



# **WATONGA HIGH SCHOOL**

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Watonga, Oklahoma 73772  
Website: [www.watonga.k12.ok.us](http://www.watonga.k12.ok.us)

**Main Office** (580) 623-7362  
**Facsimile** (580) 623-8019

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## **WELCOME TO WATONGA HIGH SCHOOL!**

**Welcome to Watonga High School 2018-2019! We very much look forward to what looks to be a very exciting and rewarding school year. It is very important that families read over the student handbook. I feel that we are all here to get a quality education and to prepare students to become productive members of society. Knowing the guidelines set forth in our handbook facilitates that cause.**

**There have been some revisions made to the student handbook. It is your responsibility to read the student handbook and abide by its policies. The handbook contains most of the rules, policies, and regulations that you will be required to follow at school or school-sponsored events. Of course, the handbook cannot cover EVERY issue that could arise over the course of a school year. There may be situations that happen that will need to be dealt with on a case by case basis as they occur.**

**If you have a question or suggestion about our school, please feel free to stop by my office and express your concerns. It is my wish to make this the best place to go to school for everyone involved – students and staff.**

**Go Eagles!!**

**Mr. David Lorenz  
Principal**

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### **CITIZENSHIP**

The purpose of any school is to help create productive members of society. Our school and our community have a long, proud heritage. It is up to us to live up to that heritage. Put simply, we expect our students at Watonga High School to be of high character and to be good people. We expect you to conduct yourselves as ladies and gentlemen at all times. As a student representing Watonga, if you make choices that are not conducive to Watonga Public Schools' expectations of behavior, you could face consequences from the school district. When you are out in the community, you are surrounded by graduates of Watonga High School. Let's do our best to make them proud!

### **DOES YOUR HIGH SCHOOL RECORD REALLY MEAN ANYTHING?**

Every student should remember that he writes his high school record but once, and once written, that record cannot be changed. He should also know that when he seeks employment, enters the armed forces, or studies at a university or vocational school, his record follows him; in fact, it usually precedes him. The importance, therefore, of a good high school record (the best you can do) in scholarship, attendance, citizenship, activities, should be of the utmost importance.

### **MOMENT OF SILENCE**

It is a policy of the Watonga Board of Education that no sectarian or religious doctrine shall be taught or inculcated into the curriculum or activities of the school. However, those students who wish to do so may participate in voluntary prayer so long as it is during non-instructional time and does not interfere with the rights of other students. **Each school site within the district shall observe one minute of silence each day for the purpose of allowing each student to meditate, pray, or engage in any other silent activity that does not interfere with, distract, or impede other students in the exercise of their choice. All school personnel are to afford these options to all students, who will individually make the selection as to which of these behaviors they will engage in during the moment of silence.**

The flag salute and the moment of silence will be each day at the beginning of Academic Period, which begins at 8:54 a.m. The daily bulletin will be given each day at 11:10 a.m.

### **PHILOSOPHY AND OBJECTIVES:**

I. Philosophy--Watonga High School recognizes we live in a changing environment where the amount of information increases daily. We see it as our responsibility to provide all of our students with the opportunity not only to learn, but also to acquire the ability to find information. We see each student as an individual who needs certain life-skills to function in a diverse society without losing their individuality. Each day we strive to see that every individual grows mentally and physically to the best of their ability.

II. Objectives--We accept the responsibility of aiding the development of each student into an adult who can think logically and learn continually and thus be able to participate confidently while contributing meaningfully to our world. It is from this responsibility that we have developed the following goals and objectives:

(a) Ensure that students according to their own ability develop proficiency in the basic academic competencies. These areas include, but are not limited to (1) reading, (2) mathematics, (3) language, (4) science, (5) social studies, (6) business education, both in the regular classroom and vocational, (7)

**technology** skills, and (8) the history and government of the United States.

(b) Ensure all students have the opportunity to develop the capacity to recognize and successfully cope with situations that arise both now and in their futures.

(c) Ensure that all students be given the opportunity to acquire the knowledge of the arts and from that develop their own creativity.

(d) Ensure that all students are exposed to a wide range of career options both in the regular classroom and vocational classroom, whereby they may acquire the ability to make intelligent decisions. Thus, they will become independent and productive citizens and find self-satisfaction in the world of work.

(e) Ensure that all students are aware of their citizenship responsibilities in a democratic society.

### **WATONGA HIGH SCHOOL SONG**

Fill us with loyalty  
 So we shall our name proclaim  
 Happy we, strong and free  
 So to the far lands our footsteps may wander;  
 Take, take our fealty  
 Watonga Eagles is our name  
 Ever more, rich or poor  
 Your Praises shall we acclaim.



**SCHOOL MASCOT----THE EAGLE**

**SCHOOL COLORS----CARDINAL RED AND BLACK**

**BOARD OF EDUCATION**

Mr. Lane Edsall.....President  
 Dr. Dwight McGee..... Vice-President  
 Mrs. Joyce Lucas .....Clerk  
 Mr. Aaron Clewell..... Member  
 Mr. Andy Wigington.....Member

**ADMINISTRATION**

Mr. Mark Batt.....Superintendent  
 Mr. David Lorenz.....Principal  
 Mr. Joel Zehr.....Assistant Principal

**FACULTY**

Amy Adams..... FACS, Nutrition, Keyboarding, Food Prep  
 Kathy Allen.....Special Education  
 Jonna Bernhardt .....Mathematics  
 Jim Bob Coleman .....Computer Apps, PE, Athletics  
 Carrie Compton .....Alternative Education, Attendance Compliance Officer  
 Kim Coney.....Counselor, National Honor Society  
 Kayla Flanders.....Vocational Agriculture, FFA  
 Lacie Gorman..... Librarian, Media Specialist  
 Ty Hussey..... Physical Science, P.E., Athletics  
 Shane Johnston ..... Band  
 Christie Lorenz..... English, Spanish, Student Council  
 Zac Maynard ..... Social Studies, Athletics  
 Maryl McCrary..... Science  
 Darrel Merkey.....District IT Coordinator  
 Kenny Rutherford ..... Social Studies, Athletics  
 Janet Sinclair..... Mathematics  
 Laurie Westmoreland ..... English, Yearbook, Scholastics/Quiz Bowl  
 Hollie Youngbear ..... Cheyenne, Native American Attendance Counselor

**SUPPORT PERSONNEL**

Dian McLachlin .....Secretary  
 Jacque Till.....Secretary  
 Rosa Medrano .....Custodian  
 Lee Ann Tindall.....Custodian  
 Glenda Wickware..... Library Aide  
 Alyssa Fuxa.....ISS

**WATONGA HIGH SCHOOL SCHEDULE  
2018-2019**

	Academic	1st Hour	2nd Hour	3rd Hour	4th Hour	Lunch	5th Hour	6th Hour	7th Hour
<b>HS Building</b>	8:05-8:25	8:54-9:14	9:18-10:07	10:11-11:00	11:04-11:56	11:56-12:32	12:36-1:26	1:30-2:21	2:25-3:15
Adams		PLAN	Surv/Thrive	Nutr/Fashion	Fin Lit		FACS Basics	FACS Basics	Tourism
Allen K		Reading/Eng	Math	English	Math		PLAN	English	Hist/Scienc
Bernhardt		Pre Calculus	Pre Calculus	Calculus	Algebra II		Math Fin	Algebra II	PLAN
Campo		ART	Comp II	MS Girls Ath	PLAN		ART	Comp I	HS Athletics
Coleman		PE	PE	MS Girls Ath	MS Boys Ath		Comp Apps	PLAN	HS Athletics
Flanders		Horticulture	PLAN	Ag Pwr Tech	Ag Science I		PLAN	Plant/Soil	Ag Science
Hussey T		Phys Science	Phys Science	MS Girls Ath	MS Boys Ath		PE	PLAN	HS Athletics
Johnston		HS Band	7/8 Band	PLAN	Instruments		Music	6th Band	6th Band
Lorenz		PLAN	Spanish I	Spanish II	Eng I Honors		English II	Eng II Honors	English II
Maynard		World Hist	World Hist	OK Hist/Gov	MS Boys Ath		OK Hist/Gov	PLAN	HS Athletics
McCrary		PLAN	Anatomy	AP Biology	Chemistry		AP Biology	Biology	Biology
Rutherford		Gov/OK Hist	PLAN	US History	MS Boys Ath		US Hist	US Hist	HS Athletics
Sinclair		PLAN	Geometry	Geometry	Geometry		Algebra I	Algebra I	Algebra I
Westmoreland		English III	English IV	Yearbook	Eng IV Hon		Eng III Hon	English III	PLAN
Youngbear					Cheyenne I/II			Cheyenne I/II	
Bryant				English I					
Turney							Env Science		

Vocational Bus Departs a.m.....7:45

Vocational Bus Departs p.m.....12:25

**Chisholm Trail Technology Center School Schedule**

8:05-10:40.....Morning Classes

12:45-3:20.....Afternoon Classes

**Note:** As the Watonga Public School Calendar and the Chisholm Trail Technology Center calendars may not be identical; students are required to attend all regular and vocational classes when those classes are in session.

**WATONGA PUBLIC SCHOOLS 2018 – 2019 CALENDAR**  
**Important Dates**

Teachers Report.....	August 7
Vo-Tech Classes Begin.....	August 8
Classes Begin.....	August 9
Labor Day Holiday.....	September 3
Parent-Teacher Conferences.....	October 9, 11
Watonga Cheese Festival (no school).....	October 12
Fall Break.....	October 19, 22
Thanksgiving Break.....	November 21-23
First Semester Tests.....	December 20-21
End First Semester.....	December 21
Semester Break.....	December 22-Jan. 4
First Day of Second Semester.....	January 7
Professional Day (MLK Jr. Day – no school).....	January 14
Professional Day (no school).....	February 18
Parent Teacher Conferences.....	March 12, 14
No School.....	March 15
Spring Break.....	March 18-22
No School.....	April 5
No School.....	April 19
No School.....	May 3
Second Semester Tests.....	May 16-17
Last Day of School.....	May 17
Graduation.....	May 18

## STUDENT BODY OFFICERS

### **Student Council**

President.....Ruby Edsall  
 Vice President.....Noah Hightower  
 Secretary.....Allison Gauer  
 Treasurer.....Wade McCrary  
 Public Relations Officer.....Skylar Cox  
 Representatives-at-Large.....Kaitylyn Kalicki, Emma Hussey

### **Senior Class**

President.....Ruby Edsall  
 Vice President.....Madison Lockhart  
 Secretary.....Jayden Flynn  
 Treasurer.....Allison Gauer  
 Representatives.....Emma Cowan, Madison Lockhart, Lu McKinsey

### **Junior Class**

President.....Eden Waggoner  
 Vice President.....Lavender Cisneros  
 Secretary.....Ariyana Yellowbank  
 Treasurer.....Cielo Barrera  
 Representatives.....Rogelia Camarena, Lavender Cisneros, Halie Elston

### **Sophomore Class**

President.....Riley Coleman  
 Vice President.....Breanna Bay  
 Secretary.....Corbin Parker  
 Treasurer.....Marie Whitebird  
 Representatives.....Kaylee Barnes, Caitin Parker

### **Freshman Class**

President.....Adalyn Hightower  
 Vice President.....Cale Lorenz  
 Secretary.....Kaylee Roberts  
 Treasurer.....Harley Petty  
 Representatives.....Joseph Kalicki, Kyler Maddox



**School Telephone Directory**

Superintendent .....	623-7364	Ag .....	623-7085
Elementary School .....	623-5248	Bus Barn .....	623-5200
Middle School .....	623-7361		
High School .....	623-7362		

**OFFICE TELEPHONE:**

The office telephone is for emergencies and school business only. Students and teachers will not be called to the school telephone during a class unless an emergency exists. In most circumstances, the office will deliver a message and the student or teacher can return the call at a more convenient time.

**ABSENCES:**

Parents are requested to communicate with the high school administrative office and notify the school of their child's absence. Absences are not considered as excused or unexcused. In the event a student is absent from school, it becomes that student's responsibility to make up homework or tests. Generally, the work missed must be made up at the rate of one additional school day for each day of absence. For example, if a student were absent for two days, that student would have two days to make up and turn in that work. However, a long-standing homework assignment must be turned in immediately upon returning to school or a test that was scheduled in advance must be taken immediately upon returning to school. For example, a student who is absent on a Friday can expect to be required to take the test on the first day he/she returns to school. Exceptions may be granted by the instructor and principal. Zeros will be recorded for tests and homework that are not completed properly and in a timely manner.

**TYPES OF ABSENCES:**

**School Activity Absences-** This is an absence due to a school-sponsored activity, which is supervised by a school appointed sponsor. This absence is not recorded on the official school attendance registers. Students may not miss any one class more than (10) ten times during the school year for school activities. Activity absences are kept hourly on a separate activity register and may be checked by students and sponsors throughout the school year. Students attending a school activity must secure permission from each teacher whose class is to be missed by the use of a student absent notice.

Students who are academically ineligible, who have or will exceed the (15) ten-day rule, or who have excessive absences, are not permitted to attend the activity. Activity sponsors are required to provide each teacher a list of students that will be participating in the activity as soon as possible, but no later than 8:00 a.m. on the day of the activity. Also, sponsors are required to provide each teacher any and all revised lists not later than 8:00 a.m. on the day of the activity. All paper work pertaining to the student activity absences is to be completed by the sponsor. Missed homework or tests will be made up according to the guidelines found under absences in the student handbook.

Other absences from school, which are known by and approved by the parent/guardian, are neither excused nor unexcused. They are simply recorded on the school register and teacher grade book as an absence. Students shall be afforded the right to make up any homework or tests that are missed due to an absence according to the approved homework makeup policy.

Remember, it is the student's responsibility to correspond with a teacher on makeup work and the work must be completed in the proper time frame. Tests and homework missed may be altered by teachers to insure reliability and validity.

**Truancy** is an absence from school without the permission/knowledge of the school or the parents/guardians. Absences shall not be considered truancy as long as the school is notified or contacted by the parent/guardian who will indicate they approved of the absence. Truant students will not be allowed to make up any test or homework and will have a zero recorded for the work that was missed. A conference will be held in the office and the truancy will be reported to the parent/guardians. Students who leave without checking out will be considered truant.

The parent/guardian must notify the school by telephone on the day of the absence or the following day. A student will be considered truant from school IF THE SCHOOL IS NOT OFFICIALLY NOTIFIED. If the parent/guardian does not have access to a telephone, a note will be accepted on the day of the student's return.

### **SCHOOL ATTENDANCE**

COMPULSORY-- P.L. 234, effective October 1, 1979, states that if a student age 5 through 18 years of age is absent from school 10 days of a semester or 4 days or parts of 4 days in any 4 week period without a valid excuse, he must be reported to the district attorney by the principal.

It is unlawful for a parent or guardian not to compel their child to attend school. Any student violating any provision of this law shall be guilty of a misdemeanor, and upon conviction, shall be punished by a fine of no more than \$25.00 for the first day, not more than \$50.00 the second day, and not more than \$100.00 per day the following days. Each day may be considered a separate offense.

It is the duty of the principal to keep a full and complete record of each student's attendance and is the duty of parents or guardians of the student to notify the school about any absences of their child.

If a student does not attend school, the principal, after an investigation, will give warning by letter. If the student still does not attend, then the principal must and will make a complaint against the parent and student in the court of jurisdiction.

### **WATONGA SCHOOL ATTENDANCE POLICY**

A student must be in attendance in each class at least (90) ninety percent of each semester in order to receive semester credit for the class. Since each grading semester consists of usually 85-90 days, a student who misses (10) ten or more times in any class will not pass that course for the semester. The school will excuse documented medical visits. Activity absences do not count toward this total. Students who have a passing class average during the first semester who do not receive credit for that class due to excessive absences may have this credit restored at the end of the second semester, if they have no attendance problems during the second semester and receive at least a C in the respective class or classes the second semester. No relief will be granted for one semester course or activity course that was failed due to excessive absences.

### **RIGHT TO APPEAL**

If a student accumulates absences of ten (10) and believes special circumstances exist which should be considered, the student or parent may request a hearing for consideration of granting of credit. Such a request must be made in writing and presented to the building principal.

The student's hearing panel (consisting of the principal, counselor, and each of the student's teachers in the affected classes) will schedule a hearing when classes are not in session on a regular school day.

The student must be allowed a minimum of five (5) school days following notification of the hearing date in order to gather evidence (such as hospital records, doctor reports, etc), contact

witnesses, and prepare his case.

The student will be allowed to present his/her case before the hearing panel. Following the presentation of evidence, the hearing panel shall be allowed executive session; each panel member shall cast a ballot for or against the granting of credit. The ballots will be counted in the presence of the student. The granting of credit shall be determined by a majority vote of the panel. In case of a tie vote, credit shall be granted. The decision of the hearing panel shall be final.

### **ASSEMBLIES**

In general assemblies, students, by class, will sit in designated areas. Students and teachers will be dismissed for assembly by the classroom and/or hallway. Teachers will accompany their class to the gym. Seniors will sit at the front of the center section, juniors on the left (west), and sophomores on the right (east). Freshmen will sit behind the seniors in the center section. Students not complying with school rules and regulations may be suspended from future assemblies.

### **AWARDS / AWARDS ASSEMBLY**

Many school awards are presented during the school year at Watonga High School. Some are given at specific organizational banquets and others are given at the annual Awards Banquet, which is usually held in May.

Awards received from sources other than Watonga High School may affect student eligibility. A student should check with the principal and/or athletic director before accepting any award not affiliated with the school.

Any award given to a student by a school-sponsored organization from funds raised by that school-sponsored organization should have prior approval for the fund raising activity by the board of education. This is in accordance with school board policy and state statutes.

Furthermore, Watonga Public Schools shall not provide free or at a reduced cost any letter jacket, all-state jacket, patch, trophy, or other athletic award.

### **FAMILY RIGHTS AND PRIVACY ACT (P.L. 93-380)**

#### Rights:

- (1) The right of a student's parents and eligible students to inspect and review the student's educational records.
- (2) The intent of the Watonga School District is to limit the disclosure of information contained in the student's educational records, except: a) by the prior written consent of the student's parent or the eligible student, b) as directory information, or c) under certain limited circumstances as permitted by the FERPA.
- (3) The right of the student's parent or an eligible student to seek to correct parts of the student's educational records which he or she believes to be inaccurate, misleading, or in violation of student rights.

This right includes the right to a hearing to present evidence that the record should be changed if the district decides not to alter it according to the parent or eligible student's request.

- 4) The right of any person to file a complaint with the Department of Health, Education, and Welfare if the Watonga School District violates the FERPA.
- 5) Parents and eligible students should go to the principal's office to obtain copies of the policy and information as to the correct procedure to follow in requesting action about a student's record. Copies of the policy are located in the high school principal's office and the office of the superintendent. The district will arrange to provide translations of this notice to non-English speaking parents in their native language.

### **PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)**

Statute: 20 U.S.C. 1232h. Regulations: 34 CFR Part 98.

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- ❖ *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education-
  1. Political affiliations of or beliefs of the student or student’s parent;
  2. Mental or psychological problems of the student or student’s family;
  3. Sex behavior or attitudes;
  4. Illegal, anti-social, self-incriminating, or demeaning behavior;
  5. Critical appraisals of others with whom respondents have close family relationships;
  6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
  7. Religious practices, affiliations, or beliefs of the student or parents; or
  8. Income, other than as required by law to determine program eligibility.
- ❖ *Receive notice and an opportunity to opt a student out-*
  1. Any other protected information survey, regardless of funding;
  2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
  3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

Watonga Public Schools has developed a policy in order to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales or other distribution purposes. Watonga Public Schools will directly notify parents of these policies in our handbook annually.

Watonga Public Schools will notify parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. Watonga Public Schools will allow parents the opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in parts by the Department of Education.
- Any non-emergency, invasive physical examination or screening as described above.

### **DIRECTORY INFORMATION**

The Watonga District proposes to designate the following personally identifiable information contained in a student's education record, as "directory information," and it will disclose that information without prior written consent:

1. The student's name;
2. The names of student's parents;
3. The student's date of birth;
4. The student's class designation (i.e., first grade, tenth grade, ect.);
5. The student's extracurricular participation;
6. The student's weight and height if a member of an athletic team;
7. The student's photograph; and
8. The school or school district the student attended before the student enrolled in this school district.

The Watonga School District will publish the above list, of items of directory information it proposes to designate as directory information. For students enrolling after the notice is published, the list will be given to the student's parent or the eligible student at the time and place of enrollment.

After the parent or eligible student has been notified, he or she will have two weeks to advise the school district in writing (a letter to the school superintendent's office) of any or all of the times they refuse to permit the district to designate as directory information about the student.

### **GUIDANCE SERVICES**

The one purpose of an organized guidance service is to assist students. These services are available through the high school office and counselor. A full-time counselor is available to assist students with personal problems, school problems, educational problems, post-secondary school planning, scholarships and grants, and information on various testing and counseling services.

### **CAFETERIA**

A cafeteria is available for those who wish to eat at school. Students may purchase and pay for lunches in the high school office. The charge per meal is \$2.50 for high school students and \$3.75 for faculty. Breakfast prices are \$1.55 for students, \$2.00 for adults/faculty

Watonga High School wants to do everything we can to ensure our students' safety and well-being during lunch time. With that in mind, Watonga Secondary Schools has a closed campus for lunch. Students are not allowed to leave campus during lunch time. Students are to eat in the cafeteria. Students may bring their own lunch.

From 11:00 a.m. – 12:30 p.m., parents must come to the office in order to check their students out for lunch. Phone calls to check out of school are not allowed at this time, without prior permission from the principal.

### **HALL PASSES**

Students are not to be out of their classes during the school day unless they have a hall pass from their respective teacher. Teachers are not to allow students out of a class unless an emergency exists or the students are summoned by the office or are required to visit the library.

Hall passes should be monitored and required by all personnel. They must be displayed visibly while in the hall.

Each teacher will have a sign out sheet in their classroom for students to sign in or out of the room. The sheet will include time, student name, and destination.

### **LIBRARY / MEDIA CENTER**

The librarian/library assistant is on duty during school hours. Students will be responsible for all materials checked out. If materials are lost, damaged, or stolen, the student whose name is on the checkout list will be required to pay replacement costs.

Students entering the library during the regular class periods are required to have hall passes. Students will not be dismissed from any room to go to the library unless that teacher gives them a pass. Teachers shall make arrangements with the librarian before bringing classes to the library.

The general library checking out privileges are as follows: (1) Books must be checked out by the librarian on the computer, (2) Fiction books may be checked out for two weeks. (3) Dewey decimal books may be checked out for one week, (4) Reference books may be checked out overnight, (5) Library fines are assessed as follows; reference books .10 per day, all others are at .05 per day.

Students are not allowed to check out more than three books at any one time. Students who have overdue books, fines, or who have damaged or lost books will have their library privileges suspended until their financial obligations are met. Students who abuse their library privileges, who use the library as a social event, who are noisy, or who exhibit negative behavior may have library privileges revoked by the librarian, teachers, or principal.

### **STUDENT HOURS**

Students may gather in the Commons area before school at 7:40 a.m. Students are not allowed in the hallways before the 8:00 A.M. bell rings.

Concurrent students not in class or doing library research should not loiter in the school buildings or on campus.

High School students eating in the cafeteria are supervised while on the school site and on the main campus. When they leave school property, they are no longer under the supervision or control of the school.

### **VISITORS**

Students are requested not to bring relatives or friends to school as visitors. Any visitors to the high school are to report to the principal's office and state the nature of their business. The office will gladly deliver messages to students; however, students and teachers will not be called out of classes except in emergencies. Students will not be summoned to the office unless requested by a parent or guardian.

### **WITHDRAWAL FROM SCHOOL**

A parent or guardian must request withdrawal from school. When that is the case, the student should report to the principal's office on the morning of the last day of attendance. He/she will receive a withdrawal notice to be signed and completed by teachers, coaches, lunchroom secretary, librarian, and the principal. The withdrawal notice must be returned to the office before the student can be dropped and school records can be released.

### **PARKING REGULATIONS**

Entrance to the student parking lot is from the West and the exit is to the East. Students may not move their cars during the school day, unless they have properly checked out and are leaving school. No students may drive to the vocational agriculture area or move cars before athletics to the area in front of the field house

Students will be required to purchase a parking permit for any motorized vehicle they park in the school parking lot. Permits are **\$15.00** for each vehicle.

Students will not be allowed to drive their vehicles during school hours unless granted

permission by the administration. Students must park their vehicles and not use them until school is dismissed. Students will not be permitted to drive their vehicles from the parking lot to or from the vocational agriculture building unless requested by their instructor. Students will be allowed to use their vehicles during the noon period.

Students must park their vehicles in the school parking lot north of the student center. *Athletes are to park their vehicles at the field house at the start of the school day.* **Students should not park on the streets adjacent to the high school, on the high school grass areas, or the high school and middle school teachers' parking lots. The rows closest to the gym and to the new high school are designated for teachers and staff.**

### ***EQUAL EDUCATION OPPORTUNITIES***

It is the policy of the Watonga School District to provide equal opportunities without regard to race, color, national origin, sex, age, qualified handicap, or veteran status in its educational programs and activities. This includes but is not limited to admissions, educational services, financial aid, and employment. Inquiries concerning application of this policy may be referred to the Compliance Coordinator.

In keeping with Board of Education policy in regard to equal educational opportunities for all students, the following regulations are adopted:

- (1) All students, regardless of race, sex, or handicapping condition will have equal opportunity to enroll and participate in any educational program or activity sponsored or conducted by the Watonga Public Schools.
- (2) No discrimination will be in effect for any students or staff because of marital status or pregnancy.
- (3) Any cooperative educational program or agreements with other agencies will require a statement from cooperative members or agencies regarding their non-discrimination policy.

### ***PROPOSED GUIDELINES FOR PROFICIENCY BASED PROMOTION***

#### **I. Proficiency Based Promotion**

A. Upon the request of a student, parent, guardian, or educator, a student will be given the opportunity to demonstrate proficiency in one or more areas of the core curriculum.

1. Proficiency will be demonstrated assessment or evaluation appropriate to the curriculum area, for example: portfolio, criterion-referenced test, thesis, project, product or performance. Proficiency in all laboratory sciences will require that students are able to perform relevant laboratory techniques.

2. Students shall have the opportunity to demonstrate proficiency in the core areas as identified in 70 O.S. 11-103.6:

- a. Social Studies
- b. Language Arts
- c. The Arts
- d. Languages
- e. Mathematics
- f. Science

3. Proficiency for advancing to the next level of study will be demonstrated by a score of 90% or comparable performance on an assessment or demonstration.

4. This opportunity will be provided at least twice each school year.

5. Qualifying students are those who are legally enrolled in the local school district.

6. The district may not require registration for the proficiency assessment more than one month in advance of the assessment date.

7. Students not demonstrating proficiency will be allowed to try again during the next assessment period.
  8. Exceptions to standard assessment may be approved by a local district for those students with disabling conditions.
- B. Students demonstrating proficiency in a core curriculum area will be given credit for their learning and will be given the opportunity to advance to the next level of study in the appropriate curriculum area.
1. The school will confer with parents in making such promotion/acceleration decisions. Such factors as social and mental growth should be considered.



### **WHS STUDENT CLASSIFICATION**

<b><u>Classification</u></b>	<b><u>Number of Credits</u></b>
Freshman	Less than 4.5 credits
Sophomore	4.5 or more credits
Junior	9.5 or more credits
Senior	17 or more credits
<b>Graduation Requirements</b>	<b>24 or more credits</b>

### **ATHLETICS**

A student may enroll in athletics if he/she enrolled in one or more sports during the previous school year and:

- a) finished a sport,
- b) participated in a sport (any athlete that did not finish or was removed from a particular sport must receive the coach and principal's approval to enroll in that particular sport the following year), or
- c) received credit for a sport.

A student that cannot enroll will be allowed to come out after school and participate. He/she may gain admittance into athletics if he/she participates after school for one semester. Extenuating circumstances or events beyond the athlete's control will be taken into consideration.

### **VIRTUAL SCHOOL**

Watonga High School students may take supplemental online courses through Advanced Academics that are deemed academically appropriate by the High School Principal and Counselor. Students wishing to take such a course must fill out the appropriate paperwork and meet the requirements laid out in the Watonga School District's Online Instruction Policy.

### **SELECTION OF VALEDICTORIAN AND SALUTATORIAN (non-weighted G.P.A.)**

- (1) The Student must be a graduating Senior.
- (2) The student must have been enrolled and completed the entire senior year at Watonga High School.
- (3) A seven (7)-semester transcript shall be used in figuring grade point averages. The second semester of the senior year shall not be used in the computation.
- (4) The student must have met the Oklahoma State Regents College/University Admission Requirements.
- (5) In case of ties, duplicate awards will be presented.

The Valedictorian(s) shall have the highest grade point average on a four-point scale, rounding to the nearest 100<sup>th</sup>. The Salutatorian(s) shall rank second in grade point average rounded to the nearest 100<sup>th</sup>.

- 1) The Valedictorian(s) shall have the highest grade point average on a four-point scale, rounding to the nearest 100<sup>th</sup>.
  - a) "Valedictorian of Distinction" will be a Valedictorian who has satisfactorily completed by graduation, eight (8) of the following:
    - (1) Honors Courses

- (2) Advanced Placement (AP) courses
- (3) Concurrent College Courses with a grade of A or B.
- b) The welcoming address will be given by the Valedictorian(s) with the next highest number of honors courses completed by graduation. The Valedictorian address at the graduation will be given by the Valedictorian(s) of Distinction.
- 2) The Salutatorian(s) shall rank second in grade point average rounded to the nearest 100<sup>th</sup>.
  - a) Salutatorian(s) will be recognized.

### **GRADE POINT AVERAGE**

Watonga High School continues to have high expectations of its students. We encourage students to strive for excellence and to gain as much educational growth as possible. The GPA will be placed on the transcript at the end of each semester. The grade point average will be figured using a regular 4.0 scale: A=4.0, B=3.0, C=2.0, D=1.0, F=0

### **SEMESTER TEST EXEMPTIONS**

Students who meet the following criteria will be exempt from taking the semester exam in that class.

<u>Grade Average</u>	<u>Absences</u>
A	3 or fewer
B	2 or fewer
C	1 or Fewer

1. All hours (1<sup>st</sup>-7<sup>th</sup>) are included.
2. Two tardies will count as an absence.
3. Anyone who has been assigned ISS, out-of-school suspension or corporal punishment will not be eligible.
4. Any student who has failed a school sponsored drug test during that semester will not be allowed to go on a semester test exemption trip.
5. Students who are not required to take the semester test may take the test to improve their grade without being penalized. The test cannot lower their grade.
6. All class dues or late fees must be paid or reconciled.

### **GRADUATION CEREMONY**

Students who have not met all graduation requirements and who will not graduate will not be pictured on the senior panel nor will they be allowed to participate in the commencement services at the end of the school year. Students are exempt if they lack no more than 1/2 a unit. Seniors moving into Watonga Schools from another district must have been enrolled 45 or more days of the second semester at Watonga Schools and met all guidelines as required by the state department of education in order to participate in commencement ceremonies. Exceptions will be granted on a case-by-case basis.

### **SENIOR PANEL PICTURES**

Students who are seniors on the date the senior panel pictures are due to the printer will be pictured on the senior panel, if they have had an appropriate picture made with

the school-contracted panel photographer. School dress code applies to pictures.

### **SENIOR PORTRAIT GUIDELINES**

1. Head/Shoulder shot needed-no special lighting, no outdoors, no feather or fabric drapes.
2. Dress requirements follow Watonga dress code rules in the handbook-Tank tops, tube tops, muscle shirts, see-through shirts/blouse, and fishnet tops will not be permitted. Bare midriff blouses/shirts/halter tops will not be permitted. Backless and low-cut blouses/shirts, spaghetti straps are not permitted. Hats, sweatbands, caps, helmets, hoods, bandanas, or other headgear will not be permitted.
3. No facial rings or tattoos will be accepted for the yearbook or panel.
4. Students must be photographed by Blunck's Studio before October 31 to be in the Watonga yearbook.
5. Students must be photographed by Blunck's Studio before December 31, to be on the Watonga senior panel.
6. Blunck's Studios will charge a sitting fee for yearbook and/or panel portraits. Portraits will be taken once on our school site around September or students may drive to Blunck's studios.
7. Proofs must be returned to Blunck's Studios within 10 days in order to print a photo for the yearbook or panel. If you want retakes, write RETAKES on your order form. If a senior has not chosen a pose for the yearbook three weeks prior to December 1, Blunck's will choose a pose for you. After this time, if a senior wants to have a resetting or chose another pose, there will be a fee of \$15.00 plus tax.

If students do not follow the above guidelines, they will not appear in the yearbook or on the senior panel.

### **NATIONAL HONOR SOCIETY (non-weighted G.P.A.)**

Members of the Watonga High School Chapter of the National Honor Society are chosen on the basis of scholarship, character, leadership, and service. Students must have spent at least one semester in the school system before they may be considered for membership.

To be considered, juniors and seniors must have a 3.50 non-weighted grade point average. Members must be active in two school organizations, and must demonstrate qualities of integrity, cooperation, courtesy, and concern for others.

### **OKLAHOMA HONOR SOCIETY (non-weighted G.P.A.)**

The top ten (10) percent of the student body will be named to the Oklahoma Honor Society. Nominations from the sophomore class, junior class, and senior class are determined by the grade point average during the second semester of the previous year and the first semester of the current year. For freshmen, nomination will be based on the student's grades for first semester of the current year only. Only solid academic classes will be used for figuring grade point averages.

### **WATONGA HONORS PROGRAM (non-weighted G.P.A.)**

The Watonga Board of Education, cognizant of its responsibilities to the promotion of academic excellence in the Watonga Schools, directs the superintendent to implement the following procedure as a method of recognizing and rewarding outstanding students in the academic area.

- (1) All students in grades 10-12 who have maintained a 3.00 grade point average for a minimum of three semesters shall be awarded a chenille school letter.
- (2) All students in grades 10-12 who have maintained a 3.00 grade point average for a minimum of five semesters shall be awarded a Phi Beta Kappa key.
- (3) All senior students who have maintained a 3.00 GPA for seven semesters shall be awarded an appropriate medallion.

Grade point averages will be based on work done during the second semester of the preceding school year and the first semester of the current school year

### **CORRESPONDENCE WORK**

State regulations do not permit correspondence work if the school offers the course and it can be scheduled. Students who need to get extra credit or make up course deficiencies for graduation may enroll in correspondence with the school principal's approval. Correspondence work is costly and time-consuming; therefore, it is recommended that students avoid this alternative as much as possible. A maximum of two units of correspondence credit will be permitted toward graduation requirements.

### **GRADING SCALE**

A 90-100

B 80-89

C 70-79

D 60-69

F 0-59

S Satisfactory (Credit Issued)

U Unsatisfactory (No Credit Issued)

INC Incomplete (Any student not completing all of the class requirements by the time quarterly grades are issued may receive an INC in that class. The student will be allowed the first ten days of the next grading period to complete the deficient class requirements. If the student has an INC at the end of the school year, then that student has five days to complete the requirements. Zeros will be given after this time frame and grades will be figured accordingly.

### **HOMEWORK**

Homework that is turned in after a particular due date may or may not be accepted for credit depending on the circumstances. That is, a teacher may use his or her discretion. (See absences for exceptions)

### **REPORT CARDS**

Report cards are mailed at the end of the first and second semesters. Report cards are given to the parents at the end of the first and third nine weeks at scheduled parent/teacher conferences. Progress and/or deficiency notices are mailed to parents

during the third week in each nine-week grading period. Report cards may not be given for those students who owe library fines, who have not checked in school owned property, or who have financial or Yearbook obligations that have not been met.

### **CONCURRENT ENROLLMENT**

Seniors who can meet graduation requirements may be allowed to enroll in college courses during their senior year. Students must have a 19 on the ACT reading sub-test or pass the placement test at Redlands and enroll in both courses both semesters. These students will be given a full (1) high school credit for taking the required classes, but they will not be figured in their grade point average. If you are interested see the principal.

### **OKLAHOMA ACADEMIC SCHOLAR PROGRAM**

- STATE DEPARTMENT OF EDUCATION REQUIREMENTS:

The purpose of the Oklahoma Academic Scholar program is to recognize the outstanding academic achievement of graduating seniors in compliance with State law which became effective in 1986. Oklahoma Academic Scholars receive a certificate of recognition from the State Board of Education and the local high school, a gold seal affixed to their diploma, and the honor recorded on their official transcript. Graduating seniors who meet all of the requirements listed below shall be recognized by the local school district and the State Board of Education as an Oklahoma Academic Scholar:

- Accumulate over Grades 9, 10, 11 and the first semester of Grade 12, a minimum grade point average of 3.7 on a 4.0 scale or be in the top 10% of their class.
- Complete (or will complete) the curricular requirements for a standard diploma.
- Achieve a 27 composite score on the ACT or 1220 combined reading and mathematics score on the SAT 1. The ACT or SAT 1 must have been taken on a national test date.

### **ACADEMIC LETTER BLANKET PROGRAM**

- (1) A minimum of 23 Composite Score on ACT, confirmed prior to deadline of December 31<sup>st</sup>.
- (2) Must be in top 10% of Class (Cumulative GPA)
- (3) Must have attended Watonga High School for two consecutive semesters including semester of application.
- (4) Must have turned in the Letter-Blanket Application with a typed Biography (excluding name of applicant) by deadline of December 31<sup>st</sup> of Academic year.
- (5) Must meet the College Preparatory Curriculum as defined in Senate Bill 9822.

### **WHS GRADUATION REQUIREMENTS**

Beginning with students entering the ninth grade in the 2006-07 school year, in order to graduate from a public high school accredited by the State Board of Education with a standard diploma, students shall complete the following college preparatory/work ready curriculum units or sets of competencies at the secondary level. In lieu of the requirements of the college preparatory/work ready curriculum for high school

graduation, a student may enroll in the core curriculum for high school graduation, upon written approval of the parent or legal guardian of the student.

### ***College Preparatory Curriculum***

#### **4 Units English**

to include Grammar, Composition, Literature, or any English course approved for college admission requirements;

#### **3 Units Mathematics**

limited to Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, Advanced Placement Statistics, or any mathematics course with content and/or rigor above Algebra I and approved for college admission requirements;

#### **3 Units Laboratory Science**

limited to Biology, Chemistry, Physics, or any laboratory science course with content and/or rigor equal to or above Biology and approved for college admission requirements;

#### **3 Units History and Citizenship Skills**

including one unit of American History, one-half unit of Oklahoma History, one-half unit of United States Government and one unit from the subjects of History, Government, Geography, Economics, Civics, or non-Western culture and approved for college admission requirements;

#### **2 Units of the same Foreign or non-English language, or 2 Units Computer Technology**

approved for college admission requirements, whether taught at a high school or a technology center school, including computer programming, hardware, and business computer applications, such as word processing, databases, spreadsheets, and graphics, excluding keyboarding or typing courses;

#### **1 Additional Unit**

selected from the courses listed above or career and technology education courses approved for college admission requirements; and

#### **1 Unit or Set of Competencies of Fine Arts such as music, art, or drama, or 1 Unit or Set of Competencies of Speech**

**Electives equaling 24 credits.**

### ***Core Curriculum***

#### **4 Units or Sets of Competencies Language Arts**

1 Grammar and Composition, and

3 which may include, but are not limited to the following courses: American Literature, English Literature, World Literature, Advanced English courses, or other English courses with content and/or rigor equal to or above grammar and composition.

#### **3 Units or Sets of Competencies Mathematics**

1 Algebra I or Algebra I taught in a contextual methodology, and

2 which may include, but are not limited to the following courses: Algebra II, Geometry or Geometry taught in a contextual methodology, Trigonometry, Math Analysis or Pre-Calculus, Calculus, Statistics and/or Probability, Computer Science I, Computer Science II, Mathematics of Finance\*, Intermediate Algebra\*; contextual mathematics courses which enhance technology preparation whether taught at a (1) comprehensive high school, or (2) technology center school when taken in the eleventh or twelfth grade,

taught by a certified teacher, and approved by the State Board of Education and the independent district board of education; mathematics courses taught at a technology center school by a teacher certified in the secondary subject area when taken in the eleventh or twelfth grade upon approval of the State Board of Education and the independent district board of education; or other mathematics courses with content and/or rigor equal to or above Algebra I.

### **3 Units or Sets of Competencies Science**

1 Biology I or Biology I taught in a contextual methodology, and  
 2 in the areas of life, physical, or earth science or technology which may include, but are not limited to the following courses: Chemistry I, Physics, Biology II, Chemistry II, Physical Science, Earth Science, Botany, Zoology, Physiology, Astronomy, Applied Biology/Chemistry, Applied Physics, Principles of Technology, qualified agricultural education courses (including but not limited to Horticulture, Plant and Soil Science, Natural Resources and Environmental Science, and Animal Science); contextual science courses which enhance technology preparation whether taught at a (1) comprehensive high school, or (2) technology center school when taken in the eleventh or twelfth grade, taught by a certified teacher, and approved by the State Board of Education and the independent district board of education; science courses taught at a technology center school by a teacher certified in the secondary subject area when taken in the eleventh or twelfth grade upon approval of the State Board of Education and the independent district board of education; or other science courses with content and/or rigor equal to or above Biology I.

### **3 Units or Sets of Competencies Social Studies**

1 United States History,  
 1/2 to 1 United States Government,  
 1/2 Oklahoma History, and  
 1/2 to 1 which may include, but are not limited to the following courses: World History, Geography, Economics, Anthropology, or other social studies courses with content and/or rigor equal to or above United States History, United States Government, and Oklahoma History.

### **2 Units or Sets of Competencies The Arts**

which may include, but are not limited to courses in Visual Arts and General Music.

Students must also pass the following End of Instruction Tests:

- Algebra I and English II.
- Two of the following: Algebra II, Biology I, English III, Geometry, or United States History.

**Electives equaling 24 credits.**

### **HIGH SCHOOL CREDIT FOR COLLEGE COURSE WORK**

Watonga High School will give elective high school credit to a high school student for a summer college course passed that is not taken for college credit. No high school credit will be given if the class appears on a college transcript. The college course must be approved by the college as eligible for high school credit. Watonga High School will not calculate the grade from the college into the students' high school grade point average, but will transcript the grade given by the college. The college course may not substitute for any regularly required high school course, and may be listed as an elective only. One half high school credit (a semester grade) will be issued by the high school for at least 48 hours of college class time (usually a 3-hour college course number).

### **HIGH SCHOOL CORE CURRICULAR REQUIREMENT FOR OKLAHOMA STATE COLLEGES and UNIVERSITIES**

(Requirements effective Fall 2010)

- **English: 4 units** are required. All English courses must include an integrated writing component, demonstrate critical thinking skills and fit into one of the categories of grammar, composition or literature.
- **Math: 3 units** are required. Algebra I, Algebra II, geometry, math analysis, trigonometry, pre-calculus (must have completed geometry and Algebra II), calculus and Advanced Placement statistics.
- **Laboratory Science: 3 units** are required. All science courses must include a laboratory component and be taught at or above the rigor of Biology I. Biology, Chemistry, Physics or any lab science certified by school district; no general sciences.
- **History & Citizenship Skills: 3 units** are required. All students must have one unit of American History. Courses must be from one of the following categories: history, economics, geography, government, civics or non-Western culture. Courses in non-Western culture should teach students about a culture other than their own. The majority of the content of a course must match one of these categories.
- **Other: 2 units** are required. Courses may come from any of the subjects listed above or from computer science or foreign language.

Suggestion for Success: Colleges and universities also recommend, but do not require, that you take an additional unit in math, an additional unit in lab science and two units in speech or fine arts (Music, Art, Drama).

**Note:** Requirements may change, and they may be different for independent (private) colleges and universities. Check with your school counselor for full details.

For more information on Oklahoma public college and university admission standards, email [gwekke@osrhe.edu](mailto:gwekke@osrhe.edu) or call the Student Information Hotline at (800) 858-1840 (225-9239 in Oklahoma City).



**STUDENT CONDUCT AND DISCIPLINE**

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### **CODE OF CONDUCT**

All students' behavior in Watonga Schools is based on respect and consideration for the rights of others. Students have the responsibility to know and respect the rules and regulations of the school. Students have the further responsibility to behave in a manner appropriate to good citizenship everywhere.

It is our belief that the home and school must work together to ensure our young people grow to be law-abiding, productive citizens. If students falter in behavior, we attempt to see that the problems are handled efficiently, sensibly, and justly.

### **POLICY ON DISCIPLINE AND CONTROL OF STUDENTS**

All students enrolled at Watonga High School will be expected to abide by the rules and regulations set forth by the administration, teachers, and board of education while in attendance at school, at school-sponsored activities and/or during transportation to or from school or school-sponsored activities. In general, the authority of the school official includes the control of student conduct off school grounds and outside the school hours when students are engaged in a school-sponsored activity. The authority of school officials is the same as if the activity took place on school property.

Any student who is found to be in violation of school rules and regulations or who shows disrespect for any teacher and or school property will be subject to disciplinary action. The discipline imposed will be based on the severity of the violations, the number of prior violations, and the number of demerits that have been accumulated.

The Watonga Board of Education believes that the school's primary goal is to educate, not discipline. However, when the behavior of an individual student interferes with others, corrective action may be necessary for the benefit of the individual as well as the school.

**Oklahoma Law, Title 70, Section 6-114, provides teachers with the same rights as parents to control and discipline school children within local school policies.** The following schedule of infractions is provided as an aid to teachers in exercising control and discipline of students. The schedule is not intended to include all possible infractions. Therefore, behavior, which is not included in the following schedule, may warrant appropriate disciplinary measures.

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

1. The student's attitude;
2. The seriousness of the offense;
3. The effect of the offense on other students;
4. Whether the offense is physically or mentally injurious to other people;
5. Whether the incident is isolated or habitual behavior;
6. Any other circumstances which may be appropriately considered.

### **Possible Disciplinary Actions**

- \* Student warning (verbal/written/conference)
- \* Advise parents
- \* Remove from Class/Group/Bus
- \* Parental conference

- \* Parent shadowing child (elementary and middle school only)
- \* In-School suspension
- \* Suspension from extra-curricular activities and /or any school sponsored activity
- \* Refer to counselor
- \* Confiscation of non-allowed items
- \* Refer to police or sheriff or district attorney
- \* Refer to social agencies
- \* Refer to review committee for recommendation
- \* Suspension of driving privileges (high school only)
- \* Financial restitution
- \* Suspension
- \* Home-based placement
- \* Refer to superintendent/board for expulsion
- \* Other appropriate actions

The above schedule is a list of alternatives, of which one or more may be used as the principal or designee deems just, given the circumstances of the individual case. Alternatives are not necessarily selected in numerical order, but are to be determined by the principal or teacher according to the severity of the offense.

Additionally, administrators shall have the authority to enforce other reasonable disciplinary action, which they find warranted by situations not covered in the disciplinary policy schedule.

### **Student Violations**

#### **Level 1**

1. Dress code (No Warnings)
2. Tardiness
3. Hall/corridor abuse.
4. Possession of non-educational materials
5. Boy/Girl relationships

#### **Level 2**

1. Truancy
2. Leaving school without checking out
3. Disorderly conduct/inappropriate language
4. Cheating/lying
5. Driving/parking lot
6. Computer/Internet Abuse

All incidents regarding student discipline will be reported to the office and detentions may be assigned in addition to any disciplinary action taken by the respective faculty member. Level 1 and 2 violations may result in a conference, a warning, removal from class, a call to parents, a parental conference, or detention. Repeated violations can result in the assignment of ISS or suspension.

A student may accept the punishment, as designated by the administrator or teacher, or he may have the option of being suspended from school until he returns with his parents/guardians for a conference with the administration. If at this conference a mutual agreement cannot be reached, the student will be suspended from school for a time designed to fit the violation, which will not be less than three days.

The parents/guardians may appeal, in writing, to the superintendent of schools according to the policies of the Board of Education.

### **Level 3 (Serious Violations)**

1. Disobedience/disrespect.....2-5 days ISS or Suspension
2. Fighting or assault/battery..... ISS, or Suspension; *local police notified*  
Second offense will result in additional days in ISS or Suspension, increasing per repeated offense.
3. Tobacco /vape possession/use.....ISS (*see new Watonga city ordinance section*)
4. Vandalism/theft.....ISS or Suspension
5. Extortion.....ISS or Suspension
6. Possession of weapons/explosives.....ISS or Suspension up to one calendar year; *local police notified*
7. Drugs/alcohol..... ISS or Suspension; *local police notified (see new Watonga city ordinance section)*
8. Sexual misconduct..... ISS or Suspension; *local police notified*

### **DRUGS / ALCOHOL**

As per 70 O.S. 1210.229-1 and Public Law 101-226, students are prohibited from consuming, possessing, selling, and distributing any drugs, narcotic, alcohol, or substance purported to be a drug, narcotic, or alcohol at school, on school property, or at a school sponsored event.

Students are prohibited from consuming any substance that would cause them to become intoxicated if consumed in sufficient quantity. They are prohibited from coming to school or to a school sponsored event in an intoxicated state or after any consumption of any substance that could lead to intoxication.

Students found with or under the influence of any prohibited substance at an extra-curricular **activity** will be excluded from further attendance **and/or** participation in **any** or all extra-curricular activities or events.

1<sup>st</sup> offense = 5 day Suspension\*

2<sup>nd</sup> offense = 10 day Suspension\*

3<sup>rd</sup> offense = Remainder of current semester Suspension\*

4<sup>th</sup> offense = Remainder of current semester and following semester Suspension\*

\*Law enforcement will be involved and counseling will be mandatory.

### **TOBACCO / VAPE POSSESSION/USE**

Students shall not possess or use any form of tobacco or vape items on school premises during school hours or while at any Watonga School extra-curricular activity.

### **IN SCHOOL SUSPENSION (ISS)**

Students who are assigned in school suspension will report to the assigned room with all their textbooks and appropriate materials. Assignments will be provided by the teachers for the students to work on. Assignments will be due at the end of the day, to be collected by the last hour ISS teacher. The students will be allowed a break in the

morning and afternoon to go to the restroom. The school will bring lunch to the students from the cafeteria or they may bring their own lunch from home. A student may not participate in any school activities during the ISS assigned dates, including evening activities. Hours for in school suspension are from 8:00am-3:15pm.

### **CELL PHONE USE**

It is the school's policy that cell phones are not to be used, seen, or heard in the school building. Students are allowed to have their phones out before school and during lunch time. Repeated violations of unauthorized cell phone use could result in the confiscation of the student's cell phone. **If a student refuses to give up their cell phone to a teacher or administrator, then the cell phone offense becomes a disobedience/disrespect of authority issue.** If a cell phone is confiscated and turned in to the principal's office, a parent must come to the school to retrieve the cell phone. *The parent may pick up the phone from the main office at the end of the school day.* Reoccurring cell phone offenses will be handled according to Watonga Public Schools' discipline policy and could result in suspension.

### **DRESS CODE (Send to office to put on proper clothes)**

One of the primary objectives of a public school education program is to instill in the student proper personal pride and self-respect. Good standards of dress and appearance reflect good judgment and maturity. Proper grooming is more than just for appearance's sake; it denotes your way of life. It becomes difficult for even the best student to maintain a high level of character, if he/she does not have a neat and clean outward appearance. For this reason, the school takes a personal interest in the student's appearance and feels that this is an important part of educational training. The personal appearance of any student is primarily the responsibility of the individual and his/her parents or guardians. However, the following standards of dress will be followed during the school day:

- (1) Jeans and slacks in good repair/condition are acceptable.
- (2) Footwear is required.
- (3) Tank tops, tube tops, muscle shirts, see-through shirts/blouses, and fishnet tops will not be permitted. The straps on sleeveless shirts must be at least 2" wide at any point and cup at the armpit. See through overshirts are allowed in instances where the undergarment meets dress code requirements for a blouse or shirt.
- (4) Bare midriff blouses/shirts/halter tops will not be permitted. Backless and low-cut blouses/shirts are not permitted. Low cut is defined as displaying cleavage.
- (5) Boxers or spandex will not be permitted. Tights must have a covering that extends to fingertip length, and covers the buttocks and crotch at all times.
- (6) Shorts, dresses, skirts, skorts, etc. must extend to approximately the mid-thigh area
- (7) Hats, caps, helmets, hoods, bandanas, or other headgear will not be permitted in the school building. Caps/hats worn for medical reasons may be permitted with the permission of the principal.

(8) Garments and other accessories with symbols, patches, letters, numbers, slogans, pictures, advertisements, or phrases that advertise or promote the use of alcohol, tobacco

products, controlled substances, gang memberships, inappropriate language, disruptive behavior, or sexual misbehavior will not be permitted. Garments with sexual or suggestive wordings, symbols, or connotations will not be permitted.

(9) Button-front shirts/blouses cannot have more than two buttons open at the top.

(10) Waistbands of pants must ride at the hipbones or higher.

(11) Pajamas and house shoes are not acceptable.

There is a definite relationship among proper dress habits, strong work habits, and appropriate school behavior. When a student's dress causes a distraction from the normal school work or presents a safety or health hazard, immediate disciplinary action will be taken by the teacher and the administrator.

#### ***DRESS CODE for Homecoming***

1. The back of the dress must be above the waistline.
2. The slit on the skirt must be fingertip length.
3. Midriff dresses cannot show more than two inches of torso.
4. No revealing or plunging neckline.

#### ***TARDINESS***

A student not in the classroom when the bell rings is tardy. Athletes not out of the main high school or student center are considered tardy when the bell rings. Students who are tardy the 1st and 5th hours shall report to the office. If more than ten minutes of the class is missed by the student, it will be counted as an absence for that class.

Tardies are given on a per class basis:

5<sup>th</sup> tardy in **any** class = **ISS**

6<sup>th</sup> tardy in **any** class = **2 days ISS**

7<sup>th</sup> tardy in **any** class = *2 days ISS; morning detention*

After 7<sup>th</sup> tardy discipline will be enforced at principal discretion. Parent contact will also be made with recurring tardy offenders.

#### ***HALL / CORRIDOR ABUSE***

Students in the hallways are to be attending to business as indicated on their hall pass. Students taking advantage of their hall pass are subject to disciplinary actions.

#### ***POSSESSION OF NON-EDUCATIONAL MATERIAL***

Materials without educational merit are not to be brought to school unless so requested by a faculty member. Examples of these materials would be: iPod's, MP3 Players, radios, stereos, food, drinks, water guns, firecrackers, super glue, pornographic publications, etc. Notes are also considered non-educational material that may be confiscated; therefore, note writing, note passing, and note reading are prohibited. Confiscated materials will be turned over to the Principal and the parent will have to

come to the school to pick up.

Electronic signaling devices/pagers are prohibited (as violations of State Law 70 O.S. Sec.24-101.1) except under medical advice and so approved by the superintendent. They will be confiscated and returned to parent/guardian only.

This policy on cell phones includes extra-curricular activity trips while in school transportation. Students are not allowed to use cell phones on the buses or suburban's unless permission is given by sponsor/coach.

#### ***PUBLIC DISPLAYS OF AFFECTION***

The public display of affection is not appropriate at school. This includes kissing and hugging.

#### ***TRUANCY***

Truancy is an absence from school without the permission/knowledge of the school or the parents/guardians. Students will not be allowed to make up any test or homework and will have a zero recorded for the work that was missed. A conference will be held in the office and truancy will be reported to the parents/guardians. Truancy can result in the assignment of detention, ISS, or OSS.

#### ***NEGLECT OR REFUSAL TO COMPEL CHILD TO ATTEND SCHOOL - EXCEPTIONS***

- A. It shall be unlawful for any child who is 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 an education by other means for the full term the schools of the district are in session.

Provided, that this section shall not apply:

1. If any such child is prevented from attending school by reason of mental or physical disability, to be determined by the board of education of the district upon a certificate of the school physician, or if no such physician is available, a duly licensed practicing physician;
2. If any such child is excused from attendance at school, due to an emergency, by the principal or teachers of the school in which such child is enrolled, at the request of the parent, guardian, custodian or other person having control of such child;
3. If any such child who has attained his or her sixteenth birthday is excused from attending school by written, joint agreement between:
  - a. the school administrator of the school district where the child attends school, and
  - b. the parent, guardian or custodian of the child. Provided, further, that no child shall be excused from attending school by such joint agreement between a school administrator and the parent, guardian or custodian of the child unless and until it has been determined that such action is for the best interest of the

child and/or the community, and that said child shall thereafter be under the supervision of the parent, guardian or custodian until the child has reached the age of eighteen (18) years; or

4. If any such child is excused pursuant to subsection C of this section.
  - B. A school district shall excuse a student from attending school for the purpose of observing religious holy days if before the absence, the parent, guardian or person having custody or control of the student submits a written request for the excused absence. The school district shall excuse a student pursuant to this subsection for the days on which the religious holy days are observed and for the days on which the student must travel to and from the site where the student will observe the holy days.
  - C. It shall be the duty of the attendance officer to enforce the provisions of this section. Any parent, guardian, custodian, child or other person violating any of the provisions of this section, upon conviction, shall be guilty of a misdemeanor, and shall be punished by a fine of not less than five dollars (\$5.00) nor more than twenty-five dollars (\$25.00) for the first offense, not less than ten dollars (\$10.00) nor more than fifty dollars (\$50.00) for the second offense, and not less than twenty-five dollars (\$25.00) nor more than one hundred dollars (\$100.00) for each subsequent offense. Each day the child remains out of school after the oral and documented or written warning has been given to the parent, guardian, custodian, child or other person or the child has been ordered to go to school by the juvenile court may constitute a separate offense. At the trial of any person charged with violating the provisions of this section, the attendance records of the child or ward may be presented in court by any authorized employee of the school district. (70-10-105)

#### ***LEAVING SCHOOL WITHOUT CHECKING OUT***

No student shall leave the school premises during school hours without parent permission and checking out through the main office.

#### ***DISORDERLY CONDUCT / INAPPROPRIATE LANGUAGE***

Students shall not disrupt the education process by their physical or verbal behavior in classes, assemblies, the cafeteria, hallways, buses, playgrounds, the parking lot, or student gathering areas. Students are prohibited from interfering with the ability of other students to travel to and from school safely without harassment.

#### ***CHEATING / LYING***

Cheating/lying at school takes on many forms, including, but not limited to, (1) copying other student's work, (2) copying/cheating on examinations, (3) plagiarizing-stealing and passing off as one's own the ideas or words of someone else, and (4) supplying answers, information, papers, and/or test questions to other students.

The teachers at Watonga High School are knowledgeable, fair, and reasonable. If you need help, request it from your instructor. The teachers at Watonga High School will take time to help any student who is sincere. Be honest and fair. YOUR INTEGRITY IS WORTH MORE THAN A FEW POINTS ON A TEST OR A LITTLE BETTER GRADE ON A PAPER.



**COMPUTER / INTERNET ABUSE**

Watonga Schools requires that students and parents sign a computer/Internet access conduct agreement or no student access to the computers will be allowed. See Board Policy approved 11-3-97.

**CHROMEBOOK USE**

Watonga Public Schools is a one-to-one environment. Each student will be issued a Chromebook. Each student at WHS and their parent must sign a Chromebook Agreement Form and pay a Chromebook Usage Fee before being issued a Chromebook.

**DISOBEDIENCE / DISRESPECT**

A student shall not fail to comply with the proper direction of any school personnel when said student is properly under the authority of school personnel. A student shall show respect for other students, teachers, administrators, and support personnel by avoiding the use of any type of profanity, name-calling, or vulgar language, including the display of any derogatory racial insignia and/or emblem, or confederate flag while on school property or school activity.

**FIGHTING OR ASSAULT/ BATTERY**

Fighting (physical abuse) is prohibited on school property or at school sponsored events. The school insists that students avoid confrontations and seek the assistance of teachers, administrators, and counselors in resolving conflicts. A student shall not cause or attempt to cause physical injury to any school employee or student. A school official may use physical force against a student because of unusual circumstances when immediate action is necessary to repeal an attack or protect others.

Students who are fighting at school where anger is evident and punches are thrown, will be severely disciplined.

- 1<sup>st</sup> offense = up to 3 days of ISS/OSS
- 2<sup>nd</sup> offense = up to 5 days of ISS/OSS After second offense a conference will be held with the parents or guardians before being allowed to re-enter school.
- 3<sup>rd</sup> offense = 10 days of OSS
- 4<sup>th</sup> offense = Alternative school or other educational programming.

**TOBACCO / VAPE POSSESSION/USE**

Students shall not possess or use any form of tobacco or vape items on school premises during school hours or while at any Watonga School extra-curricular activity.

**VANDALISM / THEFT**

Students are prohibited from participating in activities that could lead to damage of school property. If a student damages school property, he or she is financially liable for all damages (including labor for repairs) and may be subject to disciplinary actions. A student shall not willfully cause or attempt to cause damage to private or school property. A student shall not steal or attempt to steal private or school property. Students who possess items that have been lost or stolen may be accused of pilfering.

To maintain your reputation, all items found should be turned in to the office and placed in lost and found.

### ***EXTORTION***

Threatening or intimidating other students for the purpose of, or with the intent of receiving money, privileges, property, or anything of value from them is prohibited.

### ***POSSESSION OF WEAPONS / EXPLOSIVES***

Weapons, explosives, firearms, and materials that can be ignited are prohibited on school property or at school sponsored events unless authorized by proper school authorities. The items are also prohibited in vehicles in the parking lot. See Board Policy FNCGA.

### ***SEXUAL MISCONDUCT***

Any physical or verbal sexual harassment at Watonga High School or at school-sponsored events is prohibited. Also, any immoral behavior is prohibited.

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

### ***SEXUAL DISCRIMINATION / HARASSMENT GRIEVANCE PROCEDURE***

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

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

### ***BUS RULES***

A Student can create a dangerous situation by misbehaving on the bus and thus diverting the driver's attention. It is absolutely necessary that every student passenger conduct himself in a manner that will not take the driver's attention away from the road.

Students should be on time at the designated school bus stops and should wait until the bus comes to a complete stop before attempting to enter.

Misconduct on a bus will be brought to the principal's attention immediately.

Additional bus rules and regulations:

1. Remain seated at all times when the bus is in motion.
2. Horseplay on the bus will not be tolerated.
3. Students may be required to share seats with others.
4. No objects will be thrown from the bus.
5. Food and drink are prohibited on the bus.
6. Students will enter and exit the bus from the main entrance except in emergencies.

### ***RECIPROCAL AGREEMENT WITH CHISHOLM TRAIL TECHNOLOGY CENTER***

Watonga High School and Chisholm Trail Technology Center will honor each other's disciplinary suspensions and in-school suspensions for Level 3 Serious Violations, excepting disobedience/disrespect. For example, if a student is suspended/in-school suspended for three days for fighting at the high school, the same suspension applies at the Vo-Tech, and vice versa.

### ***SUSPENSION AND EXPULSION***

Suspension and expulsion are disciplinary measures involving exclusion from school. Suspension is exclusion for a short period of time, usually less than ten days, which under some circumstances may be served at school as an in-school suspension. Expulsion is an exemption from school for a period of time such as the remainder of the semester and cannot extend beyond the succeeding semester.

Students who are suspended from school for short-term, non-violent offense suspensions will be allowed to make up their work, and absences due to that type

suspension will not count against them on the 10-day policy. Parents will be responsible for picking up and returning assignments between 3:00 and 3:30pm each day beginning with the first day of suspension, or the work will not count. Work must be returned on a per-next-day basis. No work assigned during the suspension period will be accepted after the day the student returns to school.

Federal legislation has been enacted that requires the expulsion from school FOR A PERIOD OF NOT LESS THAN ONE YEAR, any student who brings a firearm to school, except that the school's chief administering officer may modify the expulsion requirement on a case-by-case basis.

***SUSPENSION OF STUDENTS: (regulation)***

In accordance with the policy of the Board of Education, the following regulation shall govern the suspension of students from school:

The authority to suspend a student from a school in the school district is delegated to the respective building principals. A student may not participate or represent Watonga High School at any school-sponsored activity while under any form of suspension.

1. Any student may be suspended for acts of immorality, violations of policy or regulations, or for any act which disrupts the academic atmosphere of the school, endangers or threatens fellow students, teachers, or officials, or damages property, or persistent misbehavior, is guilty of misconduct which, in the judgment of school officials, warrants the reasonable belief that substantial disruption of school operations will likely result.
2. A suspension shall not extend beyond the present semester and the succeeding semester, except for violation of the Weapons Free School policy (FNCGA), which provides suspensions for up to one calendar year.
3. Except under circumstances, which require the immediate removal of a student or students, the parent(s) or legal guardian shall be informed before a student is released from school.
4. Make-up work for long-term suspensions due to violent offenses shall not be permitted.
5. Procedural steps to suspension:

**A. Probation.** A student may be placed on probation with or without additional disciplinary action. If probation is elected by the principal as a suitable alternative to suspension, both the student and the parent(s) shall be notified of the probation and the reasons therefore.

**B. In-School Suspension (ISS).** This is an alternative to short-term out-of-school suspension. ISS will be imposed by the student's principal. In-School suspension involves certain procedural rules, which do not pertain to other types of suspension. Therefore, a separate regulation, FOD-ISS-R, has been established. That regulation can be found elsewhere in this manual.

**C. Short-term suspension.** A student may be suspended from school for up to a ten-day period by the principal. Both the student and the parent(s) shall be notified of the suspension, the reason therefore, and the right to appeal the suspension to the Suspension Committee.

**D. Long-term suspension.** A student may be suspended from school for the remainder of the current semester and the entirety of the succeeding semester. Both

the student and the parent(s) shall be notified of the suspension, the grounds therefore, and the right to appeal the suspension to the Superintendent of Schools.

**6. Appellate procedures.** Any student who has been suspended under the steps listed above, or the student's parent(s), may appeal the suspension to the suspension committee, if the period of suspension is ten days or less, or to the Superintendent of Schools, if the suspension is for more than ten days. The following procedures shall govern the appellate process:

A. The student, or the student's parent(s), shall notify the superintendent as soon as possible following the suspension or the notice of intent to suspend of their intent to appeal the suspension.

B. The suspension committee (short term) or the Superintendent of Schools (long term) shall be advised of a student's or parent's intent to appeal. The appeal shall be heard within ten days from the date the notice of intent is filed. The superintendent, at his/her discretion, may permit the suspended student to attend classes pending the outcome of the appeal.

C. During the hearing of the appeal, the student may be represented by legal counsel or other adult representative; may examine witnesses on the student's own behalf; cross-examine opposing witnesses, and offer other evidence in his/her behalf including the student's own testimony.

7. Appeal for reinstatement. Students, who have been suspended for the remainder of a semester, or more, may petition the superintendent for a reinstatement. The superintendent may, at his/her discretion, schedule an informal hearing with the concerned principal. At the hearing, the student may present evidence of attitude or behavior modification, which would support reinstatement. The superintendent and the principal may reinstate the student or deny reinstatement and submit a written report of the informal hearing to the Board of Education. The Board shall take whatever action it deems appropriate.

NOTE: 70 O.S.24-102 states that a student who has been suspended from a public or private school in the state of Oklahoma or another state for a violent act showing deliberate or reckless disregard for the health or safety of faculty or other students shall not be entitled to enroll in a public or private school of this state until the terms of the suspension have been met or the time of suspension has expired.

**Summary Suspension:** Summary Suspension from school, without prior notice and hearing, may be imposed when the student's continued presence in school poses a danger to other persons, property, or an ongoing threat of disruption of the academic process. Due process shall be afforded as soon after a summary suspension as is practical.

### **EXTRACURRICULAR ACTIVITIES**

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**ATTENDANCE ON DAY OF ACTIVITY**

In order to participate in any extra-curricular or co-curricular activity, including any type of competition, a student will be required to be in attendance the entire day of the activity. Exceptions may be granted by the principal.

**ELIGIBILITY AND PARTICIPATION**

(1) Any participant becomes ineligible if he has not attended school 90% of the semester.

(2) A participant whose conduct or character at school is under discipline, or whose conduct or character outside the school is such as to reflect discredit upon the school shall be ineligible until reinstated by the principal.

(3) Athletic participants are eligible in the public high school district in which their parents are bona fide residents.

(4) Athletes will not be allowed to participate if a physical and parental consent form has not been placed on file in the athletic director's office.

Physicals will be required **by** of the first day of school for all students enrolled in athletics - boys and girls. Students who do not have a physical within the allotted time will not be allowed to enroll in athletics. Students who enter at mid-year will have 10 days to get a physical or have one sent from their previous school.

(5) Students must be academically eligible to participate in any activity for which they miss school; including field trips, performances, and non OSSAA sanctioned competitions. Students must be academically eligible to participate in any activity in which they are representing Watonga Public Schools including performances and non OSSAA sanctioned competitions. Students must be academically eligible to attend prom, school dances to which out of school participants are allowed, and end of school banquets. To clarify, students must not be on the ineligible list, meaning that they must not have been failing any class for two consecutive weeks, in order to participate. (see OSSAA RULE 3- SCHOLASTIC ELIGIBILITY Section 2.b, 2.c, 2.d)

**OSSAA RULE 3 -SCHOLASTIC ELIGIBILITY**

OSSAA scholastic eligibility standards are required of all students engaging in co-curricular activity programs. Local school boards may make exception for only those students participating in non-competitive activities. (Board Policy)

**Section 1 Semester Grades**

a. A student must have received a passing grade in any five subjects to be counted for graduation that he/she was enrolled in during the last semester he/she attended fifteen or more days. (This requirement would also be five school subjects for the 7th and 8th grade students.) For block schedules that offer 8 or more credits during an 18-week grading period, a student must earn 6 credits counted toward graduation during that 18-week grading period.

(1 credit = 1/2 Carnegie Unit) (Trimester Eligibility –Refer to Board Policy XXXVII)

b. If a student does not meet the minimum scholastic standard he/she will not be eligible to participate during the first six weeks of the next 18-week grading period they attend.

c. A student who does not meet the above minimum scholastic standard may regain his/her eligibility by achieving passing grades in all subjects he/she is enrolled in at the end of a six-week period.

d. Pupils enrolled for the first time must comply with the same requirements of scholastic eligibility. The passing grades required for the preceding 18-week grading period should be obtained from the records in the school last attended.

NOTE: The Board of Directors may make exceptions to non-traditional structures. (Ex. block, trimester, etc.)

(Trimester Eligibility –Refer to Board Policy XXXVII)

e. A student who drops a class after the first three weeks of the semester shall be ineligible for at least a three-week period. To regain eligibility after three weeks, the student must be enrolled in the minimum number of classes required for eligibility, and be passing all subjects in which the student is enrolled. An exception is allowed for a student who enrolled in an AP or honors-level course and wishes to drop that course. A student dropping an AP or honors-level course after the first three weeks of the semester may maintain continued eligibility provided that (i) the student had a passing grade in the AP or honors-level course at the time of withdrawal; and (ii) the student enrolls in a non-AP or honors-level course in the same subject.

### **Section 2 Student Eligibility During a Semester**

a. Scholastic eligibility for students will be checked after three weeks (during the fourth week) of a semester and each succeeding week thereafter. Schools may choose to run eligibility checks on any day of the week. The period of probation and ineligibility will always begin the Monday following the day eligibility is checked. Methods should be devised to check weekly grades of Career-Tech students and all concurrently enrolled students. For block scheduling, scholastic eligibility will be checked after two weeks (during third week) of the first and third blocks and each succeeding week thereafter and at the end of the first week of the second and fourth blocks and each succeeding week thereafter. Schools may choose to run eligibility checks on any day of the week. The period of probation and ineligibility will always begin the Monday following the day eligibility is checked.

B .A student must be passing in all subjects he/she is enrolled in during a semester. If a student is not passing all subjects enrolled in on the day of the grade check, he/she will be placed on probation for the next one-week period. If a student is still failing one or more classes during the next week on the grade check day, he/she will be ineligible to participate during the next one-week period. The ineligibility periods will begin on Monday and end on Sunday.

c. A student who has lost eligibility under this provision must be passing all subjects in order to regain eligibility. A student regains eligibility under Rule 3 with the first class of the new one- week period (Monday through Sunday).

d. "Passing grade" means work of such character that credit would be entered on the records were the semester to close at that time.(Trimester Eligibility Refer to Board Policy XXXVII).



### **Section 3 Special Provisions**

- a. A senior student maintains eligibility by passing the classes required for graduation. The number of classes which a student is enrolled can be no less than four. (For block and trimester exceptions contact the OSSAA office.) A junior or senior student who is concurrently enrolled in high school and college may use the college courses to meet the minimum number of subjects needed to maintain eligibility. These may be a combination of high school and college subjects equivalent to four high school units which are accepted by the Oklahoma State Department of Education.
- b. An ineligible student who changes schools during a semester will not be eligible at the new school for a minimum period of three weeks. A student may regain his/her eligibility by achieving the scholastic standard in Rule 3, Section 2-b at the end of a three-week period. (Any part of a week is considered a full week.)
- c. Incomplete grades will be considered to be the same as failing grades in determining scholastic eligibility. School administrators are authorized to make an exception to this provision if the incomplete grade was caused by an unavoidable hardship. (Examples of such hardships would be illness, injury, death in family and natural disaster.) A maximum of two weeks is allowed for make-up work.
- d. One summer school credit (1/2 unit or one subject) earned in an Oklahoma State Department of Education accredited program may be used to meet the requirements of Rule 3, Section 1-a, for the end of spring semester.

### **Section 4 Special Education Students**

Special education students, who are enrolled in special education classes, have an Individual Educational Plan and have been certified by the principal as doing a quality of work may, with the approval of the Board of Directors, be accepted as eligible under this rule.

### **ACTIVITIES CALENDAR**

1. All school-sponsored activities shall be submitted for approval by the principal. Those that are approved shall be placed on the school calendar.
2. OSSAA Sponsored activities will take priority over other activities.
3. It is the recommendation of the Board of Education that school activities not be scheduled on Wednesdays or Sundays except on a very limited basis.
4. Activities approved and placed on the calendar first do not necessarily take priority. When a conflict arises between two or more school activities, any student involved in two or more of the activities may be required to make a decision as to which activity he/she will participate in. The student and his parent/guardian will make this decision, and the student will not be penalized in any way for his/her decision. This decision will be made without the pressure or influence from any school employee. When a scheduling conflict occurs, every effort will be made to professionally work out the conflict.

### **ACTIVITIES AND TRIPS**

The past behavior of Watonga students has left a good impression in other cities as to the quality school and community that we live in. Students going on an activity trip are required to have an approved adult in each vehicle and an approved adult or chaperon with the group. When transportation is arranged for a group, every member of the

group is expected to go and return with the group, unless another plan is cleared with the faculty sponsor and parents before the trip.

***ATHLETIC CONDUCT CODE FOR SPECTATORS:***

Believing that my conduct is an important part of the school's athletic program, I pledge myself to act in accordance with these principles;

- (1) Exemplify the highest moral character, behavior, and leadership, so as to be a worthy example.
- (2) Maintain and exhibit poise, self-discipline, and restraint during and after the contest.
- (3) Conduct myself in such a manner that attention is drawn not to me, but to the participants playing the game.
- (4) Regulate my actions at all times so that I will be a credit to the team I support, knowing the school gets the praise or blame for my conduct, since I represent the school the same, as does the athlete.
- (5) Avoid actions which will offend the individual athlete.
- (6) Treat the visiting team and spectators as guests, being courteous and fair.
- (7) Accept the judgment of the coach.
- (8) Respect the property of the school.
- (9) Display good sportsmanship by being modest in victory and gracious in defeat.
- (10) Pay respect to both teams as they enter for competition.
- (11) Appreciate the good play of both teams.
- (12) Show sympathy to an injured participant.
- (13) Regard the officials as guests and treat them as such.
- (14) Direct my actions to encouraging my team.
- (15) Believe that the officials are fair and accept their expert decisions as correct and final.
- (16) Learn the rules of the game and become a more intelligent fan.
- (17) Consider it a privilege and a duty to encourage everyone to live up to the spirit of rules of fair play and sportsmanship.
- (18) Realize that privileges are invariably associated with great responsibilities and spectators have great responsibilities.

***CLUBS AND ORGANIZATIONS***

Band: The "Pride of Watonga" has been a well-established organization second to none in Oklahoma. The chief objective of the organization at the high school level is performance. The organization also wishes to develop a program, which will enhance the total school spirit in all activities.

Cheerleaders: Cheerleaders are chosen on a point basis; those receiving the most points may select what squad they wish to be a part of, by a non-biased committee. Tryouts for the following year are held each spring. The cheerleaders aid the student body in supporting the athletic teams and increasing school spirit. If you wish to be a cheerleader see the faculty sponsor for more specific information.

FBLA: The Future Business Leaders of America is a national organization for all students enrolled or who have been enrolled in business courses. Membership in FBLA indicates an interest not only in preparing for employment in the field of business but also in experiences that strengthen and develop the individual.

FFA: Any student enrolled in agricultural education is eligible for membership in the Future Farmers of America. FFA is a related activity of the vocational agriculture department.

FCCLA: Future Homemakers of America is a national organization of youth enrolled in homemaking and those who have been enrolled in vocational home economics courses. FCCLA members are provided opportunities for self-improvement and preparation for family and community living and for employment.

Heritage Club: All students currently enrolled in Watonga High School are eligible for membership. Our objective is to encourage pride in individual heritage and help students complete their goals.

Indian Club: All Indian students currently enrolled in Watonga Middle School and High School are eligible for membership. The main objective is to foster pride in Indian culture and to encourage members to complete their high school education.

Student Council: Student Council is an organization on campus made up of elected officers and student representatives from each class. Presidents of campus organizations also serve as members. The Student Council is in charge of student campus activities such as hall decorating, homecoming coronation, volleyball tournaments, dances and various service projects. The purpose of student council is to provide students experience and training in leadership skills and public service.

### ***LETTERING INFORMATION / REQUIREMENTS***

At Watonga High School a student may letter in athletics, band, and scholastic. Any student lettering may purchase at his own expense a letter jacket or letter sweater.

Football: You may letter in football by playing in part of 14 quarters during the season, or by participating and completing a football season your 10th, 11th, and 12th grades, or by being a starter and being injured before you had the opportunity to play in 14 quarters.

Basketball: You may letter in basketball by completing the season and participating in a minimum of ten varsity games. A participant who is injured during the season may letter but that decision will be left up to the respective coach.

Wrestling: You may letter in wrestling by attending all practices and eligible matches and earn 30 varsity points of which 15 must be wrestled and not forfeited. You may also letter in wrestling by placing in the top 3 in a varsity tournament or by qualifying for the

State Wrestling Tournament. You may also letter in wrestling by participating and completing wrestling season your 10th, 11th, and 12th grades. A participant who is injured during the season may letter but the decision will be left up to the coach.

Track/Cross Country: You may letter in track/cross country by completing the season and scoring in a meet. You may also letter by participating and completing the season your 10th, 11th, and 12th grades. A participant who is injured during the season may letter but that decision will be left up to the coach.

Baseball: You may letter in baseball by completing the season and participating in a minimum of ten varsity games. A participant who is injured during the season may letter but that decision will be left up to the respective coach.

Spring/Fall Softball: You may letter in softball by completing the season and play in at least one game.

Cheerleading: You may letter in cheerleading by completing the year and cheer for every game in one sport.

Band: You may letter in band by maintaining an "S" grade for both semesters during a school year and by either auditioning for at least one of the honor bands (Southwest, Short grass, All-State), participating in a music contest, or by participating in jazz-band.

Special Olympics: You may letter in Special Olympics if you participate in two of the three available competitions in one year.

### ***HOMECOMING***

There will be two Homecoming Ceremonies.

- (1) One will take place during the fall semester at a home football game.
- (2) One will take place during the spring semester at a home basketball game.

#### **Requirements – king and queen candidate**

- (1) A queen or king candidate must be a senior.
- (2) A queen or king candidate must have resided in the Watonga School District for a minimum of two semesters and have a grade point average of 2.00 or better the preceding semester.
- (3) Candidates for the homecoming coronations shall be selected as follows: The student council under the direction of the faculty sponsor shall supervise the selection and coronation. All voting will be done by secret ballots furnished by the student council. The homecoming king and queen's identity will be a secret and not released until the actual homecoming coronation.
- (4) Candidates will follow guidelines set forth by the student council.

#### **Requirements – attendants and escorts**

- (1) An attendant or escort candidate must be a member of the class they represent.

(2) An attendant or escort must have resided in the Watonga School District for a minimum of two semesters and have a grade point average of 2.00 or better the preceding semester.

(3) Candidates for the homecoming coronations shall be selected as follows: The student council under the direction of the faculty sponsor shall supervise the selection and coronation. All voting will be done by secret ballots furnished by the student council. The homecoming king and queen's identity will be a secret and not released until the actual homecoming coronation.

(4) An attendant and escort can only be selected once per year with a maximum of twice during his/her freshman, sophomore or junior years.

(5) Attendants and escorts will follow guidelines set forth by the student council.

### **Dress Code for Homecoming**

#### Girls

1. The back of the dress must be above the waistline.
2. The slit on the skirt must be fingertip length.
3. Midriff dresses cannot show more than two inches of torso.
4. No revealing or plunging neckline.
5. The shortest part of the skirt must be at the mid-thigh area.

#### Boys

1. Dress jeans or dress pants.
2. Dress shirt and tie.

#### Exceptions:

If the king candidate/escort plays football or basketball the candidate/escort will be in his team uniform.

### **Nomination and Selection**

#### King and Queen

- (1) Ballots will be provided by the student council of candidates eligible for king and queen.
- (2) The senior class will select three females for queen candidates.
- (3) The senior class will select three males for king candidates.
- (4) The entire student body will vote for one queen and one king from the selected candidates.

### **Attendants and Escorts**

- (1) Ballots will be provided by the student council of students eligible for attendants and escorts.
- (2) The freshman class will select one female and one male for attendant and escort.
- (3) The sophomore class will select one female and one male for attendant and escort.
- (4) The junior class will select one female and one male for attendant and escort.

### **FUNDRAISING ACTIVITIES**

All fund-raising activities must be approved by the principal and scheduled on the school calendar. Money collection of any type for any purpose may not be made in the school without the approval of the sponsor and the principal. Sponsors are encouraged to limit fund-raising projects. All activity account receipts (fund-raisers) and disbursements (purchases) must be approved by the Board of Education in advance and should be presented to the principal for the preceding year. A list of approved fund-raisers and activity purchases are on file in the principal's office. Additional activities must be approved by the Board of education in advance.

### **JUNIOR-SENIOR PROM**

The Watonga Junior-Senior Prom has a parent Prom Committee that is sanctioned each year by the Watonga Public Schools Board of Education.

### **STUDENT DANCE POLICY**

Watonga High School students and their pre-registered and approved dates may attend school-sponsored dances. Dates cannot have been out of High School more than three years. (Prom and Homecoming dates are the exception). All out-of-school dates are expected to abide by all school rules and regulations and conduct themselves as do Watonga High School students. Students leaving a school-sponsored dance will not be re-admitted. If a student must be asked to leave by the student council sponsor, the student must leave the dance at that time and relinquish their privilege to attend the next Student Council sponsored dance. When invited, the middle school students may also attend dances; however, they may not invite dates. All dances except the prom are under the direction of the Student Council.

### **CHEERLEADING GUIDELINES**

Cheerleading is guided by the Cheerleading Constitution and Rules and by the OSSAA, which is available in the principal's office and from the Sponsor. Cheerleading requires a sizeable commitment of time by the participants and will require payment of costs for meals, camps, camp clothing, some uniforms and equipment. Fundraisers are held, but they do not cover all the expenses incurred. Amounts will vary depending on specifics of the program for the year.

Prospective cheerleaders and their parents are strongly encouraged to attend the informational meeting held before tryouts, at which time rules and expenses will be discussed. A signed permission form acknowledging the rules and costs is required of the girl and her parents before she may try-out.

### **CHILD FIND**

Public law provides that all disabled children ages (0-21) are entitled to free and appropriate education.

Children with specific learning disabilities, deafness or hearing impairment, autism, deaf-blindness, mental retardation, multiple disabilities, orthopedic impairment, other health impairments, serious emotional disturbance, speech or language impairment, traumatic brain injury, visual impairment, or developmental delays may qualify for assistance. If you know of a child that needs assistance, contact Watonga Public

Schools, P. O. Box 310, Watonga OK 73772, at 580-623-7364. All information is confidential.

***BULLYING***

On the 30<sup>th</sup> day of July, 2012, the Watonga Board of Education met at a Special School Board meeting. One of the acts of business at this board meeting was the revision and ultimate adoption of the school district's policy regarding bullying. The bullying policy is found at FNCD, FNCD-R, FNCD-P, and FNCD-E in the school district's policy manual. You are entitled to a copy of the policy. If you would like to receive a copy of the policy, please contact Mr. Lorenz at the High School Office.