a review will remain eligible to participate in any extracurricular activities until the review is completed. The superintendent or his/her designee(s) shall then determine whether the original finding was justified. No further review of the superintendent's decision will be provided and his/her decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion of the superintendent that shall be final and non-appeal able.

V. CONSEQUENCES

Any Activity Student who test positive in a drug test under this policy shall be subject to the following restrictions:

A. For the First Offense:

The parent/guardian will be contacted and a private conference will be scheduled to present the test results to the parent/guardian. A meeting will then be setup with the student, parent/guardian, and principal concerning the positive drug test. The student will be suspended from one day of formal competition. The student will be under punishment from the head coach/sponsor for eight days. All coaches/sponsors must have a written policy outlining their punishment(s) for the offense. In order to be reinstated for participation in extra- curricular activities following the suspension the student and parent/guardian must show proof that the student has received a minimum of two hours of drug counseling from a qualified drug treatment program or counseling entity. The school district will not be responsible for any cost associated with first offense counseling or treatment. Additionally, the student must voluntarily submit to a second drug test to be administered within 15 days in accordance with the testing provisions of this policy. After the initial 15 days, a re-test must be administered and the result must be clean or determined to be at a substantially lower level. After the first offense, the student will automatically be included with the next two groups of random testing.

Should the parent/student not agree to these provisions the consequences listed in this policy for the second offense will be imposed.

These restrictions and requirements shall begin immediately, consecutive in nature, unless a review appeal is filed following receipt of a positive test. Provided, however, a student on his/her own volition informs (self-refers) to the athletic director, principal, or coach/sponsor of usage before being notified to submit to a drug use test will be allowed to remain active in all activities covered under this policy. Such student will, however, be considered to have committed his/her first offense under the policy, be required to received a minimum of two hours of drug counseling from a qualified drug treatment program or counseling entity and will be required to re-test as would a student who has tested positive. The student will be allowed to self-refer only once during the time he/she spends in the Dibble School District.

B. For the Second Offense (Same School Year)

The student shall be suspended from participation in all activities covered under this policy for 20 school days, and must show proof that the student has received a minimum of four hours of substance abuse education/counseling from a qualified drug treatment program or counseling entity. The school district will not be responsible for any costs associated with second offense counseling or treatment. Parents should consider seeking additional assistance, including the possibility of drug treatment centers. School officials will help expedite this procedure, if student and parents determine it is necessary. The student may not participate in any meetings, practices, scrimmages or competitions during this period. The student will be randomly tested monthly for the remainder of the current semester and the following semester. The time and date will be unknown to the student and determined by the principal/athletic director or designee.

C. For the Third Offense (Same School Year)

At this point the student will face complete suspension from participation in all extra-curricular activities including all meetings, practices, performances, and competition for

the remainder of the school year plus the following semester. Parents should strongly consider additional assistance from outside sources, including, but not to be limited to, the possibility of drug treatment centers. The school district will not be responsible for any costs associated with third offense counseling or treatment. School officials will cooperate to help expedite this procedure, if the student and parents determine it is necessary.

VI. REFUSAL TO SUBMIT TO DRUG USE TESTING

A participating student who refuses to submit to a drug test authorized under this policy shall not be eligible to participate in any activities covered under this policy, including all meetings, practices, performance and competitions for the remainder of the semester and the following semester. Additionally, the student shall not be considered for any interscholastic activity honors or awards given by the school.

DIBBLE PUBLIC SCHOOL IS COMMITTED TO COOPERATING WITH PARENTS/GUARDIANS IN AN EFFORT TO HELP STUDENTS AVOID ILLEGAL DRUG USE. THE DIBBLE PUBLIC SCHOOL DISTRICT BELIEVES ACCOUNTABILITY IS A POWERFUL TOOL TO HELP SOME STUDENTS AVOID USING DRUGS AND THAT EARLY DETECTION AND INTERVENTION CAN SAVE LIVES.

SUBSTANCE AND DRUG ABUSE POLICY DIBBLE MIDDLE SCHOOL

Dibble Public School recognizes the need for a comprehensive drug and substance abuse program. Realizing the use and abuse of drugs and alcohol by students has become a local, state and national problem; and recognizing that the local school system is responsible for maintaining an environment in which students are protected from drugs, and drug related activities, Dibble Schools forbids the use, possession, evidence of prior use, sale and/or distribution of drugs (except as medically prescribed), alcohol and drug paraphernalia while on school property, or while involved in school activities. A student may be referred to the principal's office after demonstrating one or more of the following behaviors:

- Sleeping in class
- Drowsy
- Slurred speech
- Poor general health
- Abnormal behavior
- Odor of smoke or alcohol
- Inability to concentrate
- Wearing jewelry or clothing that promotes drugs, alcohol, or tobacco use.
- Possession of alcohol, tobacco, illegal drugs, or prescription drugs.

A trained employee (principal) may check the neurological function by means of a simple eye test. If neurological dysfunction is suspected, regardless of the cause, the parent or guardian will be contacted immediately. The above behavior, as well as the eye test, may be sufficient probable cause to search for illegal drugs, drug paraphernalia, or weapons in the students clothing, locker or automobile. When the evidence of illegal drug use is suspected or apparent the student must take a urine test at expense of school.

POSSESSION OF ILLEGAL DRUGS (INCLUDING PRESCRIPTION DRUGS, ALCOHOL, OR INVOLVEMENT IN DRUG ACTIVITY.)

The parent of the student will be contacted immediately and the police will be contacted.

FIRST OFFENSE: student will have two options:

- Ten-day out-of-school suspension. Student must receive drug counseling in the amount of ten documented hours at the expense of the student. The parent or guardian must agree to monthly drug testing of the student for a period of one year from the date of re-entry.
 - Subject to out-of-school suspension for the remainder of the current semester, plus one semester. Ten hours of documented drug counseling at the expense of the student. Parent or guardian must agree to monthly drug testing of the student for a period of one year from the date of re-entry.

SECOND OFFENSE:

- Student will be suspended out-of-school for the remainder of the current semester, plus one semester. Students must receive drug counseling in the amount of ten documented hours at the expense of the student. The parent or guardian must agree to monthly drug testing of the student for a period of one year from the date of re-entry.

POSSESSION OF OVER-THE-COUNTER DRUGS

FIRST OFFENSE: Parents will be contacted immediately. A warning will be issued to the student. Policy for dispensing medication will be reinforced at this time.

SECOND OFFENSE: Parents will be contacted immediately. Student will be placed in the Alternative Placement Program for a period of one week.

DISTRIBUTION OF ILLEGAL AND PRESCRIPTION DRUGS

FIRST OFFENSE: Suspension from school for up to nine weeks.

SECOND OFFENSE: Suspension for the remainder of the semester plus the following semester.

* In both cases local law enforcement personnel will also be notified.

STUDENTS UNDER THE INFLUENCE OF ALCOHOL, DRUGS, CONTROLLED DANGEROUS SUSTANCES OR NON-PRESCRIBED DRUGS

Parents will be contacted immediately. Police will be contacted.

FIRST OFFENSE: student will have two options:

- Ten day out-of-school suspension. Student must receive drug counseling in the amount of ten documented hours at the expense of the student. Parent or guardian must agree to monthly drug testing of the student for a period of one year from the date of re-entry.
- Subject to out-of-school suspension for remainder of current semester, plus one semester. Ten hours of documented drug counseling at the expense of the student. Parent or guardian must agree to monthly drug testing of the student for a period of one year from the date of re-entry.

SECOND OFFENSE: Student will be suspended out-of-school for the remainder of the current semester, plus next semester. Ten hours of documented drug counseling at the expense of the student. Parent or guardian must agree to monthly drug testing of the student for a period of one year from the date of re-entry.

PRESCRIPTION MEDICATION

ALL PRESCRIPTION DRUGS WILL BE KEPT IN AND DISTRIBUTED THROUGH MIDDLE SCHOOL OFFICE! The office will also be responsible for the distribution of over the counter drugs. Nor will student be allowed to distribute these types of medications to other students.

NON-PRESCRIPTION/OVER THE COUNTER MEDICATION

Non-prescription/over the counter medication will not be given to any student unless provided by parent/guardian. All medication must be turned in to the office. Students are not allowed to have any medication in their possession. Dosages will be given according to directions on container only.

BUS POLICY

Dibble Public School and the Board of Education believe that riding a school bus is a privilege, a privilege that Dibble Public Schools and the Board of Education may remove and/or revoke for not abiding by state and local district bus rider rules.

SCHOOL LAWS OF OKLAHOMA: SECTION 170 – TRANSPORTATION OF PUPILS

- Any school district may provide transportation for any child who is participating in any pre-kindergarten or early childhood program operated by the school district or any child who is participating in any head start program offered within the school district.
- Any school district may provide transportation for each student who should attend any public elementary or secondary school when, and only when, transportation is necessary for accomplishment of one of the following purposes:
 1. To provide adequate educational facilities and opportunities which otherwise would not be available.

To transport students whose homes are more than a reasonable walking distance, as defined by such student, Provided, that no state funds shall be paid for the transportation of a student whose residence is within one and one-half (1-1/2) miles from the school attended by such student. (70-9-101)

- District Buses cannot be used to transport students to parochial school. August 9, 1957

Board of Education cannot transport pupils to an Opportunity Center not supported by public funds, unless part of district's education program. May 30, 1972

School District has duty to provide a reasonably safe bus stop where Children can wait for bus with reasonable safety. 640 P. 2d 1000

DIBBLE PUBLIC SCHOOLS RULES/ REGULATIONS/ DISCIPLINE PROCEDURES STUDENT TRANSPORTATION RULES AND REGULATIONS

A. PREVIOUS TO LOADING---- students should:

- Be on time at the designated school bus stops --- keep the bus on schedule.
- Stay off the road at all times while waiting for the bus.

- Wait until the bus comes to a complete stop before attempting to enter.
 - Be careful in approaching bus stops.
 - Do not move toward the bus at the school loading zone until the bus has been brought to a complete stop.
 - Respect people and their property while waiting on the bus.
 - Receive proper school official authorization to be discharged at places other than the regular bus stop.
- B. WHILE ON THE BUS---students should:
- Keep all parts of the body inside the bus.
 - Refrain from eating and drinking on the bus.
 - Refrain from the use of any form of tobacco, alcohol, or drugs.
 - Assist in keeping the bus safe and clean at all times.
 - Remember that loud talking and laughing or unnecessary confusion diverts the driver’s attention and may result in a serious accident. (The life you save may be your own).
 - Treat bus equipment as you would valuable furniture in your own home. Damage to seats, etc. must be paid for by the offender.
 - You should never tamper with the bus or any of its equipment.
 - Maintain possession of books, lunches, or other articles, and Keep the aisle clear.
 - Help look after the safety and comfort of small children.
 - Do not throw objects in or out of the bus.
 - Remain in your seat while the bus is in motion.
 - Refrain from horseplay and fighting on the bus.
 - Be courteous to fellow pupils, and the bus driver.
 - Remain in the bus during road emergencies except when it may be hazardous.
 - Remain quiet when approaching a railroad crossing stop.
- C. AFTER LEAVING THE BUS---students should:
- Go at least ten (10) feet in front of the bus, stop, check traffic, wait for the bus driver’s signal, then cross the road.
 - Go home immediately, staying clear of traffic.
 - Help look after the safety and comfort of small children.
- D. The above rules and regulations should apply to all trips under the school sponsorships. Sponsors should be appointed by the school officials.

DISCIPLINE PROCEDURES:

All school bus drivers for Dibble Public Schools have the authority to maintain control and discipline for their bus. Bus drivers will admonish students whose behavior is inappropriate while riding, loading/unloading, or waiting for the bus. The driver will then complete a “School Bus Incident Report” for the student to take home to his/her parents. Disciplinary action will be at the discretion of the principal and be based upon the seriousness of offense and frequency of occurrence.

CLUB/GANG ACTIVITY POLICY

It is the policy of Dibble Public Schools that membership in secret fraternities or sororities,

or in other clubs or gangs not sponsored by Dibble Public Schools, established agencies or organizations, is prohibited. Gangs, or groups, which initiate, advocate, or promote activities which threaten the safety or well-being of persons or property on school grounds or which disrupt the school environment are harmful to the educational process. The use of hand signals, graffiti, or the presence of apparel, jewelry, accessory or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or any other attribute which indicates or implies membership of affiliation with such a group, presents a clear and present danger to the school environment and educational objectives of the community are forbidden. Incidents involving initiations, hazing, intimidation, and/or related activities of such group affiliations which are likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to students are prohibited. Any student wearing, carrying, or displaying gang paraphernalia, or exhibiting behavior or gestures which symbolize gang membership, or causing and/or participation in activities which intimidate or affect the attendance of another student will be subject to disciplinary action including suspension and expulsion. The superintendent may provide in-service training in gang behavior and characteristics to facilitate staff identification of students at-risk and promote membership in authorized school groups and activities as an alternative.

HARASSMENT

It is the policy of this school district that harassment of students by other students, personnel, or the public will not be tolerated. This policy is in effect while the students are on school grounds, in school transportation, or attending school-sponsored activities, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district.

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

As used in the School Bullying Prevention Act, “harassment, intimidation, and bullying” means any gesture, written or verbal expression, or physical act that a reasonable person should know will harm another student, damage another student’s property, place another student in reasonable fear of harm to the student’s person or damage to the student’s property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school’s educational mission or the education of any student. Harassment, intimidation, and bullying include, but are not limited to, a gesture or written, verbal, or physical act. Such behavior is specifically prohibited.

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

1. Verbal, physical, or written harassment of abuse;

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

The superintendent shall develop procedures providing for:

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

STUDENT DISCIPLINE THREATENING BEHAVIOR (REGULATION)

Threatening behavior is defined as an activity which portrays that another person, persons, or property may or will be harmed or killed. As used in the School Bullying Prevention Act, "harassment, intimidation, and bullying" 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 educational mission or the education of any student. Harassment, intimidation, and bullying include, but are not limited to, a gesture or written, verbal, or physical act. Such behavior is specifically prohibited by board policy.

Any student exhibiting threatening behavior either verbally, in written form, or by gesture toward another student or school personnel or others while under school supervision shall be subject to the following:

1. The student will be referred immediately to a site administrator or hi/her designee for intervention.
2. The administrator will gather and evaluate incident information and either
 - (a) document the incident and place the student on a five-day probationary period, or
 - (b) implement the following intervention procedure:
 - A. The student will subject to an immediate suspension from school for a minimum of three days.
 - B. The student's parent(s)/guardian will be notified.

C. The Dibble Police Department shall be notified.

D. A mandatory conference will be held with the parent(s)/guardian, student, school officials, and others as deemed necessary. (“Others” may include, but not be limited to, the following: police, Multi-County Your Services, Office of Juvenile Affairs, Department of Human Services, and Child Welfare.) The conference shall take place as soon as possible.

E. The student must attend mandatory counseling with an appropriate counseling agency as determined by the school. The counseling agency will make recommendations to the school concerning the student’s reentry to school.

F. A conference shall be held with the site school counselor, an administrator, and the student prior to the student’s re-entry to school. If it is determined that the student may not return to school, further counseling and/or alternative placement will be implemented. The student will be re-evaluated at a later date as determined by the school.

Any student who has been previously disciplined for threatening behavior is subject to alternative placement or suspension if the offense is repeated. The alternative placement or suspension shall not exceed the remainder of the current semester and the succeeding semester.

A site administrator shall file a report on any student disciplined under this policy and send the report to the superintendent.

FERPA POLICY

STATEMENT OF RIGHTS: Parents and eligible students have the following rights under the Family Educational Rights and Privacy Act (FERPA) and this policy.

- The right to inspect and review the student’s education record.
- The right to exercise a limited control over other people’s access to the student’s education record.
 - The right to seek to correct the student’s education record in a hearing if necessary.
 - The right to report violations of the FERPA to the Department of Health, Education and Welfare.
 - 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 age 18 or enrolls in a postsecondary school. The student then becomes an “eligible student”.

PROCEDURE TO INSPECT EDUCATION RECORDS

Parents of student and eligible students may inspect and review the student's education records upon request. In some circumstances it may be mutually more convenient for the record custodian to provide copies of records. See the schedule of fees for copies below. Since a student's records may be maintained in several locations, the principal will offer to collect copies of records or the records themselves from locations, other than a student's school so they may be inspected at one site. Parents or eligible students should submit to the student's school principal a written request which identifies as precisely as possible the record or records he or she wishes to inspect. The principal (or other custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged (copies, at the exact location, or records brought to a single site). The principal (or other custodian) will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be inspected. This procedure must be completed in 45 days or less from the receipt to the request for access. If for any valid reason such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the Dibble School District will arrange for the parent or eligible student to obtain copies of the records. When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.

FEEES FOR COPIES OF RECORDS

The Dibble School District will not deny parents or eligible student any rights to copies of records because of the following published fees. Where the fee represents an unusual hardship, it may be waived in part or entirely by the record custodian. However, the district reserves the right to make a charge for copies such as transcripts it forwards to potential employers or to colleges and universities for employment of admissions purposes. The school district may deny copies of records (except for those required by the FERPA) in the following situation:

- The student has unpaid financial obligation to the school.
- There is an unresolved disciplinary action against the student which warrants the denial of copies.

The FERPA requires the school district to provide copies of records:

- When the refusal to provide copies effectively denies access to the record by a parent or eligible students.
- At the request of the parent or eligible student when the school district has provided the records to third parties by the prior consent of the parent or eligible student.
- At the request of the parent or eligible student when the school district has forwarded the records to another school where the student seeks or intends to enroll.

The fee for copies provided under the FERPA may not include the costs for search and retrieval. This fee will be from no cost to ten cents per page. (Actual copying cost less hardship factor). The fee for all other copies such as copies of records forwarded to third parties with prior consent or those provided to parents as a convenience will be from ten

cents to thirty-five cents per page (actual search, retrieval, and copying cost plus postage if that is involved).

CIVIL RIGHTS CERTIFICATE

Assurance of compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, and the Age Discrimination Act of 1975. The applicant provides this assurance in consideration of and the purpose of obtaining Federal grants, loans, contracts (except contracts of insurance or guaranty), property, Discounts or other Federal financial assistance to education program or activities from the Department of Education.

The applicant assures that it will comply with:

- Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000 et seq., which prohibits discrimination on the basis of race, color or national origin in programs and activities receiving Federal financial assistance.
- Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, which prohibits discrimination on the basis of handicap in programs and activities receiving Federal financial assistance.
- Title IX of the education Amendments of 1972, as amended, 29 U.S.C. 1681 et seq., which prohibits discrimination on the basis of sex in education programs or activities receiving federal financial assistance.
- The Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 et seq., which prohibits discrimination on the basis of age in programs or activities receiving Federal financial assistance.
- All regulations, guidelines and standards lawfully adopted under the above statues by the United States Department of Education.

The applicant agrees that guidelines with this Assurance constitutes a condition of continued receipt of Federal financial assistance and that is binding upon the applicant, its successors, transferees and assignees for the period during which such assistance is provided. The applicant further assures that all contractors, sub grantees or other with whom it arranges to provide services or benefits to its students or employees in connection with its education programs or activities are not discriminating in violation of the above statues, regulations, guidelines and standards against those students or employees. In the event of failure to comply the applicant understands that assistance can be terminated and the applicant denied the right to receive further assistance. The applicant also understands that the Department of Education may at its discretion see a court order requiring compliance with the terms of the Assurances or seek other appropriate judicial relief.

The person or persons whose signature(s) appear(s) below

August 2017

Darlene Hayhurst

Date

Authorized Official(s)

Name of Applicant

City, State, Zip Code

DIBBLE SCHOOL DRUG TESTING CONSENT FORM

Statement of Purpose and Intent

Participation in school sponsored extra-curricular activities at Dibble School is a privilege. Activity students carry a responsibility to themselves, their fellow students, their parents, and their school to set the highest possible examples of conduct, which includes avoiding the use or possession of illegal drugs.

Drug use of any kind is incompatible with participation in extra-curricular activities on behalf of the Dibble School. Furthermore, the district wishes to make available to students who do not participate in extra-curricular activities equal opportunities for testing. For the safety, health, and wellbeing of the students of the district, the Dibble School District has adopted the attached Student Drug Testing Policy and the Student Drug Testing Consent for use by all participating student in grades 6th thru 12th.

Student Participating in Extra-Curricular Activities

Each Activity Student shall be provided with a copy of the Student Drug Testing Policy and Student Drug Testing Consent which shall be read, signed, and dated by the student, parent/custodial guardian, and coach/sponsor before such student shall be eligible to practice or participate in any interscholastic activities. The consent shall be to provide a sample: a) as part of their annual physical or for eligibility for participation; b) as chosen by the random selection basis, and c) at any time requested based on reasonable suspicion to be tested for illegal or performance-enhancing drugs. No student shall be allowed to practice or participate in any activity governed by the policy unless the student has the consent form signed and turned in.

DIBBLE SCHOOL DRUG TESTING CONSENT FORM

Statement of Purpose and Intent

Participation in school sponsored extra-curricular activities at Dibble School is a privilege. Activity students carry a responsibility to themselves, their fellow students, their parents, and their school to set the highest possible examples of conduct, which includes avoiding the use or possession of illegal drugs.

Drug use of any kind is incompatible with participation in extra-curricular activities on behalf of the Dibble School. Furthermore, the district wishes to make available to students who do not participate in extra-curricular activities equal opportunities for testing. For the safety, health, and wellbeing of the students of the district, the Dibble School District has adopted the attached Student Drug Testing Policy and the Student Drug Testing Consent for use by all participating student in grades 6th thru 12th.

PROGRAM.

SIGNATURE OF STUDENT

DATE

We have read and understood the Dibble School Student Drug Testing Policy and Student Drug Testing Consent. We desire that the student named above participate in the extra-curricular interscholastic programs of the Dibble School District (or voluntarily submit to testing if not participating in these programs) and we hereby voluntarily agree to be subject to testing if not participating in these programs) and we hereby voluntarily agree to be subject to its terms. We accept the method of obtaining samples, testing and analysis of such specimens, and all other aspects of the program. We further agree and consent to the disclosure of the sampling, testing and results as provided in this program.

_____ YES, WE AGREE TO THE TERMS OF THIS POLICY.

_____ NO, WE DO NOT WANT OUR SON/DAUGHTER TESTED
ACCORDING TO THE TERMS OF THIS POLICY.

SIGNATURE OF PARENT

DATE