



**Deer Creek High School
Student Handbook
2020-2021**

2020-2021

Deer Creek High School

Student Handbook Acknowledgement

My signature below indicates that I have attended a conference covering the general contents of the handbook. I also understand that all policies, procedures, and punishments cannot be covered in a document of this nature and that school administration may enforce or implement items not specifically listed in this document. In the event a student was unable to attend the conference, the signature indicates that the student will read the handbook and seek clarification on any items not completely understood. Failure to return the acknowledgement form does not exempt a student from the expectations and policies of the handbook.

Grade: _____

Print Student Name: _____

Student Signature: _____

Parent Signature: _____

Date: _____

The Deer Creek High School student handbook is a condensed version of the DCPS school board policies and procedures and Oklahoma State Law. The handbook addresses the most common issues that specifically pertain to high school students. We reserve the right to take any appropriate action on events which may not directly appear within the guidelines of the handbook in order to offer a safe and secure environment for DCHS. All efforts have been made in order to provide a comprehensive guide of our school rules and policies, but unforeseen circumstances will be dealt with in accordance to administrative interpretation.

You may view the entire policies and procedures handbook at <http://www.deercreekschools.org/boe/policies.htm>

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DEER CREEK HIGH SCHOOL

STUDENT HANDBOOK 2020-2021

Ranet Tippens	Superintendent
Mark Phillips	Principal
Buck King	Assistant Principal (11 th -12 th grades) A-K
Cindy Black	Assistant Principal (11 th -12 th grades) L-Z
Brock VanCleave	Assistant Principal (9 th -10 th grades) A-K
Bethany Lorenz	Assistant Principal (9 th -10 th grades) L-Z
Bill Bays	Athletic Director
Kristen Tosh	Counselor (11 th -12 th students A-K)
Amy Tucker	Counselor (11 th -12 th students L -Z)
Jinni Fields	Counselor (9 th - 10 th students A-K)
Cody Keyser	Counselor (9 th -10 th students L-Z)
Cindy McCachern	Counselor (ICAP, College/Career)
Lizzy Charon	Student Support Coordinator
Robin Beam	Testing Coordinator
Bryan Locke	Campus Resource Officer
Jimmy Vasquez	Campus Resource Officer
Wendy Frailey	Media Specialist
Trisha Smallwood	Registrar
Lisa Melton	Annex Secretary
JoLinda Brown	Central Office Secretary
Angie Duncan	Central Office Attendance Secretary
Kristi Schafer	Academy Office Attendance Secretary
Christina Little	Academy Office Secretary
Leslee Howze	Fine Arts Secretary
Mindy Sinor	Athletic Secretary

6101 NW 206th
 Edmond, OK 73012
 Phone (405) 348-5720
 FAX (405) 359-3179- Central
 FAX (405) 359-3155- Counseling Office
Website: www.deercreekhs.org
Attendance 11th- 12th: (405) 348-6462
Attendance 9th- 10th: (405) 715-9831
 Athletics: (405) 359-5720 Ext. 2129

GENERAL INFORMATION

- **Some Policies May be updated due to COVID-19 and will be fluid. If you have questions about these guidelines please schedule a meeting with your principal.**
- **Building Hours of Operation:** 7:45 a.m. to 3:40 p.m. Monday – Friday. See school calendar (p. 4) for a listing of professional development days and school holidays.
- **Permit/Driver’s Letter:** These may be requested through the Annex Office (348-6100 x 2104). The name on the form must be exactly what is on your birth certificate. This form is only valid for 10 days so should be requested within 10 days of your test date.
- **Worker’s Permit:** May be obtained from the Registrar located in the Annex Office.
- **Parking Tag:** Tags are \$50 and may be purchased in the Annex Office.
- **Transcripts:** May be requested from the Registrar in the Annex Office. You may have either an official or unofficial copy. Official copies cost \$1.00.
- **Infinite Campus Website:** Parents/Students may obtain academic, attendance, and discipline information from the following website: <https://deercreeksd6.infinitecampus.org>
- For help with Infinite Campus log in please email campusportal@dcsok.org.
- **Weekly Newsletter:** Weekly information is sent via email through *Antler Crossing*. To obtain a subscription contact Kristi Schafer at kristischafer@dcsok.org
- For high school calendar please click [here](#)
- For district calendar click [here](#)

DEER CREEK HIGH SCHOOL

INTRODUCTION TO REGULATIONS AND VIOLATIONS

Based on the official policy of the Deer Creek School Board, certain types of conduct (the way one acts) are prohibited. The rules, regulations, and procedures, as indicated in this booklet, will, for the safety and convenience of everyone, be enforced immediately before, during, and after school hours, as well as while traveling to or from school. The rules are applicable on and in school athletic fields, buses, in areas immediately adjacent to the school, and in all other places where school functions occur or where school activities normally take place. The rules are also applicable throughout the course of any school field trip or other officially sponsored school activity. Appropriate disciplinary actions will be imposed on students violating these rules. Violations are divided into discipline violations and law violations. (Law violations may also result in court action.) Should an incident occur that involves the violation of local, state, and/or federal law (i.e. substance abuse or possession, weapons and alcohol use or possession), these statutes supersede school policy.

All Board Policies can be found by [clicking here.](#)

STUDENT BEHAVIOR *Board Policy (JGA)- Policy can be found by [clicking here.](#)

STUDENT DISCIPLINE SUSPENSION AND DUE PROCESS * Board Policy (JG) - Policy can be found by [clicking here.](#)

Appeal of Short-Term Out-of-School Suspensions of Ten (10) or Fewer School Days:

A student suspended for a period of ten (10) or fewer school days, following an informal pre-suspension conference with the principal or designee, may appeal the suspension as follows:

1. An appeal to the Site Committee must be requested in writing to and received by the school principal or designee within two (2) calendar days after the principal's or designee's suspension decision is received by the student or parent and must specify what part of the out-of-school suspension decision is being appealed. The parent/student may appeal one or both of the following:
 - a. The finding of guilt of the charge(s) by the principal or designee for which the student was suspended; and/or
 - b. The reasonableness and length of the suspension.
2. The suspension decision will become final and nonappealable if a request for appeal is not timely submitted.
3. Upon receipt of the request for an appeal, the Principal shall confirm the suspension falls within the category of suspensions to which an appeal to the Site Committee is authorized. If the Principal or designee determines the period of suspension is greater than (10) school days, or if for any reason, the short-term suspension is extended beyond ten (10) school days prior to the committee hearing, the procedures applicable to long-term suspensions must be followed and the student must be given the opportunity to appeal any adverse decision as provided by this policy for long-term suspensions.
4. The Principal or designee shall appoint a Site Committee to hear the appeal. The Site Committee shall consist of not less than three District employees, who shall be a minimum of two teachers assigned to the school site and an administrator or counselor not involved with the suspension of the student. The Site Committee shall designate a chairperson. No administrator or teacher who witnessed the misconduct or any teacher teaching the student during the current semester shall serve on the Site Committee.
5. The Principal or designee shall schedule the Site Committee hearing as soon as possible during regular school hours, Monday through Friday. Reasonable consideration shall be given to accommodate work schedules of the parent or guardian within that time period, if possible. The Principal shall attempt to

schedule the Site Committee meeting within five (5) calendar days of receiving the parent/student's written or e-mail appeal request. The student and parent will be notified in writing, by e-mail, or by phone of the date, time and place of the hearing. The principal or designee who issued the out-of-school suspension decision shall attend the Site Committee hearing.

6. The Site Committee will conduct a full investigation of the issues appealed. The principal or designee will outline the student's misconduct; read, refer to, or distribute the policy, rule or regulation which the student's misconduct violated; and make any statements or submit documentary evidence which support the suspension decision. The student or parent will explain the student's position and/or make statements or submit documentary evidence relating to the appealed issues.

7. Evidence supplied by witnesses shall be submitted to the Site Committee in writing only. For evidence supplied by student witnesses, the Site Committee shall have the authority to restrict the identity of the student witnesses. In this case, the principal or designee will inform the Site Committee of the information received from students and explain why the principal or designee believes the information received is valid and supports the suspension decision.

8. The Site Committee meeting is closed to the public.

9. Legal counsel is permitted at the Site Committee hearing.

10. At the conclusion of the presentation of the evidence, the Site Committee shall retire to render a decision by a majority vote and such decision is final and not appealable. The Site Committee's decision shall be to uphold, modify, or revoke the suspension decision of the Principal or designee as to the guilt or innocence of the student and/or the reasonableness and length of the out-of-school suspension, depending on the issues appealed. The Site Committee's decision shall be in writing and mailed, e-mailed or delivered to the parent, the principal, and the Superintendent.

Appeal of Long-Term Out-of-School Suspensions for More than Ten (10) School Days:

A parent or the student may appeal the suspension decision for out-of-school suspensions in excess of ten (10) school days first to a District Review Committee then to the Board of Education as follows:

1. An appeal must be presented in writing to and received by the school principal, Superintendent or designee within two (2) calendar days after the decision of suspension is received by the parent or student and must specify which part of the suspension decision is being appealed. The parent/student may appeal one or both of the following:

- a. The finding of guilt of the charge(s) by the principal or designee for which the student was suspended; and/or
- b. The reasonableness and length of the suspension.

2. The suspension decision will become final and nonappealable if a request for appeal is not timely submitted.

3. The Superintendent or designee will schedule a District Review Committee to hear the appeal. The District Review Committee will consist of administrator(s) not involved with the suspension of the student and the Superintendent's designee. No member of the District Review Committee shall have been associated with the case in any manner prior to the appeal hearing. The Superintendent's designee shall serve as the chairperson for all appeals to the District Review Committee.

4. The chair of the District Review Committee shall notify the student, parents, and school principal of the date, time, and place of the appeal hearing in writing or by e-mail.

5. The meeting will be electronically recorded and kept on file with the District for two (2) years from the date of the hearing.

6. The District Review Committee meeting is closed to the public.

7. Legal counsel is permitted.

8. The District Review Committee meeting will be held during the regular school hours, Monday through Friday, with reasonable consideration given to accommodate the hours of working parents within this time

period, if possible. The District shall attempt to schedule the District Review Committee meeting within five (5) calendar days of receiving the parent/student's written appeal request.

9. At the meeting, the principal or designee will inform the parent of the policy, rule or regulation the student was found to have violated, outline the student's misconduct, and present any evidence or documents which support the suspension decision. The student and parent will be permitted to explain and present any evidence or documents in support of the specified reasons for the appeal listed in the written notice of appeal requesting the appeal.

10. Evidence supplied by witnesses shall be submitted to the District Review Committee in writing only. For evidence supplied by student witnesses, the District Review Committee shall have the authority to restrict the identity of the student witnesses. In this case, the principal or designee will inform the District Review Committee of the information received by students and explain why the principal or designee believes the information received is valid and supports the suspension decision.

11. At the conclusion of the hearing, the District Review Committee will retire to render a decision by a majority vote as to the specified reasons for which an appeal was requested, including the guilt or innocence of the student if that issue was appealed and determine the reasonableness and length of the suspension imposed if that issue was appealed. The District Review Committee's decision shall be to uphold, modify, or revoke the suspension decision of the principal or designee.

12. The hearing chair shall mail, e-mail, or deliver a copy of District Committee's decision to the parent/student and site principal. The District Review Committee's written decision shall be mailed to the parent by certified mail, return receipt requested. The parent shall be advised of the right to have the suspension reviewed by the Board of Education as provided by this policy.

13. An appeal of the decision of the District Review Committee to the Board of Education must be submitted in writing to and received by the Superintendent or designee within five (5) school days after the decision of the District Review Committee is received by the parent or student and must specify the portion of the District Review Committee's decision which is being appealed. The parent/student may appeal one or both of the following:

- a. The finding of guilt of the charge(s) by the principal or designee for which the student was suspended; and/or
- b. The reasonableness and length of the suspension.

14. If no appeal is received within the five (5) school days, the decision of the District Review Committee will be final and nonappealable.

15. Each board member will be provided the evidence and witness statements that were presented to the District Review Committee, an electronic recording of the District Review Committee meeting, and the written statements of the student and administration, if submitted.

16. Each board member shall review the information individually.

17. At the next available board meeting, an agenda item shall be placed on the agenda to consider and vote on the appeal of the long-term suspension. Board members may vote on the appeal based on their review of the record.

18. If, at the meeting, the board wants to discuss the appeal among each other, it must be discussed in open meeting unless the student or parent(s) request such discussion to be in executive session.

19. The board shall render a decision by adopting and voting to approve or not approve a motion to establish findings of fact and uphold, modify, or revoke the decision of the District Review Committee.

20. If the board determines additional information is needed before a decision can be rendered, a hearing shall be set to obtain additional information.

21. As soon as possible after the review and/or hearing, the Clerk of the Board of Education shall provide the decision to the parent, student and principal in writing, setting forth the findings of fact and the decision of the board related to upholding, overturning, or modifying the decision of the District Review Committee. The Board's written decision shall be mailed to the parent by certified mail, return receipt requested. The decision of the board shall be final.

Note- Make-up work for students suspended for 3 or less days can be accessed on teacher websites or upon return to school. Students who are suspended for 4 or more days can request for work to be collected. Work can be picked up in the central or freshman academy office. Work missed due to suspension may be made up and given full credit for such work. Work must be made up within two (2) school days for the first day of suspension and one (1) day for each subsequent day; i.e. three (3) consecutive absences, work must be completed within five (5) school days. For suspensions over 10 days, work may be picked up on Mondays and returned on Fridays during the length of the suspension. All work must be completed within five (5) school days of return from suspensions over 10 days.

Participation including attendance in the extracurricular activities of the school is a privilege and not a right. Accordingly, when a student’s behavior results in a determination by the principal of an out-of-school suspension, the student immediately notwithstanding the filing of an appeal, forfeits the privilege of participating in all extracurricular activities of the school. In addition, when a principal determines to impose alternative in-school disciplinary or other correctional measures against a student, then the student will not be permitted to participate in any extracurricular activities offered by the school during the term of the discipline unless, in the sole judgment of the principal, such participation is appropriate given the nature of the offense committed by the student. The principal’s authority to permit participation in extracurricular activities does not extend to infractions relating to the possession of or use of tobacco, alcoholic beverages, low-point beer, illegal drugs and/or controlled substances; in the case of such infractions, participation shall be governed by Policy JFCG concerning such infractions.

“Extracurricular activities” includes, but is not limited to, all school-sponsored teams, clubs, organizations, ceremonies, student government, band and all other school-sponsored activities and organizations.

DISCIPLINE POLICIES, PROCEDURES, AND GUIDELINES (ALPHABETICAL ORDER)

ACADEMIC HONOR CODE

In order to sustain a community of trust in which students and teachers can work together to develop their educational potential and goals, ethical standards of honesty are expected so that all students may compete fairly in the classroom to earn their academic standing through their own efforts. Violations of the honor code include **lying, cheating, or stealing.**

Acts of cheating are defined as follows:

1. Willfully copying or allowing class assignments to be copied.
2. Falsely presenting others work as his/her own work.
3. Using notes or any other prompts to assist in answering test questions, unless allowed by the teacher.
4. Acquiring answers to test questions or homework by looking at any other students’ papers.
5. Being informed, or informing verbally or otherwise, of test questions or answers either during or prior to the testing situation, as well as answers to homework assignments for which you are given.
6. Plagiarizing someone else’s words or ideas.
7. Use of online resources to assist with homework, class assignments, quizzes or tests is prohibited unless approved and allowed by the teacher.

A student who has been found to have violated the community of trust as expressed in the honor code will receive no credit (a zero) for the assignment on which the violation occurred, and his/her parent will be informed. Any student violating the academic honor code will lose semester test exemption status in all classes and

recommendation for denial or dismissal from National Honor Society. Additional consequences may be added at the discretion of school personnel.

ACTIVITY STUDENT DRUG TESTING [Board Policy JFCH](#)

The Deer Creek Board of Education in an effort to protect the health and safety of its extra-curricular activities students from illegal and/or performance-enhancing drug use and abuse, thereby setting an example for all other students of the Deer Creek Public School District, has adopted the following policy for drug testing of Activity Students.

STATEMENT OF PURPOSE AND INTENT

Although the Board of Education, administration, and staff desire that every student in the Deer Creek Public School District refrain from using or possessing illegal drugs, district officials realize that their power to restrict the possession or use of illegal and performance-enhancing drugs is limited. Therefore, this policy governs only performance-enhancing and illegal drug use by students participating in extracurricular activities. The sanctions imposed by this policy for any violations hereof are only limitations upon the opportunity of a student to participate in extra-curricular activities involving interscholastic competition. This policy supplements and complements all other policies, rules, and regulations of the Deer Creek Public School District regarding possession or use of illegal drugs and therefore, any conduct which violates this policy may also be a violation of other policies of the District for which appropriate sanctions under the other policies may be imposed.

Participation in school-sponsored interscholastic extracurricular activities at the Deer Creek Public School District is a privilege. Students who participate in these activities are respected by the student body and are representing the school district and the community. Accordingly, students in extracurricular activities carry a responsibility to themselves, their fellow students, their parents and their school to set the highest possible examples of conduct, sportsmanship, and training, which includes avoiding the use or possession of illegal and performance enhancing drugs.

The purposes of this policy are five-fold:

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

Illegal and performance-enhancing drug use of any kind is incompatible with the physical, mental, and emotional demands placed upon participants in extra-curricular activities and upon the positive image these students project to other students and to the community on behalf of the Deer Creek Public School District. For the safety, health and well-being of students in extracurricular activities the Deer Creek Public School District has adopted this policy for use by all participants in interscholastic extra-curricular activities in grades 7-12.

The administration may adopt regulations to implement this policy.

I. Definitions

"*Activity Student*" means a member of any middle school or high school Deer Creek Public School District sponsored extra-curricular organization which participates in interscholastic competition. This includes any student in grades 7-12 who represents Deer Creek Schools in any extra-curricular activity in interscholastic competition, such as Academic Team, Speech and Debate, Band, Vocal, Pom, Cheer, and Athletics.

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

"*Random Selection Basis*" means a mechanism for selecting Activity Students for drug testing that:

A. results in an equal probability that any Activity Student from a group of Activity Students subject to the selection mechanism will be selected, and

B. does not give the School District discretion to waive the selection of any Activity Student selected under the mechanism.

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

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

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

"*Reasonable suspicion*" means a suspicion of illegal or performance-enhancing drug use based on specific observations made by coaches/administrators/sponsors of the appearance, speech, or behavior of an Activity Student; the reasonable inferences that are drawn from those observations; and/or information of illegal or performance-enhancing drug use by an Activity Student supplied to school officials by other students, staff members, or patrons.

II. Procedures

Each Activity Student shall be provided with copies of this Activity Student Drug Testing Policy and the "Student Drug Testing Consent Form" which shall be read, signed and dated by the student, parent or custodial guardian and coach/sponsor before such student shall be eligible to practice or participate in any extracurricular activities. The consent requires the Activity Student to provide a urine sample: (a) when the Activity Student is selected by the random selection basis to provide a urine sample; and (b) at any time when there is reasonable suspicion to test for illegal or performance-enhancing drugs. No student shall be allowed to practice or participate in any extra-curricular activities involving interscholastic competition unless the student has returned the properly signed "Student Drug Testing Consent Form."

Prior to the commencement of drug testing each year an orientation session will be held with each Activity Student to educate them of the sample collection process, privacy arrangements, drug testing procedures and other areas which may help to reassure the Activity Student and help avoid embarrassment or uncomfortable feelings about the drug testing process. The head coach, sponsor or other designated school official shall be responsible for explaining the Policy to all prospective students.

Drug use testing for Activity Students will be chosen on a random selection basis from a list of all Activity Students who are involved in off-season or in-season activities. The Deer Creek Public School District will determine a monthly number of student names to be drawn at random to provide a urine sample for drug use testing.

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

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

Each student randomly selected will be given an hour to produce a urine sample. Should the student not be able to produce a sample within the allotted time, the student must produce a sample at the professional laboratory chosen by the district by 5:00p.m. on day of testing. If this does not happen it is considered a positive result. All aspects of the drug use testing program, including the taking of specimens, will be conducted so as to safeguard the personal and privacy rights of the student to the maximum degree possible. The test specimen shall be obtained in a manner designed to minimize intrusiveness of the procedure. In particular, the specimen must be collected in a restroom or other private facility behind a closed stall.

The professional testing company shall provide an employee of the same sex as the student to accompany the student to the restroom. All drug testing employees will be required to have a criminal background and sex offender registry check conducted by the OSBI and on file with the school district. If, in the opinion of the drug testing company, the urine specimen contains an adulterant or has been tampered with, the specimen will be treated as positive and policy consequences will be in effect. The monitor shall verify the normal warmth and appearance of the specimen. If at any time during the testing procedure the monitor has reason to believe or suspect that a student is tampering with the specimen, the monitor may stop the procedure and inform the principal/athletic director who will then determine if a new sample should be obtained.

An initial positive test result will be subject to confirmation by a second and different test of the same specimen. The second test will use the gas chromatography/mass spectrometry technique. A specimen shall not be reported positive unless the second test utilizing the gas chromatography/mass spectrometry procedure is positive for the presence of an illegal or performance-enhancing drug or the metabolites thereof. The unused portion of a specimen that tested positive shall be preserved by the laboratory for a period of one year. Records regarding a positive result on a drug test of an individual Activity Student will be kept on file for five years. Requests for additional testing will be at the expense of the parent/guardian.

III. Confidentiality

The laboratory will notify the principal/athletic director or designee of any positive test. To keep the positive test results confidential, the principal/athletic director or designee will only notify the student, the head coach/sponsor, and the parent or custodial guardian of the student of the results. The principal/athletic director or designee will schedule a conference with the student and parent or guardian and explain the student's opportunity to submit additional information to the principal/athletic director or to the lab. The Deer Creek Public School District will rely on the opinion of the laboratory which performed the test in determining whether the positive test result was produced by something other than consumption of an illegal or performance-enhancing drug.

Test results will be kept in files separate from the student's other educational records and shall be disclosed only to those school personnel who have a need to know. The Board of Education will be presented a summary report at the conclusion of each nine week period of school. This report shall include the number of students tested by grade level, the number of positive tests, and the types of illegal substances.

IV. Appeal

An Activity Student who has been determined by the principal/athletic director to be in violation of this policy shall have the right to appeal the decision to the Superintendent or his/her designee(s). Such request for a review must be submitted to the Superintendent in writing within five (5) calendar days of notice of the positive test. A student requesting a review will remain eligible to participate in all extracurricular activities until the review is completed. The Superintendent or his/her designee(s) shall then determine whether the original finding was justified. No further review of the Superintendent's or his/her designee(s) decision will be provided and his/her decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion of the Superintendent or his/her designee(s) which shall be final and non-appealable.

V. Consequences

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

A. For the First Offense:

Suspension from participation in all extra-curricular activities involving interscholastic competition covered under this policy for seven (7) calendar days, and successful completion of four (4) hours of substance abuse education/counseling from a qualified drug treatment program or counseling entity.

The cost of such counseling will be the responsibility of the student and his/her parent/guardian. The student may not participate in any meetings, practices, scrimmages or competitions during this period. The student will be randomly tested monthly for the remainder of the school year once they return to participation in extra-curricular activities. The time and date will be unknown to the student and determined by the principal/athletic director or designee. These restrictions and requirements shall begin immediately, consecutive in nature, unless a review appeal is filed following receipt of a positive test.

B. For the Second Offense (in the same school year):

Suspension from participation in all extra-curricular activities involving interscholastic competition covered under this policy for twenty-one (21) calendar days, and successful completion of four (4) hours of substance abuse education/counseling from a qualified drug treatment program or counseling entity. The student may not participate in any meetings, practices, scrimmages or competitions during this period. The student will be randomly tested monthly for the remainder of the school year once they return to participation in extra-curricular activities. The time and date will be unknown to the student and determined by the principal/athletic director or designee. These restrictions and requirements shall begin immediately, consecutive in nature, unless a review appeal is filed following receipt of a positive test.

C. For the Third Offense (in the same school year):

Complete suspension from participation in all extra-curricular activities involving interscholastic competition, practices, performances, and competition for the remainder of the school year, or ninety school days whichever is the longer.

VI. Refusal to Submit to Drug Use Test

An Activity Student who refuses to submit to a drug test authorized under this policy in accordance with the terms of this policy shall not be eligible to participate in any performances, scrimmages, and competitions covered under this policy for the remainder of the school year, or ninety school days whichever is the longer. Additionally, such student shall not be considered for any interscholastic activity honors or awards given by the school.

VII. Self-Referral

An Activity Student who on his or her own volition informs (self-refers) the athletic director, principal, or coach/sponsor of usage before being notified to submit to a random drug use test will be allowed to remain active in all activities covered under this policy. Such student will, however, for all other purposes be considered to have committed his/her first offense under the policy, and will be required to re-test as would a student who has tested positive. An Activity Student may self-refer only once during his or her enrollment at Deer Creek Public Schools.

VIII. Voluntary Participation

If a student is not a member of an extracurricular activity involving interscholastic competition but the parent/guardian wants him/her to be subject to the random drug testing provisions of this policy, the parent/guardian may do so by contacting the building principal and completing a "voluntary participation" form.

STUDENT ATTENDANCE Board Policy JED

Oklahoma State Law states, "It shall be unlawful for a parent, guardian, or other person having custody of a child who is over the age of five (5) years, and under the age of eighteen (18) years, to neglect or refuse to cause or compel such child to attend and comply with the rules of some public, private or other school, unless other means of education are provided for the full term the schools of the district are in session or the child is excused as provided...." If a child is absent without valid excuse four (4) or more days or parts of days within a four-week period or is absent without valid excuse for ten (10) or more days or parts of days within a semester the attendance officer shall notify the parent, guardian or custodian of the child and immediately report such absences to the district attorney in the county wherein the school is located for juvenile proceedings pursuant to Title 10A of the Oklahoma Statutes.

COMPULSORY ATTENDANCE

Entrance ages to attend District schools shall be in compliance with state statutes: one-half (1/2) day of kindergarten shall be required of all children five (5) years of age by September 1 or older unless the child is excused from Kindergarten attendance. A child who is five (5) years of age shall be excused from Kindergarten attendance until the next school year after the child is six (6) years of age if a parent, guardian, or other person having custody of the child notifies the Superintendent by certified mail prior to enrollment in kindergarten or at any time during the first school year that the child is required to attend kindergarten pursuant to this policy, of election to withhold the child from kindergarten until the next school year after the child is six (6) years of age.

STUDENT ATTENDANCE REGULATIONS

Student attendance in class is an integral part of the learning process. Being a part of regular instruction and participating in class discussions are invaluable ingredients of education. The District has an expectation that students will attend school every day. School officials will keep attendance records and report excessive absences to the District Attorney's office.

High school students, grades 9 through 12, must attend classes at least 89% of the time without valid excuse as provided by Oklahoma law to receive credit in any course in which they are enrolled. Therefore, even if a student has an academic average of 60% or better in a class, he/she will not receive credit for that class if his/her attendance is less than 89% without valid excuse as provided by Oklahoma law for the semester.

Elementary and middle school students, grades K through 8, must be in attendance at least 89% without valid excuse as provided by Oklahoma law of the total school year to be eligible for promotion to the next grade level.

Pre-Kindergarten classes are designed to be an enriching learning environment that affords students the opportunity to master standards of learning and provide foundational skills for Kindergarten and beyond. Consistent attendance is important to the success of the students in the program. Students enrolling in the Deer Creek School District Pre-Kindergarten program will comply with the same attendance regulations as students in grades K-12 with the additional caveat of excessive absences (9 days in a semester) resulting in being dropped from the Pre- Kindergarten roll. Students missing more than 9 days in a semester will be dropped from the Pre-Kindergarten class. Parents wishing to re-enroll their children after 9 or more absences will need to complete the Pre-K application and will go to the bottom of the waiting list. All enrollment procedures will need to be completed again if a new spot becomes available in the Pre-Kindergarten program.

It is the responsibility of the parent to notify the school when a student is absent and to be aware of the number of absences the student has. If a student presents a physician or licensed counselor statement within five (5) days of the student's return, that absence will be deemed a Medical Excused Absence and will be taken into consideration if a

student misses more than 10 days in a semester for the purposes of credit and/or promotion. After the allotted five (5) days, if a parent has called in a medical absence but a physician or licensed counselor statement has not been received, the absence will remain an excused absence and cannot be changed to a Medical Excused Absence.

Chronic Absenteeism

Chronic Absenteeism Chronic absenteeism is defined by the Oklahoma State Department of Education as absences totaling 10% or more of the required days of attendance within a school year, equaling 18 days. Chronic absenteeism is in violation of the compulsory attendance law. The Attendance Committee will meet regularly to review individual student attendance. Parents and students will be notified of trends and/or absences that are excessive or chronic. If a high number of absences and/or a historical pattern of high absences exist, the committee may determine that a student will be on attendance probation and may also require the parent and student to participate in an attendance hearing. All absences deemed excused or unexcused apply to chronic absenteeism and also count against the district for funding purposes.

The Superintendent's Administrative Staff and the School Advisory Team will serve as the Attendance Committee for reviewing attendance issues.

The following guidelines will be used:

1. To be eligible to participate in extracurricular activities, students must maintain attendance and scholarship requirements as outlined in the Rules and Regulations of the Oklahoma Secondary School Activities Association and Board policy JFK. For purposes of this section, an absence from three (3) or more classes during a day will be considered as one absence.

a) The school secretary will notify the principal when a student becomes ineligible due to nonattendance.

b) Teachers, coaches, and sponsors of the various student organizations of the school will inform students of these provisions and will not permit students to participate in activities when the students have not fulfilled the necessary requirements.

No student who is absent more than three (3) hours on the day of a scheduled school activity due to personal illness or an unexcused absence will be allowed to participate in a school activity unless extenuating circumstances and just cause demonstrate to the principal that student participation should be permitted. This decision is solely within the discretion of the principal.

2. A student may accumulate only one absence per day for purposes of this policy and Regulations

3. A school day consists of six hours (not periods), excluding a lunch period.

4. A student's attendance information is compiled on a half-day basis. Attendance is also calculated by period in grades 5-12.

5. In order to be present for a half day, a student must be present for two (2) of the three (3) hours in that half day.

6. Work missed due to excused absences may be made up, and credit will be given for work that is timely turned in. Work must be made up within two (2) school days for the first day of absence and one (1) day for each subsequent day; i.e., for three (3) consecutive days of absence, work must be completed in five (5) school days. (Exceptions may be made by the teacher to extend the time but not to decrease the time within which work is to be made up.)

7. Long term projects or assignments with two (2) or more weeks' notice may be assigned a definite due date. Students shall turn in long term projects and assignments on time even if they are not in attendance on that day. Application of this rule in situations involving long-term illness or extreme circumstances may be appealed to the principal. Teachers are required to outline these procedures in their class syllabus.

8. Students will be carried as absent (for any reason) on the school register through the tenth consecutive absence unless they have officially withdrawn from school. On the eleventh day of consecutive absences, the student will be dropped, and the appropriate loss code will be entered in the register. Students who have withdrawn officially will be dropped on the next school day.

9. The student's parent/guardian must verify student absences by personally notifying the school on the day of the absence.

10. Criteria for excused absences:

- a) Illness or injury to student;
- b) Doctor or dental appointment;
- c) Bereavement;
- d) Serious illness or emergency in immediate family;
- e) State Senator or Representative Page (as provided in State Statutes and not to be counted in the total 10 excused absences); and
- f) Recognized religious holidays and associated travel.

*If a student presents a physician or licensed counselor statement within five (5) days of the student's return, that absence will be deemed a Medical Excused Absence and will be taken into consideration if a student misses more than 10 days in a semester for the purposes of credit and/or promotion. After the allotted five (5) days, if a parent has called in the absence but a physician or licensed counselor statement has not been received, the absence will remain an excused absence and cannot be changed to a Medical Excused Absence.

*Family vacations and Non-Deer Creek sponsored events, activities and travel are not considered excused absences.

*For District reporting and funding purposes, state and federal entities do not distinguish between an excused and unexcused absence. All absences whether excused or unexcused count against the District.

11. Students participating in approved school sponsored activities will be given an Excused School Activity Absence for the first 10 absences in accordance to OSSAA policy and state law.

12. Three (3) tardies will be equal to one (1) unexcused absence in individual classes each Semester.

13. If a student misses more than fifteen (15) minutes of a class period, the student will be counted absent for that class period.

Principals and staff will determine methods to promote attendance. Acceptable methods include, but are not limited to, contact with parent, counseling, schedule changes, make-up time, AM/PM/Lunch detention, and Intervention

College Visits:

Juniors and seniors may take a limited number of college visits during the school year. Juniors are limited to two and seniors are limited to four per year. Students participating in "College Visits" must adhere to the following guidelines:

- Must establish parental consent for the visit prior to the visit and the parent must call the attendance line prior to the visit.
- Must return with proper documentation from the university or college attended.
- Student may use a college visit to take a residual ACT Test.
- Student may only visit each university one time for application of this attendance exception.
- Approved college visits with the proper documentation do not count against semester test exemptions.

*All college visits are documented as an "Unexcused Absence" until all the above-mentioned criteria has been met.

Attending Co-Curricular and District Activities:

1. The Attendance Committee will work with the school staffs to develop monitoring and review procedures to keep conflicts between academic activities and co-curricular activities to a minimum. It is the student's responsibility to monitor their absences, amount of absences, and reasons for absence.
2. The head coach of each sport and co-curricular sponsors will submit a list of state and national competitions, including all contests for which students must earn the right to compete, to the building principal for review. The state and national contests will not count in the ten (10) days maximum that students can miss class for activities.
3. Principals will maintain a record of student absences for co-curricular activities in the office. Principals will prepare an addendum to attendance records, i.e., school registers that will explain why any student missed more than ten (10) days for co-curricular activities, excluding state and national contests.
4. The School Advisory Team will serve as the on-site review committee to hear any complaints related to these regulations. After hearing a complaint, a report will be made to the Superintendent, who is the next level of appeal. Anyone filing a complaint must include, in writing, the name(s) of the student(s), date(s), and class(es) missed which exceed the ten (10) days allowed. The complaint must be signed by the person bringing the complaint to the attention of the District. No anonymous complaints will be considered. The next level of appeal will be to the Board of Education.

Tardies

1 st unexcused tardy	
2 nd unexcused tardy	Teacher/Student Conference
3 rd unexcused tardy	Unexcused absence
4 th unexcused tardy	2 days detention/parent contacted by the teacher
5 th unexcused tardy	4 days detention assigned by the teacher
6 th unexcused tardy	Unexcused absence / Office referral

- *Tardies are calculated by course. Students may lose credit for a course due to excessive tardies which become unexcused absences.
- * All subsequent unexcused absences and tardies should be referred to the office.

If a student misses more than 15 minutes of a class period, the student will be counted absent. This includes leaving early from class.

ATTENDANCE APPEAL PROCEDURES

To avoid losing credit for coursework, students exceeding the 10 day limit may appeal for an exception to the policy according to the following guidelines:

- Students will provide all necessary documentation to their principal when they apply for an exception to the attendance policy.
- The appeal committee will be comprised of an administrative team. The committee will approve or deny credit based upon documentation provided.
- The committee has the liberty of granting exceptions on an hourly basis.
- The student will be notified as soon as the committee has examined all the documentation and has reached a final decision.

ATTENDANCE FOR STUDENT ACTIVITIES (Oklahoma State Department of Education 10 DAY RULE)

Excused School Absence (ESA): All students who are members of school activity groups are **limited to ten (10) ESA absences per school year** per class period. Students will receive an ESA for the following reasons:

- Participation in school-sponsored state/national level events
- Contests in which the student has earned the right to compete (including Independent Athletics competitions)

- Activities held on campus and sanctioned by the principal
- On-campus visits by college or career technical representatives
- College entrance examinations
- Appearance before local civic groups

Students are responsible for tracking the number of ESA absences they have used. Once a student goes over their limit of 10, all other absences will be coded as EA.

No student who is absent more than three (3) hours on the day of a scheduled school activity due to personal illness or an unexcused absence will be allowed to participate in a school activity.

BEHAVIOR AT ATHLETIC CONTESTS

All students should exhibit good fan sportsmanship when attending athletic contests. Students should be spirited in a positive fashion toward our own athletes and not display negative behavior toward the opposing team, band, officials, fans, or coaches. Students using inappropriate language, chants, signs, or cheers will be removed from the event. Further disciplinary action may be administered by school administration that may include exclusion from attendance of athletic contests for the remainder of the season or year. Students who attend any athletic event under the influence of alcohol or an illegal substance will be subject to a breathalyzer test. (See Use or Possession policy p. 27)

BULLYING

STATEMENT OF PHILOSOPHY

Deer Creek Schools is committed to creating a safe, healthy learning environment for all students that enhances personal safety and encourages respect, dignity and equality among students.

Deer Creek Schools is committed to creating and maintaining a learning environment that is free from bullying.

DEFINITION

1. Statutory definition of harassment, intimidation, and bullying:

70 O.S. §24-100.3(c) of the School Safety and Bullying Prevention Act defines the term “bullying,” as including, but not limited to a pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication; directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student that a reasonable person should recognize will:

- A. Harm another student;
- B. Damage another student’s property;
- C. Place another student in reasonable fear of harm to the student’s person or damage to the student’s property; or
- D. Insult or demean any student or group of students in such a way as to disrupt or interfere with the school’s educational mission or the education of any student.

2. The “Reasonable Person” Standard

In determining what a “reasonable person” should recognize as an act placing a student in “reasonable” fear of harm, staff will determine “reasonableness” not only from the point of view of a mature adult, but also from the point of view of an immature child of the age of the intended victim along with, but not limited to, consideration of special emotional, physical, or mental needs of the particular child; personality or physical characteristics, or history that might cause the child to be particularly sensitive to efforts by a bully to humiliate, embarrass, or lower the self-esteem of the victim; and the discipline history, personality of, and physical characteristics of the individual alleged to have engaged in the prohibited behavior.

BULLYING ON CAMPUS CAN HAVE LONG-LASTING RESULTS FOR MANY STUDENTS:

These acts cause feelings of anxiety, fear, and shame in the students who are targets. They can interfere with concentration, inhibit full participation in class and interrupt academic and social learning.

Witnesses and bystanders also experience similar feelings, as they know they could be the bully’s next target.

Bullying can trigger tragically violent responses in some students with other risk factors as have been seen in schools across the nation.

Bullying can be the early warning sign for further anti-social, aggressive and increasingly violent behavior.

EXAMPLES OF PROHIBITED BULLYING BEHAVIOR:

Name calling, racial slurs, pushing, crowding, or hitting, pinching, making fun of a person’s body, telling mean jokes about someone, threatening to hurt someone, rude hand gestures, taking things without permission

BULLYING WILL NOT BE TOLERATED ANYWHERE AT DEER CREEK SCHOOLS:

This includes school facilities, premises, and non-school property if the student is at a school-sponsored, school-approved or school-related activity, event or function where students are under the supervision of staff.

SPEAK UP WHEN POSSIBLE:

If possible the target should tell the bully/harasser to stop. To the extent that a person feels safe and comfortable doing so a target is first encouraged to confront the bully/harasser, telling them to stop because their actions are unwelcome.

Bystanders are also encouraged to speak up when possible, telling the bully or harasser to stop the conduct because it is disrespectful, unwelcome, hurtful, unfair, etc.

REPORTING:

Reporting bullying to school staff is encouraged. Anyone may report bullying. They may report it to any school staff member. Each school has specific protocol that indicates the proper “chain of command” for reporting procedures. The staff is expected to act on all reports and to pass the report on to the school administrator.

CONFIDENTIALITY:

Deer Creek Schools’ staff will strive to maintain confidentiality of any student target or bystander who reports bullying. The school staff will also respect the confidentiality of the student accused of bullying. Any disclosure of reported information, including the identity of a student, will be made only to individuals involved in the school’s response to the incident and to law enforcement as required under state law.

NO RETALIATION:

Deer Creek Schools will not tolerate retaliation for reporting bullying. School staff will discipline any student who retaliates against anyone who reports an incident, or against any person who testifies or assists in an investigation. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment, whether physical or verbal.

STUDENT ACCOUNTABILITY:

Deer Creek Schools expect students to demonstrate respectful behavior throughout the campus, on the bus, and at all school-sponsored events. Students whose behavior is found to be in violation of this policy will be subject to appropriate actions as identified in this policy.

STAFF ACCOUNTABILITY:

All school staff is expected to model respectful interaction with all incidents immediately, and in a manner consistent with school policy. Training will be provided on an annual basis to provide education and to enhance staff skills for responding effectively to bullying.

Staff members who witness an incident among students are expected to intervene by:

- Responding immediately
- Establishing the safety of the target
- Educating both students by identifying the unacceptable behavior and explaining its harmful impact on the target and other students
- Setting a logical, reasonable and educational consequence for the bully or harasser, which promotes the safety of the target. Targets will not receive consequences.

EVALUATION:

The Safe School Committees from each school site have given input into the development of this policy. These committees will annually review the policy and provide comments to the Board of Education on the policy's effectiveness and make recommendations for improvement.

BULLYING PREVENTION PROCEDURES

Procedures Related to Bullying: This policy will be in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school-sponsored activities, or at school-sanctioned events, and while away from school grounds where the misconduct directly affects the order, management, welfare, and learning environment of the school district.

If any person is aware of or sees or is a victim of bullying as defined in this Policy and Policy JGA, such person must report the same to the principal of the building immediately. Reports may be made anonymously; however, no formal disciplinary action will be taken solely on the basis of an anonymous report. Any written documentation of the alleged incident(s) shall be provided to the principal. If the bullying involves electronic communication as defined in Policy JGA, a printed copy of the communication as well as any identifying information, such as an email or web address, shall be provided to the principal.

The principal will contact the superintendent within twenty-four (24) hours of a report of bullying and begin conducting an investigation to determine the severity of the event and potential for future violence. If during the course of the investigation it appears a crime may have been committed, the principal and/or superintendent shall notify local law enforcement and request that the alleged victim also contact law enforcement to report the matter

for potential criminal investigation.

During the pendency of the investigation, the Principal should take appropriate action to ensure the safety of all students involved. The principal shall make a determination as to whether the alleged conduct is actually occurring. If it is determined that the school's discipline code has been violated, consideration will be given to alternative methods of punishment to determine that the most effective method of discipline is carried out in each specific case. Some methods of discipline which may be considered, include, but are not limited to:

1. Conference with the student and/or parents
2. In-school suspension
3. Detention
4. Referral to a counselor
5. Behavioral contract
6. Changing of student's seat or class assignment
7. Requiring student to make financial restitution for damaged property
8. Requiring student to clean items or facilities damaged by student's behavior
9. Restriction of privileges
10. Notification of law enforcement
11. Suspension

If it is determined that an act of bullying has occurred, a referral will be made to a delinquency prevention and diversion program administered by the Office of Juvenile Affairs.

Once the investigation has been completed, the principal or superintendent may recommend that available community mental health care counseling be provided to the student, if appropriate. If such a recommendation is made, the Superintendent may further require the student (if 18 or over) or the parent or guardian of the student to allow disclosure of any information concerning students who have received mental health care pursuant to this policy that indicates an explicit threat to the safety of students or District personnel as a condition of being allowed to return to school provided that such disclosure is in compliance with the law.

Notification shall be provided to the parents/guardians of a victim of verified, documented bullying as well as to the parents/guardians of the perpetrator within three (3) days of the conclusion of the investigation.

Bullying Prevention and Education: In conjunction with its disciplinary and investigatory measures, District shall work to prevent bullying, threatening behavior, harassment and intimidation by providing students and staff with education regarding bullying and threatening behavior, harassment, and intimidation. Such educational programs may include, but are not limited to, discussions with classroom teachers, assemblies, multimedia presentations, and in-service training and exercises. The purpose of the educational programs shall be to assist District students and staff in the identification of bullying behaviors, reporting procedures, and the consequences for violation of school rules and policies.

Annual written notice of this policy will be provided to parents, guardians, staff, volunteers, and students with age-appropriate language for students. Notice of the policy will be posted at various locations within each school site, including but not limited to, cafeterias, school bulletin boards, and administrative offices. The policy will be posted on the school district's website at and at each school site that has an Internet website. The policy will be included in all student and staff handbooks.

BUS BEHAVIOR [Board Policy JFCC/EEAB](#)

The School Laws of the State of Oklahoma stipulate that transportation by bus **may** be furnished by the school district but that the district is not required to do so. Therefore, by law, it is a privilege to ride a school bus and not a right to such transportation.

Once a child boards the bus, and only at that time, does he or she become the responsibility of the school district. Such responsibility shall end when the child is delivered to the regular bus stop at the close of the school day.

Students are to conduct themselves on the bus in a manner consistent with established standards for classroom behavior.

Children who become a serious disciplinary problem on the school bus may have their riding privileges suspended by the principal. In such cases, the parents of children involved become responsible for transporting their children to and from school safely.

Rules and Regulations for Bus Riders:

- Stay off the road at all times while waiting for the bus
- Wait until the bus comes to a complete stop before attempting to enter
- Keep hands and head inside the bus at all times
- Remember that loud talking and laughing or unnecessary confusion diverts the driver's attention and may result in a serious accident
- Treat bus equipment as you would valuable furniture in your own home
- Keep belongings out of the aisles
- Do not throw anything out of the bus window
- Do not leave your seat while the bus is in motion
- Respect other students and the bus driver
- Be absolutely quiet when approaching a railroad crossing stop
- No eating, drinking, or gum chewing on the bus
- When crossing the road, go at least ten feet in front of the bus, stop, check traffic, watch for the bus driver's signal, and stay clear of traffic

Penalties for Student Misconduct:

The driver of a bus, whether on a regular route or on an extracurricular trip, will report all instances of student misconduct to the transportation director. The transportation director will notify the appropriate principal via the student information system.

1. The first offense will carry a warning to the student and parents/guardians and such other action as deemed appropriate by the transportation director.
2. The second offense will be referred to the principal and may result in loss of the privilege of riding the bus for up to one week.
3. The third offense will be referred to the principal and may result in loss of the privilege of riding for up to the remainder of the current semester and all of the succeeding semester.

Severe Clause: Students who become involved in a serious disciplinary problem including, but not limited to bullying, harassment, intimidation, assault, fighting, verbal assault, possession/sale/use of alcohol/drugs, and any action that includes the safety of the school bus as a first or second offense may have their riding privileges suspended by the principal or superintendent. Transportation of students is a privilege and is not required by law.

CELL PHONE USE/ Electronic Devices [Board Policy JFCK](#)

Cell phones have become an essential communication tool in the 21st Century. Many cell phones can be used as instructional tools as well. In contrast, most phones have cameras, music features, recording features, and texting features which can all be misused. Everywhere else in society we have been taught when cell phone use is

appropriate and when it is not. For example, airplane travel, church services and movie showings often start with a reminder to silence all cell phones. It is the expectation of the Board of Education that Deer Creek students be taught appropriate use of cell phones at school. Therefore, it is the policy of the Board of Education that a student may possess and use a cell phone while on District property at appropriate and allowable times and only in designated areas or while in transit under the authority of the school. Possession and use of a cell phone must fall within these guidelines:

- Teachers have sole discretion in classrooms and may approve use during class time. Otherwise, cell phones should be turned off and put away.
- Cell phones may be used in other areas within the school, on school grounds, and on school transportation as designated by the administration. Designated areas may vary from school to school within the district.
- **Cell phone cameras and audio recorders may only be used for specific educational benefit and only with prior permission of the teacher or administrator.** While it is the desire of the Board of Education to provide opportunity regarding cell phone use, failure to adhere to established guidelines may result in consequences similar to the consequences for other disruptions to the educational process including the confiscation of cell phones. Students who choose to bring cell phones to school do so at their own risk. The school district assumes no liability for lost or stolen cell phones.

Expectations for appropriate cell phone and electronic device use:

- **Cell phone use is limited to instructional purposes while in the classroom or with permission of the teacher.**
- **Refrain from taking photos, audio recordings, or videos of others without their expressed consent.**
- **Refrain from sharing photos, videos, or recordings of others through text message, via apps/social media, or showing person to person without the consent of those involved.**

CHILD FIND

Children with special needs, regardless of the severity of their needs/disabilities, are entitled to a free appropriate public education (FAPE). Deer Creek Schools provides specialized programming through specially trained teachers to provide education-related services.

Public schools are mandated under Public Law 108-446, "Individuals with Disabilities Education Act" 2004 (IDEA), to coordinate services for children with disabilities throughout the local communities within the district boundaries. Each district is also mandated to search and find all children with disabilities who reside within their district. This is accomplished in a variety of ways including but not limited to: radio/TV/news paper ads and articles, posters located in libraries, hospitals, clinics, U.S. Post Offices, and apartment complexes.

Within our district boundaries there may be school-age special children, 3 to 21 years, who are not being educated by Deer Creek Schools. The Deer Creek Special Services Department needs your help to find them. If you have, or know of, any special child from pre-school to age 21 who is not currently enrolled in a special education program, please let us know by contacting Special Services at 348-6100.

CLOSED CAMPUS [Board Policy JEFA](#)

School Board Policy JEFA covers the closed campus at Deer Creek. The policy is as follows:

The campus will be closed to students leaving during the regularly scheduled school day. Students may leave only with permission from their respective school principals. No outside vendor deliveries are allowed.

The only exceptions shall be:

- Students who must leave to attend Francis Tuttle Career Technical School, Peer Mentoring, or concurrent enrollment.
- Students leaving to participate in school sponsored activities (tennis, golf, etc.)

Closed campus also includes parking lots. Students are not allowed to be in any parking lot during the school day. Students needing to go to their car should get a note from the office.

CLUBS AND ORGANIZATIONS

Deer Creek High School strives to offer a variety of opportunities in which our students may participate. The mission of these clubs and organizations is to provide a positive outlet so that our students can be connected to the larger school community. Rules for establishing any curricular club include:

1. A certified teacher must agree to serve as the sponsor of the organization.
2. The objective of the organization must be consistent with the objectives and philosophy of DCHS.
3. Objectives of the organization must be submitted to the principal for approval.
4. Assurances must be given that no discrimination exists in regard to national origin, gender, or religion.
5. All new club proposals must be submitted by the end of the 1st semester of the school year.

Parents/ guardians shall be responsible for preventing their child from participating in a club or organization in which permission for their child is withheld.

COLLEGE VISITS

Juniors and seniors may take a limited number of college visits during the school year. Juniors are limited to two and seniors are limited to four per year. Students participating in “College Visits” must adhere to the following guidelines:

- Must establish parental consent for the visit prior to the visit and parent must call the attendance line prior to the visit.
- Must return with proper documentation from the university or college attended.
- Student may use a college visit to take a residual ACT Test.
- Student may only visit each university one time for application of this attendance exception.
- Approved college visits with the proper documentation do not count against semester test exemptions.

*All college visits are documented as an “Unexcused Absence” until all the above-mentioned criteria has been met.

CONCURRENT ENROLLMENT

Students who are enrolled in concurrent enrollment classes which are held on campus must adhere to DCHS school policies and procedure while attending college courses. Students who are on campus during hours and days when concurrent courses are not in session may report to the library or make arrangements to attend a study hall with a teacher. If a concurrent enrollment student needs to report a conflict with a university instructor, he/she should contact the university and notify their counselor. Students who withdraw from their concurrent class will receive a “No Credit” (NC) on their transcript. “NC” calculates as an F in a student’s GPA.

DANGEROUS WEAPONS [Board Policy JFCJ](#)

Weapons of any type, including toy “look-a-likes,” are banned from all District property, including buses. At no time will weapons be in students’ possession while on school property, in their cars on school property, in school lockers, or on school buses. Weapons are also banned at and going to and from all extra-curricular activities and field trips.

Possession of knives or other weapons, not including firearms (in vehicle or belongings, on student's person or anywhere else on school property)*

First offense - Up to a forty-five (45) day out-of-school suspension (school days) and a possible referral to law enforcement.

Second offense - Forty-five (45) day out-of-school suspension (school days) and referral to law enforcement.

Third offense - Out-of-school suspension for the remainder of the current semester and all of the succeeding

semester and referral to law enforcement.

*A weapon other than a firearm includes a knife, razor, karate stick, metal knuckles, live ammo, or any other object which by the way it is used or intended to be used is capable of inflicting bodily harm.

**Based on the severity of the offense, administrators may use discretion to move up consequences given.

Firearms

First offense – Out-of-school suspension for one calendar year and referral to law enforcement.

Students in violation of this policy will be suspended out of school in accordance with the student discipline policy JG.

School administrators, in their discretion, may deviate from the consequences identified in this policy for offenses involving weapons other than firearms in appropriate cases.

Law Enforcement will be notified by school administration in every case.

DEMONSTRATIONS OR MEETINGS ON SCHOOL PREMISES

(Non-school sponsored)

Any student who wishes to promote, organize or participate in a demonstration or meeting on school premises other than those sponsored by the school must obtain prior approval from the principal at least three (3) school days prior to the requested activity. The three (3) day period does not include the day of the request or the day of the activity.

DISRUPTIVE ACTS AT THE END OF SCHOOL TERM

Any student who engages in disruptive behavior on or near the last day of the school year with the obvious intent of avoiding disciplinary action may be suspended for the remainder, if any, of the current school year and into the first semester of the following school year. For Seniors, disciplinary actions may include suspension for remainder of the year, holding of diploma and grades, and/or loss of participation in graduation activities.

DISTRICT COMPUTER NETWORK / INTERNET USAGE [Board Policy GBP/INI](#)

A district-wide computer network is provided to students, teachers, and staff to promote educational excellence in our schools by facilitating resource sharing, innovation, and communication. The District's computers, equipment, and software are intended for administration, education, and academic research purposes only. Access to network services is given to students who agree to act in a considerate and responsible manner. To gain access to these services and resources, all students under the age of 18 must obtain parental permission and must sign and return the parent permission form to the school. Students age 18 and over may sign the agreement themselves and must sign to have computer / Internet access. All portions of the district's network agreement must be signed and initialed prior to a network account being established.

Users should not expect that files stored on district file servers are private. Network Administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. The user in which the account was initially assigned will assume all responsibility for activity on the account.

Student use of district computer facilities is subject to supervision by any district administrator and/or staff member.

The right to use district computer facilities and equipment may be revoked at any time.

The District's computer network shall **not** be used:

1. To violate an individual's right to privacy;
2. To access passwords, materials, information, or files of another person or organization without permission;
3. To violate copyright laws;
4. To spread computer viruses;
5. To deliberately attempt to vandalize, damage, disable, or disrupt the District's property or the property of any other individual or organization.

6. To locate, receive, transmit, store, or print files or messages which are profane, obscene, or sexually explicit, or which use language that is offensive or degrading to others;
7. To campaign for or against any political candidate or ballot proposition or for political lobbying.
8. For any commercial purpose unless authorized by the Administration or Board of Education.
9. To engage in any activity prohibited by United States or Oklahoma law.
10. Also, students may not use the Internet to access: Telnet, FTP, Chat, Usenet/News, email, Auctions, Instant Messaging, Online Games, MySpace, Facebook or any other application not approved by Network Administrators.

Additionally, students may not:

11. Modify the configuration of any computer or application.
12. Install, download, or remove any software or hardware on any computer or application.
13. Add or remove any shortcut to the desktop, taskbar, menu bar, etc.
14. Login, or attempt to login, as an unauthorized user in order to gain access to the network and/or Internet. Students shall not login on another students' login.
15. Access or modify information from an unattended computer that is logged in as another user.

Consequences for Computer Misuse: Students who violate the Internet User Agreement are subject to disciplinary action which may include denial of computer privileges, in-school intervention (ISI), or suspension.

Blogs/ Websites/ E-mails/ Instant Messages/ Text Messages

Messages/blogs/electronic messaging which imply student intent at school, or slanderous and inappropriate activity during the school day will fall under the school district behavior policy, which includes bullying, and/or turned over to the School Resource Officer for prosecution through the Oklahoma District Attorney. Messages which happen after school hours can still be acted upon if the school administration feels the school environment is threatened, made unsafe, or general disruption of the environment is taking place based on bullying or slanderous messages. (See Bullying policy p.19)

DRESS CODE [Board Policy JFCA](#)

It is hoped that parents and students will use mature judgment and good taste in complying with these minimal restrictions. Grooming and dress at Deer Creek Schools must not constitute a distraction or interfere with the educational opportunities of students.

Expectations:

1. Above the chest to below the pelvic region (upper and lower torso) including buttocks, should be covered at all times.
2. Shorts, dresses, tunics, tops worn with leggings, and skirts should be a length that sufficiently covers all private parts.
3. Any school issued uniform may be worn during the school day if the uniform meets the above dress code requirements.

Prohibited on School Property:

1. Headgear such as hats, caps, bandanas, sunglasses, hoods and stocking caps
2. Bare feet, house shoes/slippers
3. Bike or animal chains, collars or spikes
4. Apparel that is too tight, too loose, too sheer, too short or too revealing, including but not limited to: crop tops, mini-skirts, short shorts, skirts with slits, exposed or visible underwear, outer garments that look like underwear, muscle shirts, mesh/sheer shirts without a T-shirt underneath, and low-cut clothes, including attire that exposes the chest or breasts.

5. Apparel or accessories with offensive or suggestive slogans, logos, symbols, or images that pertain to immorality, vulgarity, obscenity, nudity, promotion of violence and/or gang or cult activity, or that advertises or promotes dangerous weapons, tobacco, alcoholic beverages, illegal chemical substances, drug-related items, drug paraphernalia or other items or activities that are illegal for the general population or for minors.

Where a bona fide religious belief or health need of a student conflicts with the school dress code, reasonable accommodation shall be provided. Any student desiring accommodation shall notify the school principal in writing of the requested accommodation and the factual basis for the request.

Any variation to the above dress code will be subject to the approval of the principal.

DROPPING / ADDING CLASSES

From the beginning of the scheduling process in January until end of school, students are given ample opportunities to take part in the development of their schedules. **Schedule change requests will be granted only in unusual situations and with administrative approval. Schedule change requests may be made for the following reasons only:**

- A. To make up failures
- B. Computer error
- C. Outside credit earned
- D. Misplacement due to lack of recommended courses or inadequate background

Students may not change their schedule after 10 school days of the semester. Schedule changes are made through the counselors' office. Students should complete a schedule change form and make an appointment with their appropriate counselor before possible changes will be granted. Teacher signature may be required before a student drops a course.

ELIGIBILITY

Eligibility for students will be checked after three weeks of the semester and each succeeding week thereafter. Teachers will update grades by 3:00 P.M. each Thursday. The period of probation and ineligibility will always begin the Monday following the day eligibility is checked. Methods should be devised to check weekly grades of career-tech students and all concurrently enrolled students. A student must be passing in all subjects he/she is enrolled in during a semester. If a student is not passing all subjects enrolled in on the day of the grade check, he/she will be placed on probation for the next one week period. If a student is still failing one or more classes during the next week on the grade check day, he/she will be ineligible to participate during the next one-week period. The ineligibility period will begin on Monday and end on Sunday. A student who has lost eligibility under this provision must be passing all subjects in order to regain eligibility. A student regains eligibility with the first class of the new week period (Monday through Sunday). Passing grade means work of such character that credit would be entered on the records were the semester to close at that time. (This is a summary of Rule 3 - Scholastic Eligibility from the O.S.S.A.A. Administrator's Handbook).

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

The Uninterrupted Scholars Act (Public Law 112-278) was enacted on January 14, 2013. The Act amends FERPA to permit educational agencies and institutions to disclose a student's education records, without parental consent, to a caseworker or other representative of a State or local child welfare agency or tribal organization authorized to access a student's case plan "when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student."

FERPA gives parents/guardians certain rights with respect to their children's education records. Education records are defined as all "materials maintained by the school, district, district employee or district agents, which is directly related to a student and maintained by the district or a party acting for the district." Records include, but are not limited to, documents, tape recordings, and video recordings. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

Parents/guardians or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents/guardians or eligible students to review the records. Schools may charge a fee for copies.

Parents/guardians or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- School officials with legitimate educational interest;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "DIRECTORY" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents/guardians and eligible students about directory information and allow parents/guardians and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents/guardians and eligible students annually of their rights under FERPA. OKCPS annually discloses this information in the Student/ Parent handbook. For additional information, you may call 1-800-USA-LEARN (1-800-872-5327) (voice) or TDD may call 1-800-437-0833. Or you may contact the US Department of Education:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920

GRADING POLICY [Board Policy IKA](#)

The Board of Education believes that grades are one measure of a student's progress toward successful completion of his or her education so that after graduation the student is prepared for success in future endeavors. The issuance of grades on a regular basis is one means of communication with parents and students about the student's progress,

one means of evaluating that progress and one means of providing a basis for bringing about a change in student performance, if necessary.

Students in grades 3-12 shall receive semester grades of “A”, “B”, “C”, “D”, or “F” based on the following scale:

- A 90-100
- B 80-89
- C 70-79
- D 60-69
- F 0-59

All grades, daily work, projects, performances and exams will be the basis for determining grades.

Students who take Pre-Advanced Placement or Advanced Placement classes for high school credit, whether taken in the Middle School or High School, shall have their cumulative grade point average figured on the five point grading system, which awards an extra .5 quality point for each Pre-advanced Placement class taken and an extra 1.0 quality point for each Advanced Placement class taken. Class rank will be based on the weighted GPA, and unweighted cumulative GPAs will be provided when requested.

Grade	Non-Weighted Points	Pre-AP Weighted Points	AP Weighted Points
A	4	4.5	5
B	3	3.5	4
C	2	2.5	3
D	1	1.0	1
F	0	0	0

High School and Middle School

Deer Creek High School and Deer Creek Middle School will generate each week a list of all students with a “D” or “F” in any class. All students who are achieving below 70% in any core academic course will have the opportunity to obtain tutoring through the program organized by the schools.

Grades and attendance are posted online through the Infinite Campus parent portal. If you do not have a code, please contact the DCHS office at 348-5720.

Occasionally, Infinite Campus is not available due to maintenance. If you have questions, you may access information through assistant principals or counselors or teachers. Final grades will not be sent through the mail. All final grades will be accessed through the parent portal in Infinite Campus.

HALL PASSES

Students will need to carry their pass with them at all times when walking around campus. Exceptions will be made for students with medical needs.

HAZING PROHIBITED

It is the policy of this school district that no student or employee of the district shall participate in or be members of any secret fraternity or secret organization that is in any degree related to the school or to a school activity. No student organization or any person associated with any organization sanctioned or authorized by the board of education shall engage or participate in hazing. (School Laws of Oklahoma; Section 826)

STUDENT INSURANCE:

The Deer Creek School District has made arrangements to offer Student Accident Insurance for all students from K&K Insurance Group. We make this coverage available to parents for their children who are students enrolled in

our schools. The Deer Creek School District does not provide insurance coverage or medical reimbursements to parents for injuries that occur during school, including those incurred during gym classes, recess, etc. While this coverage is optional, it is important that you review the coverage options available to you and consider purchasing this coverage, especially if your family has health insurance with a high co-payment for doctor and emergency visits, or a high-deductible plan, etc. You may find more information regarding Student Accident Insurance on the [Deer Creek School District Website](#).

LIBRARY MEDIA CENTER

The mission of the DCHS Library Media Center is to make students and staff effective users of ideas and information and to help create lifelong readers and learners. Library Media Center hours are 7:45 A.M. to 3:35 P.M. Students must have a pass to come to the library during the school day, including lunchtime. Students may not eat lunch in the library without written permission. A pass is not needed before and after school. Students may check out two books at a time; the checkout period is for two weeks. Fines for books returned after the due date accumulate at five cents per day. Reference books and magazines may be checked out overnight only; this means checked out after seventh period and returned before first period the next school day. The librarian is always available to help you find materials to meet both your information needs and your recreational reading interests.

LOCKERS AND STORAGE

Each student will be assigned a locker(s) at student's request. It is the student's responsibility to secure the locker. It is the student's obligation to replace any lost or stolen item that is stored in a locker. This policy applies to both traditional and athletic lockers. Lockers are subject to search at any time.

LUNCH HOUR

All students are expected to eat lunch in the high school cafeteria; we are a closed campus meaning students may not leave for lunch. Deliveries are not allowed and will not be accepted for the safety of our campus. Food will only be eaten in the high school cafeteria unless under the direct supervision of a teacher, (i.e. test make-ups) Students must have a hall pass signed by a teacher if they are planning to leave the cafeteria during lunch to attend homework lunch. **Students are not allowed to leave the cafeteria, which includes parking lots, lockers, classrooms or to go to the vending machines.**

MEDICATION [Board Policy JHCD](#)

Purpose

The purpose of this Policy is to identify when District personnel are authorized to administer medication to students, when students are authorized to self-medicate and how District personnel will maintain, administer, monitor and dispose of student medication.

Definitions

For purposes of this Policy, these terms have the following definitions:

“Medication” means a metered dose inhaler or a dry powder inhaler to alleviate asthmatic symptoms, prescribed by a physician and having an individual label, or an anaphylaxis medication used to treat anaphylaxis, including but not limited to Epinephrine injectors, prescribed by a physician and having an individual label, or replacement pancreatic enzymes prescribed by a physician and having an individual label.

“Parent” means a parent, a court appointed guardian or a person having legal custody.

“Self-administration” means a student's use of medication pursuant to prescription or written direction from a physician.

Policy

Under Oklahoma law, a school nurse, an administrator or a designated school employee may administer prescription and nonprescription medications to students. Only designated employees who have successfully completed specific training in the administration of nonprescription and prescription medications may administer medication to students with legitimate health needs.

The parent must deliver the student's medicine to the school nurse or school administrator in its original container with the parent's written authorization for administration of the medicine. The parent's authorization must identify the student, the medicine and include or refer to the label for instructions on administration of the medicine. The school nurse, an administrator or a designated employee will administer the medicine to the student pursuant to the parent's instructions and the directions for use on the label or in the physician's prescription. The parent must complete a new authorization form annually and for each change of medication. The District will maintain the authorization form as a part of the student's health record. Authorization forms will be available in the office or school nurse. A parent who chooses to do so may come to the school and personally dispense medication to the student.

The administration of each school will keep a record of the students to whom medicine is administered, the date of administration, the person who administered the medicine and the name or type of medicine administered.

Medications will be stored in a separate locked drawer or cabinet that is readily accessible only to the persons who will administer the medication. Medications requiring refrigeration will be refrigerated in a secure area.

Any person administering medicine to a student will participate in training by October 1 of each year conducted by a school nurse or other health care professional. The training will include:

- Review of state statutes and school rules and regulations (including this Policy) regarding administration of medication by school personnel;
- Procedures for administration, documentation, handling and storage of medication; and
- Medication needs of specific students, desired effects, potential side effects, adverse reactions and other observations.

Only those persons who successfully complete the training are authorized to administer medication. Each school site will maintain a current list of those authorized to administer medication at that site.

Self-administration of inhaled asthma medication by a student for treatment of asthma, an anaphylaxis medication used to treat anaphylaxis, and the self-administration of replacement pancreatic enzymes by a student for treatment of cystic fibrosis is permitted with written parental authorization. The parent or guardian of the student must also provide a written statement from the physician treating the student that the student has asthma or anaphylaxis and is capable of, and has been instructed in the proper method of, self-administration of medication. Additionally:

- A. The parent or guardian must provide the school with an emergency supply of the student's medication to be administered as authorized by state law.
- B. The school district will inform the parent or guardian of the student, in writing, and the parent or guardian shall sign a statement acknowledging, that the school district and its employees and agents shall incur no liability as a result of any injury arising from the self-administration of medication by the student.
- C. Permission for the self-administration of asthma, anaphylaxis medication, or replacement cystic fibrosis enzymes is effective for the school year for which it is granted and shall be renewed each subsequent school year upon fulfillment of the above requirements.

D. A student who is permitted to self-administer asthma medication or anaphylaxis medication shall be permitted to possess and use a prescribed inhaler, ~~or~~ anaphylaxis medication, or replacement pancreatic enzyme medication at all times.

E. If the parent and physician authorize self medication, the District is not responsible for safeguarding the students' medications or specialized equipment.

F. Students who self-administer medication are prohibited from sharing their medication or special equipment. If a student engages in these activities the parent will be contacted and a conference will be scheduled with the parent, student, nurse and other appropriate persons.

G. Students who self-administer medication are encouraged to wear Medic Alert bracelets or necklaces.

Nonprescription medication - School staff will only administer nonprescription medication with the parent's written authorization and according to label directions or written instructions from the student's physician. The medication must be in an unopened original container that indicates:

- Student name (affixed to the container);
- Ingredients;
- Expiration date;
- Dosage and frequency;
- Administration route, i.e., oral, drops, etc.; and
- Other directions as appropriate.

School staff will only administer aspirin (acetylsalicylic acid) and products containing salicylic acid with written instructions from the student's physician. The parent must provide and maintain a supply of nonprescription medication for the student.

Narcotic medication – School staff will not administer narcotics at school unless written instructions from the physician have been received. A doctor's order stating that it is permissible to administer the narcotics at school is required.

Prescription medication - School staff will only administer prescription medication with written authorization and instructions. Prescription medication must be in the original container that indicates:

- Student name;
- Name and strength of medication and expiration date;
- Dosage and directions for administration;
- Name of the licensed physician or dentist;
- Date, name, address and phone number of the pharmacy.

The parent must provide and maintain the supply of prescription medication for the student.

The parent must reclaim any remaining medication by the last official day of school closing or within seven days after the prescribing physician discontinues the medication. The school nurse or designated employee will destroy in a nonrecoverable fashion in the presence of a witness any medication not timely reclaimed. The person who destroys the medication will record the following information:

- Date of destruction;
- Time of destruction;
- Name and quantity of medication destroyed; and
- Manner of destruction of medication

Any and all controlled substances will be destroyed according to state law.

The school nurse or designated employee will advise the principal or designee if a recommendation is made by school personnel to discontinue the administration of medication to a student. The final determination as to whether a medication will be discontinued to be provided will be made by the student's physician

Students shall be permitted to possess and self-apply sunscreen that is regulated by the Food and Drug Administration without the written authorization of a parent, legal guardian, or physician. Students applying sunscreen are prohibited from applying sunscreen during instructional time. Aerosol spray must be applied outside of school buildings and away from other students. Students shall not be allowed to apply sunscreen to other students. Students who do not conform to these rules will be disciplined by the administration in accordance with school discipline policies.

MENINGITIS

Meningococcal (men-IN-jo-kok-ul) disease is a rare but sometimes fatal disease caused by a bacterium called *Neisseria meningitidis*. The disease causes either meningitis, severe swelling of the brain and spinal cord, or meningococemia, a serious infection of the blood.

Although the risk is extremely low, disease does occur. Babies less than a year old have the highest risk for meningococcal disease, but no vaccine is available to protect them. Teenagers and young adults, aged 15 to 22 years, are at increased risk because of behaviors that spread the disease. On average two to three people in this age group get meningococcal disease every year in Oklahoma. More than half of these could be prevented by vaccine. College freshmen living in dormitories have a greater chance of contracting the disease than other persons their age. Others at increased risk are those with immune system problems, without a spleen, and traveling to parts of the world where the disease is more common. **For complete meningitis information see pages printed at the end of this handbook.**

MOTOR VEHICLES ON SCHOOL GROUNDS

Driving a vehicle to school is a privilege that is granted to students who have a valid Oklahoma driver's license and current vehicle insurance and are willing to abide by the rules of Deer Creek High School. All vehicles are to be registered. The following amounts have been set for registration:

- The cost of a parking permit is \$50; second semester cost is \$25 (regardless of when purchased).
- All vehicles must be registered before a student is allowed to drive his/her vehicle to school.
- In order to register a vehicle, the student must show proof of insurance and a valid driver's license.
- Students will be assigned to park in either the PAAC, raffle, or West parking lot in areas designated for student parking.
- Students are not allowed to change parking lots during lunch or class changes, with the exception of 7th hour for athletes.
- Students are not to be in any parking lot or car during the school day without office permission. Students who are in the parking lot at an inappropriate time will be subject to search and/or disciplinary action.

- Students who violate the rules for parking will be fined \$20.00 for the first offense, \$30.00 for second offense, \$40.00 for third offense and the fourth offense may result in loss of driving privileges for the remainder of the school year. **Fines may not be appealed.** Fines may be paid with cash or check (no coins accepted).
- Driving privileges may also be revoked for other disciplinary reasons.
- Parking decals should be displayed and visible at all times.

Students are responsible to search their own vehicle and ensure no prohibited items are in their vehicles before driving on to school property. School officials have the right with reasonable suspicion to search vehicles located on campus during the school day and during school activities.

PUBLIC DISPLAYS OF AFFECTION

Public displays of affection are not appropriate in the classroom, halls, or anywhere on the school grounds. Inappropriate PDA, includes but is not limited to: kissing, excessive hugging, and inappropriate touching. Violators will be referred to the office for disciplinary action.

SALES

Advertising may be permitted if it is for approved school-related activities. Any advertising material which promotes the use of alcohol and tobacco is strictly prohibited. No person may display, offer to sell, or sell any item or service to students or school district personnel on school property, at school-sponsored events, or on school transportation unless he/she has the written permission of the school principal or the superintendent of schools.

SEARCHES [Board Policy JFG](#)

SEARCH OF A STUDENT, STUDENT PROPERTY, AND LOCKERS

The District Superintendent, principal, teacher, or security personnel, upon reasonable suspicion, shall have the authority to detain and search or authorize the search, of any student or property in the possession of the student when the student is on any school premises or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons, controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act, intoxicating beverages, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or for missing or stolen property if the property is reasonably suspected to have been taken from a student, a school employee or the school during school activities. The search shall be conducted by a person of the same sex as the person being searched and shall be witnessed by at least one other authorized person, of the same sex if practicable.

The extent of any search conducted pursuant to this policy shall be reasonably related to the objective of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction. In no event shall a strip search of a student be allowed. No student's clothing, except cold weather outerwear, shall be removed prior to or during the conduct of any warrantless search.

The Superintendent, principal, teacher or security personnel searching or authorizing the search shall have authority to detain the student to be searched and to preserve any dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, or missing or stolen property that might be in his or her possession, including the authority to authorize any other persons they deem necessary to restrain the student or to preserve any dangerous weapons, controlled dangerous substances, intoxicating beverages, low-point beer, or missing or stolen property. Students found to be in possession of such an item shall be subject to the written disciplinary consequences as defined in student handbooks and/or Board of Education policies.

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

expectation of privacy right towards school officials in school lockers, desks, or other school property.

3. Search of Student Vehicles

(See Motorized Vehicles on campus p. 23)

SECRET SOCIETIES/SORORITIES/FRATERNITIES

It is the policy of this school district that membership in secret fraternities or sororities or in other clubs not sponsored by established agencies or organizations is prohibited. Incidents involving initiation, hazing, intimidation, and/or related activities that may cause bodily danger, physical harm, personal degradation or disgrace resulting in physical or mental harm to students is prohibited. Any student causing and/or participating in activities which intimidate or affect the attendance of another student will be subject to disciplinary action (See Bullying p. 15).

SECTION 504 INFORMATION AND PROCEDURAL SAFEGUARDS

Section 504 of the Rehabilitation Act of 1973 requires that:

“No qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives or benefits from Federal financial assistance.”

Section 504 applies to preschool, elementary, secondary, and adult education programs and activities that receive or benefit from Federal financial assistance for the operation of such programs or activities. Each recipient that operates a federally assisted public elementary or secondary education program must provide a free appropriate public education to each qualified person in its jurisdiction, regardless of the nature or severity of the person’s disability. Recipients that operate a public elementary or secondary education program must also annually attempt to identify and locate unserved children with disabilities.

Section 504 regulations at 34 CFR 104.3 (j-I) defines a person with a disability as any person who: has a physical or mental impairment which substantially limits one or more major life activities; has a record of such an impairment; or is regarded as having such an impairment.

For purposes of public education services; a qualified person with a disability is: of an age that persons with disabilities are provided such services; of any age that it IS mandatory under state law to provide such services to persons with disabilities; or a person for whom a state is required to provide a free appropriate public education under the Individuals with Disabilities Education Act (IDEA).

Provision of an appropriate education is the provision of regular or special education and related services such that:

- Educational services are designed to meet individual educational needs of children with disabilities as the needs of nondisabled persons are met.
- Each child with a disability is educated with nondisabled children, to the maximum extent appropriate to the needs of the child with a disability.
- Nondiscriminatory evaluation and placement procedures are established to guard against misclassification or misplacement of students, and a periodic reevaluation is conducted of students who have been provided special education or related services.
- Procedural safeguards shall be established and implemented so that parents and guardians: receive notice with respect to actions regarding the identification, evaluation, or educational placement of children who, because of a disability, need or are believed to need special instruction or related services; have the opportunity to review relevant records; may challenge the identification, evaluation and placement decisions made with respect to their children; and have the opportunity to participate and be represented by counsel in any subsequent impartial hearing and review procedures.

Provision of a free public education requires recipients that operate a public elementary or secondary education program to provide services without cost to the person with a disability, or to the child’s parents or guardians, except for those fees imposed on nondisabled persons, parents or guardians. It also means that, if a school district is unable to provide a child with a disability with an appropriate education and places or refers that child to a program it does

not operate, the district is still responsible for the costs of the program, including tuition, room and board, transportation, and nonmedical care.

An appropriate education could consist of education in regular classes, education in regular classes with the use of supplementary services, or special education and related services. Special education may include specially designed instruction in classrooms, at home, or in private or public institutions, and may be accompanied by such related services as developmental, corrective, and other supportive services, including psychological counseling and medical diagnostic services.

Children with disabilities must also be afforded an equal opportunity to participate in nonacademic and extracurricular services and activities such as counseling, physical education, recreational athletics, transportation, health services, recipient sponsored clubs, recipient employment and assistance in obtaining outside employment. These services must be provided by the recipient in such manner as is necessary to afford students with disabilities in equal opportunity for participation.

Elementary and secondary school recipients operating preschool and adult education programs may not exclude qualified persons with disabilities and must take into account their needs in determining the aid, benefits, or services to be provided under these program or activities.

The Office for Civil Rights of the United States Department of Education enforces the requirements of Section 504 of the Rehabilitation Act of 1973. The address of the Regional Office which includes Oklahoma is: Office for Civil Rights, 8930 Ward Parkway, Suite 2037, Kansas City, Missouri 64114-3302 (telephone 816-268-0550, fax 816-823-1404, TDD 877-521-2172, email OCR.KansasCity@ed.gov).

Adapted from the Rights of Individuals With Handicaps Under Federal Law: Information for Those Who Have Rights and Responsibilities Under Section 504 of the Rehabilitation Act of 1973, a publication of the United States Department of Education, Office for Civil Rights.

STUDENT OBLIGATIONS

Students are responsible for textbooks, lunch charges, workbooks, novels, library books and fines, calculators, sports equipment and uniforms, and any other items that are checked out by school personnel. Any student owing items or money to the school may be held out of extracurricular activities and/or schedules or grades until the obligation is cleared. This includes athletic contests/games, prom and other school sponsored dances, graduation, or other activities deemed as extracurricular.

STUDENT PUBLICATIONS

Student publications are regarded as an integral part of the school curriculum and are under the control of school personnel. A copy of each publication or other printed materials must be given to the principal for review three (3) school days prior to the requested distribution. The three- (3) day period does not include the day of the request or the day of distribution. The principal will determine if the publication contains libelous or obscene language, art that advocates illegal action or disobedience, or material which encourages disruptive behavior. The principal will notify the individuals or sponsors as to whether or not the publication can be distributed on the school premises.

The principal also approves the place and time for distribution of printed materials. In the event the principal prohibits the distribution, the student's parents/guardians are called, and they may have the principal's decision reviewed by the Superintendent. Distribution on school premises of literature or commercial advertising advocating the nomination or election of any person for public office is expressly prohibited. (Mock elections are excluded.) Advertising materials, which promote the use of alcohol or tobacco, are strictly prohibited.

Due to Covid-19 Attendance Incentives will be suspended for the 2020-2021 school year. All students will take their finals for all classes in 2020-2021.

SEMESTER TEST EXEMPTION ~~Policy HKAB~~

~~A student may be exempt from his or her semester exam(s) if the student meets certain academic, behavior, and attendance criteria:~~

Final Examinations Exemption Policy

The Board has adopted this policy:

High School Semester Test Exemptions:

- All students must take a final for a minimum of two (2) cores classes and one (1) elective class each semester. Even though Health is a required course, it may not be counted as a core class.
- Students taking a core class at Francis Tuttle or through concurrent enrollment core class can count that test as a required core final. Concurrent classes that qualify as a core are US History, Government, English Comp I & II, College Algebra, and Personal Finance.
- Study Skills, Academic Enhancement, Work Study, and Service Leadership classes do not offer a final, and therefore, cannot be a class chosen for exemption.
- A student can be exempt from a final if he/she has the following grades/absences in that class:

Grade	Absences
A	3 excused absences (or less)
B	3 excused absences (or less)
C	3 excused absences

*College Visits, Office Excused, and Excused School Activity absences do not count in the total against semester exemptions. All excused absences other than college visits, office excused, and Activity excused do count towards loss of semester exemptions. Note that three (3) tardies equal one (1) unexcused absence.

- A student may elect to take a final, even if eligible for exemption, in an effort to raise the grade for the class.

To Ensure Student Attendance During Final Examinations

To avoid students trying to skip final exams, any student not in his or her classroom during final exams will be counted absent. The office then will be able to check attendance to ensure a student is taking the required number of final exams. If a student has been suspended, either in school or out-of-school, then that student will not be exempt from taking any final exams.

Students may still choose to take final exams to raise their final grades if they so choose.

USE OR POSSESSION OF TOBACCO, ALCOHOLIC BEVERAGES, LOW POINT BEER, OR ILLEGAL DRUGS Board Policy JFCG

Use or possession of illegal chemical substances, alcohol, and tobacco is wrong and harmful.

Students are prohibited from possessing, using, manufacturing, distributing, selling, purchasing, conspiring to sell, distribute, or possess, or being in the chain of sale or distribution or being under the influence of alcoholic beverages, low-point beer (as defined by law, i.e., 3.2 beer), illegal chemical substances, or any substance represented to be an alcoholic beverage, low-point beer, or illegal chemical substance, regardless of its actual content, at school, while on school vehicles, or at any school-sponsored event.

The term "illegal chemical substance" includes, but is not limited to (a) all scheduled drugs as defined by the Oklahoma Uniform Controlled Dangerous Substances Act; (b) all illicit drugs, such as prescription drugs obtained without authorization and prescription drugs and over the counter drugs being used for an abusive purpose (when they are not used in compliance with the prescription or directions for use and/or are not being used to treat a current health condition of the student); (c) mood-altering substances such as paint, glue, aerosol sprays, and similar substances, and (d) mate coca (also known as mate de coca and Eritrilecea coca, whether ingested in the form of coca tea or otherwise and which can produce a positive result for cocaine in a drug use test).

Students are also prohibited from possession or using tobacco products at school, while on school vehicles, or at any school-sponsored event. "Tobacco" is defined as cigarettes, cigars, pipe tobacco, snuff, chewing tobacco and all other kinds and forms of tobacco prepared in such a manner to be suitable for chewing, smoking or both, and includes e-cigarettes (e-cigarettes), vaping devices or any other product packaged for smoking or the simulation of smoking.

Violation of this policy will result in imposition of disciplinary measures, which may include suspension for the remainder of the current semester and the following semester. Student violation of this policy that also constitutes illegal conduct will be reported to law enforcement authorities.

A student may request help from a school counselor or principal in dealing with his or her involvement with such substances. The District will introduce the student requesting help to appropriate persons who may provide counseling or appropriate treatment for substance abuse. Information for students and their parents about drug and alcohol counseling and rehabilitation and reentry programs in this geographic area is available from the building counselors or principal.

Students may not retain possession of and self-administer any medication at school except as permitted by District policy.

Whenever it appears to a teacher or administrator that a student may be under the influence of low-point beer, alcoholic beverages, or illegal chemical (drugs), the teacher or administrator will immediately notify the Superintendent or designee. The principal or designee will also notify the student's parent or legal guardian of the report.

DISCIPLINARY CONSEQUENCES FOR ILLEGAL CHEMICAL SUBSTANCE, ALCOHOL AND TOBACCO VIOLATIONS

Possession, use, manufacture, sale, distribution, purchase, conspiracy to sell, distribute or possess, being in the chain of sale or distribution, or being under the influence of any illegal chemical substance, alcohol (including low-point beer) or any substance represented to be an illegal chemical substance or alcohol, regardless of its actual content:

First offense – The student will be suspended out of school for forty-five (45) days. The suspension may be reduced to ten (10) days for the first offense if the student/parent/guardian agrees the student will complete a voluntary urinalysis and counseling. The counseling will consist of a minimum of eight (8) hour course in a school approved chemical dependency education program, or a comparable program approved by the administration, and (1) additional hour to be spent with the school counselor. At administrative request, the urinalysis will be required throughout the term of the suspension (a minimum of once per month). After the second abnormal reading on a UA, a student may submit to a blood test at their own expense. If the student refuses a blood test at his/her own expense or if the student fails the urinalysis, the full term of the suspension will be reinstated without any right to appeal the full length of the suspension. Counseling and urinalysis will be at the expense of the parent/guardian. Referral to law enforcement.

Second offense – Suspension out of school for the remainder of the current semester and all of the succeeding semester and referral to law enforcement.

TOBACCO

First offense – One (1) day in-school suspension and referral to law enforcement.

Second offense – Three (3) days in-school detention and referral to law enforcement.

Third offense – Five (5) days in-school detention and referral to law enforcement.

Fourth offense – Three (3) days out-of-school suspension (school days) and referral to law enforcement.

Fifth offense – Five (5) days out-of-school suspension (school days) and referral to law enforcement.

The school administrator, in his or her discretion, may deviate from the consequences identified in this policy in appropriate situations.

Due to Covid-19 visitors will not be allowed for the 2020-2021 school year. Numbers will be posted on the door for curbside assistance. We will not be delivering forgotten items/lunch that is not an emergency.

VISITORS IDENTIFICATION

All visitors must register in the school office and state the purpose of their visit. The principal has the prerogative to approve or deny the visit. The visitor will be required to wear an identification button or nametag while he/she is a guest in the school. All persons on school premises must identify themselves upon request of school personnel during school hours, during school-sponsored events, or on school buses. If the person is not a student but appears to have legitimate business, they should be shown to the office for assistance and directions. Alumni may visit outside of school hours. **Student visitors from other schools or friends visiting to have lunch with DCHS students are not allowed.** If the person refuses to identify himself/herself or his/her purpose, the person is trespassing. School officials will instruct the unwelcome visitor to leave campus and law enforcement will be informed at this time.

WILLFUL DISOBEDIENCE / FAILURE TO COMPLY

It is the expectation at Deer Creek High School that students will comply with an adult's reasonable request or directive. Failure to comply includes but is not limited to failure to identify oneself, failure to go to the office when sent, failure to give up a cell phone or any electronic device, or failure to follow any reasonable direction of a teacher, administrator, any school personnel or the student resource officer. Students who refuse to comply will be subject to disciplinary action which may include ISI or suspension (See Student Discipline *Board Policy (JG p. 8)

Regular Schedule

Schedule A

8:15-9:05	1 st
9:10-10:00	2 nd
10:05-10:55	3 rd
11:00-11:30	A Lunch
11:35-12:25	4 th
12:30-1:20	5 th
1:25-2:15	6 th
2:20-3:10	7 th

Schedule B

8:15-9:05	1 st
9:10-10:00	2 nd
10:05-10:55	3 rd
11:00-11:50	4 th
11:55-12:25	B Lunch
12:30-1:20	5 th
1:25-2:15	6 th
2:20-3:10	7 th

Schedule C

8:15-9:05	1 st
9:10-10:00	2 nd
10:05-10:55	3 rd
11:00-11:50	4 th
11:55-12:45	5 th
12:50-1:20	C Lunch
1:25-2:15	6 th
2:20-3:10	7 th

Late Start Schedule

Schedule A

9:15-9:55	1 st
10:00-10:40	2 nd
10:45-11:25	3 rd
11:30-12:00	A Lunch
12:05-12:45	4 th
12:50-1:30	5 th
1:35-2:20	6 th
2:25-3:10	7 th

Schedule B

9:15-9:55	1 st
10:00-10:40	2 nd
10:45-11:25	3 rd
11:30-12:10	4 th
12:15-12:45	B Lunch
12:50-1:30	5 th
1:35-2:20	6 th
2:25-3:10	7 th

Schedule C

9:15-9:55	1 st
10:00-10:40	2 nd
10:45-11:25	3 rd
11:30-12:10	4 th
12:15-12:55	5 th
1:00-1:30	C Lunch
1:35-2:20	6 th
2:25-3:10	7 th

PM One Hour Assembly Schedule

Schedule A

8:15-8:55	1 st
9:00-9:40	2 nd
9:45-10:25	3 rd
10:30-11:00	A Lunch
11:05-11:45	4 th
11:50-12:30	5 th
12:35-1:15	6 th
1:20-2:20	Activity
2:25-3:10	7 th

Schedule B

8:15-8:55	1 st
9:00-9:40	2 nd
9:45-10:25	3 rd
10:30-11:10	4 th
11:15-11:45	B Lunch
11:50-12:30	5 th
12:35-1:15	6 th
1:20-2:20	Activity
2:25-3:10	7 th

Schedule C

8:15-8:55	1 st
9:00-9:40	2 nd
9:45-10:25	3 rd
10:30-11:10	4 th
11:15-11:55	5 th
12:00-12:30	C Lunch
12:35-1:15	6 th
1:20-2:20	Activity
2:25-3:10	7 th

Important Information for Parents About Meningococcal Disease and Meningococcal Vaccines from the Oklahoma State Department of Education and the Oklahoma State Department of Health

Adolescents entering high school (15 years of age),

What is meningococcal disease?

Meningococcal (men-IN-jo-kok-ul) disease is a rare but sometimes fatal disease caused by a bacterium called *Neisseria meningitidis*. The disease causes either meningitis, severe swelling of the brain and spinal cord, or meningococemia, a serious infection of the blood.

Who is at risk from meningococcal disease?

Although the risk is extremely low, disease does occur. Babies less than a year old have the highest risk for meningococcal disease, but no vaccine is available to protect them.

Teenagers and young adults, aged 15 to 22 years, are at increased risk because of behaviors that spread the disease. On average two to three people in this age group get meningococcal disease every year in Oklahoma. More than half of these could be prevented by vaccine.

College freshmen living in dormitories have a greater chance of contracting the disease than other persons their age. Others at increased risk are those with immune system problems, without a spleen, and traveling to parts of the world where the disease is more common.

How is the disease spread?

The disease is spread by droplets in the air and direct contact with someone who is infected. That includes coughing or sneezing, kissing, sharing a water bottle or drinking glass, sharing cigarettes, lipstick, lip balm—anything an infected person touches with his or her mouth.

Is meningococcal disease dangerous?

Yes, every year in the United States about 2,500 people are infected and about 300 people a year die, in spite of treatment with antibiotics. Of those who live, about 400 a year lose their arms or legs, become deaf, have problems with their nervous systems, become mentally retarded, or suffer seizures or strokes. This is why preventing the disease is important. If your child has symptoms of meningococcal disease contact your health-care provider immediately.

How can meningococcal disease be prevented?

Vaccines can prevent many types of meningococcal disease, but not all types. There are two vaccines available in the United States that protect against four of the five most common strains of the meningococcal bacteria. The newest vaccine, called Menactra, or MCV4, is currently available for:

College freshmen who live in dormitories,

Other people at high risk 11- through 55- years-of-age.

There is a shortage of both vaccines because the company that makes the vaccines has not been able to keep up with the demand; therefore, it may be difficult to get the vaccine. However, healthcare providers are saving the vaccine for these groups.

The earlier vaccine, called Menomune, or MPSV4, was effective in older children and teenagers but booster doses were needed every three to five years. The new vaccine protects against the same types of meningococcal bacteria and probably will not require booster doses. MPSV4 is still used for children 2- through 10-years-old and adults over 55 who are at risk.

Teenagers and young adults can also reduce their risk by taking good care of themselves, by eating a balanced diet, getting enough sleep and exercise, as well as avoiding cigarettes and alcohol.

Signs and Symptoms of Meningitis

- Headache
- Fever
- Chills
- Stiff neck
- Extreme tiredness
- Vomiting
- Sensitivity to light
- Rash of small purplish black-red dots

A few cases of Guillain-Barré Syndrome, a serious nervous system disorder, have been reported among people who got the new vaccine, MCV4 (meningococcal conjugate vaccine). At this time, there is not enough evidence to tell if the vaccine caused the disorder. Health officials are investigating these reports.

Does the meningococcal vaccine work?

Yes. The new meningococcal vaccine protects about 90 percent of the people who receive it from meningococcal disease caused by types A, C, Y, and W-135. These types cause almost two-thirds of all meningococcal disease in teenagers in the United States. It does not prevent type B, which causes about one third of the cases in teenagers.

Where can I get the vaccine for my son or daughter?

If your child has health insurance you can obtain the meningococcal vaccine from your health-care provider.

Local county health departments have the vaccine available now at no charge for all children who:

Have no health insurance,

Are Medicaid eligible,

Are Native American,

Or whose health insurance does not pay for vaccines,

and are either 15 through 18 years of age, or

who do not have a spleen, have certain immune system problems, or who will be traveling to certain parts of the world.

Is this vaccine required to attend school in Oklahoma?

This vaccine is not required to attend kindergarten through the 12th grade in Oklahoma. However, it is required for students who are enrolling in colleges and other schools after high school who will live in dormitories or on-campus student housing.

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Where can I get more information?

For more information contact your healthcare provider or local county health department or visit these Web sites:

National Meningitis Association at www.nmaus.org

Immunization Action Coalition at <http://www.vaccineinformation.org/menin/index.asp>

Institute for Vaccine Safety, Johns Hopkins Bloomberg School of Public Health at <http://www.vaccinesafety.edu/cc-mening.htm>

National Network for Immunization Information at <http://www.immunizationinfo.org/>

Is the meningococcal vaccine safe?

Yes, both vaccines are safe; however, there are risks with any vaccine. About half of the people who get the vaccine will have pain and redness where the shot was given, but because the vaccine is not made from the whole bacteria, it cannot cause bloodstream infections or meningitis. A small percentage of people who get the vaccine develop a fever. Vaccines, like all medicines, carry a risk of an allergic reaction, but this risk is very small.

Does the meningococcal vaccine prevent all cases of meningitis?

This information sheet was prepared with information obtained from the Oklahoma State Department of Health, the Centers for Disease Control and Prevention and the Children's Hospital of Philadelphia.

No. However, 63 percent of the meningitis cases in 18-22 year olds occurring in Oklahoma from 2000 through 2005 could have been prevented by vaccination. The meningococcal vaccine does not include type B. Scientists have not been able to make a vaccine that will protect against type B. Other bacteria and viruses can also cause meningitis. More information about these causes can be found at the National Meningitis Association Web site listed in the box in the next column.

NONDISCRIMINATION

The Deer Creek School District does not discriminate on the basis of race, color, sex, national or ethnic origin, alienage, ancestry, religion or religious creed, gender identity, gender expression, pregnancy, age, disability or handicap, marital or parental status, sexual orientation, military or veteran status, genetic information, or any other characteristic protected under applicable federal, state or local law.

Inquiries concerning application of this policy may be referred to Lenis DeRieux or James Edwards, Title IX/504/ADA Compliance Coordinators.



Annual Notification for Parents, Teachers, and Employees

The Asbestos Hazard Emergency Response Act of 1986 (AHERA) required the inspection of all buildings in the school district for asbestos. The District has complied with this act. A management plan documenting these inspections is on file from public review. Upon request you may view the plan, which is located at the superintendent's office and at each campus.

The Deer Creek Public Schools annually notifies all parents, teachers, and other employees by posting this notice. Additionally, information regarding any asbestos related activities, planned or in progress, will be disseminated by posting a notice, or using handout bulletins, e-mails, flyers and /or using school newsletters.

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

Deer Creek School District
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