



Mountain Home Public Schools K-5 Handbook



MOUNTAIN HOME KINDERGARTEN

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NELSON WILKS HERRON ELEMENTARY

1st & 2nd Grades
Lezah Cotter, Principal
lcotter@mtnhomz.k12.ar.us
Rita Persons, Assistant Principal
rprersons@mtnhomz.k12.ar.us
618 North College
Phone: 425-1251
Fax 425-1219

Hackler Intermediate School
3rd, 4th & 5th Grades
Sondra Monger, Principal
smonger@mtnhomz.k12.ar.us
Cassy Fowler, Assistant Principal
cfowler@mtnhomz.k12.ar.us
Kevin Roach, Assistant Principal
kroach@mtnhomz.k12.ar.us
965 West Road
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Mountain Home Public Schools



**Committed to Excellence in Education...
Every Student - Every Time!**

We believe in:

- Cultivating and supporting life-long learners.
- Challenging every student to his or her highest potential.
- Partnering with home, school, and community for student success.
- Acknowledging that students must share in the responsibility for learning.
- Preparing students to be contributing citizens in the 21st Century.
- Practicing good citizenship among students and staff.

Principal Letters

Mountain Home Kindergarten

Dear Parents,

The faculty and staff of Mountain Home Kindergarten welcome you and your child to our school. Mountain Home Kindergarten is composed of Kindergarten students, as well as a variety of special services.

This handbook has important information regarding school policies and procedures. Please read the handbook with your child. If you have any questions after reading the handbook, please call the office at (870) 425-1256.

We welcome your participation and support during the school year. We are here to help each child have a positive experience in Kindergarten. We look forward to working with you this year.



Vanessa Thomas, Principal

Nelson Wilks Herron Elementary

Dear Parents,

We look forward to the opportunity to work with you and your child this year. This handbook has been prepared especially for you. Hopefully, it will answer many questions you might have concerning Nelson-Wilks-Herron and the Mountain Home Schools.

Our experienced staff is dedicated to providing a creative, exciting learning environment for your child. Information included in this handbook should familiarize you with various rules and procedures for this school. The names of the quality people working to make Nelson-Wilks-Herron Elementary a caring and comfortable academic atmosphere are also included.

Please keep this handbook for future reference. If we can be of assistance in meeting your child's educational needs, do not hesitate to contact us.



Leah Cotter, Principal

Rita Persons, Assistant Principal

Hackler Intermediate School

Dear Parents,

I would like to welcome you to Hackler Intermediate School where everyone works together. We promote excellence and success of academic curriculum focusing on literacy and math, problem solving, higher order thinking skills, technology skills, and productive learning habits. I believe that it is important for us to work together as a team to make this a year of inspiration.

This handbook has been prepared to acquaint students and parents with the facilities, regulations and activities of Hackler Intermediate School. By referring to it frequently, many questions in relation to the proper procedures to follow may be answered.

I hope to get to know each of you personally this year. As I mentioned earlier, I believe that it will take a team effort to make this a happy and successful year.



Sondra J. Monger, Principal

Cassy Fowler, Assistant Principal

Kevin Roach, Assistant Principal

Other Mountain Home Schools, District Staff & School Board

**K-5 SCHOOLS CAN BE FOUND
ON THE FRONT COVER.**

Pinkston Middle School

Grades 6 & 7

1301 South College
Michelle McWilliams, Principal
Allyson Dewey, Assistant Principal
425-1236

Mountain Home Junior High School

Grades 8 & 9

2301 Rodeo Drive
Ron Czanstkowski, Principal
Amy Butler, Assistant Principal
425-1231

Mountain Home High School

Grades 10, 11, & 12

501 Bomber Boulevard
Dana Brown, Principal
Curtis Gladden, Assistant Principal
George Sitkowski, Assistant Principal
425-1215

Guy Berry Learning Center

Jeff Kincade, Director

Superintendent

Dr. Lonnie Myers 425-1201

Assistant Superintendent

Dr. Leigh Ann Gigliotti 425-1201

District Business Manager

Ann Harned 425-1201

**District Director of Transportation, Student
Services and Facilities Planning**

Wes Henderson 425-1201 and 425-1240

*(Our buses are equipped with radios and
the drivers can be reached during their
route for an emergency.)*

Mountain Home School Board

Jason Schmeski President
Ben Strider Vice President
Lisa House..... Secretary
Neal Pendergrass
Doug VanDolah
Steve Bergman
Robert Nelson

District Technology Coordinator

Keith Alman 425-1215

Food Service

Debbie Braunagel 425-1225

Gifted & Talented Education

Dr. Leigh Ann Gigliotti 425-1201

Parent Center

Linda Bauer 425-1251

Special Education

Debbie Atkinson 425-1247

Volunteer Program

Brigitte Shipman 425-1215

Student Equity Coordinator

Dorothy Cook 425-1281

504 District Coordinator

Dorothy Cook 425-1281

Supervisor of Auxiliary Services

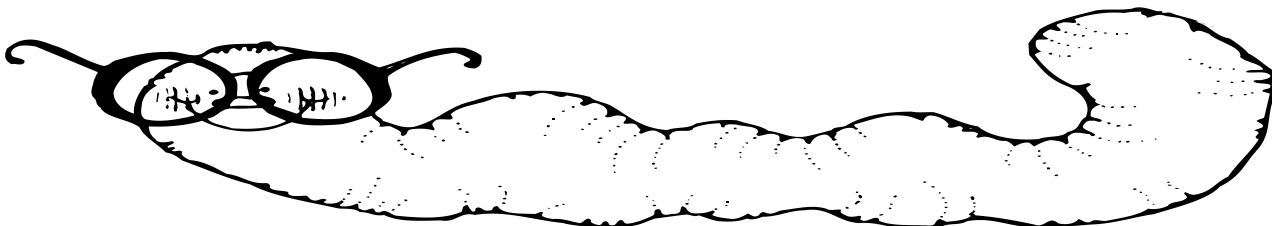
Mike Walker 425-1255

Title I Services

Dorothy Cook 425-1201

Curriculum Specialist K-12

Darla Deatherage 425-1367



K-5 FACULTY

Below are listed the names of those serving in the K-5 schools that will be involved in providing various services for your child. These are the valued individuals who will be working together as a school team to provide the best services possible for your child.

Mountain Home Kindergarten

Vanessa Thomas, Principal

CLASSROOM TEACHERS

CLASSROOM TEACHERS

Donna Powell	Rm 3
Dana Rowlett	Rm 36
Lindsay Newton	Rm 38
Annette Kasinger	Rm 35
Kathye Shy	Rm 9
Kim Crecelius	Rm 10
Darrah Pitchford	Rm 11
Sylvia Owens	Rm 12
Alice McLean	Rm 37
Kim Ducker	Rm 13
Diane Weatherford	Rm 16
Lesla Henderson	Rm 15
Christy Almond	Rm 18
Anita King	Rm 20
Kellye Cannon	Rm 19
Kary Goettler	Rm33

SPECIALISTS

Counselor

Sharla Patrick

ESL & Hearing Impaired

Naomi Lassen

Media Specialists

Melissa Czeschin

Music

Susan McWilliams

Physical Education

Coach, Josh Low

ALE/CPS Teacher

Dani Prins

Speech

G.G. Sykes

Resource

Kellye Conley

Computer Lab/Remediation

Vicky Williamson

School-Based Mental Health Services - Beth Kennedy

SUPPORT STAFF

Joy Walker - Secretary

Nurse

Angie Horn

Paraprofessionals

Linda Denton, Title I

Garnet Malatesta, Title I

Michol Milawski, CPS

DeLynn Young, Title I

Paula Waldon, Aide

Food Service

Brenda Wyatt, Manager

Sharon Hodges

Elisa McCoach

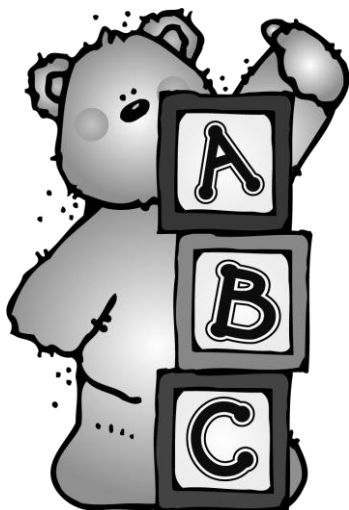
Mary Kennedy

Custodians

Darren Crawford - Daytime

Ricky Horton - Evening

Bill Lansing - Evening



*Staff email addresses can be accessed through the Mountain Home
Public School webpage at www.bombers.k12.ar.us*

Nelson Wilks Herron Elementary

Leah Cotter, Principal Rita Persons, Assistant Principal

FIRST GRADE

Tammy Barnes B 3
 Sarah Setzer B 7
 Sarah Davis A10
 Amber Teegarden B 5
 Jenny Goings B 6
 Kaye Hollingsworth A12
 Kevin Oxford B12
 Brandy Sallee B 8
 Christy King B9
 Tiffany Stone B10
 Judi Nail B 7
 Linda Pierce A11
 Cathleen Roberson B12
 Kristin Seawright A 3
 Rita Williams A 7

SECOND GRADE

Patti Bell C10
 Janna Brewer C8
 Twila Volkman D4
 Pam Cash D5
 Jeanette Byes D8
 Susan Hanley C3
 Sondra Hoffmann C5
 Libby Kidd C7
 Beth Kratochvil C2
 Mary Ellen Kressin D10
 Melissa Corp D9
 Rita Nunley D2
 Martha Wedgeworth D3
 Mindy Williams D7

SPECIALISTS

Literacy Coaches

Laurie Cramton B4
 Norma Prentiss B4

Media Specialist

Cheryl Human D13

Art

Melissa Green Art Room

Music

Tim Nelson Music Room

ESL & Hearing Impaired

Naomi Lassen

Gifted & Talented

Christy Neighbors D1

Special Education

Diane Montgomery A2
 Rebecca Wise A4

Resource

Jennie Riley C1b
 Nichole Butler C1a

Speech

Dana Sitkowski B2a
 Mandy Lawrence B2b

ALE/CPS Classroom

Joe Grabowski A3

Counselors

Debbie Sabo A1
 Sharla Patrick A1

School-based Mental Health Services – Ashley Day

Nurse

Donna Blevins Office

SUPPORT STAFF

Office

TBA –Mgr.
 Michelle Paden

Parent Center

Linda Bauer F1

Paraprofessionals

Lisa Carpenter Title I
 Sandy Almond Title I
 Cindy Armocido SPED Clerical
 Dorothy Lackland Spec. Ed.
 Kathy Ruiz ALE/CPS

Computer Lab Managers

Rhonda Allen C4

Physical Education

Coach, Marcus McCain Gym

Food Service

Hope Sammons, Mgr. NW
 Kellie Crawford
 Mary Leuzinger
 Mary Schriber
 Corine McCue
 TBA

Building Maintenance

Nicole Nichols – Daytime
 Ron Philman – Daytime
 Richard Hayes – Evening
 Bob Ferguson – Evening
 Joe Braunagel – Evening



Staff email addresses can be accessed through the Mountain Home Public School webpage at www.bombers.k12.ar.us

Hackler Intermediate School

Sondra Monger, Principal

Cassy Fowler, Assistant Principal

Kevin Roach, Assistant Principal

THIRD GRADE

Cindy Childress 401
Elsa Coddington 219
Leah Coleman 216
Sharon Dibble 406
Eloise Dwyer 403
Morgan Hardin 215
Roxanne Johnson 218
Judy Lawrence 408
Melanie Paden 402
Gena Smith 217
Wendy Spivey 404
Bailey Whiteaker 407
Amber Wescoat 213
Deb Zwicker 405

FOURTH GRADE

Sharon Belk 303
Caren Collins 306
Pam Estes 307
Jana Gaston 204
Barbara Horton 209
Lindsay Kincade 205
Teresa Madison 305
Becca Martin 206
Dora Norcross 210
Barbara Penrose 304
Michelle Pope 207
Laura Strider 308

FIFTH GRADE

Melody Adamson 606
Patty Budolfson 603
Pat Caldwell 509
Lynette Cooper 608
Tammy Goeke 506
Beverly Harris 604
Dixie Mahmud 605
Pat Markowski 607
Justine Roper 508
Kim Swearingen 505
Becky Villiger 504
Beverly Wilhite 507

SPECIALIST

Counselors

Kristyn Goodwin
Terry Berry

ALE/CPS

Christina Morris
TBA – Para

Speech

Marcie Burnham
Jan Luck

Special Education

Julie Carter
Monica Hollis
Patricia Osburne
Mary Beth Parrack – Para
Rick Kaiser – Para

GT

Marsha Partney

Library

Melissa Steiner
Susan Reding – Para

Music

Donna Maxwell
Sherry Mohler

Art

Kara Morris
Clint Pevril

Physical Education

Dwana Osmon
Carl Owens, Jr.
Stephen Gould

Literacy Interventions

Jennie Riley
Kathy Nichols
Jean Dewey

ELL

Naomi Lassen

Computer Lab

Reba Morrison

SUPPORT FACULTY

Office Secretaries

Michelle McCarn
Robin Queen
Angie Wilhite

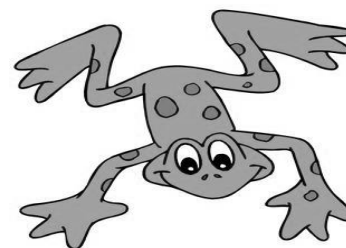
Nurse

Wendy Blount

Cafeteria

Gladys Sinks – Food Manager
Elizabeth Jones
Trisha Kill
Debbie Martin
Laura Snurr
Staci Tharp
Sheryl Warford
TBA

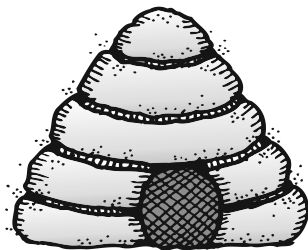
Staff email addresses can be accessed through the Mountain Home Public School webpage at www.bombers.k12.ar.us



Partners in Education

P.I.E. volunteers work in close cooperation with principals, teachers, and the community in general:

1. To make public education more effective for the pupils, the schools, and the community.
2. To assist the professional staff in their responsibilities of giving needed service to students.
3. To enrich the experience of pupils beyond what is available in school.
4. To build better understanding of schools and their programs among citizens, and to stimulate widespread support for public education.



P.I.E. BOARD OFFICERS

President

Kelly Nosari, 421-5691

nosari@suddenlink.net

Vice-President

Angela Justman, 405-6336

angelakj@centurytel.net

Secretary

Sammie Smith, 421-7267

sammies@fnbmh.com
sammies_cpa@hotmail.com

Treasurer

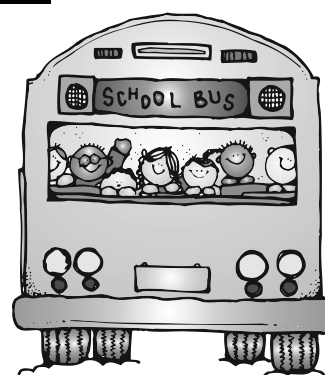
Sara Zimmerman, 425-3100, 421-2010, 425-2010

sarac@mtnhome.com

District Coordinator

Brigitte Shipman, 425-1215

bshipman@mtnhome.k12.ar.us



BUILDING COORDINATORS

Kindergarten

Cara Coleman, 405-1901
caradcoleman@gmail.com

Nelson-Wilks-Herron

Jennifer Gladden, 479-903-0625
jgladd_99@yahoo.com
April Dover, 425-7963, 321-1977
april3@centurytel.net
Joanna Hill, 736-2207
willnjo@centurytel.net

Hackler Intermediate School

Jamie Cox, 421-1991, 467-5410
twinridge24@gmail.co
Katrina Dismore, 404-1680
jkdismore@suddenlink.net

Pinkston Middle School

Melony Brock, 736-7044
melonykb@gmail.com

MHJH

Joanne Ward, 421-3415
joanneward1347@yahoo.com

MHHS

April Webb, 404-5754
studio923moms@yahoo.com

K-5 Curriculum

Common Core State Standards (CCSS)

During the 2011-2012 school year, grades K-2 are the first to implement the Common Core State Standards. The Common Core State Standards Initiative is a state-led effort to establish a shared set of clear educational standards for English language arts and mathematics that states can voluntarily adopt. The standards have been informed by the best available evidence and the highest state standards across the country and globe and designed by a diverse group of teachers, experts, parents, and school administrators, so they reflect both our aspirations for our children and the realities of the classroom. These standards are designed to ensure that students graduating from high school are prepared to go to college or enter the workforce and that parents, teachers, and students have a clear understanding of what is expected of them. The standards are benchmarked to international standards to guarantee that our students are competitive in the emerging global marketplace.

CCSS Implementation Timeline:

Year	Grades
2011-2012	K-2
2012-2013	3-8
2013-2014	9-12

Language Arts

Treasures, the adopted research based, comprehensive Reading Language Arts program for grades K-2, provides support for teachers as they teach the Common Core State Standards. This program gives educators the resources they need to help all students succeed. High quality literature coupled with explicit instruction and ample practice ensures that students grow as life-long readers and writers.

Hackler Intermediate School students receive literacy instruction based on the comprehensive literacy model. This model supports the teaching of comprehension skills and strategies, fluency, vocabulary, writing strategies, and grammar in an integrated manner. Literacy instruction is varied including whole group, small group, and independent reading of self-selected texts. Writing skills and strategies are modeled using exemplary literature and incorporated in daily student writing. The instruction is supported by the resource *Journeys* by Houghton Mifflin Harcourt.

Math

Investigations in Math is a more “hands-on” approach that is linked to the Arkansas Common Core State Standards at each grade level. This adoption should lead to more success for those who have had trouble with the traditional textbook/lecture approach. The high rate of activity forces the child to work with others, to think out solutions, and to physically show why their solutions are correct.

Science

K-2: Science kits based on the Arkansas frameworks are used for instruction and fulfillment of the 20% lab requirement.

3-5: Students are enrolled in science class where they will demonstrate and apply knowledge of the nature of science, life science, physical science and earth science using appropriate safety procedures, equipment and technology. 20% of the class time will be spent in lab type activities each week.

Social Studies

K-2: *Studies Weekly* is the adopted curriculum for social studies. Supplemental materials are also used to incorporate social studies into reading and writing activities at this early elementary level.

3-5: Students are enrolled in social studies class where they continue to develop their reading skills and begin to learn the content of the social studies.

“Specials”

In addition to the above “basics” the children also have classes each week in PE, Art (by the classroom teacher in Kdg), Vocal Music, Library, and Computer Lab for individualized learning in math and reading.

*Social, critical and creative thinking skills are addressed during Enrichment and Counseling classes (Enrichment by the classroom teacher in Kdg).

Kindergarten Notes

Upon entering school a child’s whole life style may change. He/she will be caught up in a schedule unlike any he had before. Parents should find out and tell him/her what these new school days will hold. Parents may need to change their own schedules in order to help the child adjust. The child will have to share his teacher’s attention with a large group of children, many of whom are strangers. It might help if he/she knows other children are feeling the same way he does. A teacher has many demands on her time during a busy school day. It helps if children already know how to put on coats and boots and how to take care of themselves in the restroom. They won’t have to wait for help and perhaps miss some enjoyable activities.

Your child will feel more comfortable in school, if he/she can take care of basic personal needs. Please help your child with the following:

1. Tie shoes, put on and take off outer clothes without help.
2. Know first and last name, parent’s names, address, telephone number.
3. Use the bathroom properly, wash hands.
4. Keep track of personal property.

Remember, if your child can master these before starting school, we can all concentrate more fully on the most important thing we do...seeing that your child gets the best possible education.

Helpful Hints

1. Please LABEL EVERY ITEM that your child brings to school with a permanent marker. This includes HATS, COATS, LUNCH BOXES, ETC.
2. See that your child has necessary supplies, such as requested by the teacher. See that necessary forms and reports are returned promptly. Take a continuing interest in your child’s school work.
3. Classroom snacks need to consist of fruit or packaged goods due to Health Department guidelines. We encourage you to send healthy snacks such as: string cheese, popcorn, cheese and crackers, animal crackers, etc.

Starting School

How each child is prepared for his/her first day of school will largely determine how he/she manages the excitement of new activities and whether he/she will enjoy the independent responsibilities that come with being away from home.



The School Day

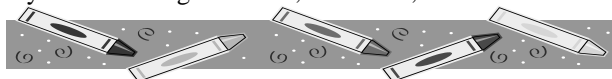
School opens at **7:30 a.m. (7:20a.m. for NWH)**. Students are not to arrive at school before 7:30 a.m. (7:20a.m. for NWH) **as there will not be a teacher on duty. Please do not drop off students before staff will be on duty to supervise students.** All students should be in class by 8:00 a.m. The school day begins at 8:00 a.m. **Please see to it that your child arrives at school at the proper time.**

Nelson-Wilks-Herron

Students are to report to their assigned waiting area or cafeteria for breakfast in the mornings.

Hackler

Students are to report to the cafeteria if they will be eating breakfast, otherwise, all other students will report to the gym.



Kindergarten Daily Schedule

School opens at 7:30 a.m. *(Students are not to arrive at school before 7:30 a.m.)*

Breakfast will be served:	7:30-7:50 a.m.
Morning Bell	7:55 a.m.
Late Bell	8:10 a.m.
Morning Physical Activity:	9:50-10:05 a.m.
Lunch Serving Times:	10:55-12:30 p.m.
Afternoon Physical Activity:	1:15-1:30 p.m.
DISMISSAL TIME:	
Bus Dismissal:	3:05 p.m.
Car Riders & First Bus Loading Students:	3:05 p.m.

Detailed daily schedules followed by each teacher will be sent home to the parents within the first week of school. These schedules will show what times each Comprehensive Literacy Model component and other subjects are offered, when that teacher has lunch, etc.

Nelson-Wilks-Herron Daily Schedule

School opens at 7:20 a.m. *(Students are not to arrive at school before 7:20 a.m.)*

Breakfast will be served:	7:20-7:50 a.m.
Morning Bell:	8:00 a.m. <i>(Students begin work in the classroom at this time)</i>
Tardy Bell:	8:05 a.m.

Detailed daily schedules followed by each teacher will be sent home to the parents within the first week of school.

DISMISSAL TIME

Car Riders and Bus Students:	3:05 p.m.
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Hackler Intermediate School Daily Schedule

School opens at 7:30 a.m.
(Students are not to arrive at school before 7:30 a.m.)

Breakfast will be served:	7:30-7:50 a.m.
Morning Bell:	7:50 a.m.
Third Grade Lunch	11:55 – 12:25
Fourth Grade Lunch	11:05 – 11:35
Fifth Grade Lunch:	
Pearls	12:40 – 1:10
Rubies	1:05 – 1:35

DISMISSAL TIME	Car Riders & Bus Loading Students	3:10 p.m.
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Quality Instructional Time

Quality instructional time is a priority. Students engaged in learning deserve a non-distracting environment. Intercom interruptions will be minimized as much as possible. When parents routinely deliver the child late, or pick them up early, the child's academic and social progress is endangered. **A pattern of late-arrivals or early pick-ups will result in administrative intervention.** (See Discipline Plan). Some in-class activities are impossible to be completed as homework and thus grades suffer and retention may become a factor. Extracurricular and non-instructional activities will be limited to minimize interruptions of the classroom instruction.

Distribution of Literature, Flowers, Balloons and Other Special Gift Items

1. Due to safety concerns, party invitations are not to be handed out at school.
2. The office and/or teachers cannot provide parents with names, addresses or phone numbers of students.
3. Gift items are to be delivered to the school only after 2:00 p.m. on school days.
4. Due to safety concerns, balloons are not permitted on the school bus.

Edline/KIDS College

Edline is a computerized educational communication tool used by the teacher, parent, and student. The uses of Edline are supplying the parent/student with current academic progress, supplying the parent/student with current assignments, and providing the availability of e-mail addresses for parent to teacher communication. Edline can be accessed at www.edline.net which is a secure site that requires an access code when used by a parent/student. Parents/students will be given their personal access code during the first few weeks of the school year.

KIDS College is an educational computerized tutorial program helping students with their literacy and math skills. Students use the program at school and can access it from home. There is a link on the school website, <http://bombers.k12.ar.us>, allowing parents and students to access this tutorial program

Homework

The importance of homework cannot be overly stressed. Mastery of basic skills needed in education must be monitored and maintained constantly. In order to reach this goal, the Mountain Home School District realizes that homework is important and necessary in order for students to develop critical thinking skills needed in everyday life. Part of education is developing responsibility that is reinforced by developing good independent study habits. Therefore, teachers should stress work appropriate for the home rather than schoolwork to be done at home.

Mountain Home School District also has taken into consideration the individual differences and needs of pupils. Therefore, it is unsound to require or expect all pupils to experience the same kind of homework in connection with their school instruction. Purposeful homework varies from day-to-day depending upon the educational instruction and need. The teacher should consider the ability of the students in assigning homework.

In performing this task, the building principals should establish specific guidelines to coordinate teachers concerning homework. In setting guidelines, building principals should guard against excessive homework that is deemed undesirable and inexcusable.

In establishing guidelines for homework, building principals have incorporated and ensured the following purposes:

1. To reinforce what was learned in class.
2. To practice what was learned in class.
3. To finish what was started in class.
4. To research a topic chosen in class.
5. To study independently a topic started in class.
6. To visit libraries.
7. To explore new fields.
8. To encourage reading.

In conclusion, homework is an extension of the regular school day. Therefore, whenever homework is given, it should supplement, complement, and reinforce classroom teaching and learning. It should not be given unless the students have been instructed in how to do the work, as this leads to criticism of the teacher and the school and is unfair to the student. Homework should not be used by teachers as a disciplinary measure.



Recommendations for Homework by Grades from the Six-Year Planning Committee

Times below are estimates in consideration of varied student work rates.

K: Independent homework is not appropriate for Kindergarten. Parent-assisted study is recommended.

Grade 1: Estimated 20 minutes, four days a week with parent assistance.

Grade 2: Estimated 30 minutes, four days a week with parent assistance.

(Rationale: This age group requires supervision in their work. Students at this age are eager to read to their parents the stories in their readers or to show parents what they can do in arithmetic, drawing and other school subjects. This attitude should be encouraged by both parents and teachers. It should be understood that if a child in these grades does not finish work at school, it may be advisable for the teacher to send that work home for parent supervision in completion.)

3rd Grade: Estimated 30 minutes, four days a week with parent assistance.

(Rationale: This age group should be introduced to the concept of homework but not overwhelmed. We also recommend this amount of time for grade 3 due to the necessity of constant emphasis of basic skills that have been learned or are in the process of being learned.

4th Grade: Estimated 30–45 minutes, 3-4 days a week.

5th Grade: Estimated 45-60 minutes, 3-4 days a week.

NOTE: Sometimes we hear of families spending hours on homework each night. Usually this is work unfinished from during the day. If you find yourself often having to work with your child one-on-one for long periods of time, call the classroom teacher to discuss what can be done to help your child be more successful.

Make-Up Work

Because teachers are involved in the instruction of students it is difficult for them to stop everything and send make-up work home. For this reason we ask that you observe the following guidelines:

1. If your child misses more than one day you may request make-up work.
2. Make-up work should be requested before 9:00 a.m. or it may not be ready until the following day. Work may usually be picked up after 2:00 p.m.
3. If you know that your child is to be absent, please make arrangements in advance with the teacher to obtain schoolwork. For extended absences such as trips, etc, do not request specific assignments since the absence of instruction, the possibility of revised assignments, and incomplete or incorrect work often results in the work needing to be redone. In these situations, the teacher will provide areas of study for the child to read, study and practice.
4. Students will have twice the number of days to make up work. Example: 3 days absent- will have 6 days to turn in completed work.

Report Cards

Students will be issued report cards on the Thursday following the end of each quarter. Parents will receive progress reports midway through each quarter after the first nine weeks. Report cards will be mailed to non-custodial parents upon request. AR Code 6-15-902 as amended by Act 1188 of 1993 AR Code 6-15-902 as amended by Act 1188 of 1993 established a statewide grading scale.

Grading Scale (1-5)	
A	90 - 100
B	80 - 89
C	70 - 79
D	60 - 69
F	59 & Below



Student grades reflect academic achievement only. Extra points cannot be given for behavior, parent attendance at conference, etc.

Kindergarten will utilize a mastery checklist.

Kindergarten and Nelson-Wilks-Herron's report cards reflect our emphasis on the Comprehensive Literacy Model and so the secondary scale noted above may not be appropriate at these elementary levels. Ratings that parallel the state ranking system such as Proficient, Advanced, Basic and Below Basic may be used on some items. Our report cards are revised annually to be more accurate and helpful to the parents.

Grades for Transfer Students

Students who transfer into the district during the school year should have their grades from the previous school averaged in with the new grades assigned after the transfer.

Below Grade-Level (ACTAAP) Remediation

Students who score significantly below their peers will have their needs addressed in an Academic Improvement Plan (AIP) or if especially weak in reading an Intensive Reading Intervention Plan (IRIP). As stated in the rules pertaining to Act 35 of 2003 (of the second Extraordinary Session), beginning in the 2005-2006 school year, **students in grades three through eight, identified for an AIP who do not participate in the remediation program shall be retained.** A student may satisfy the requirement of their AIP by mastering at the 70% level, all areas of deficiency identified on their plans, and/or by attending at least 80% of the time designated for remediation.

The AIP written for students failing to achieve at the proficient level on the State mandated CRT and for students in grades K-2 on the state mandated NRT for those grades, shall be signed by the appropriate school administrator and the parent/guardian.

Grades 3-5 W.I.N. (What I Need)

Hackler Intermediate School Remediation Program

A remediation program is in place at Hackler Intermediate School to ensure that all students perform at a proficient or advanced level on the state Benchmark. Students needing specific remediation will be placed into the remediation program as part of their regular school day as well as after school tutoring for a determined length of time and/or until adequate academic progress has been met as stated by the committee for the individual student's academic improvement plan (AIP). Beginning with the 2005-2006 school year, students who do not participate in the remediation program shall be retained. AR Code 6-15-2003.

Retention

A student is expected to pass basic courses (Language Arts, Math, Science and Social Studies) in order to be promoted to the next grade level. When a student fails to pass at least three basic courses, a committee will be formed to review student grades, testing data, attendance, and other pertinent information. This committee will make a recommendation to the parents and building principal, which will in turn make a final decision of whether the student is promoted or retained. Beginning with the 2005-2006 school year, students who do not participate in the remediation program shall be retained. AR Code 6-15-2003.

Standardized Testing

In addition to the quarterly report cards which indicate how the child is doing with the curriculum presented in their grade level, Mountain Home School District also provides Augmented Benchmark tests which will show how well students have mastered material from the Common Core State Standards for each grade from 3-8 and how well the child does compared to a nation-wide sample of children their same age. These tests will be given statewide to all public and home-schooled children in grades 3-8. Science is a tested area on the 5th grade Benchmark test. Additionally, the Arkansas Department of Education and Mountain Home school district will provide a nationally normed test for kids in first, second, and ninth grade which tells the parent and school how well the child does compared to a nation-wide sample of children their same age. The statewide testing program is analyzed and revised annually; however the consistent goal is to get measures which help the child, the teacher, the parent, and the school district.

Hackler Intermediate School Extra-Curricular Activities

All students are eligible for extra curricular activities. Discipline, academic, and/or other school sanctions may limit participation in these activities. Extra curricular and non-instructional activities will be limited to minimized interruptions of classroom instruction. Excessive student absences from classroom instruction due to participation in extra curricular activities shall not be allowed.

Parent-Teacher Conferences

Parent-teacher conferences will be held one per semester of school. Elementary school teachers shall meet with the parents(s) or guardians(s) of each student at least once a semester through a face-to-face parent-teacher conference, telephone conference or home visit.

All parents will be scheduled for a minimum of two conferences. It is important that the teacher talk with you about your child and you talk to the teacher about your child. If you desire an immediate conference, you may make an appointment either by note to the teacher or by calling the school office to leave a message. **“Instant conferences”** during school hours take teachers away from instructional time and **cannot be held.**



School-To-Home Communications



Students will receive regular newsletters for delivery to their parents.

Kindergarten: Newsletters will be sent home on most Fridays throughout the school year. At the teacher's discretion, the teacher may send home newsletters weekly in addition to the building wide newsletter that is distributed on most Fridays.

Nelson-Wilks-Herron: Newsletters will be sent at the beginning of each school week along with a weekly folder.

Hackler Intermediate: Newsletters will be sent home each Thursday along with the students Homework Folder.

Please discuss with your child the importance of bringing these communication pieces to you. We ask that you read them and respond appropriately. The computerized parent-school link of Edline is another helpful communication tool that is explained in the earlier Edline section. Much can also be learned about each school from the District website at <http://bombers.k12.ar.us>.

Dismissal of Students

- Parents must sign students out in the office anytime they leave school before regular dismissal time.
- If a child is picked up before the dismissal bell, it will be considered an early dismissal (afternoon tardy):
 - MHK dismisses at 3:05 PM
 - NWH dismisses at 3:05 PM
 - Hackler dismisses at 3:10 PM
- To minimize traffic problems, maximize office efficiency, and allow for educational closure, non-emergency early pickups will be discouraged during the final 30 minutes of school. Please make arrangements with this in mind.
- Unless a court has indicated otherwise by custody papers, we will release a student only to the parent(s) or emergency contacts indicated on the enrollment form. Photo identification may be required in some situations.
- The school must have on file a copy of the legal custody papers before preventing a restricted person from visitation or taking the child from school.
- We cannot accept the word of one parent over another without legal authority. People, other than parents, must have a certificate of guardianship on file in the office for children to attend school here.
- Students will only be allowed to leave school with written parent permission stating reason, time and with whom the child is to leave.
- Parents must send a note to the teacher if the student is to go home in some way other than the normal method.
- Students who are to spend the night with a friend must have a parent note. They will not be permitted to call home and get verbal permission.
- **The telephone at school is a business phone. Students will not be allowed to use the phone except in an emergency.**

Car Rider Information

Kindergarten Traffic Safety

The safety of children on the way to and from school is a vital concern to us. Walking conditions are always dangerous and we ask all parents and others who bring children to school to be extremely careful and watch for children who are walking. Also, if parents pick up children, please **do not drive or park at the BACK of the kindergarten** as it is for buses only. Please remain in the car line and drive through to pick up your child. Children will be dismissed from the office only if parents have a doctor's appointment. This is to prevent congestion and confusion during dismissal since this is such a busy and hectic time. Parents need to encourage independence in their children by dropping them off at the end of the canopy in the morning rather than walking them inside.

Nelson-Wilks-Herron Car Unloading/ Loading Procedure

Drop off time begins at 7:20 a.m. The dismissal bell rings at 3:05 p.m.

- Please remain in the car line and drive through to pick up your child. Any parent coming inside will be expected to check out their child for early dismissal.
- Make one line of traffic **on the right for drive-through pick up/drop offs.** Parking on the **left is available for parked cars whose drivers need to come in for teacher conferences, picking up projects, etc.**
- Be careful pulling out of the driveway.
- No double parking directly in front of the pick up/drop off point.
- **Keep the cars moving so that nine cars can load/unload at the drive-through zone at the same time**

Cont.

- Parents will be issued a sheet of paper with their child's name in large letters. Display this sheet as you approach the loading area so the duty teachers can assist in getting your child ready to go when you pull up. Pull up to the space numbered 1 if you are first in the line. If your child is not ready to leave, please promptly pull out of car line and check with the office staff.
- **Students are to be picked up by 3:30 p.m.** At 3:30 parents are notified.
- Please notify the school office for any **changes before 1:00 p.m. to avoid last minute arrangements.**
- Children are to be **picked up and dropped off at the designated area.**
- The **"staff only" parking lot should not be used** for student drop off and pick up parking.

Hackler Car Rider Information

We would like to request parents help in insuring the safety of children before and after school.

DROP OFF

- 3rd & 4th Grade students need to be dropped off on the east side of the building and enter Door #11 after 7:30a.m.
- 5th Grade students need to be dropped off in front of the building and enter Door #2
- Drop off time is 7:30 a.m. to 7:50 a.m.
- Keep cars moving so that 14 cars can unload at a time.
- Do not enter the bus drive off of Rodeo Drive under any circumstances between the hours of 7:00 a.m. and 4:00 p.m.

PICK UP

- All students need to be picked up in the same location as they are dropped off.
 - Students are dismissed at 3:10p.m.
 - Keep cars moving so that 14 cars can load at one time.
 - Students that are not picked up by 3:30 will be waiting in the office.
-

Walkers

Students walking should be accompanied by an adult. It is an unsafe practice to have a young child of this age walking unattended.

Bicycles

Kindergarten: Kindergarten students may not ride bikes to school.

Nelson-Wilks-Herron & Hackler:

- Students may ride bicycles to school and park them in the bike rack.
- Because of heavy traffic, **we encourage our students NOT to ride bicycles to school.**
- Students who are reported for unsafe riding will be reported to parents and may lose bicycle riding privileges.

KIDS' SAFETY FIRST!!

Physical Activities

1. Every student will go out to physical activity unless a note from a parent or doctor indicates otherwise. No student will be allowed to stay in from physical activity more than three days consecutively without a note from a doctor.
 2. Students must receive permission to re-enter the building during physical activity.
 3. When the playground supervisor blows the whistle to come in, all games will stop and students will line up in an orderly fashion.
 4. Each classroom will be responsible for its own equipment.
 5. Good sportsmanship will govern all games. Any conflict or disagreement will be handled by a supervising teacher.
 6. Contact sports, such as tackle football and King of the Mountain are prohibited.
 7. Students displaying unsportsmanlike/disrespectful conduct will be disciplined.
 8. Inside physical activity will be limited to classroom games. No running or throwing permitted. Determination for inside physical activity is made by the office who will advise the classes if the wind chill factor is 30 degrees or lower as posted on TV channel 5.
 9. Parents and other adults are not to be on the playground without prior specific approval by the office.
-

Hallways

- Students are to walk in a quiet and orderly manner.
 - Students are to wait their turn in an orderly and quiet manner at the drinking fountain.
 - N-W-H: “Sneaker Awards” are given to classes using good manners during hallway transition to special classes or lunch. The class who sneaks down the halls, getting the most sneaker tickets is rewarded each month.
-

Field Trips

School sponsored trips and special activities will be supervised by teachers and parents. Notice will be given to parents in advance about student appearance, money requirements and any other relevant information about child safety and personal welfare. If you do not wish for your child to participate, please contact your child’s teacher. Extracurricular and non-instructional activities will be limited to minimize interruptions of the classroom instruction.

Cafeteria Rules and Behavior

- Prepared food may not be taken from the lunchroom.
- Sodas with caffeine and sugar are not recommended, but may be brought with sack lunches to be eaten at lunch time. (Must be in a thermos, plastic container, or can. No breakable containers).
- Misbehavior such as yelling, popping bags, throwing items, disrespect or failure to follow directions may result in loss of a cafeteria privilege or require other discipline consequences.
- Students requiring juice in place of milk for lunch must have a note from their doctor on file with the school nurse before this can be provided by food service. Any other food allergies will be accommodated with Doctor documentation.
- Guest Seating: A table is provided for the use of children and their adult visitors who wish to share a meal. Only the host child and the guests are to be seated there. Due to limitation of space other students cannot be seated as guests. (*At Hackler, the host child can invite ONE other student to have lunch with him or her.*)
- Do not bring food items from home that has to be heated in a microwave oven.

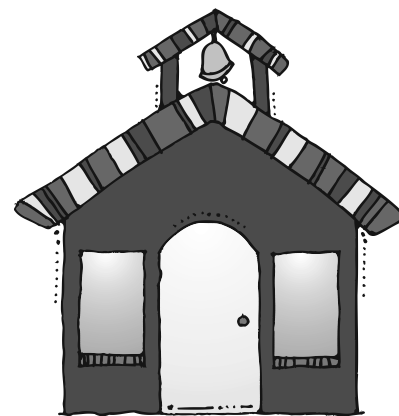
SCHOOL LUNCH PROGRAM

Subject to Change

- Student Lunch Prices: \$1.85 (Adult Lunches: \$3.00)
- Student Breakfast Prices: \$1.00
- Breakfast will be served from 7:30 a.m. (7:20 a.m. NWH) -7:50 a.m. daily.
- Lunch schedules vary from building to building.
- Lunch money may be turned in any day of the week to the classroom teacher.

- **MENUS:** The menu for the month will be sent home with each child and printed in the newspaper, and on Cable TV channel 5.

- **MILK:** Students may bring their lunch from home and purchase milk. Students who participate in the Free/Reduced Programs are allowed one milk with the tray; however, if they bring their own lunch, milk is not provided and must be purchased separately. (Milk only – \$0.35)



- **CHARGES:** In emergency cases only, students may be allowed a limited number of lunch charges.
- **FREE AND REDUCED:** Free and reduced lunches are available to those who qualify. Each student will receive an application on the first day of school.
- **FOOD SERVICE:** Questions regarding food service may be directed to Debbie Braunagel at 425-1225.

Scanner Procedures

All three elementary schools use a scanning system to keep track of money for breakfasts & lunches. By sending a check to school, you can be confident that your money will be credited to your child's account, which can only be used for the purchase of meals. This new system works much like a checking account at the bank.

Each student will have a personal identification number (PIN) that is accessed by scanning a bar code. The bar code provides a totally non-discriminatory method for identifying each student's meal category (free, reduced or full-price). Money sent to school is deposited in your child's account. Every time your child buys a meal, we will scan their bar code and the amount for each meal is automatically deducted from their account. The program also notifies you when your child's account is overdrawn by printing a payment reminder, which will be sent home with your child. A complete, detailed account history is available at any time, should you have questions regarding your child's account.

Each child will be asked to give his/her money to the teacher in the morning. **All checks or cash must be in an envelope with the child's name and amount to be deposited.** This lets teachers start teaching sooner, and reduces the risk of money being lost. WE DO ASK THAT YOU PAY FOR AT LEAST ONE WEEK OR MORE AT A TIME. If you find that your family is moving to another town, the money left in your child's account will be refunded to you. If your child moves to another school within the Mountain Home School District, the amount in the balance will transfer with them to the new school. The following table will show the meal prices by the week or month.

Payment of Breakfast & Lunch

Place money or check in labeled envelope. (Checks are safer to carry than bills & coins.)

Label: Teacher Name _____

Student Name _____

Amount Sent _____

The scanning program is designed to work like a checking system. **It will not accept more than 5 meal charges without money in your child's account.** If you are unsure about whether or not your child has enough money in his/her account, or there is a problem keeping up with the charges, please feel free to call on the Food Service Office for help or information at 425-1225.

Snacks & Food for Parties

Classroom snacks or food provided by parents for parties **must be prepared by facilities that have been approved by official state health inspectors and must not be a Food of Minimal Nutritional Value (FMNV).** FMNV may not be given to students other than your own. Items such as: soda water (soda pop), water ices (popsicles), chewing gum, candies, and sweet baked goods (cookies, cakes, etc) are examples of prohibited items for distribution. Sodas with caffeine and sugar are not *recommended* for a student to bring for lunch. Some permitted items are: fruit slices, fruit juices, graham, Ritz, or saltine crackers, pretzels, cheese type crackers, string cheese, cheese cubes, and small yogurts. A helpful chart is available in the Appendix. If you have a question, please call the office before making a purchase. The legislation allows up to nine snack days per year when the FMNV can be served. Parents will be advised of these days in advance but customarily holidays and special school activity days are the sort of days for which FMNV (remember approved by state health inspectors, from commercial bakeries or other store bought goods) will be available.

Personal Appearance

Success depends on many things. One factor is how one feels about how they look. We all desire for our students to experience success in school. We are hopeful that you will help your child with this factor to success. We urge that students' appearance not present health and safety hazards or cause disruption of the educational process.

Parents are responsible for seeing that their child is adequately dressed for school. Students may not wear clothing, jewelry, or hairstyles that can be hazardous or disruptive to them in their educational activities. Dress and grooming should not disrupt the educational process. Examples:

1. No shoes with cleats or skates (heelies, wheelies, sliders). Flip-flop sandals and high heels are particularly hazardous on PE days.
2. No bare feet
3. Long dresses are discouraged as they affect the student's ability to participate in physical activity and PE activities.
4. A student shall not wear or use emblems, insignias, badges, or other symbols which distract other students, or otherwise cause disruption or interference with the operation of the school. This includes advertisements or symbols for alcoholic beverages, tobacco and or illicit drugs, weapons and ammo.
5. **Grades K-2** tops must cover breasts, midriffs and backs. **Grades 3-5** tops must cover the entire torso (No bare-backs, bare midriffs or spaghetti straps).
6. Mesh shirts and sweaters are permitted only if worn over an opaque solid garment.
7. Headwear, including hats, caps, scarves, and bandanas may not be worn inside the building.
8. Any article that could be used as a weapon or inflict injury is prohibited. Example: choker or wallet chains, dog collars, large rings, etc.
9. Pants or shorts worn below the hips are not permitted and no under garments should be showing.

Cont.

10. Shorts/skirts should be mid-thigh or fingertip length. Since elementary girls do play enthusiastically on the jungle gym equipment, shorts are recommended under skirts and dresses.
11. Clothing, outerwear, pins, symbols, or insignia of prohibited organizations or gangs shall not be worn to school or at any school- related activity.
12. No visible body piercing jewelry other than what can be worn in the ear.
13. Clothing such as overalls must be properly fastened as designed.
14. Facial make-up such as mascara, eyeliner, lipstick, blush, etc. is not appropriate for small children.
15. When coloring hair, students may not use alternative hair colors other than those occurring naturally
16. Common health and cleanliness dictates that the students and their clothing should be clean and adequate for the season.
17. Extreme hair styles that cause a disruption of the education process.
18. **Per Act 835, School districts are required to prohibit students from the wearing of clothing that exposes underwear, buttocks, or the breast of a female; and for other purposes while on the grounds of a public school during the regular school day and at school-sponsored activities and events.**

Possession and Use of Cell Phones, Etc.

The use of a cell phone or other communication device includes any incoming call, text message, message waiting, or any other audible sound coming from the phone or device. The student and/or the student's parents or guardians expressly assume any risk associated with students owning or possessing technology equipment. From the time of the first bell until after the last bell, students are forbidden from using cell phones, any paging device, beeper, or similar electronic communication devices. It is preferred that such devices be stored in the student's backpack in a silent mode of operation. Exceptions may be made by the building principal or his/her designee for health or other compelling reasons.

From the time of the first bell until after the last bell, students are forbidden from having cameras, MP3 players, I pods, or any other portable music device. Such devices may be stored in the student's backpack so long as they are in a silent mode of operation.

Students using or possessing, other than those devices properly stored in a backpack, cell phones or other portable music devices after the first bell and before the last bell shall be at risk of confiscation. Confiscated cell phones and other electronic communication devices may be picked up at the school's administration office by the student's parent or guardian.

Students have no right of privacy as to the content contained on any cell phones and other electronic communication devices that have been confiscated. Students who use school issued cell phones and/or computers for non-school purposes, except as permitted by the district's Internet/computer use policy, shall be subject to discipline up to and including suspension or expulsion. Legal Reference: A.C.A 6-18-502(b)(3)(D)(ii)

Contacting Your Child at School

Please send a dated note with your child concerning plans for the day, after school activities and ride home changes that are different from the normal routine. In an effort to keep our students focused on learning tasks and activities, we try to limit intercom disruptions. Please limit your calls.

Label Students' Belongings

Please write your child's name in all clothing, lunch boxes (on the outside of box), and other personal belongings.

Lost And Found

Every school has a designated area in which lost and found items are placed. Please feel free to check for clothing or other items that have not returned to your home. Most jewelry, watches, small items, etc. are taken to the office. If you cannot call about these items, please send a note with a description. Items not claimed by the last day of school will be donated to charity.

School Supplies

Kindergarten

Change to:

Medium-size Backpack

Tri-fold Kindermat

Blunt tip Scissors

Classic Color Markers

24 Count Crayons

Bottle Glue

Glue Sticks

Wooden Pencils

Kleenex



Optional Items at Request:

Supply Box

Watercolors

Colored Pencils

Large Pink Eraser or Housetop Erasers

Loose leaf paper, folders or notebooks

Nelson-Wilks-Herron & Hackler

A list of supplies will be posted at local variety stores and given to students by the classroom teacher.

Library

Marking in books or any other damage to books, will require that the student pay for the damaged book. If a student loses a library book, he/she will be required to pay the value of the book or replacement cost. A student will be allowed to check out two books for a period of two weeks. The students are held responsible for returning books on the date due.

School Visitors

Parents are welcomed visitors at any sessions after the first three or four weeks of school. These weeks constitute an important period of adjustment for your child. We extend a cordial invitation to you to visit and become acquainted with the activities of the classroom. Advance notice is not mandatory, but is generally appreciated by the teacher. When you visit, please observe the following school policy:

1. Sign the office register as you enter and leave the building. We have visitor tags for you to wear during your stay also.
2. Take a seat as unobtrusively as possible.
3. Do not plan to talk to the teacher at this time.
4. Please call for an appointment to discuss your observations, questions, comments, or compliments.
5. Visitors are permitted to go only where they have signed in to visit.

School-age children not enrolled in Mountain Home Public Schools are not permitted to ride buses or attend classes during the school day.

Emergency Closing

In the event that emergencies arise that might affect any individual building, or the entire school system, such as excessive snow, the Superintendent is empowered to declare an emergency and close those schools affected. School closings will be announced by a phone or text message sent through the district's Alert Now Messaging Center System from Mountain Home Public School Superintendent, Dr. Lonnie Myers. **School closings will also be announced on all local radio stations (KTLO 97.9, KKTZ 93.5).** Parents may pick up students at school any time after the Superintendent has announced the closing of school. **Please DO NOT call teachers, principals, or the superintendent to inquire about closings.**

Emergency Drills

From time to time emergency (fire, tornado, and so on) drills will be held to familiarize students with their assigned safety areas. The fire drill sound is an electronic tone and all others are verbal announcements over the public address system. Exit charts are posted by hall doors of every room. Other drills are held which require the students to remain in their classroom or in an assigned area of the hallway.

These are not to cause alarm but to minimize uncertainty as we practice. Teachers are provided with a crisis plan.

All schools in the District shall conduct fire drills at least monthly. Tornado drills shall also be conducted no fewer than four (4) times per year with at least one each in the months of September, October, January, and February. Students who ride school buses for transportation or other related activities shall also participate in school bus evacuation drills.

Other types of emergency drills may also be conducted. These may include, but are not limited to:

1. Earthquake
2. Act of terrorism
3. Chemical spill
4. Airplane crash

Crisis Plans

Teachers are provided a crisis plan in each classroom. A variety of crisis situations are addressed, and proper procedures to assist in student safety are also addressed. Each Mountain Home school has particularized plans in case of crises such as criminal acts, natural disasters, and so on. In case of evacuation of a school or the need to pick up children, parents should tune in to local radio stations (KTLO 97.9, KKTZ 93.5) for directions on how to most easily contact their children.

Fund Raising Guidelines

Each school club, grade-level, department or organization shall be limited to a maximum of two fundraisers per year. All fund raising activities must be approved in advance by the building principal and placed on the district fund raising calendar.

The selling of candy, cookies, coupon books, etc. by students for fund raising of any kind during the school day is prohibited.

As much as is feasible, fund raising activities should be conducted within the school building and, providing a service or an item of value to students, parents, community, etc. for the donations received. The Mountain Home School Board has set the above guidelines.

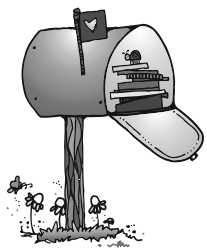
School-Based Mental Health Services

Mountain Home Public Schools is committed to improving the outcomes of the students in the district by collaborating with the community health provider, Baxter Regional Medical Center, in providing comprehensive support services relevant to mental health in the public school setting. All students in the Mountain Home Public School District shall be behaviorally and emotionally prepared to come to school so that they may benefit from the academic and social opportunities that public school and the educational experience have to offer. Not every student that is having difficulty is eligible to receive School-Based Mental Health services. The school's counselors may refer a student for a comprehensive mental health assessment from qualified Mental Health professionals. These professionals from the Center for Individual and Family Development will work with the Mountain Home Public School's personnel in a collaborative effort to provide quality mental health services to the students of our district. You may obtain additional information about Mountain Home Public School's School-Based Mental Health Program by contacting:

- ✓ The Office of Special Education – MHPS 425-1247
- ✓ BRMC for Individual and Family Development – 435-5511

Student Contact Information

PLEASE KEEP US INFORMED



If a serious accident should occur to your child while he/she is in school or he/she becomes ill... **WHERE ARE YOU? HOW DO WE REACH YOU?** Be sure the school always has your correct address, telephone number, where you work, and an emergency contact number.

Discipline Policies & Procedures

K-5 utilizes the Love and Logic philosophy when managing student behavior. Each student is a unique individual with unique personal, social, and educational needs. As a result, every disciplinary situation becomes unique in nature. Consequences for misbehavior provide the best learning value when matched to the unique student and the unique situation. The odds for children learning from their mistakes increase dramatically when children see a reasonable connection between their behavior and the resulting consequences.

Our school staff dedicates itself to following a set of core beliefs that provide a guide for dealing with student discipline. These core beliefs guide our attempts to individualize disciplinary procedures and to help students see reasonable connections between their behavior and resulting consequences.

Since these core beliefs provide the guiding light for our professional decisions, the staff encourages parents to bring concerns and questions to us in the event we operate in ways that appear to be inconsistent with these core beliefs.

Love and Logic Core Beliefs for our School

The following list of core beliefs outlines the professional actions and attitudes of all staff members in this school:

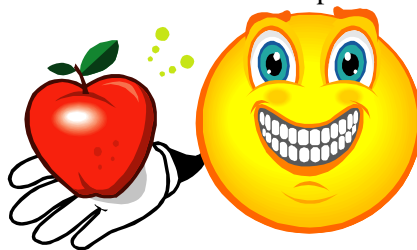
1. Every attempt will be made to maintain the dignity and self-respect of both the student and the teacher.
2. Students will be guided and expected to solve their problems, or the ones they create, without creating problems for anyone else.
3. Students will be given opportunities to make decisions and live with the consequences, be they good or bad.
4. Misbehavior will be handled with natural or logical consequences instead of punishment, whenever possible.
5. Misbehavior will be viewed as an opportunity for individual problem solving and preparation for the real world as opposed to a personal attack on school or staff.
6. Students are encouraged to request a conference with the teacher whenever the student perceives the consequences to be unfair.
7. School problems will be handled by school personnel. Criminal activity will be referred to the proper authorities.

Individual Classroom Rules

1. Treat me, as your teacher, with the same respect with which I treat you.
2. Your actions may not cause a problem for anyone else.
3. If you cause a problem, you will be asked to solve it.
4. If you cannot solve the problem or choose not to, I will do something. What I do will depend upon the situation and the person involved.
5. If you do something that appears to be unfair, whisper to me, "I'm not sure that's fair," and we will talk about it.

In the event, these attempts fail to correct student behavior, an office referral may be necessary.

*Additional Love and Logic materials are available for checkout at the parent center located on the NWH campus.



Hackler Intermediate School Late School

Late School is used by administrators for the violation of school rules/policy at Hackler Intermediate School. The purpose of Late School is to provide a positive alternative to loss of class time for violation of school rules, regulations and policies when the school administration feels this type of placement would assist in the student's rehabilitation and ultimately, improve the discipline within the school.

Late School Rules and Regulation:

1. Be ready to work in the Late School room by 3:15 p.m.
 2. Bring all materials necessary (pen/pencil, paper, books, projects, notes, calculator, etc.)
 3. Students can only work on school related work. Reading for pleasure, writing letters/notes, listening to music, talking, sleeping, etc. are not acceptable.
 4. No student interaction of any kind is allowed.
 5. Failure to be prepared to work or to strictly follow any rules or verbal instructions will result in out-of-school suspension.
 6. Students will be picked up at 4:15 p.m.
-

Administrative Discipline Plan (AR Code 6-18-501 as amended by Act 1475, 1999)

All pupils are expected to conduct themselves at all times in a manner that will contribute to the best interest of the school system and not infringe on the rights of others. The following activities are considered improper conduct and will subject the pupil to disciplinary action. A violation of the rule will occur whether the conduct takes place on the school grounds at any time, off the school grounds at a school activity, or en-route to and from school. Disciplinary action may also be applied for off-campus misconduct if the action is aimed at harassing, vandalizing, or retaliating against a school district employee. Since every situation cannot be anticipated, the Mountain Home School District reserves the right to take disciplinary action for inappropriate student conduct that is not spelled out in the handbook.

EXTENDED RIGHTS POLICY (ERP)

The ERP gives the school the right to protect and control beyond the "school zone" versus the obligation to do so. When a student leaves the "school zone", the school's obligation ends, but its rights continue. These rights include but are not limited to the right to investigate, gather, and exchange information with the police department. In addition, the school has the right to make a determination whether actions of the student creates a clear danger/disruption connection back to and upon the safe and orderly educational atmosphere of the school.

Refer to the following **Student Conduct Descriptions** section of the handbook for detailed information concerning offenses.

Abbreviation Key:

PC- Parent Contact	OSS-Out-of School Suspension
AD- Administrator's Discretion	JO-Juvenile Office Contact
OCS- Out-of Class Suspension	LEA-Law Enforcement Agency
(Usually ½ day in an upper or lower grade level teacher's room)	(SRO, MHPD, BCSO)

Grades K-12 Discipline Advisement Committee Second Chance Program

After the fifth Out of School Suspension or any expellable offense, the student will meet with the Discipline Advisement Committee/Second Chance Program before returning to class. The committee consists of a minimum of three school personnel which will include one administrator. The student and parent/guardian attendance is required. A representative of the student's choosing is welcome (teacher, preacher, friend, etc.). This committee will investigate problems that may be causing suspensions, and inform the student of eminent danger of expulsion. The committees Second Chance actions may be to:

- A) Establish a probation period (minimum of one (1) semester) when returning to the base school

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- B) Schedule change
- C) More parent involvement
- D) Required visits with a counselor
- E) Assignment to a mentor
- F) Assignment to Guy Berry Learning Center for a specified minimum time (5th – 12th grades only)
 - Assignment to building ALE program for K-4th
- G) Any procedure to enhance the possibility of success
- H) Aggressive Replacement Training
- I) To proceed with expulsion

The Superintendent will review the Discipline Advisement Committee’s findings and recommendations and may adopt, reject, or modify them as he/she sees fit. The final approval of assignment to Guy Berry Learning (GBLC) will be with the Guy Berry Learning Center Director. The Guy Berry Learning Center Director will also advise the respective building principals at the time of the students scheduled re-entry to the base school. Upon advisement the assignment to GBLC may be extended.

Level 1: Offenses listed in this section allow the administrator’s discretionary use of a full range of disciplinary consequences from a warning to expulsion.

Administration will attempt to contact parents on office referrals. All suspensions require parent/responsible adult contact. Some offenses, depending on severity, may require notification of MHPD, and Baxter County Juvenile Office or both. Administration will make a reasonable, good faith effort to contact the parents when their child has been reported to, interviewed by, or taken into custody by law enforcement personnel and for other purposes. (AR Code 6-18-513 as amended by Act 1415 Of 2005)

A student may serve a maximum of 2 days of Out-of-Class Suspensions. After a total of 2 days has been reached, Out-of-School Suspensions will become mandatory. Some offenses, depending on severity, may require notification of law enforcement agencies.

Offense	Consequences
A. Inappropriate Personal Appearance	AD
B. Disrespectful/Disruptive Behavior	AD
C. Failure to Comply	AD
D. Harassment, Bullying	AD
E. Sexual Harassment	AD
F. Inappropriate Touching	AD
G. Inappropriate Language, Gestures, Material	AD
H. Habitual Failure to Complete & Turn in Work	AD,PC
I. Extortion	*AD
J. Gambling	AD
K. Gang-Like, Gang, or Hate Group Related Activities (AR code 6-21-607)	AD, Zero Tolerance
L. Out-of-Bounds, Loitering	AD
M. Skipping Class (Absent on Campus)	AD
N. Dishonesty (Forgery, Cheating, Lying)	AD
O. Safety Violations (Rough Play, Wrestling, Throwing Objects)	AD
P. Aggressive Behaviors	AD
Q. Safety Violations (Rough Play, Wrestling, Throwing Objects)	AD
R. Vulgar, or Obscene Language, Gestures, or Material	*AD
S. Abusive or Threatening Behavior	*AD,PC
T. Violation of District Technology/Internet Policy (AR Code 6-21-107 as amended by Act 912 of 2001)	AD
U. Violation of Medication Administration Policy	AD

Level I Offense Descriptions

A. **Inappropriate Personal Appearance (See Personal Appearance section)**

B. **Disrespectful/Disruptive Behavior**

C. **Failure to Comply with Directions or Commands.**

A pupil shall not fail to comply with reasonable directions or commands of teachers, student teachers, substitute teachers, teacher aides, principals, administrative personnel, superintendents, school bus drivers, school resource officers, or any other authorized school personnel.

D. **4.43—BULLYING**

Respect for the dignity of others is a cornerstone of civil society. Bullying creates an atmosphere of fear and intimidation, robs a person of his/her dignity, detracts from the safe environment necessary to promote student learning, and will not be tolerated by the Board of Directors. Students who bully another person shall be held accountable for their actions whether they occur on school equipment or property; off school property at a school sponsored or approved function, activity, or event; going to or from school or a school activity in a school vehicle or school bus; or at designated school bus stops.

Definitions:

Bullying means the intentional harassment, intimidation, humiliation, ridicule, defamation, or threat or incitement of violence by a student against another student or public school employee by a written, verbal, electronic, or physical act that causes or creates a clear and present danger of:

- Physical harm to a public school employee or student or damage to the public school employee's or student's property;
- Substantial interference with a student's education or with a public school employee's role in education;
- A hostile educational environment for one (1) or more students or public school employees due to the severity, persistence, or pervasiveness of the act; or
- Substantial disruption of the orderly operation of the school or educational environment;

Electronic act means without limitation a communication or image transmitted by means of an electronic device, including without limitation a telephone, wireless phone or other wireless communications device, computer, or pager that results in the substantial disruption of the orderly operation of the school or educational environment. Electronic acts of bullying are prohibited whether or not the electronic act originated on school property or with school equipment, if the electronic act is directed specifically at students or school personnel and maliciously intended for the purpose of disrupting school, and has a high likelihood of succeeding in that purpose;

D. **Harassment** means a pattern of unwelcome verbal or physical conduct relating to another person's constitutionally or statutorily protected status that causes, or reasonably should be expected to cause, substantial interference with the other's performance in the school environment; and

Substantial disruption means without limitation that any one or more of the following occur as a result of the bullying:

- Necessary cessation of instruction or educational active
- Inability of students or educational staff to focus on learning or function as an educational unit because of a hostile environment
- Severe or repetitive disciplinary measures are needed in the classroom or during educational activities; or
- Exhibition of other behaviors by students or educational staff that substantially interfere with the learning environment.

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Examples of "Bullying" may include but are not limited to a pattern of behavior involving one or more of the following:

1. Sarcastic "compliments" about another student's personal appearance,
2. Pointed questions intended to embarrass or humiliate,
3. Mocking, taunting or belittling,
4. Non-verbal threats and/or intimidation such as "fronting" or "chesting" a person,
5. Demeaning humor relating to a student's race, gender, ethnicity or personal characteristics,
6. Blackmail, extortion, demands for protection money or other involuntary donations or loans,
7. Blocking access to school property or facilities,
8. Deliberate physical contact or injury to person or property,
9. Stealing or hiding books or belongings, and/or
10. Threats of harm to student(s), possessions, or others
11. Sexual harassment, as governed by policy 4.27, is also a form of bullying

Students are encouraged to report behavior they consider to be bullying, including a single action which if allowed to continue would constitute bullying, to their teacher or the building principal. The report may be made anonymously. Teachers and other school employees who have witnessed, or are reliably informed that, a student has been a victim of behavior they consider to be bullying, including a single action which if allowed to continue would constitute bullying, shall report the incident(s) to the principal. Parents or legal guardians may submit written reports of incidents they feel constitute bullying, or if allowed to continue would constitute bullying, to the principal. The principal shall be responsible for investigating the incident(s) to determine if disciplinary action is warranted.

The person or persons reporting behavior they consider to be bullying shall not be subject to retaliation or reprisal in any form.

Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion. In determining the appropriate disciplinary action, consideration may be given to other violations of the student handbook which may have simultaneously occurred.

Notice of what constitutes bullying, the District's prohibition against bullying, and the consequences for students who bully shall be conspicuously posted in every classroom, cafeteria, restroom, gymnasium, auditorium, and school bus. Parents, students, school volunteers, and employees shall be given copies of the notice.

Copies of this policy shall be available upon request.

Legal Reference: A.C.A. § 6-18-514

Date Adopted: April 17, 2008

Last Revised: _____

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F. Inappropriate Touching

G. Inappropriate Language, Gestures, Materials

H. Habitual Failure to Complete and Turn in Work

I. Extortion

No student shall intimidate others for food, money, protection, etc.

J. Gambling

A student shall not participate in any activity that may be termed gambling or wagering where the stakes are money or any other object or objects of value.

K. Gang-like, Gang, or Hate Group Related Activities

Unlawful student organizations (fraternities, sororities, secret societies, gangs or hate groups) are not permitted. (AR. Code 6-18-603) No student shall promote gang membership or gang or hate group activities by the wearing of gang-style clothing, the display of gang symbols or gestures.

L. Out-of-Bounds, Loitering

Students are considered out of bounds if they enter any area other than is dictated by their normal schedule. Students are not to loiter before or after school within 100 feet of school property (AR Code 6-21-607).

M. Skipping Class (Absent, on Campus)

N. Dishonesty (Forgery, Cheating, Lying)

O. Safety Violations

Dangerous play that endangers others such as “smear-type” games, tackle football without pads, rough play, wrestling, “slap boxing”, or throwing objects, etc will result in disciplinary consequences. Students should never place their arms or hands around another person’s neck as this could result in serious injury.

P. Aggressive Behaviors such as being boldly hostile physically or verbally toward other students or school personnel will not be permitted.

Q. Vulgar or Obscene Language, Gestures, or Material

R. Abusive or Threatening Behavior (Verbal, Physical)

Students should refrain from threats of physical harm to any person. Insinuations of death or harm to another are prohibited. Threats in some circumstances are felonious acts and a severe violation of school rules. Appropriate action (ranging from parent conference to expulsion with police involvement) will be taken upon report of all threats. This includes oral, written, physical, or electronic communications (Phone, inter-net, etc). Any student who threatens others with serious injury or death or who talks of bringing a weapon to school may be referred to a local law enforcement agency. (Act 1520 of 1999).

S. Abusive or Threatening Behavior (Verbal, Physical)

Students should refrain from threats of physical harm to any person. Insinuations of death or harm to another are prohibited. Threats in some circumstances are felonious acts and a severe violation of school rules. Appropriate action (ranging from parent conference to expulsion with police involvement) will be taken upon report of all threats. This includes oral, written, physical, or electronic communications (Phone, inter-net, etc). Any student who threatens others with serious injury or death or who talks of bringing a weapon to school may be referred to a local law enforcement agency. (Act 1520 of 1999).

T. Violation of District Technology/Internet Policy

AR Code 6-21-107 as amended by Act 912 Of 2001 specifies punishment for violation of District Technology/Internet policy. See the Acceptable Use section in the handbook.

U. Violation of District Medication Policy

This includes any prescribed medication, over-the-counter medication or pills (No-Doz, Yellow Jackets, etc.) and homeopathic (herbal or naturally occurring) preparations. See the Medication Policy section in handbook.



Level 2: Offenses listed in this section allow administrator’s discretionary use of a full range of disciplinary consequences from warning to expulsion. Consequences are minimums that may be exceeded by the administration.

Offense	Consequence
A. Excessive Late Arrivals or Early Departures per Semester	4 th PC, written 8 th PC, written or oral 9 th JO
B. Truancy (Absent-Off Campus)	PC, JO
C. Unauthorized Possession or Theft of School or Personal Property	1 st Monetary Restitution 2 nd Monetary Restitution, OSS
D. Damage or Destruction of School/Personal Property	1 st Monetary Restitution and Parent Supervised Clean-up or Repair (Non-compliance will result in a 1 day suspension) 2 nd Monetary Restitution, OSS
E. Possession of Contraband (Except for health or other compelling reasons which must be approved by the building principal.) Act 1408, 1999	1 st Confiscation 2 nd PC, 1 OSS 3 rd PC, 3 OSS
F. Tobacco (Possession and/or Use) AR Code 6-21-609 as amended by Act 1108 of 1997	1 st Confiscation, PC 2 nd 3 OSS 3 rd 5 OSS
G. Refusal to Comply/Defiance	1 st Warning, PC 2 nd 1-2 Days OCS, PC 3 rd 1-3 OSS,PC
H. Fighting Act 1108, 1997	*1-10 OSS, PC
I. Verbal Abuse of School Personnel ** AR Code 6-17-106 as amended by Act 1565 of 2001	1 st Warning, PC 2 nd 1-3 OSS 3 rd 4-10 OSS
J. False 911 Call AR Code 5-71-210 as amended by 567 of 2001	1-10 OSS, MHPD
K. Fireworks	1-10 OSS
L. Indecent Exposure	1 st Warning, PC 2 nd 1-3 Days OSS, PC 3 rd 4-10 Days OSS, PC

* Some offenses, depending on severity, may require notification of law enforcement agencies.

** The law states: “1) It is unlawful, during regular school hours, and in a place where a public school employee is required to be in the performance of his or her duties , for any person to address a public school employee using language which, in its common acceptance, is calculated to: A) cause a breach of the peace, B) materially and substantially interfere with the operation of the school; or C) arouse the person to whom it is addressed to anger, to the extent likely to cause imminent retaliation. 2) A person who violates this section shall be guilty of a misdemeanor and upon conviction be liable for a fine of not less that one hundred dollars (\$100) nor more than one thousand five hundred dollars (\$1,500).



Level 2 Offense Descriptions

A. **Tardiness-Late Arrivals, Early Departures**

Arkansas Department of Education Standard V. A. 4, requires pupils to be engaged in instruction for an average of 360 minutes per day. When a student or parents display a pattern of late arrivals (AM Tardy) or early departures (PM Tardy) the student comes into violation of that standard and the administration will be notified. Administrative follow-up actions range from verbal contact with the parents to contact with a law enforcement agency.

B. **Truancy (Absent, off campus)**

AR Code 6-18-201 mandates daily attendance until age 18.

C. **Unauthorized Possession or Theft of Property.**

“Found” items must be turned in immediately. “Found” items that are not turned in are wrongfully possessed and a violation of this section. A student shall not steal or attempt to steal school or private property while under jurisdiction of the school. Students or their legal guardians shall make restitution for any property stolen and shall be subject to other disciplinary measures.

1. **Damage or Destruction of School/Private Property.**

A pupil shall not cause or attempt to cause damage to school or private property. The school district may take legal steps if necessary to recover damages from the student destroying the school property. Parents or guardians of any minor under the age 18 will be liable for damages caused by said minor.

D. **Contraband Items**

A student shall not possess contraband that is disruptive. The purpose is to avoid distracting and time-consuming episodes of inattention, ownership disputes, emotional upsets over lost items, and to insure that students can hear instructions. Examples are items like edibles, trading cards, drug paraphernalia, or any item that resembles or is represented as a weapon, such as, offensive sprays, lighters, matches, paintball guns, wallet chains, choker chains, bullets, or ammunition.

Students are not to bring electronic games, radios, TVs, tape, CD, or DVD players, MP3s i-pods, beepers, walkie-talkies, scanners, cellular phones, or other electronic devices to school during normal school hours. The school is not responsible for the loss of such items brought to school in violation of this rule. This means that if such items are lost or stolen the school authorities may not be able to help with their recovery or compensation

Students caught using cell phones or other electronic communication devices after the first bell and before the last bell shall have them confiscated. Confiscated cell phones and other electronic communication devices may be picked up at the school’s administration office by the student’s parents or guardians. Students have no right of privacy as to the content contained on any cell phones and other electronic devices that have been confiscated. Students who use school issued cell phones and/or computers for non-school purposes, except as permitted by the district’s Internet/Computer Use Policy, shall be subject to discipline, up to and including suspension or expulsion.

E. **Tobacco, Possession or Use**

In keeping with AR Code 6-21-609 passed by the 1987 Arkansas legislature, there will be NO tobacco products carried or used on the Mountain Home Public School campuses. Students will be disciplined if they are found either possessing or using tobacco or tobacco products on the campus. Lighters, matches, etc. are considered contraband.

F. **Refusal to Comply, Defiance**

Open, bold resistance to authority.



Cont.

G. Fighting

A pupil shall not cause or attempt to cause physical injury or behave in such a way as to reasonably cause physical injury to a fellow student or any other individual.

H. Verbal Abuse of School Personnel

Verbal abuse to school officials is prohibited by AR Code 6-17-106 as amended by Act 1565 of 2001 which reads: “1) It is unlawful, during regular school hours, and in a place where a public school employee is required to be in the performance of his or her duties, for any person to address a public school employee using language which, in its common acceptance, is calculated to: A) cause a breach of the peace, B) materially and substantially interfere with the operation of the school; or C) arouse the person to whom it is addressed to anger, to the extent likely to cause imminent retaliation. 2) A person who violates this section shall be guilty of a misdemeanor and upon conviction be liable for a fine of not less than one hundred dollars (\$100) nor more than one thousand five hundred dollars (\$1,500). This law is interpreted to cover all school employees including classified personnel such as secretaries and custodians. Bus drivers are specifically protected under AR Code 5-60-113.

I. False 911 Call

J. Fireworks

Fireworks are items commonly purchased whose purpose is to celebrate, not create damage or confusion. Bang-snaps, smoke, or stink devices, and firecrackers are common examples. Possession or use of fireworks at school is disruptive and a possible safety issue that is prohibited.

L. Indecent Exposure

A student shall not expose private body parts.

Level 3: The serious offenses listed in this section require parent contact and out-of-school suspension with possible prosecution and discretionary administrative recommendation for expulsion. All require, either by law or district policy, notification of local law enforcement, and contact with Legal Authorities.

Consequences listed are MINIMUMS THAT MAY BE EXCEEDED if necessary by administration.

Offense	Consequence
A. Weapon, Dangerous Object (Possession, Intent or Use)	1-10 OSS to EXPULSION, JO LEA
B. Major Disruption or Fight	1-10 OSS to EXPULSION, JO, LEA
C. Physical abuse, Assault or Death Threats to School Personnel, or Students (Act 1046 of 2001, Act 1520 of 1999)	1-10 OSS to EXPULSION, JO, LEA
D. Explosives, Fireworks (Possession or Use)	1-10 OSS to EXPULSION, JO, LEA
E. False Fire Alarm, False Bomb Threat (Act 567 of 2001)	10 OSS to EXPULSION, JO, LEA
F. Arson or Attempted Arson	10 OSS to EXPULSION, JO, LEA
G. Possession, Use, or Distribution of Illegal, Misrepresented, or Misused Substances (Administrative discretion will be used for medical release items.)	1-10 OSS, JO, LEA POSSIBLE EXPULSION
H. Possession of a Firearm Required by AR Code 5-73-119, Act 1282 of 1999, AR Code 6-18-507, Act 1150 of 1999 (Superintendent has discretion to modify on a case-to-case basis.)	10 OSS, 1 Year MINIMUM EXPULSION, LEA

Level 3 Offense Descriptions

A. **Weapon, Dangerous Object**

(Possession, Intent, or Use)

A pupil shall not possess, threaten with, or use a knife, razor, ice pick (AR Code 5-73-120), wallet chain, large ring, pepper or tear gas sprays (AR Code 5-73-124), laser pointers (AR Act 1408 of 1999), or any other object that reasonably can be considered a weapon or dangerous to others. Any item that aids in the violation of school rules is prohibited.

B. **Major Disruption or Fight**

No pupil shall:

1. Occupy any school building or properties with intent to deprive others of its use where the effect thereof is to deprive others of its use.
2. Block the doorway or corridor or any school building or property so as to deprive others of access thereto.
3. Prevent or attempt to prevent the convening or continued functioning of any school class, activity or lawful meeting or assembly on the school campus.
4. Prevent students from attending a class or school activity.
5. Block normal pedestrian or vehicular traffic on the school campus or adjacent grounds unless under the direction of a school administrator.
6. Continuously and intentionally make noise or act in any other manner so as to interfere seriously with the teacher's ability to conduct the class or any other school activity.
7. In any other manner by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct intentionally cause the disruption of any lawful process or function of the school or engage in any such conduct for the purpose of causing the disruption or obstruction of any such law process or function.
8. Refuse to identify her/himself on request of any teacher, principal, superintendent, school bus driver, or other school personnel.
9. Encourage other students to violate any rule or school board policy.
10. Fights involving more than two individuals will be regarded as a major disruption.

C. **Physical Abuse, Assault on School Personnel, or Death Threats (As defined by Act1046 of 2001) to School Personnel, Students**

A student shall not cause, or attempt to cause, physical injury or behave in such a way as could cause physical injury to a school employee, fellow student, or other individual.

D. **Explosives (Possession or Use)**

Explosives are items which may cause harm or damage and may either be purchased or be homemade. Some such items are illegal and all are absolutely prohibited at school. A student shall not possess smoke bombs, stink bombs, cherry bombs, or any other kind of fireworks that reasonably could be a danger to himself/herself or to other students; that could cause damage to school property; or that could be disruptive to the learning climate of the school.

E. **False Fire Alarm or False Bomb Threat**

A student shall not cause unnecessary alarm and educational disruption by falsely reporting an emergency situation. AR Code 5-71-210 as amended by Act 567 of 2001 makes such action a Class D felony.

F. **Arson or Attempted Arson**



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G. Possession, Use, or Distribution of Illegal, Misrepresented or Misused Substances

A pupil shall not possess, sell, use, transmit or be under the influence of any intoxicant, mood altering drug, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, or any other controlled substance as defined in AR Code 5-64-401; or what the student represents or believes to be any substance listed above. Students will be considered under the influence if any measurable amount of alcohol is found to exist. All drug paraphernalia is strictly prohibited.

H. Possession of Firearms

No person shall possess a firearm (pellet gun, handgun, rifle, and shotgun) on school property (AR Code 5-73-119 as amended by Act 1282 of 1999). Such possession also mandates expulsion for a one-year minimum (AR code 6-18-507 as amended by Act 1150 of 1999); provided that the superintendent shall have discretion to modify such expulsion requirement on a case-by-case basis. Additionally, parents of students expelled for this offense must sign a statement, prior to re-enrollment, acknowledging that they have read and understand current laws regarding the possibility of parent responsibility for allowing a child to possess a weapon on school property. All such expulsions will be reported to the Arkansas Department of Education for inclusion in their Registry of Students Expelled for Firearms or Violence.

Other Offenses

Distribution of Literature

1. Students shall have the right to distribute and possess literature including, but not limited to, newspapers, magazines, leaflets, and pamphlets, except that the district may prohibit a specific issue of a specific publication if there is substantial, factual basis to believe its possession or distribution will cause, or is causing, substantial disruption of school.
2. The time, place and manner of distribution of literature may be reasonably regulated by the district, provided such regulations:
 - a. Are uniformly applied to all forms of literature
 - b. Allow distribution at times and place where no interference with school activities will occur
 - c. Be specific as to places and times where distribution is prohibited; and
do not inhibit a person's right to accept or reject any literature distributed in accordance with the rules.
3. All petitions shall be free of obscenities, libelous statements and personal attack and shall be within the bounds of reasonable conduct. Students signing such petitions shall be free from recrimination or retribution from members of the staff and administration.

Sexual Misconduct

A student shall abstain from inappropriate sexual conduct.

Display of Affection

A student's display of affection or emotions is restricted toward each other, except on the basis of common courtesy. Examples of restricted displays are as follows: holding hands, hugging, kissing, sitting on laps, etc. Students that do not refrain from the above behaviors will be disciplined.

Student Handbook

Students shall abide by all regulations set forth in the student handbook that is normally issued at the time of enrollment, plus any items that are added throughout the year.

Student Guidelines for Athletic Events

Any K-4 student who attends an athletic event at Bomber Stadium will be expected to comply with the following rules:

1. Must remain inside the fenced area upon entry to the event. Exiting will require another cost of admission.
2. Will stay away from the restroom areas except to use the facility.
3. Will only go inside the track area to form a spirit line.
4. Will not stand near the edge or on the top row of bleachers for safety reasons.
5. Will not be allowed to engage in dangerous or disruptive play such as throwing objects or running.
6. Should realize that this is a school activity and that all school rules apply.

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7. Will be asked to leave the event should he/she become disruptive.
8. All 6A Conference rules apply at all events, these prohibit full face and body painting, unless permission is given by the building administrator, during special events throughout the year.

The K-5 Discipline committee recommends that students in grades K-5 be accompanied by an adult to all district sport events.

Search and Seizure

1. A pupil's person and personal belongings may be searched when the student or personal belongings contain evidence of an illegal act, contraband or school rule violation.
 2. Dangerous items (such as firearms, weapons, knives and controlled substances such as defined by AR Code 6-21-608 and other items which may be used to substantially disrupt the education process will be removed from the student's possession and will be reported and transmitted to the proper authorities.
 - a. A student will be asked for his/her consent prior to a personal search. Assistance from parents and others may be sought if a student objects to a personal search unless there is reasonable cause to believe that a dangerous item is being concealed. A search warrant may also be obtained.
 - b. A pat-down search of a pupil's person should be done by a school official of the same sex and with a witness present.
 - c. Random and unannounced searches utilizing hand-held metal detectors may occur throughout the school year.
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Video Surveillance

In accordance with school board policy 4.48, MHPS authorizes the use of video/audio surveillance cameras in any district building, on district property, and in district buses and vehicles. Video surveillance is used to maintain discipline, protect the safety, security, and welfare of its students, staff and visitors while at the same time safeguarding district facilities, vehicles, and equipment. Signs shall be posted on campus buildings and in district vehicles to notify students, staff, and visitors that video cameras may be in use.

Suspension

A student who has been suspended out-of-school is not to be on school property (this campus or others) and cannot attend any school functions until after they return to school. Parents will be contacted prior to students being suspended.

Expulsion-Due Process

The superintendent, or in his absence the assistant superintendent, shall give written notice, mailed within five days from the administrative recommendation for expulsion, to the parent/guardian if the pupil is a minor, or to the pupil if he is an adult. Such hearing will be conducted not earlier than three calendar days nor more than seven calendar days following the date of the notice except that the superintendent and the pupil and the pupil's parent/guardian may agree in writing to a date not conforming to this limitation. Hearings may be waived by the student and parents in writing.

In every case of a hearing held by a school board regarding the expulsion of a pupil, the president of the school board, or in his absence another member selected by the board, shall preside at the hearing. The student shall be entitled to representation by a lawyer or lay counsel. The superintendent or his designee shall present evidence and may present witnesses or statements of those persons having personal knowledge of the events or circumstances giving rise to the expulsion recommendation at the hearing. The student or his representative may then present witnesses or statements by witnesses with personal knowledge of events and circumstances giving rise to the expulsion recommendation at the hearing. Normally, formal cross-examination will not be permitted, however the student or his/her representative will be allowed to question the witness. Opportunity shall be afforded for the student to observe all evidence offered against him/her. Members of the board may question any witness. (Arkansas law makes no provisions for the taking of the testimony under oath and no sanctions for perjury.)

Sexual Harassment Complaints

Definitions

Unwelcome sexual advances, requests for sexual favors and other inappropriate oral, written or physical conduct of a sexual nature when made by a member of the school staff to a student or when made by any student to another student constitute sexual harassment when - submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's education;

- a. submission to or rejection of such conduct by an individual is used as the basis for academic decisions affecting that individual; or
- b. such conduct has the purpose or effect of substantially interfering with an individual's academic or professional performance or creating an intimidating, hostile, or offensive academic environment.

Sexual harassment, as defined above, may include but is not limited to the following: Verbal harassment or abuse, pressure for sexual activity, Repeated remarks to a person with sexual or demeaning implications, Suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning one's grades, job, etc., Displaying pornographic materials, Inappropriate patting or pinching, Intentional brushing against a student's or an employee's body, and/or Any sexually motivated unwelcome touching.

Procedures

Any person who alleges sex discrimination or sexual harassment by any staff member or student may complain directly to the building principal, guidance counselor, or to the Equity Coordinator, the individual designated to receive such complaints. The Equity Coordinator for Mountain Home Public Schools is Dorothy Cook. Please contact her at the District Office at 425-1281 Filing of a complaint or otherwise reporting sexual harassment or sex discrimination will not reflect upon the individual's status nor will it affect future employment, grades, or work assignments.

Student Equity Grievances

Any person having inquiries concerning compliance with Federal laws (Title VI of the Civil Rights Act of 1964, Title IX of Education Amendment of 1972, and Section 504 of the Rehabilitation Act of 1973) is directed to Dorothy Cook, the Equity Coordinator for Mountain Home Public Schools. Please contact her at 425-1281.

Bus Discipline

All Offenses will be handled through the recommended school discipline policies with the exception of the following occurring on school buses. Any student suspended from riding a bus is suspended from all district buses with the exception of special school related activities.

Attempts will be made to notify parents on all Level 2 & Level 3 offenses, repeated offenses, and consequences resulting in bus suspension. The following is only a guideline. Depending on the nature of the incident, the consequences may be subject to administrator discretion. Discipline Actions are cumulative per semester. After the 4th offense, there is the possibility of losing riding privileges for the remainder of the semester.

LEVEL 1	(Minor Offenses)	
Noisy or annoying behavior	Failure to comply	Improper boarding/departing
Out of Seat or out in aisle		Unauthorized transportation
Turned around in seat	Eating or Drinking	Bringing objectionable objects
Rudeness, improper language	No bus pass	Horse-play, light pushing
Throwing paper type objects	Littering	Any body part out of Bus Window

ACTIONS: **1ST Offense - Warning** **3rd Offense – 1 to 10 day bus suspension**
 2nd Offense - 1 day bus suspension **4th Offense – Administrative Discretion**

LEVEL 2	(Serious Offenses that directly affect others)	
Rough Play	Spitting	Bringing dangerous objects
Fighting	Profanity	Theft or dishonesty
Getting on any bus when riding privilege has been suspended		Disrespectful Behavior
Damage to property	Defiance	Refusal to obey driver

ACTIONS: **1ST Offense - 1 day bus suspension** **3rd Offense – 1 to 3 day school suspension**
 2nd Offense - 1 to 10 day bus suspension **4th Offense – Administrative Discretion**
 ***TOBACCO 1st offense - 5 day bus suspension, plus school disciplinary policy**

LEVEL 3	(Severe Offense)	
Public Indecency	Sexual Harassment	
Drugs or Alcohol	Tobacco 2 nd offense*	Possession of weapon

Level 3 offenses are ZERO tolerance items which could result in bus suspension for the remainder of the school year and 1 to 3 day school suspension.

*TOBACCO 2 nd offense: Bus suspension for the remainder of the school year, 10 day Out— Of-School suspension plus school disciplinary policy

Board Approved May 18, 2006

Mountain Home Public Schools District Policies for Students Riding the School Bus

1. Be at the bus stop at the scheduled time. Stand back about ten feet from the bus stop and wait until the door is opened before moving close to the bus.
2. While loading or unloading, enter or leave bus orderly and quickly.
3. While riding the bus, students are under the supervision of the driver and must obey the driver at all times. Students causing disciplinary problems on buses will be identified and disciplinary action taken.
4. Students are expected to conduct themselves in a manner such that they will not distract the attention of the driver or disturb other riders on the bus.
5. No food or drink is to be consumed on the route bus. Exceptions will be made for the consumption of water on days of high temperature. A further exception is made for activity trips subject to the approval of the sponsor. NO knives or sharp objects are allowed. No firearms, ammunition, or fireworks are to be brought on the bus. Do not bring trading cards, pets, or any kind of animal on the bus. Cell phones are not to be used while students are loading or unloading school buses. Radios, video games, DVD and music players are only allowed at driver discretion. If the driver allows any of these last items on the bus, they must be at a noise level that no one is distracted by them. They are **not** to be brought out at school & may only be brought if student assumes risk! **Mountain Home School District will not be responsible for any personal item lost, stolen, broken or damaged on the school bus.** This means that if such items are lost or stolen the school authorities may not be able to help with their recovery or compensation.

Cont.

6. Students need to speak in a moderate voice; no yelling or screaming. Pupils **MUST** remain seated and out of the aisle while the bus is in motion. No backpacks, books, or items are to be left in the aisle. Keep the aisle clear. Do not put arms, hands, head or anything out of the windows.
 7. A student will be liable for any damage he/she does to the bus. This includes writing on seats, poking holes, tampering with any bus equipment or furnishings.
 8. Students who must cross the road or highway to enter the bus must always be on the right side of the road waiting on the bus. If you should arrive at the stop just as the bus approaches the stop, wait until the bus has come to a complete stop and the driver has signaled you to cross.
 9. Students who must cross the road after leaving the bus in the afternoon, must go to a point on the shoulder of the road 15 feet in front of the bus, or until you can plainly see the bus driver, and wait for the driver to signal you across.
 10. Students must ride their assigned bus. Those needing to ride another bus or get off the bus at a point other than normal for any reason, must bring a note with parent permission to their building principal. The office will then issue a "Permit to Ride Bus" form which the student will present to the driver of the bus they are to ride that day. Mountain Home Public Schools will not assume responsibility for transportation of students to special events after school.
 11. Mountain Home School District will not be responsible for any personal items lost, stolen, broken or damaged on the school bus.
 12. For transportation assistance before 8:00 a.m. and after 4:00 p.m., call or 425-1240.
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Civil Rights Responsibilities

The Mountain Home Public School District and Baxter County assures the Director, General Division, Arkansas Department of Education, that all schools within the district are in compliance with the following civil rights regulations as stated:

Title VI, Section 601, of the Civil Rights Act of 1964

No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

Title IX, Section 901, of the Education Amendment of 1972

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any education program or activity receiving Federal financial assistance.

Section 504 of the Rehabilitation Act of 1973

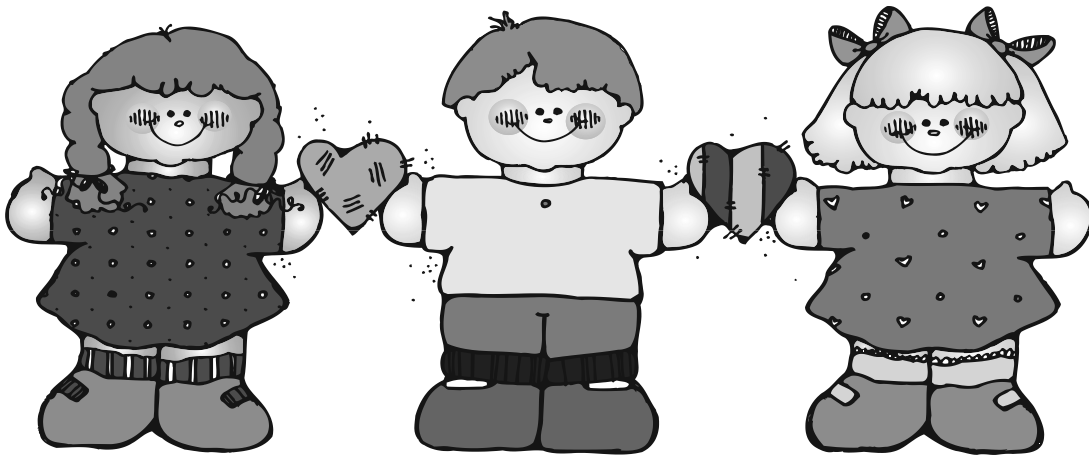
No otherwise qualified handicapped individual in the United States....shall, solely by reason of handicap, be excluded from the participation in, be denied the benefit of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Dorothy Cook is the district 504 Coordinator.

Student School Records and Educational Records

1. The Family Education Rights and Privacy Act of 1974 (Public Law 93-380) states in part that “all academic and personal records pertaining to individual students are confidential and can only be inspected by students, parents, and school officials.”
2. Parents of students may inspect these records and challenge any records that may be misleading, inaccurate or otherwise inappropriate.
3. Personally identifiable data concerning a student may only be released with his/her parent’s written permission unless required by state or federal law. Requests to release records or to give personal information over the phone cannot be honored by law. For the protection of the student, a person receiving records may be required to sign a form before the school will release the information.
4. Other school officials within the same school or officials of other schools or school systems in which the student has enrolled may request and receive a student’s record.
5. When any student has reached the age of 18 or is attending an institution or post secondary education, the law states that “the rights accorded to and the consent required of the parent of the student shall thereafter only be accorded to and required of the eligible student”.
6. Student records include files, documents, tapes, films, etc., which contain personally identifiable information directly related to a student.
7. Records that are given to the school by students/parents are unofficial. Official records can only be obtained between school districts.

Parents, Some Disabilities Can Be Seen-Some Cannot

If you suspect that your child has a physical, mental, or emotional disability, your local school district would like to help you provide him/her with a program to meet his/her needs. Call your child’s school principal and ask for help.



**Snack Guidelines for Mountain Home Public Schools
(Serving size to be followed)**

<i>Food Components</i>	<i>Serving size</i>	<i>Some examples of snacks</i>	<i>Examples of snacks continued...</i>
1 milk fluid milk	1/2 cup		Regular Milk Chocolate Milk Strawberry Milk
1 fruit/vegetable juice, ² fruit and/or vegetable	1/2 cup	Any raw vegetable: carrots, celery, & broccoli Cantaloupe slices	Apple slices Orange slices Banana Strawberries Sliced watermelon 100% Fruit juice
1 grains/bread³ bread or cornbread or biscuit or roll or muffin or cold dry cereal or hot cooked cereal or pasta or noodles or grains	1/2 slice 1/2 serving 1/3 cup 1/4 cup 1/4 cup	1/2 slice of whole wheat bread Popcorn granola bar cereal bar dry cereal (whole grain) animal crackers	Saltine crackers Graham cracker Pretzels cheese type crackers Ritz crackers Mini Muffin Croissant
1 meat/meat alternate meat or poultry or fish ⁴ or alternate protein product or cheese or egg ⁵ or cooked dry beans or peas or peanut or other nut or seed butters or nuts and/or seeds or yogurt ⁶	1/2 oz. 1/2 oz. 1/2 oz. 1/2 1/8 cup 1 Tbsp. 1/2 oz. 2 oz.	 Cheese Cubes Yogurt Peanut Butter Almonds Pecans Walnuts	String Cheese Ham Spread Slices of Ham Slices of Turkey Beef Jerky Beef Stick Hot dog

² Fruit or vegetable juice must be full-strength. Juice cannot be served when milk is the only other snack component.

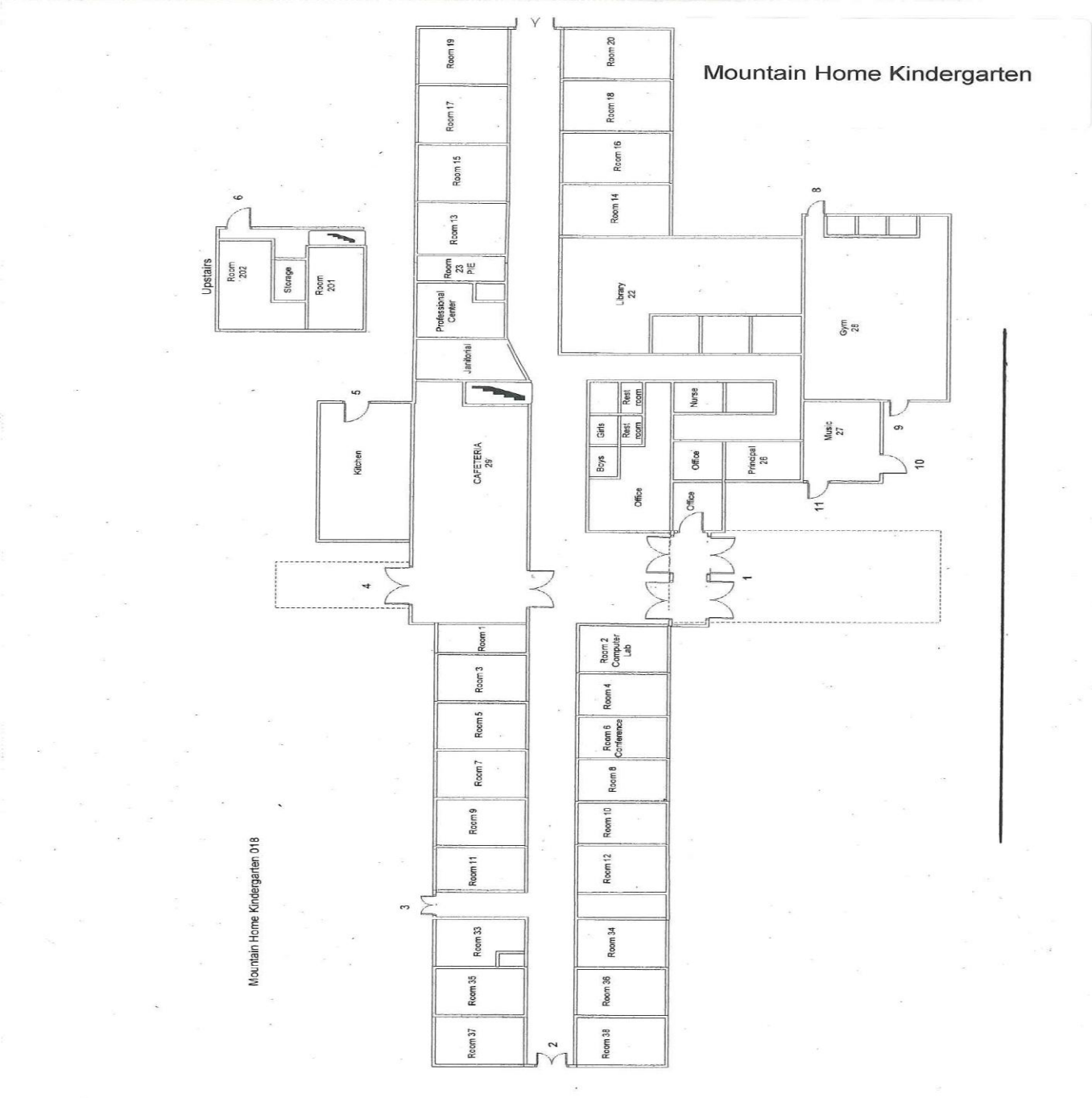
³ Breads and grains must be made from whole-grain or enriched meal or flour. Cereal must be whole-grain or enriched or fortified.

⁴ A serving consists of the edible portion of cooked lean meat or poultry or fish.

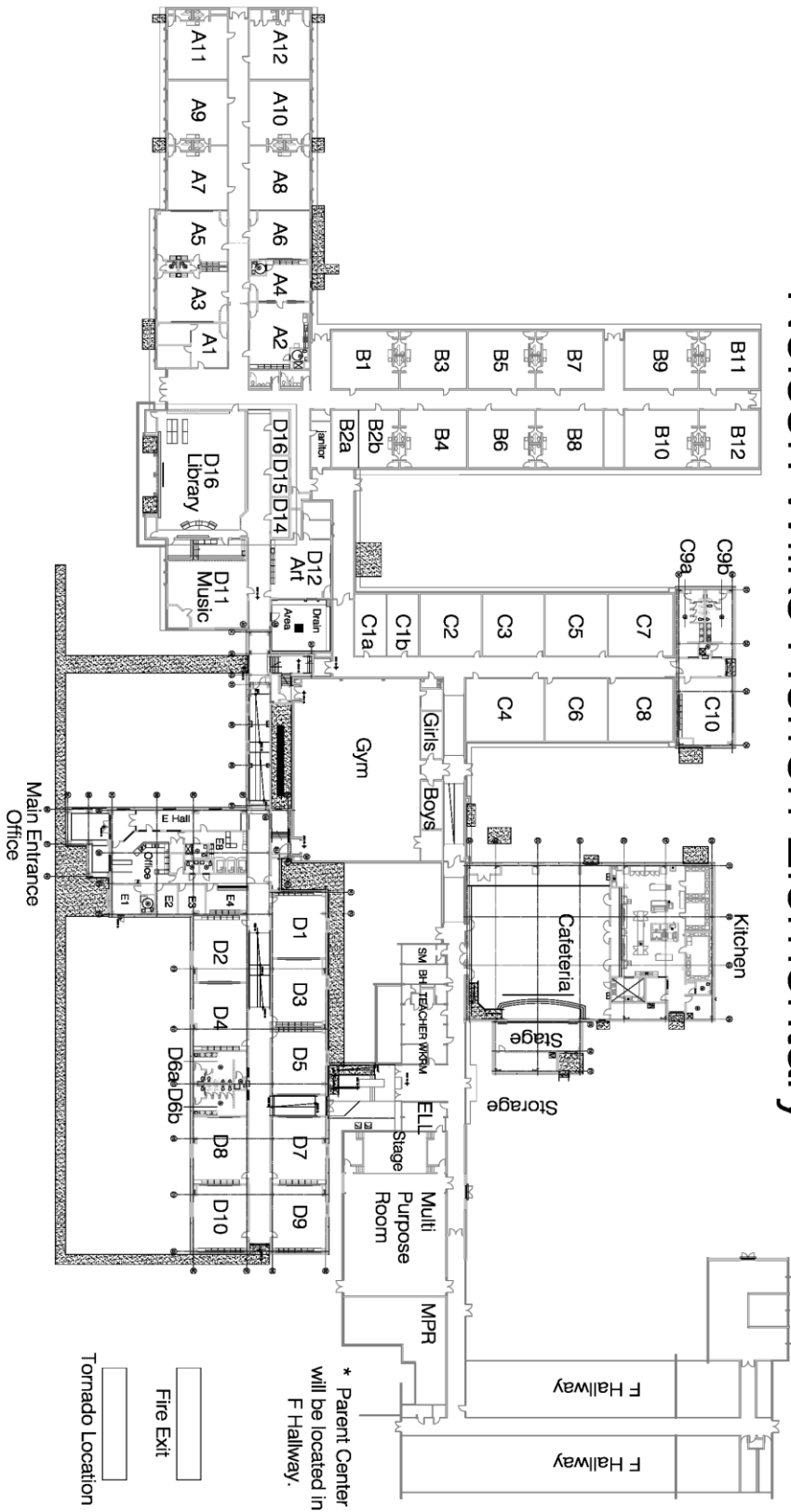
⁵ One-half egg meets the required minimum amount (one ounce or less) of meat alternate.

⁶ Yogurt may be plain or flavored, unsweetened or sweetened.

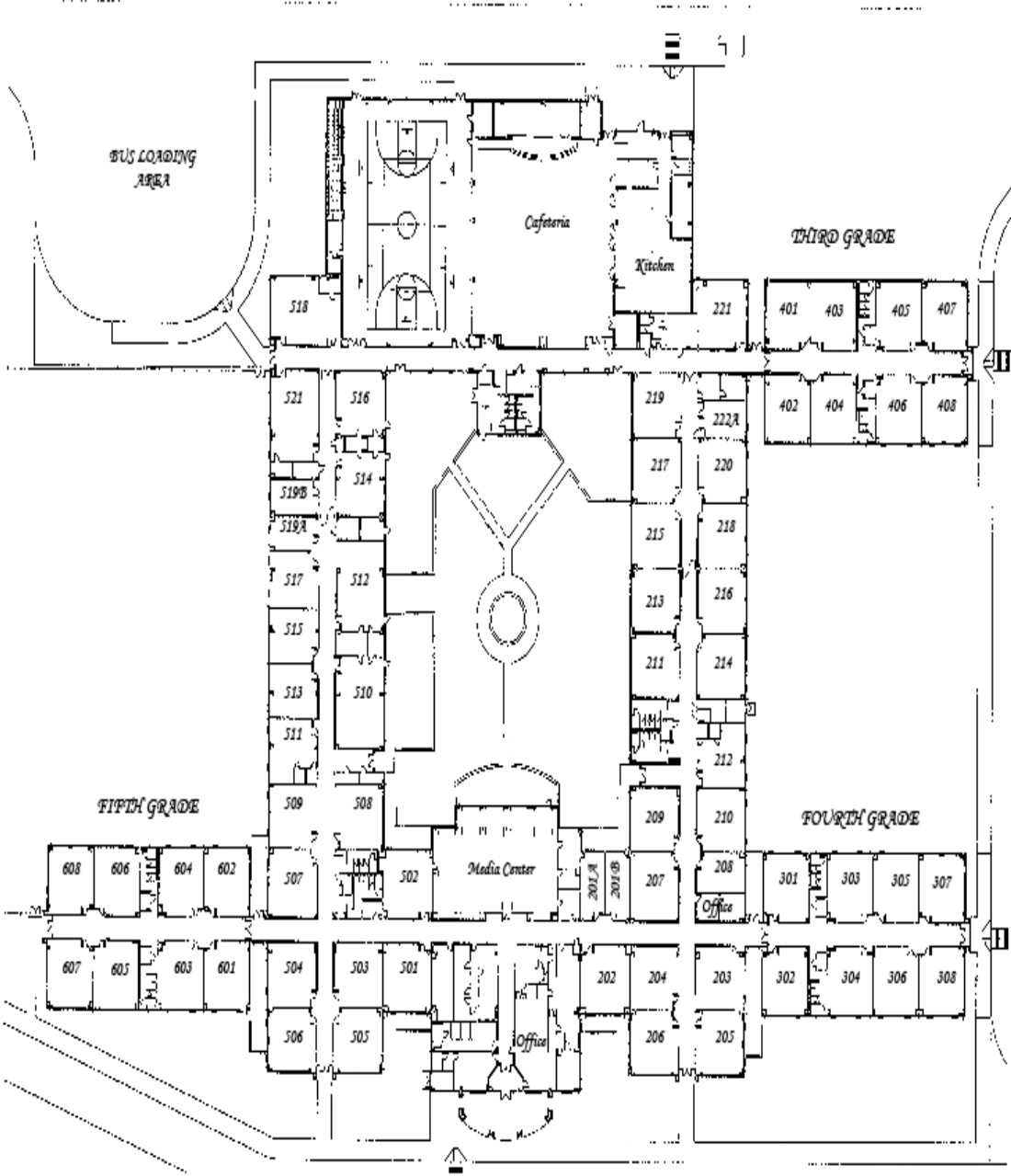
Mountain Home Kindergarten School



Nelson Wilks Herron Elementary



HACKLER INTERMEDIATE SCHOOL



**Mountain Home School District
2012-2013 School Calendar**

August 13	Teacher work day	
August 14	District Wide In-Service (1day)	
August 15-17	Teacher In-Service (3 days)	
August 20	First Day of School for Students	
September 3	Labor Day (No School for students)	
October 15	First Quarter Ends (40 days)	
October 16	Second Quarter Begins	
October 25	Parent-Teacher Conferences (3:30 p.m.-6:30 p.m.)	
October 26	Parent-Teacher Conferences (8:30 a.m.-11:30 a.m.)	
	In-service (12:30 p.m.-3:30 p.m.)	
	(No school for students)	
November 19-23	Thanksgiving Break (No school)	
November 19-20	Teacher In-Service (2 days) (no school for students)	
December 21	Second Quarter Ends (43 days)	
December 24-Jan 1	Christmas Break (No school)	
January 2	Third Quarter Begins	
January 21	Martin Luther King Day (no school) (possible make up day)	
February 7	Parent-Teacher Conferences (3:30 p.m.-6:30 p.m.)	
February 8	Parent-Teacher Conferences (8:30 a.m.-11:30 a.m.)	
	In-service (12:30 p.m.-3:30 p.m.) (No school for students)	
February 18	President's Day (no school) (possible make up day)	
March 15	Third Quarter Ends (50 days)	
March 18-22	Spring Break (No school)	
March 25	Fourth Quarter Begins	
March 29-April 1	Easter Break (No school)(2 Possible make up Days)	
May 3	Teacher In-service/High School and Kindergarten Registration	
	(No school for students)	
May 27	Memorial Day (no school)	
May 30	Last day of school (45 days)	
May 31	Possible make up day	
First Quarter- 40 Days		178 Instruction
4 Teacher In-Service Days		8 Teacher In-Service Day
1 Teacher Workday		1 Teacher Work Day
		2 days (12 hours) self-selected PD
Second Quarter- 43 Days		
1 Parent/Teacher Conference Day		2 Parent/Teacher Conference Days
2 1/2 Teacher In-Service		1Emergency Days (end of calendar—May 31)
1 Emergency Day (Good Friday--Mar 29)		
Third Quarter- 50 Days (2 emergency day added)		1 Emergency Day (Easter Monday--Apr 1)
1 Parent/Teacher Conference Day		1 Emergency Day (Martin Luther King—Jan 21)
1/2 Teacher In-Service		1 Emergency Day (Presidents Day—Feb 18)
191 Total Teacher Contract Day		
Fourth Quarter- 45 Days (with 3 emergency days added)		
1 Teacher In-Service Day		Flex Days: 11/19/2012 and 11/20/2012
Self-selected PD options: IDEAS, Book study,		
Curriculum Alignment, Departmental Development, other workshops		

Board Approved 4/19/12