



**THACKERVILLE  
ELEMENTARY  
STUDENT HANDBOOK  
2009-20010**

**GRADES PK-6**

Dear Thackerville Parents & Students:

I am honored to be a part of the Thackerville Elementary team. I realize how vital our responsibilities and obligations are to the educational process. My goal as principal is to create a learning environment that meets the unique needs of each student and provide every student with the skills necessary to be life-long learners.

Parents and educators must work together to accomplish the mission of developing and creating a greater number of quality opportunities for our students and provide them with the tools necessary to be life-long learners. One way this can be accomplished is by establishing two-way communication. Therefore, I encourage you to get to know us by involving yourself in parent -teacher conferences, open house and school activities. Many of you have volunteered your time and talents in the past and know how much the staff and I appreciate and value your participation.

To accomplish our mission, we must work together to ensure the following elements for success are met.

- Attendance
- Be at school/work on time
- Do your best
- High regard for cleanliness and manners
- Strong moral values
- Leadership development
- And a strong positive attitude

Please read this Student Handbook very carefully. It contains most of the rules, policies and regulations that you will be required to abide by while attending school and school sponsored activities. This handbook has been approved by the Thackerville Board of Education and is updated on an annual basis. Furthermore, please be advised that this handbook may not cover every situation that might arise and those situations will be dealt with as they occur. The rules and regulations in this handbook may change during the year. If changes are required I will notify the students of the change.

Thank you for taking the time to read the informational pages in this handbook. If questions or concerns arise, please feel free to call the elementary office at 276-9655 or email me at [tmayo@thackervilleschools.org](mailto:tmayo@thackervilleschools.org). I look forward to a great year at Thackerville Elementary School.

Sincerely,

Mrs. Tonja Mayo  
Principal

## CONTACT INFORMATION

Thackerville Public Schools  
PO Box 377  
Thackerville, OK 73459

Elementary Office	276-9655	Elementary Fax:	276-8315
High School Office	276-3610	High School Fax:	276-8314
Administration Office	276-2630	Administration Fax:	276-2638

## ADMINISTRATION

Mr. David Herron	<a href="mailto:dherron@thackervilleschools.org">dherron@thackervilleschools.org</a>	Superintendent
Mrs. Tonja Mayo	<a href="mailto:tmayo@thackervilleschools.org">tmayo@thackervilleschools.org</a>	Principal PK-6
Mr. Jamie Mitchell	<a href="mailto:jmitchell@thackervilleschools.org">jmitchell@thackervilleschools.org</a>	Principal 7-12

## ADMINISTRATIVE ASSISTANTS

Mrs. Judy Brown	<a href="mailto:jbrown@thackervilleschools.org">jbrown@thackervilleschools.org</a>	Student Records
Mrs. Gracie Rains	<a href="mailto:grains@thackervilleschools.org">grains@thackervilleschools.org</a>	Executive Secretary
Mrs. Melissa Hendsbee	<a href="mailto:mhendsbee@thackervilleschools.org">mhendsbee@thackervilleschools.org</a>	Child Nutrition/Treasurer

## FACULTY

Ms. Gwen Bailey	<a href="mailto:gbailey@thackervilleschools.org">gbailey@thackervilleschools.org</a>	Librarian
Mrs. Ginger Mitchell	<a href="mailto:gmitchell@thackervilleschools.org">gmitchell@thackervilleschools.org</a>	Counselor
Mrs. Shawna McGehee	<a href="mailto:smcgehee@thackervilleschools.org">smcgehee@thackervilleschools.org</a>	Pre-Kindergarten
Ms. Janrie Blankenship	<a href="mailto:jblankenship@thackervilleschools.org">jblankenship@thackervilleschools.org</a>	Kindergarten
Mrs. Lisa Greathouse	<a href="mailto:lgreathouse@thackervilleschools.org">lgreathouse@thackervilleschools.org</a>	First Grade
Mrs. Amber Rains	<a href="mailto:arains@thackervilleschools.org">arains@thackervilleschools.org</a>	Second Grade
Mrs. Debra Tracy	<a href="mailto:dtracy@thackervilleschools.org">dtracy@thackervilleschools.org</a>	Third Grade
Ms. Rhonda Fox	<a href="mailto:rfox@thackervilleschools.org">rfox@thackervilleschools.org</a>	4-5-6 Math/Soc. Studies
Ms. Janet Thomason	<a href="mailto:jthomason@thackervilleschools.org">jthomason@thackervilleschools.org</a>	4-5-6 Science/Spelling
Ms. Harla Moore	<a href="mailto:hmoore@thackervilleschools.org">hmoore@thackervilleschools.org</a>	4-5-6 Reading/LA
Ms. Linda McMichael	<a href="mailto:lmcmichael@thackervilleschools.org">lmcmichael@thackervilleschools.org</a>	Special Education
Mrs. Phyllis Moore	<a href="mailto:pmoore@thackervilleschools.org">pmoore@thackervilleschools.org</a>	Special Education

## SUPPORT PERSONNEL

Mrs. Barbara Whittington	Custodian
Mr. Thomas Carroll	Custodian
Mrs. Wende Mitchell	Paraprofessional
Mrs. Janie Waterhouse	Paraprofessional
Ms. Chasity Liddell	Paraprofessional
Mr. Tim Campbell	Paraprofessional
Mrs. Becky Lowe	Library Aide
Mr. Jim McCage	Transportation/Maintenance Director

## **MISSION AND GOALS OF THACKERVILLE ELEMENTARY SCHOOL**

### **MISSION**

The Mission of the Thackerville Elementary School is to enable students to be fluent, effective communicators, and life-long learners who are successful in their lives. Success is defined as doing what you enjoy and doing it well.

### **GOALS**

The Goals of the Thackerville Elementary School are as follow:

1. Provide all students with an educational program that will enable them to realize their learning potential.
2. Prepare students to live productively and fully.
3. Promote mental and physical well-being.
4. Strive to provide for individual uniqueness.
5. Prepare students for the responsibility of good citizenship.
6. Strive to exceed state testing proficiency requirements.
7. Promote community involvement.

### **THACKERVILLE ELEMENTARY'S RULES FOR SUCCESS**

1. "Be Responsible"
  - Be responsible for your own actions and learning and accept the consequences for your actions.
  - Breaking the rules will automatically be followed by a natural consequence. Our goal is not to punish, but to help students become responsible members of their community.
2. "Be Respectful"
  - Always do your best.
  - Show respect for yourself and take pride in your achievements.
  - Show respect for your classmates and teachers.
3. "Be Reasonable"
  - We will never request anything of the student that is unreasonable. Please accept challenges or requests without argument or complaints.
  - Be reasonable with your classmates. If someone asks for your help, and it is within reason, please help him or her. Remember, "Kindness is a virtue."

### **ACCOMPLISHMENTS**

As the student progresses through Thackerville Elementary School the following accomplishments should be achieved:

The Student will:

- Experience thinking and working at the concrete, conceptual, and abstract levels
- Demonstrate a transfer of knowledge from one discipline to another
- Learn how to use effective learning techniques such as questioning, hypothesizing, researching, experimenting, analyzing, and evaluating
- Read for the enjoyment of reading
- Assimilate information from a variety of resources to write a report
- Acquire knowledge of computers and their usage
- Develop an understanding and appreciation for the Fine Arts

- Should show advancement in physical skills, creative thinking, decision making, and healthful living as physical development progresses

## SCHOOL HOURS

**8:05-3:25**

Students may arrive between 7:30 and 8:00. Children are asked not to arrive before 7:30, as there is no supervision before that time. Students should gather on the playground on days the weather is favorable. On bad weather days the students should go directly to the cafeteria or to the library. The first bell rings at 8:00 and students are expected to be in their classrooms by 8:05. Classes are dismissed at 3:25.

## GENERAL INFORMATION

- Parents are welcome to visit the school at any time. All parents and other visitors must check in at the office.
- Please call and notify the office at 276-9655, if your child must be absent.
- If a student must leave school during the day, the parent or those designated on the enrollment form must sign them out in the office.
- Please mark all lunch containers and clothing items with the student's name. A lost and found box is located in the elementary. Unclaimed items will be given to a needy organization at the end of the school year.
- Students should not bring money to school unless it is for lunches or a school request.
- A student will not be excused from school to take private lessons of any kind.
- Report cards will be sent home the week following each grading period.
- In an effort to limit classroom interruptions we ask parents and students to make after school arrangements before the school day begins. A telephone is available to students for "**emergency use only.**"
- Students are responsible for textbooks and library books checked out to them. They must be paid for if lost or damaged. **Section 34.2 Free Textbooks – Ownership: Each school child who has been issued a set of textbooks pursuant to this section, and the parents or legal guardian of such child shall be responsible to the school district for the return of or payment for such textbook issued to the child which is not returned to the school. (70-16-121)**
- Please notify the office when you have a change of address, telephone, work or emergency number.
- Only 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> & 6<sup>th</sup> grade students may ride bicycles to school. Park your bike in front of the building by the fence. A lock is recommended.
- The circle drive in front of the High School is designated for busses only. Please do not block the drive
- Thackerville Elementary reserves the right to release to the press any student recognition of honors and awards.

- State Law (Section 24-102, of Title 70) reads: "Pupils shall not have any reasonable expectation of privacy towards school administrators or teachers in the contents of a school locker, desk, or other property. School personnel shall have access to school property in order to properly supervise the welfare of pupils."

### **CLOSING OF SCHOOL DUE TO BAD WEATHER**

At times it is necessary to close school due to severe weather. Area television (Channel 12 & 10) and radio stations (KKAJ & KICM) will alert the public when this decision has been made. Early dismissal is not a common practice in the Thackerville Public Schools due to the inconvenience it would cause to working parents.

### **AUTHORITY OF TEACHERS**

The teacher of a child attending a public school has the same right as a parent or guardian to control and discipline a child during the time the child is in attendance or in transit to or from school by the school district.

### **SCHOOL VISITORS**

It is the policy of the Thackerville Board of Education that all visitors at any school facility obtain a visitor's pass at the building principal's office. Parents are requested not to send or allow siblings to visit students in the classroom.

Agents or other persons shall not visit teachers during school hours for the purpose of selling books or other articles without written consent from the superintendent.

The superintendent or principal of any school shall have the authority to order any person out of the school building and off the school property when it appears that the presence of such person is a threat to the peaceful conduct of school business, school activities, and/or school classes. Any person who refuses to leave the school building or grounds after being ordered to do so by the superintendent or principal, shall be guilty of a misdemeanor and upon conviction shall be punished by a fine of not more than \$5000.00 or by imprisonment in the county jail for not more than 90 days, or by both such fine and imprisonment.

Any person who is requested to leave the premises shall be unable to return to the premises without the written permission of the administration for a period of six months. The individual as per district policy may file a grievance or an appeal.

*Reference: 70 o.s. 24-131  
21 o.s. 1375, 1376*

### **CLASSROOM VISITATION**

In order to provide school children with a reasonable opportunity to study and learn, it is the policy of the Board of Education to restrict classroom visitation to a minimum.

Any person who needs to visit a classroom or other school facility must obtain permission from the building principal's office. Visitors on school property without permission may be asked to leave the premises.

The building principal is directed to establish appropriate procedures to insure compliance with this policy. Such procedures will include posting notices at the entrance to each school building. The notices will require visitors to report to the principal's office before visiting any classroom or other facility.

The principal is authorized discretion in permitting visitation, and the board of education declares its support of any decision made by a principal in denying visitation to any person. Students are not allowed to bring other children as visitors to the schoolroom.

Classroom visitors will respect classroom decorum and will not interrupt the class in any way. Visitors who disrupt the classroom in any manner will be required to leave the school grounds.

*Reference 21 O.S. §1375, §1376*

### **PARENT COMPLAINT PROCEDURE**

The Thackerville School District recognizes that parents have the right to discuss school problems with the appropriate staff person. It is hoped that the problem can be resolved as quickly and as amicably as possible. It is also recognized that there should be an orderly and timely procedure for resolving a problem. Therefore:

#### **A. IF THE COMPLAINT IS DIRECTED TOWARD A TEACHER:**

1. The parent should request a conference with that teacher.
2. If no resolution is achieved during this talk with the teacher, then the parent can visit with the principal of that school.
3. If there is still no satisfactory resolution after this meeting with the principal, a parent may visit with the superintendent.
4. After the above steps have been taken and the problem is still unresolved, the parent can appear before the Board of Education. The decision of the Board will be final.

B. If the complaint involves any other school related matter, Step 2 through Step 4 (listed above) should be followed. Alternately, complaints may be directed to individuals identified in the District's non-discrimination statement.

### **NOTIFICATION OF GRADES**

Report Cards will be sent home every 3 weeks. You can also have daily access to your child's grade averages and assignments through our web site, [www.thackervilleschools.org](http://www.thackervilleschools.org). Click on the word Grade book in the Parents box on the right hand side of the page. You can get your login and password from Mrs. Judy Brown in the High school Office.

It is vital that parents receive notification of their child's grades so we have assessed a punishment for students who fail to return signed Report Cards in a timely manner. Students will have three school days to return the Report Card or receive detention for each day following.

We encourage parents to visit with their child's teacher(s) to discuss the reasons for the poor academic performance. All teachers can be emailed or contacted by calling the High School office to schedule a conference time.

The grading scale is as follows:

A	90 - 100	Excellent Work
B	80 - 89	Good Work
C	70 - 79	Average
D	60 - 69	Poor Work
F	59 and below	Failing

## PROMOTION AND RETENTION

Thackerville School Administration reserves the right to retain a student in his or her current grade if satisfactory academic progress is not met. Satisfactory progress will be measured in the following core subjects: English (Language Arts), Math, Science, Reading and Social Studies. If your child does not maintain an average of 60% or greater he or she may be retained at the discretion of the administration.

## ATTENDANCE POLICY

Regular attendance is a contributing factor to success in school. A student who is absent misses class instruction, presentation, discussions, audio-visual material, and student-teacher contact; all of which are difficult to make-up after the absence. Consequently, school personnel will use every available resource to establish a regular attendance pattern for those students who have attendance problems. The following will serve as guidelines in the management of pupil personnel in the area of attendance.

Thackerville Public School Policy is that all students must be in attendance 90% of each semester to receive credit for promotion. If a student does not arrive until after 10:00 a.m., it is counted as (1/2) half-day absence. If a student leaves before 2:00 p.m., it is counted as (1/2) half-day absence.

### Types of Absences:

- **Excused Absences (Doctor or Parent Note):** Parents may call to notify the school of the absence or send a note within three (3) days of the absence. In the case of doctor notes, they should be turned in to the office within three (3) days. The following are considered excused absences:
  - Personal illness (Medical verification may be required)
  - Family emergencies
  - Attendance of funeral
  - Medical or legal appointments (Verification may be required)
- **Unexcused Absences (No note or discovery of false information):** These absences may be held against the student for promotion
- **School Absence:** When a child is participating in an extracurricular event (e.g., livestock show, sporting events, etc.), the absence will not be counted against the student. It is the responsibility of the student to get all missed work. Make up work will follow the same guidelines as an excused absence.

Make up work will only be allowed in the case of an **Excused** absence. The student will be allowed two (2) days for each day absent to make up all missed assignments.

## ATTENDANCE PROCEDURES

The School Law of Oklahoma states that; "It shall be the duty of any parent, guardian or person having charge of any child of compulsory attendance age to notify the child's school concerning the cause of any absence of such child." In the event of absence, you should contact Mrs. Judy Brown at (580) 276-9655 or (580) 276-3610.

## DISRUPTION AND INTERFERENCE WITH EDUCATIONAL PROCESS

The Thackerville Public Schools, in order to provide quality education for all of its students, will not tolerate disruptive acts that would interfere with the education process of its school, the safety of its students or the damaging of property. Students, while enrolled at Thackerville School, shall be under the supervision of and accountable to school personnel. The supervision shall include going to and from school and while attending any school-sponsored activity or going to and from such spectators at any school activity home or away.

A disruptive or interfering act shall be defined as, but not limited to inciting, encouraging, promoting or participating in activities which interfere with the due process of the education program of the school, will constitute disruptive activities:

1. Group violence
2. Disrespect or disobedience to school personnel
3. Harassment and/or intimidation, verbal or physical of students or school personnel
4. The use of obscene, lewd or profane language (visual and/or auditory)
5. Fighting
6. Disruptive publications

Any student who disrupts or interferes with the education process may be suspended by the principal for three (3) days. A second offense may be referred to the school board for consideration of permanent expulsion. The principal, at her discretion may invoke a lesser penalty. A suspended student will not be permitted on the school premises or allowed to attend a school-sponsored activity. A parent must accompany the student back to school before he/she can be reinstated.

**A student committing such acts may also be charged with violating applicable civil laws. Unauthorized campus visitors (suspended student falls into this category) may also be charged with applicable civil laws. (Section 560. School Laws of Oklahoma)**

#### **EXTRACURRICULAR ELIGIBILITY**

Students must maintain eligibility in order to participate in extracurricular activities. To be eligible a student must maintain an average of at least 60 percent in each individual class/subject. Grades cannot be rounded-up, if your child has a 59.9 he or she will be ineligible.

**Any person or persons paid by the school district to sponsor an activity group must check the eligibility of each participating student on a weekly basis. If a participating student is ineligible he or she will not be allowed to participate under any circumstance nor will he or she be allowed to attend if the activity is held during any part of the regular school day (an unexcused absence will be given to any one in this category).**

Example – Eligibility will be checked on students participating in any 4-H activity. If a student is ineligible that student will not be allowed to participate in that week's activities. If the child is ineligible that child's project(s) are also ineligible. The sponsor will keep a list of all students enrolled in that program and will be responsible for keeping a weekly list of all students who are ineligible. It is the responsibility of that sponsor to notify the parents of a child that is ineligible. This does not imply that the sponsor is to have knowledge of the child's declining average prior to becoming ineligible. If the sponsor fails to notify the parents the child is still ineligible and will not be allowed to participate.

All rules are taken from the Oklahoma Schools Activities Association.

#### **DISCIPLINE**

Thackerville teachers and administrators make every effort to use positive reinforcement, provide a pleasant environment, and maintain parental contact to ensure the appropriate behavior of each child. Discipline problems are minimized when students feel accepted as individuals, are expected to perform commensurate with their potential, and are successful in their attempts.

Forms of discipline which are encouraged include:

1. Private consultation with the student.
2. Removal of the child from the situation until self-control is regained.
3. Removal of privileges.

4. Behavioral contracts or agreements with parents and child when parental cooperation is consistent and conducive to that of the classroom.
5. Detentions
6. In-School Suspension

Teachers may choose additional consequential alternatives that may be appropriate and effective for a particular child. While corporal punishment and/or suspension is permitted, it is recommended for use only in cases of unusual incorrigibility when other forms of discipline have been used unsuccessfully. Every effort will be made to contact the parent in advance concerning any discipline problem that indicates corporal punishment. When corporal punishment is administered, it must be in the presence of the principal or another teacher and must not be administered in the presence of other pupils.

If suspension is being considered for an elementary child, parents will be contacted and the suspension policy will be explained. Students removed for disciplinary reasons will not be allowed on campus to attend school functions during or after school until the suspension time has been served.

**Classroom disruptions will not be tolerated. The entire staff at Thackerville Public School is here to offer your child the best education possible. We offer our best and in return expect our students to come prepared to learn. Disruptions come in many forms but the most common are lack of proper supplies and poor behavior. A student not prepared for class or not willing to behave robs himself and those around him of valuable class time. For these reasons classroom disruptions will not be tolerated and will be met with the maximum punishment.**

#### **CONDUCT AT STUDENT OR OTHER PERFORMANCES**

The School District expects that student conduct at student or other school sponsored performances, whether held on or off campus, shall be respectful and appropriate to the presentation. This policy applies to band, cheerleaders, chorus, sports competition, talent shows, mascots, and other activities. Membership or participation within these extracurricular activities is a privilege and students are expected to demonstrate appropriate and respectful behavior. Likewise, the opportunity to view student or other school sponsored performers is a privilege and not a right and, because of that, can be removed when a student acts in a manner that interferes with or is disruptive to a performance.

#### **DISCIPLINARY REMOVAL OF CHILDREN WITH DISABILITIES**

##### 1. Definitions

For purposes of this policy, the following definitions apply:

- (a) "Controlled substance" means a drug or other substance identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act, 21 U.S.C. § 812(c).
- (b) "Illegal drug" means a controlled substance, but does not include a controlled substance that is legally possessed or used under the supervision of a licensed health care professional or that is legally possessed or used under any other authority under the Controlled Substances Act or under any other provision of federal law.
- (c) "Serious bodily injury" means bodily injury that involves –
  - (1) a substantial risk of death;
  - (2) extreme physical pain;
  - (3) protracted and obvious disfigurement; or
  - (4) protracted loss or impairment of the function of a bodily member, organ or mental faculty.
- (d) "Weapon" means a dangerous weapon as defined by 18 U.S.C. § 930(g)(2), specifically, a weapon, device, instrument, material or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2½ inches in length.

(e) "School day" means any day, including a partial day, that children are in attendance at school for instructional purposes.

2. Case-By-Case Determination

District personnel must consider any unique circumstances on a case-by-case basis when determining whether a change of placement is appropriate for a child with a disability who violates the District's code of student conduct.

3. Short-Term Disciplinary Removal

District personnel may remove a child with a disability who violates the District's code of student conduct from the child's current placement to an appropriate interim alternative educational setting, another setting or suspension, for not more than ten (10) consecutive school days and for additional removals of not more than ten (10) consecutive school days in the same school year for separate incidents of misconduct, as long as those additional removals do not constitute a change of placement.

A change of placement occurs if --

- (a) the removal is for more than ten (10) consecutive school days; or
- (b) the child has been subjected to a series of removals that constitute a pattern.

Under the Individuals with Disabilities Education Act (IDEA) and its implementing regulations, school personnel determine whether a pattern exists by considering the following factors:

- (a) the series of removals total more than ten (10) school days in a school year;
- (b) the child's behavior is substantially similar to the child's behavior in previous incidents that resulted in the series of removals; and
- (c) such additional factors as the length of each removal, the total amount of time the child has been removed and the proximity of the removals to one another.

However, in an effort to promote uniformity in the decision-making process, the Board of Education has determined that it is in the District's best interest that it not require school personnel to weigh these factors to determine the existence of a pattern in each instance. Instead, when the student's short-term removals exceed ten (10) school days over the course of the school year, the District will follow the process identified in this policy for implementing a long-term removal.

4. Educational Services During a Short-Term Disciplinary Removal

The District will provide a child with a disability the same level of services it provides children without disabilities during removals for ten (10) school days or less during the school year.

After a child with a disability has been removed from his or her current placement for ten (10) school days in the same school year, if a subsequent removal is imposed for not more than ten (10) consecutive school days and is not a change of placement, District personnel, in consultation with the child's special education teacher, will determine the extent to which services are needed, so as to enable the child to continue to appropriately progress in the general curriculum, although in another setting, and to appropriately advance toward meeting the goals set out in the child's IEP or Section 504 Plan.

5. Notification

On the date on which the decision is made to make a disciplinary removal that constitutes a change of placement of a child with a disability because of a violation of the District's code of student conduct, District personnel will notify the child's parents of the decision and provide the parents of children who are eligible for special education and related services under the IDEA with a copy of the District's *Parents Rights in Special Education: Notice of Procedural Safeguards* form. District personnel will provide the parents of children who are eligible for special education and related services only under Section 504/Title II with a copy of the District's *Section 504 Information and Procedural Safeguards* form.

6. Special Circumstances

District personnel may also remove a student to an interim alternative educational setting for not more than 45 school days without regard to whether the behavior is determined to be a manifestation of the child's disability, if the child --

- (a) carries or possesses a weapon at school, on school premises, or to or at a school function;
- (b) knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance at school, on school premises or at a school function; or
- (c) has inflicted serious bodily injury upon another person while at school, on school premises or at a school function.

7. Making a Manifestation Determination

Except for removals that will be for not more than ten (10) consecutive school days and will not constitute a change of placement, within ten (10) school days of any decision to change the placement of a child with a disability because of a violation of the District's code of student conduct, the child's IEP or 504 team will meet to review all relevant information in the student's file, including the child's IEP or 504 Plan, any teacher observations and any relevant information provided by the parents to determine --

- (a) if the conduct in question was caused by, or had a direct and substantial relationship to, the child's disability; or
- (b) if the conduct in question was the direct result of the District's failure to implement the IEP or 504 Plan.

The conduct will be determined to be a manifestation of the child's disability if the child's IEP or 504 team determines that a condition in either (a) or (b) of this paragraph was met.

If the child's IEP or 504 team determines that the conduct in question was the direct result of the District's failure to implement the IEP or 504 Plan, the District will take immediate steps to remedy those deficiencies.

8. Determination that Behavior Is a Manifestation of the Child's Disability

If the IEP or 504 team determines that the conduct was a manifestation of the child's disability, the team will either --

- (a) conduct a functional behavior assessment, unless the District had conducted a functional behavior assessment before the behavior that resulted in the change of placement occurred and further functional behavior assessment is deemed unnecessary, and implement a behavior intervention plan for the child; or
- (b) if a behavior intervention plan already has been developed, review the behavior intervention plan and modify it, as necessary, to address the behavior.

Except as provided in section 6 of this policy, the IEP or 504 team will return the child to the placement from which the child was removed, unless the parent and the District agree to a change of placement as part of the modification of the behavior intervention plan.

9. Determination that Behavior Is Not a Manifestation of the Child's Disability

If the behavior that gave rise to the violation of the District's code of student conduct is determined not to be a manifestation of the child's disability, then District personnel may apply the relevant disciplinary procedures to children with disabilities in the same manner and for the same duration as the procedures would be applied to children without disabilities.

10. Educational Services During a Long-Term Disciplinary Removal

During a long-term disciplinary removal, a child eligible for special education and related services under the IDEA will --

- (a) continue to receive educational services so as to enable the child to continue to appropriately progress in the general education curriculum, although in another setting, and to appropriately advance toward achieving the goals set out in the child's IEP; and
- (b) receive, as appropriate, a functional behavior assessment and behavior intervention services and modifications that are designed to address the behavior violation so that it does not recur.

The child's IEP team will determine appropriate services and the location in which services will be provided. These services may be provided in an interim alternative educational setting determined by the IEP team.

During a long-term disciplinary removal, a child eligible for special education and related services only under Section 504/Title II will receive educational services to the same extent that a child without disabilities would receive educational services during a disciplinary removal for the same offense.

11. Appeal to Hearing Officer Under the IDEA

The parent of a child eligible for special education and related services under the IDEA who disagrees with any decision regarding placement or the manifestation determination under this policy, or the District, if District personnel believe that maintaining the current placement of the child is substantially likely to result in injury to the child or others, may appeal the decision by filing a due process hearing complaint seeking an expedited hearing.

In making the determination, the hearing officer may –

- (a) return the child with a disability to the placement from which the child was removed if the hearing officer determines that the removal was a violation of the applicable provisions of the IDEA or that the child's behavior was a manifestation of the child's disability; or
- (b) order a change of placement of the child to an appropriate interim alternative educational setting for not more than 45 school days if the hearing officer determines that maintaining the current placement of the child is substantially likely to result in injury to the child or to others.

These procedures may be repeated, if the District believes that returning the child to the original placement is substantially likely to result in injury to the child or to others.

When an appeal has been requested by either the parent or the District, the child will remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the time period set for the placement, whichever occurs first, unless the parent and the District agree otherwise.

The District may also seek a court order to remove a child with a disability from school or change the child's current educational placement if District personnel believe that maintaining the current placement of the child is substantially likely to result in injury to the child or to others.

12. Providing Records to Disciplinary Decisionmaker

If the District initiates disciplinary procedures that would constitute a change of placement for a child with a disability, District personnel will ensure that the child's special education and disciplinary records are provided for consideration to the school personnel making the final determination regarding the disciplinary action.

**EDUCATIONAL SERVICES FOR STUDENTS UNDER SECTION 504 AND TITLE II OF THE AMERICANS WITH DISABILITIES ACT (ADA)**

The Board of Education has adopted a policy concerning the school district's provision of educational services under Section 504 and Title II of the ADA. All qualified persons within the jurisdiction of the School District are entitled to a free appropriate public education, regardless of the nature or severity of the person's disability.

Section 504 and Title II define a person with a disability as any person who (a) has a physical or mental impairment that substantially limits one or more major life activities, (b) has a record of such an impairment or (c) is regarded as having such an impairment. The definition of disability shall be construed in favor of broad coverage of individuals, to the maximum extent permitted by Section 504 and Title II.

An appropriate education may comprise education in regular classes, education in regular classes with the use of related aids and services, or special education and related services in separate classrooms for all or portions of the school day.

An appropriate education in the District will include:

- Regular or special education and related aids and services designed to meet individual education needs of students with disabilities as adequately as the needs of nondisabled students are met;
- The education of each student with a disability with nondisabled students, to the maximum extent appropriate to the needs of the student with a disability;
- Evaluation and placement procedures established to guard against misclassification or inappropriate placement of students, and a periodic reevaluation of students who have been provided special education or related services; and
- Establishment of due process procedures that enable parents and guardians to receive required notices, review their child's records and challenge identification with the opportunity for participation by parents and representation by counsel, and a review procedure.

The School District will make evaluation and placement decisions in accordance with appropriate procedures required by law. **A copy of the Thackerville School District's complete policy regarding the education and rights of students under Section 504 and Title II of the ADA is available on the District's web site or by contacting: Tonja Mayo, Elementary Principal.**

Retaliation, intimidation, threats, or coercion of any person for opposing discrimination or for participating in the School District's discrimination complaint process or making a complaint, testifying, assisting, appealing, or participating in any other discrimination complaint proceeding is prohibited.

#### **DRESS CODE**

The way children dress greatly affects their attitude at school. The dress code has been designed for all students associated with our school.

- A. Grooming: Cleanliness of hair, body, and clothing are required.
- B. Hair:
 

**Thackerville Public School requires students be free from head lice and nits. We will conduct weekly checks and send students home who have live lice or nits. The student must treat the lice with an approved treatment and be cleared by our staff before reentry is allowed. The Oklahoma Health Department will clear students who are free of live lice but we will not allow them to reenter until all nits have been removed.**
- C. Clothing: Clothing policy is in effect for extra curricular events as well as during the regular school day.
  - Short shorts, cut-offs, running shorts, shower shoes, flip-flops, halter-tops, and "muscle" shirts are unacceptable. Other examples of inappropriate attire include clothing, which advertise alcoholic beverages, tobacco and/or drugs and those that contain obscene or profane language or symbols.
  - Hats and/or headgear are not allowed at school.
  - Shorts and skirts are not to be shorter than the width of a dollar bill or approximately 2 1/2 inches from the top of the knee. Shorts may not be worn after October 31 or before March 23. **Skirts will be considered as shorts and will follow the same rules as shorts.**
  - No Sagging of pants or shorts will be allowed. All pants or shorts must be worn on the waist and be the proper size for your child.
  - All clothing with holes, rips, or overly worn will not be allowed.

## **CELL PHONES-TELEPHONES**

The office telephone was installed primarily for official school business. Students may use office phones for emergencies, last minute changes to school activities, or other school related issues. All calls made by students should be brief and mannerly. **Students of Thackerville Public Schools are not allowed to have cell phones.**

Possessing or using a cellular phone is a violation of school policy. Your phone will be confiscated and turned over to the Principal. All phones will be returned to the parent or legal guardian at the end of day or at the parent's convenience. Students with school activities that require after school hours may bring a phone to school for that day and it must be handed over to the sponsor or coach of that activity before school begins for that day.

## **HARASSMENT, INTIMIDATION, BULLYING AND THREATENING BEHAVIOR BY STUDENTS**

The School Bullying Prevention Act prohibits peer student harassment, intimidation, bullying and threatening behavior. The term "harassment, intimidation and bullying" includes, but is not limited to any gesture, written or verbal expression, electronic communication or physical act that a reasonable person should know will:

- harm another student;
- damage another student's property;
- place another student in reasonable fear of harm to the student's person or damage to the student's property; or
- insult or demean any student or group of students in such a way as to disrupt or interfere with the School District's education mission or the education of any student.

The term "threatening behavior" means any pattern of behavior or isolated action, whether or not it is directed at another person, that a reasonable person would believe indicates potential for future harm to students, school personnel or school property.

The Board of Education has adopted a policy prohibiting harassment, intimidation, bullying and threatening behavior that defines and explains this conduct and the District's response to the requirements of state law. Students and their parents can obtain a copy of the policy from their building principal or the superintendent.

Students should immediately report acts of harassment, intimidation, bullying or threatening behavior toward them or other students to school personnel.

Parents should:

- Report harassment, intimidation, bullying and threatening behavior when it occurs;
- Take advantage of opportunities to talk to their children about prohibited conduct;
- Inform the school immediately if they think their child is receiving or initiating prohibited conduct;
- Watch for symptoms that their child may be a victim of prohibited conduct and report those symptoms;
- Cooperate fully with school personnel in identifying and resolving incidents; and
- Participate in all activities designed to eliminate harassment, intimidation, bullying and threatening behavior, including activities designed to address confirmed incidents.

## **DISCRIMINATORY HARASSMENT AND RETALIATION**

The Thackerville Public Schools is committed to providing a workplace and learning environment free from discriminatory harassment. The District prohibits harassment by students and employees, including volunteers, of

any person based upon race, color, sex, national origin, religion, disability, veteran status, sexual orientation, or age.

Discriminatory harassment of a student includes any verbal, written or graphic expression or physical conduct relating to the individual's race, color, sex, national origin, religion, disability, veteran status, sexual orientation or age, when:

1. the discriminatory harassment is sufficiently severe, persistent or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity or creates an intimidating, threatening or abusive educational environment;
2. the discriminatory harassment has the purpose or effect of substantially or unreasonably interfering with an individual's academic performance; or
3. the discriminatory harassment otherwise adversely affects an individual's learning opportunities.

In determining whether alleged conduct constitutes a violation of this policy, the District will consider the surrounding circumstances, the nature of the behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all of the facts and surrounding circumstances.

Discriminatory harassment may include, but is not limited to:

1. intimidation and implied or overt threats of physical violence motivated by race, color, sex, national origin, religion, disability, veteran status, sexual orientation or age;
2. physical acts of aggression or assault upon another or damage to the property of another that is motivated by race, color, sex, national origin, religion, disability, veteran status, sexual orientation or age;
3. threatening or intimidating conduct directed at another because of race, color, sex, national origin, religion, disability, veteran status, sexual orientation or age;
4. demeaning jokes, taunting, slurs, derogatory names, innuendos or other negative or derogatory remarks relating to race, color, sex, national origin, religion, disability, veteran status, sexual orientation or age;
5. graffiti, slogans or visual displays, such as cartoons, posters or computer images, which depict slurs or derogatory sentiments or images relating to race, color, sex, national origin, religion, disability, veteran status, sexual orientation or age;
6. criminal offenses directed at persons because of their race, color, sex, national origin, religion, disability, veteran status, sexual orientation or age; and
7. unwelcome sexual advances, requests for sexual favors and other unwelcome verbal, written or graphic expression or physical conduct of a sexual nature by any person towards a student or conduct that denies or limits, on the basis of sex, a student's ability to participate in or to receive benefits, services or opportunities in the District's programs or activities.

Students and their parents should immediately report acts of suspected discriminatory harassment to the school principal or another administrator. In addition, such reports may be made to Tonja Mayo, Director of Special Services, Thackerville Board of Education, PO Box 377, Thackerville, OK 73459, 580-276-2630.

### **WEAPON FREE SCHOOL**

It is the policy of Thackerville Public Schools to comply fully with the Gun-Free Schools Act.

1. Any student in the Thackerville Public School District who uses or possesses a firearm at school, at any school sponsored event, or in or upon any school property including school transportation may be removed from school for not less than one full calendar year.

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

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

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

Any student who violates this policy will be subject to discipline which may include suspension up to one full calendar year (for firearms) or for any term less than one calendar year (for weapons other than firearms) or for any term less than one calendar year (for weapons other than firearms) as determined by the principal.

Students with disabilities are subject to this policy and will be disciplined in accordance with the individuals with Disabilities Act and Section 504 of the Rehabilitation Act if any such students are determined to be in violation of this policy.

### **PLAYGROUND RULES**

We would like the playground to be a safe place for our students to play. These rules are designed for the safety of each person on the playground. In addition, students are encouraged to use good judgment in playing on all equipment. The equipment is safe only when used properly.

1. Stay within designated play areas. Be sure to get permission from the duty teacher before leaving the playground for any reason.
2. If the playground is muddy, please stay on the blacktop.
3. Respect the rights of others to use their own space. **Avoid fighting, wrestling, shoving, and games which may cause injury to others.**

4. Remember that words can also hurt. Name calling and cursing are inappropriate behaviors and will not be tolerated at school.
5. **The throwing of rocks, sticks, twigs, dirt, gravel, etc. may cause serious injuries. Therefore, this behavior will not be tolerated.**
6. Basketball and soccer balls brought to school should be clearly marked with owner's name. Soccer is to be played only in designated areas.
7. Eat food and candy before leaving the cafeteria. Gum chewing is not allowed at school.
8. Refrain from riding "piggy-back" on the backs of other students.
9. Toys, skateboards, skates, baseballs, footballs, and radios are to be left at home. If these items are brought to school they will be taken.
10. Listen for special announcements regarding any safety hazards that may temporarily exist on the playground. Watch carefully as you run and play.
11. Balls are NOT to be thrown on the roof of the building
12. Only Pre-K and Kindergarten students can play on the "smaller" playground equipment.

## **MEDICATION**

Thackerville Public Schools comply with and enforce state law in regard to the dispensing of medication, the re-admission of children after exclusion due to head lice, and immunizations. The cooperation of all parties is greatly appreciated. Questions may be directed to the principal.

## **DISPENSING MEDICATION**

Prescribed medication brought to school must be in a prescription vial, with the pharmacy label that states: physician's name, the name of the medication, and the directions for the administration of the medication. Over-the-counter medication such as cough medicine, Tylenol, or any other medication must be accompanied by a written request.

A written request signed by the parent or guardian, must accompany any/all medication. This should state the name of the medication, the amount to be given, and the time it is to be given. All medication must be brought to the principal's office.

## **DIABETES MANAGEMENT**

Thackerville Public Schools provides nursing services that promote students ability to learn. Our goals are to:

- Assist students in learning how to take care of their health.
- Ensure a safe school environment.
- Promote good control of a student's health condition so they are ready to learn.

Diabetes can affect a student's ability to learn if it is not under good control. As a reminder, each year we need to have the following information for your child:

- Written diabetes management plan from your health care provider.
- Signed authorization by parent/guardian for medication and treatment at school.
- Diabetes Questionnaire filled out by parent/guardian/student.

In addition, adequate supplies, as listed in the student's diabetes management plan, must be provided at school:

- Snacks or glucose tablets to treat low blood sugar
- Medications
- Blood glucose meter, strips and supplies
- Ketone testing strips and equipment
- Glucagon

We are looking forward to helping your child with diabetes be successful in school. Please feel free to contact us with any questions or concerns.

**PLAGIARISM**

Plagiarism is the act of using another person’s written work as your own. It is a crime and will result in a zero for that assignment. This may result in failure of that class. The use of computers and other technology has made it very easy to plagiarize but it is also easier to catch those who choose to commit this act. Our teachers will check all papers for plagiarism and will report any findings to the office with that child.

**CAFETERIA INFORMATION**

All students are invited to eat in the school cafeteria. If you bring your lunch, you may eat it in the cafeteria. Students who are eligible will receive free or reduced price breakfast/lunch from the school cafeteria. Students who feel that they may be eligible for this benefit should fill out an application and return to the proper school official. The forms may be picked up in the principal's office and this information is kept confidential. Students who receive Free/Reduced lunch/breakfast will not be treated any differently than students paying full price of lunch/breakfast.

**Costs are as follows:**

Full price student breakfast-----	\$ .40
Reduced price student breakfast-----	.20
Full price lunch-----	1.00
Reduced price student lunch-----	.20
Extra milk or juice-----	.20
Visitor's Breakfast-----	1.25
Visitor's Lunch-----	2.50

The following rules and regulations are to be observed in the cafeteria:

1. Each student is responsible for cleaning up his/her eating area and returning the trays, utensils, and milk/juice cartons to the appropriate places.
2. Unnecessary messes with food or the intention of wasting food will not be tolerated.
3. After eating the student must leave the lunchroom. Do not go to the elementary building.
4. It is the policy of the local Board of Education to permit students to charge meals (breakfast and lunch) in the cafeteria. Students will be allowed to charge lunch/breakfast, (up to the approval limit) but payment in advance is preferred.
5. Students will be permitted to charge up to a limit of \$22.00. Notice will be sent to parents either via U.S. mail or with the student at least once a month in order for parent to be informed of the charges. When a student has reached the limit, they will not be permitted to charge unless arrangements have been made between the parent and the child nutrition custodian.
6. Proper table manners and behavior are expected. Keep your hands off of other people’s plates, no yelling, playing or running.

Parents or Guardians wishing to take his or her child off campus for lunch must come to the office to sign the child out and back in to school. All students returning late will be punished according to school policy.

**MEDIA CENTER**

Thackerville Media Center is designed so that children learn to work independently and together to gain knowledge about the world outside their immediate home and school environment. Every effort is made to provide the best quality in children's literature for both research and pleasure reading. In addition, a wide array of

learning materials designed to support the curriculum are available including periodicals, filmstrips, videotapes, cassette tapes, and computer programs. These materials are available for use by the teacher.

The following guidelines are established in order that all students may have access to Media Center materials and share in the responsibility of those materials:

- **MEDIA CENTER HOURS:** The media center is open daily from 8:00 am to 3:30 pm. Students are welcome, with the permission of the classroom teacher
- **CHECKING OUT BOOKS:** Books are available for all students. Students in kindergarten through second grade may check out one book at a time. Students in third through sixth grade may check out four books at any one time.
- **PARENT VOLUNTEERS:** Parent volunteers play a vital part in the operation of the Media Center. Please contact the Media Center for more information.

## **TRANSPORTATION**

### **CAR RIDERS**

Parents wishing to drop off or pick up their children should use the parking lot. The area next to the gate is designated as a **handicapped** space only. Students crossing any street are instructed to use the crosswalk.

### **SCHOOL BUS PROGRAM-REGULATIONS**

Riding the bus is a privilege not a right. Improper conduct on the bus will result in the privilege being denied. Only regularly scheduled bus students are to ride the school buses. Failure to follow the rules may result in seat assignments and/or verbal corrections by the bus driver. Serious infractions or repeated problems may result in a written report being sent to the principal, which requires disciplinary action. A copy of the report is mailed to parents.

If your child rides the bus to school, please go over the following rules with him/her.

1. Students and other school bus passengers shall conduct themselves in a manner consistent with good classroom behavior while waiting for and traveling on school buses. Misconduct will be brought to the attention of parents and the principal by the school bus driver. Horseplay is not allowed in or around the bus.
2. Students may ride only their regular assigned bus and get off at their regular assigned stop unless arrangements have been made with the principal.
3. The noise level on school buses must remain at a low level to enable the driver to hear emergency and train signals. Therefore, passengers must not shout, sing, or otherwise cause any disturbance that may distract the driver.
4. Smoking or the consumption of food or beverage is not permitted on school buses. Chewing gum is not permitted.
5. Students must keep all objects out of the aisle.
6. Students must be respectful and courteous to the bus driver at all times. Students must not talk to the bus driver while the bus is moving unless it is an emergency.

7. School bus windows must remain closed unless the driver permits them to be opened. When windows are open, passengers must not throw objects from windows or extend any part of the body through a window.
8. Any passenger who defaces or vandalizes a school bus in any way shall be immediately suspended from riding school buses. The first suspension shall be for five days; the second suspension shall be for the remainder of that school year. No suspended student shall be permitted to resume the school bus privilege until all damages for which the student was responsible is paid.
9. For misconduct other than vandalism, the student's parent/guardian and the principal shall be notified of a first occurrence. The principal shall take whatever reasonable action he deems necessary. For a second occurrence, the student shall be placed on probation in addition to the above notification and bus privileges shall be withdrawn for five days. For a third, and subsequent offense, a student's privileges shall be withdrawn for the equivalent of one semester.
10. Students must board the school bus at designated bus stops and at school bus boarding areas on school premises. Students must remain orderly until the bus comes to a complete stop and boarding permission is given by the driver. Seats may be assigned at the driver's discretion. Passengers must enter the bus quietly and be seated immediately. Seats may not be held for later passengers, and must be shared when necessary.
11. After the bus is en route, passengers must remain seated until the bus is stopped. Upon exiting the bus, passengers must move away from the bus. The school bus will not move until the passenger can be observed by the driver. If a passenger must cross the street to reach the residence, the passenger will advise the driver.
12. Students must never tamper with the emergency door of the bus.
13. In the event of an emergency, students are to remain in their seats until instructions have been given by the driver or other responsible adults.
14. Elementary school students waiting at the high school until school dismissal must remain in the bus.
15. If a student is denied transportation for any reason, the parent(s) will be notified as soon as possible. The bus driver shall not put a child off the bus other than at the student's regular stop without written parental permission.

### **SPECIAL SERVICES**

**Counselor:** A counselor works with children needing individual counseling and coordinates all group and individual testing and placement activities.

**Enrichment Program:** An enrichment program is provided for students who qualify as intellectually gifted.

**Learning Disabilities:** A Learning Disabilities specialist assists children who have been determined learning disabled after a series of test and team conferences. Children who qualify are given an Individual Educational Program (IEP) to help meet their specific learning needs.

**Physical Education:** Elementary physical education is developmental with emphasis on motor development of each child.

Speech Therapy: A speech/language pathologist provides services to pupils in need of speech therapy. This service provides an opportunity for children to develop more pleasant and effective means of communication.

Special Programs: Information regarding referral to and placement in programs designed of special needs students can be obtained from the counselor and/or building principal.

### **NOTICE REGARDING STUDENT ORGANIZATIONS AND PARENTAL RIGHT TO WITHHOLD PERMISSION TO PARTICIPATE**

The purpose of this notice is to provide parents and guardians with certain information regarding clubs and organizations which are sponsored by or under the direction and control of the District as required by Oklahoma law. The District is not required to give notice about independent student-organized groups, as they are not groups sponsored, directed or controlled by the District and therefore, the list below does not include these groups. This notice will be provided in the District's website and the student handbook.

The district has the following clubs and organizations at the elementary level which are sponsored by or under the direction and control of the District.

#### **4-H Club**

- Sponsor: Ms. Rhonda Fox
- Grade Level: 4<sup>th</sup>-6<sup>th</sup> Grades (9 years or older)
- Must enroll at beginning of school year or at 9<sup>th</sup> birthday. Cost is \$1.00 for mandatory insurance. Activities throughout the year may require additional fees/cost. Academic eligibility must be maintained for participation.

#### **Competitive Basketball**

- Boys: Coach Cody McCage
- Girls: Coach Scott Wilson
- Grade Level: 4<sup>th</sup> -6<sup>th</sup> Grades
- Students are selected for participation based on athletic ability at coach's discretion. Students are selected and practice in scheduled PE classes. Academic eligibility must be maintained for participation.

#### **Gifted and Talented**

- Coordinator: Mrs. Tonja Mayo
- Grade Level: 3<sup>rd</sup>-6<sup>th</sup> Grades
- Students are selected for participation based on district policy/plan. Minimum requirements in areas of academics, leadership, and intelligence. Students are nominated for admission by teachers and parents.

If you wish to withhold permission for your student to join or participate in one or more of the clubs or organizations listed above, you may notify the District in writing of this fact. Please note that you may not withhold permission for your student's participation in clubs and organizations that are necessary for a required course of instruction. In addition, pursuant to Oklahoma Law, you are solely responsible for preventing your student from participating in a club or organization for which you have withheld permission and you are also solely responsible for retrieving your student from attendance at a club or organization for which permission has been withheld.

Oklahoma Law states that nothing prevents a club or organization from meeting when a student who is not authorized to participate is present.

If any student clubs or organizations which are sponsored by or under the direction and control of the District are created or formed after this notice is distributed, the District will send supplemental notice through the District's website and/or by any other means it deems appropriate. This supplemental notice will also contain the name of the organization, its mission or purpose and the name of its faculty advisor.

*Reference: Amendments to OKLA. STAT, tit. 70, § 24-105 via H.B. 1826 (2009)*

### **EQUAL OPPORTUNITY NON-DISCRIMINATION STATEMENT**

It is the policy of the Thackerville Public Schools to provide equal opportunities without regard to race, color, national origin, religion, sex, age, disability, or veteran status in its educational programs and activities. This includes, but is not limited to, admissions, educational services and employment. The School District does not discriminate on the basis of race, color, national origin, religion, sex, age, disability, or veteran status.

The following people have been designated to handle inquiries regarding the District's non-discrimination policies:

Section 504/Title II of the Americans with Disabilities Act Coordinator (for questions or complaints based on disability)

Tonja Mayo, Elementary Principal  
Thackerville Public Schools  
P.O. Box 377, Thackerville, OK 73459  
580-276-9655

Title VI of the Civil Rights Act Coordinator (for questions or complaints based on race, color and national origin)

David Herron, Superintendent  
Thackerville Public Schools  
P.O. Box 377, Thackerville, OK 73459  
580-276-2630

Title IX Coordinator (for questions or complaints based on sex)

Coach Cody McCage, Athletic Director  
Thackerville Public Schools  
P.O. Box 377, Thackerville, OK 73459  
580-276-5997

Age Act Coordinator (for questions or complaints based on age)

Jamie Mitchell, High School Principal  
Thackerville Public Schools  
P.O. Box 377, Thackerville, OK 73459  
580-276-3610

### **GRIEVANCE PROCEDURES**

The Thackerville Public Schools maintains a Grievance Procedure by which parents, students, employees and patrons can file complaints alleging discrimination, including harassment, based upon race, color, national origin, religion, sex, age, disability and veteran status. Contact your school principal or Mrs. Tonja Mayo, Director of Special Services, Thackerville Board of Education, PO Box 377, Thackerville, OK 73459, 580-276-2630 to obtain a copy of the Grievance Procedures and the Discrimination Grievance Complaint Form.

## **ACCELERATED READER**

This year your child will participate in the Accelerated Reader Program. The Accelerated Reader is a computer-based reading motivation program that is currently being used by more than 14,000 schools across North America. The program is simple: The child either reads or has someone read a book to them from the book list. The child then earns points toward their goal by taking a multiple-choice test to check reading comprehension. At the beginning each nine (9) week period, each student will be assigned a reading goal and reading level based on their ability. The classroom teachers will work with students to help them reach their goal, however, your help at home is necessary for achievement. Please encourage your child to check out books and read at home. Achievement of each student's goals will be reflected on each quarterly report card

## **ANNUAL NOTIFICATION OF ASBESTOS**

The Asbestos Hazard Emergency Response Act of 1986 requires the inspection of all buildings in the school district for asbestos. The district has complied with this act. A management plan documenting these inspections is on file for public review. You may examine the plan, located at the Superintendent's office and at each campus, upon request.

The Thackerville Public School annually notifies all parents, teachers, and other employees by handouts. Additionally, information regarding any asbestos related activities planned or in progress, will be disseminated by handouts, flyers, etc. when they arise.

"The asbestos identified in our management plan will be checked regularly by an asbestos company and our staff to scrutinize any changes in the material which could cause a health hazard. We will continue to monitor the asbestos as defined by EPA guidelines. If changes occur our asbestos coordinator will notify the appropriate people as prescribed by law".